



## Legislation Details (With Text)

**File #:** 2024-0514  
**Type:** Consent Calendar Item      **Status:** Passed  
**File created:** 4/16/2024      **In control:** Human Services  
**On agenda:** 6/4/2024      **Final action:** 6/4/2024  
**Title:** Human Services Department Contracts for Fiscal Year 2024-25  
**Sponsors:** Human Services  
**Indexes:**

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| Date     | Ver. | Action By            | Action                  | Result |
|----------|------|----------------------|-------------------------|--------|
| 6/4/2024 | 1    | Board of Supervisors | Approved as recommended | Pass   |

**To:** Board of Supervisors  
**Department or Agency Name(s):** Human Services  
**Staff Name and Phone Number:** Angela Struckmann, 707-565-5800 and Cristin Tuider, 707-565-8504  
**Vote Requirement:** Majority  
**Supervisorial District(s):** Countywide

**Title:**  
Human Services Department Contracts for Fiscal Year 2024-25

**Recommended Action:**

- A) Authorize the Director of the Human Services Department, or designee, to execute 22 contracts to deliver Adult and Aging, Economic Assistance, Employment and Training, and Family, Youth and Children’s Services to the community, as listed on Attachment A, for a total amount of \$12,622,323. Contract terms vary from one to three fiscal years as listed in Attachment A.
- B) Authorize the Director of the Human Services Department to execute amendments to the contracts with:
  - i. California Parenting Institute for Parent Mentor Program services, increasing the total amount by \$805,312 for a new total amount of \$1,335,312 and extending the term from June 30, 2025 to June 30, 2026.

- ii. Seneca Family of Agencies for the Wraparound Program, increasing the total amount by \$99,000 for a new total amount of \$4,367,000, with no change to the end date of June 30, 2025.
- C) Authorize the Director of the Human Services Department, or designee, to amend and execute all of the contracts included in this item in order to program unanticipated revenues that do not increase the amount of the contract by more than \$100,000 from the original amount and that do not significantly change the scopes of service.

**Executive Summary:**

The Human Services Department (HSD) requests authority to execute contracts for services with community-based organizations as listed on Attachment A. Depending on the funding amount, HSD procures client services every three to four years, either through a competitive Request for Proposal process or under the authority of the department head or purchasing agent to provide a broad range of services to clients for programs such as job search services, housing support, services to young adults and foster youth, child welfare programs, adult and child abuse prevention, and programs for seniors.

**Discussion:**

**Human Services Service Contracts, (\$13,526,635)**

The Human Services Department (HSD) will execute a total of 24 contracts, including 2 amendments, for a total of \$13,526,635 that require Board approval. Community-based services for clients total \$12,618,635 of the total amount. The remaining funds are for the Upstream Investments Shared Outcomes Measurement System. Funding amounts for these contracts were determined prior to the Governor's Revised Budget in May. Once the State Legislature passes the budget bill by June 15, 2024, HSD will analyze what, if any, revisions will need to be made.

All funding for contracted services is in support of state and federal mandates and is consistent with the County's objectives under HSD to protect vulnerable children and adults and promote maximum independence and well-being for county residents. Contracts are executed in the standard Counsel-approved template (Attachment E), include language that obligates the County only to the extent funding is available, and allow for amendments to reduce or terminate the contract in the event that any anticipated funding is reduced or eliminated.

Each contract was procured using county and funder requirements and in support of [Safety Net Contracting Principles <https://sonomacounty.ca.gov/contracting-principles-letter-from-the-safety-net-departments>](https://sonomacounty.ca.gov/contracting-principles-letter-from-the-safety-net-departments) by providing essential services in every community across the county and serving some of the county's most vulnerable residents. Additionally, each scope of work describes the services to be delivered, data collection, and funder-required outcome measures. HSD has implemented the Results-Based Accountability (RBA) framework for planning, reporting, and monitoring of performance measures in each service that was procured for Fiscal Year 2024-25 and will include the Anti-Racist (AR) RBA framework for all upcoming procurements conducted by the Department. HSD continues to support shifting contracts implementing RBA to an AR-RBA framework. HSD is committed to providing services that lead to healthy and safe communities, racial equity, and social justice in support of the County's strategic plan.

More funds may be allocated at any time from the state or federal government. In addition, throughout the fiscal year, HSD may reallocate funding due to over/under spending by contractors. It is imperative that there be flexibility to modify contract funding expeditiously in order to assure continuity of services. HSD requests

authorization for the Director of HSD, or designee, to amend and execute the contracts listed in this item that do not significantly change the scope of services or increase the amount of the contracts by more than \$100,000 from the original contract amount.

A summary of the contracts requiring Board approval is listed below by division and in Attachment A; this list also indicates which contracts incorporate Anti-Racist Results Based Accountability (AR-RBA) plans. A subset of Fiscal Year (FY) 2024-25 contract awards was competitively procured prior to HSD's full implementation of AR-RBA requirements and therefore do not include AR-RBA plans; however, these contracts will be updated to incorporate the RBA framework when they are competitively procured in future years as part of their respective 3-4-year cycles. The procurement method for each is listed in Attachment B. Attachment C organizes contract totals by provider, since a provider may have multiple contracts with HSD, and Attachment D includes a breakdown by specific funding source.

### **Administrative Services Division, Planning, Research, Evaluation and Engagement, \$908,000**

Part of HSD Administrative Services, the Planning, Research, Evaluation and Engagement (PREE) unit offers support and services to programs and projects across HSD's divisions, as well as engagement with the community, local partners and organizations. PREE leads the County's Upstream Investments Initiative, including supporting community capacity for data sharing and applying common metrics by administering the Shared Outcomes Measurement System (SOMS) for designated governmental and community partners working on "shared measurement" projects at a low cost.

The following contract is for three fiscal years - July 1, 2024, to June 30, 2027:

- Sidekick Solutions (\$398,000 for FY 24/25, \$358,000 for FY 25/26, and \$152,000 for FY 26/27 for a total of \$908,000) for ongoing customization of SOMS.

### **Adult and Aging Division, \$4,378,315**

The Adult and Aging Division works with individuals and the community to ensure the safety and well-being of vulnerable adults by providing protective and supportive social services to older adults, veterans, and persons with disabilities. The Area Agency on Aging (AAA) contracts with community partners to provide senior services, such as adult day care, case management, legal services, transportation, ombudsman, congregate and home-delivered meals, caregiver support and respite, medication management, and the Health Insurance Counseling and Advocacy Program. The Board has approved an ongoing general fund allocation of \$250,000 to support local nutrition programs for seniors which is included in the agreements with Council on Aging and Petaluma People Services Center.

The following contracts are for FY 2024-25:

- Council on Aging Services for Seniors (\$1,648,797) for adult day care, Alzheimer's day care, congregate and home delivered meals, nutrition program, and disease prevention and health promotion.
- Legal Aid of Sonoma County (\$100,000) for legal assistance and referral services.
- Northern California Center for Well-Being (\$271,964) for community education and disease prevention and health promotion.
- North Coast Opportunities (\$239,229) for caregiver supports and disease prevention and health promotion programs.
- Petaluma People Services Center (\$756,035) for adult day care, aging in place program, caregiver support groups, case management, congregate and home delivered meals, fall prevention, disease prevention and health promotion, telephone reassurance, and transportation.

- Redwood Empire Food Bank (\$200,000) for food and nutrition program.
- Senior Advocacy Services (\$862,438) for the Ombudsman program, the Health Insurance Counseling and Advocacy Program, Medicare Improvements for Patients and Providers Act services, and Elder Abuse prevention services.

The following contract is for two fiscal years - July 1, 2024, to June 30, 2026:

- Sonoma County Junior College District (\$149,926 per year for a total of \$299,852) to provide wraparound services to veterans attending Santa Rosa Junior College, as well as at-risk veterans living countywide.

### **Economic Assistance Division, \$316,808**

The Economic Assistance Division helps low-income individuals obtain medical coverage through the Medi-Cal program and food benefits through the CalFresh program.

The following contracts are for one fiscal year - July 1, 2024, to June 30, 2025:

- Redwood Empire Food Bank (\$100,000) for CalFresh outreach and assistance with applications.
- United Way of the Wine Country (\$216,808) for 2-1-1 services and CalFresh outreach and assistance with applications.

### **Employment and Training Division, \$3,242,788**

The Employment and Training Division oversees SonomaWORKS, funded by the California Department of Social Services with Temporary Assistance to Needy Families funding, General Assistance (GA) to disabled or low income and unemployed individuals, and Job Link and youth programs funded by the Workforce Innovation & Opportunity Act (WIOA). The SonomaWORKS program is designed to help those receiving cash assistance get training, job readiness and retention support, and help in overcoming barriers that prevent them from obtaining a job in order to get off of cash assistance and progress to self-sufficiency. WIOA provides funding for job search, job training, Job Link, and youth services.

The following contract is for one fiscal year - June 10, 2024, to June 9, 2025:

- Conservation Corps North Bay (\$804,923) for the provision of summer and year-round crew work for youth and young adults enrolled in the Sonoma County Youth Ecology Corps (SCYEC) program. The SCYEC solicits funding from investing project hosts to support the program and provide for crew work to public agencies as needed. Program revenue is generated throughout the fiscal year.

Each of the following contracts are for FY 2024-25:

- Goodwill Industries of the Redwood Empire (\$872,460) for job readiness and employment services to participants enrolled in the SonomaWORKS program.
- Goodwill Industries of the Redwood Empire (\$628,050) for the My Pathway Program providing youth and young adults education and employment services.
- Interfaith Shelter Network (\$450,000) for the provision of transitional housing and case management services for Housing and Disability Advocacy Program and SonomaWORKS Housing Support Program clients.
- Petaluma People Services Center (\$387,355) for the My Pathway Program providing youth and young adults education and employment services.
- Sonoma County Junior College District (\$200,000) for support to SonomaWORKS clients enrolled at

Santa Rosa Junior College.

The following contract is for three fiscal years - July 1, 2024, to June 30, 2027:

- Women's Recovery Services (\$0) for GA payments for clients residing in Residential Rehabilitation facilities. This contract has no monetary value as GA payments are issued directly to the facility on behalf of the client.

### **Family, Youth & Children's Division, \$3,776,412**

The Family, Youth and Children's Division ensures the safety and well-being of children and youth by providing families with the resources they need to prevent the removal of their children or assist in the return of children to the home, provides support and care of children in foster care, and supports the safety of children in the community.

Each of the following contracts are for FY 2024-25:

- Seneca Family of Agencies (\$703,609) for the Sonoma Marin Family Urgent Response System providing support to caregiver families, foster youth, and former foster youth through a toll-free statewide telephone hotline available 24/7 and a corresponding local in-person mobile response during crisis.

Each of the following contracts are for two fiscal years - July 1, 2024, to June 30, 2026:

- Community Child Care Council of Sonoma County (\$147,216 for FY 24/25 and \$154,362 for FY 25/26 for a total of \$301,578) for child care support for foster children through State Senate Bill 89 that establishes the Emergency Child Care Bridge program for foster children.
- Family Builders By Adoption (\$381,647 for FY 24/25 and \$389,478 for FY 25/26 for a total of \$771,225) to assist youth in identifying relatives and other caring adults that can provide support to them on an ongoing basis.
- TLC Child & Family Services (\$1,000,000 per year for a total of \$2,000,000) for transitional housing and assistance for youth transitioning out of foster care.

### **HSD Contract Amendments**

- Amendment to the current contract with California Parenting Institute adds \$805,312 to the current agreement for a new amount of \$1,335,312 and extends the term from June 30, 2025 to June 30, 2026. This agreement provides for parent mentor services, and the additional funding will increase these services and add back the parent orientation piece of the program that was cut due to budget constraints in 2020.
- Amendment to the current contract with Seneca Family of Agencies adds \$99,000 to the current agreement for a new amount of \$4,367,000. This agreement provides wraparound services, and the amendment incorporates a prior agreement with the same provider for the Active Support Intervention Services for Transition program with no change to the end date of June 30, 2025.

### **Strategic Plan:**

This item directly supports the County's Five-year Strategic Plan and is aligned with the following pillar, goal, and objective.

**Pillar:** Healthy and Safe Communities

**Goal:** Goal 1: Expand integrated system of care to address gaps in services to the County's most vulnerable.

**Objective:** Objective 2: Identify gaps in the Safety Net system of services and identify areas where departments can address those gaps directly, and seek guidance from the Board when additional resources and/or policy direction is needed.

**Racial Equity:**

**Was this item identified as an opportunity to apply the Racial Equity Toolkit?**

No

**Prior Board Actions:**

The Board has annually approved funding and service contracts for the programs included in this item.

06-06-2023 - Approved \$21,653,818 in funding for Human Services Department contracts.

06-13-2022 - Approved \$13,950,080 in funding for Human Services Department contracts.

06-08-2021 - Approved \$15,574,626 in funding for Human Services Department contracts.

**FISCAL SUMMARY**

| <b>Expenditures</b>                | <b>FY23-24<br/>Adopted</b> | <b>FY24-25<br/>Projected</b> | <b>FY25-26<br/>Projected</b> | <b>FY26-27<br/>Projected</b> |
|------------------------------------|----------------------------|------------------------------|------------------------------|------------------------------|
| Budgeted Expenses                  |                            | \$11,322,769                 | \$2,051,866                  | \$152,000                    |
| Additional Appropriation Requested |                            |                              |                              |                              |
| <b>Total Expenditures</b>          | <b>\$0</b>                 | <b>\$11,322,769</b>          | <b>2,051,866</b>             | <b>\$152,000</b>             |
| <b>Funding Sources</b>             |                            |                              |                              |                              |
| General Fund/WA GF                 |                            | \$250,000                    |                              |                              |
| State/Federal                      |                            | \$10,454,737                 | \$2,051,866                  | \$152,000                    |
| Fees/Other                         |                            | \$618,032                    |                              |                              |
| Use of Fund Balance                |                            |                              |                              |                              |
| General Fund Contingencies         |                            |                              |                              |                              |
| <b>Total Sources</b>               | <b>\$0</b>                 | <b>\$11,322,769</b>          | <b>2,051,866</b>             | <b>\$152,000</b>             |

**Narrative Explanation of Fiscal Impacts:**

The Human Services Department’s proposed FY 2024-25 budget includes funding for the requested contracts (\$13,526,635). See Attachment A for full details including a breakdown of funding by fiscal year. The funding sources used to finance these contracts are summarized in Attachment D.

| <b>Staffing Impacts:</b>                       |  |                           |                           |
|--|--|---------------------------|---------------------------|
| <b>Position Title (Payroll Classification)</b> | <b>Monthly Salary Range (A-I Step)</b> | <b>Additions (Number)</b> | <b>Deletions (Number)</b> |
|  |  |                           |                           |
|  |  |                           |                           |
|  |  |                           |                           |

**Narrative Explanation of Staffing Impacts (If Required):**

None.

**Attachments:**

Attachment A - Human Services Department Contracts  
Attachment B - Human Services Department Procurement Method by Contract  
Attachment C - Human Services Department Contracts by Contractor  
Attachment D - Human Services Department Contracts by Funding Source  
Attachment E - Human Services Department Contract Template  
Attachments 1 through 24 - Service Provider Contracts/Amendments

**Related Items "On File" with the Clerk of the Board:**

N/A