



# COUNTY OF HUMBOLDT

For the meeting of: 6/10/2025

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File #: 25-696

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**To:** Board of Supervisors

**From:** DHHS: Social Services

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Professional Services Agreement with Redwood Community Action Agency (RCAA) Regarding the Provision of Housing Assistance, Case Management and Support Services to Eligible Families as Part of the Parents and Children in Transition Program in the Amount of \$1,102,094

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with RCAA in the amount of \$1,102,094 for the period of July 1, 2025, through June 30, 2027; and
2. Authorize the Department of Health and Human Services (DHHS) - Child Welfare Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with RCAA, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached professional services agreement with RCAA to the DHHS - Contract Unit for further processing.

**STRATEGIC PLAN:**

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Safe & Healthy Communities

Strategic Plan Category: 1001 -Support and sustain partnerships between public safety and partner agencies to enhance public safety in our communities

**DISCUSSION:**

Since its inception in 2016, RCAA's Parents and Children in Transition Program (PACT Program) has been providing housing assistance, case management and support services that are designed to enable eligible families to become stabilized and transition into permanent housing. To date, 401 families referred by the Humboldt County DHHS - Child Welfare Services have been served by the PACT Program and 110 families have obtained permanent housing.

Although not a mandated service, the housing assistance, case management and support services provided by RCAA as part of the PACT Program are invaluable in helping families obtain permanent housing. The PACT program is temporary in nature, and participating families are required to develop, and comply with, detailed plans for securing housing, improving life skills and outlining aftercare needs to retain independence. Families participating in the PACT Program leave with greater family stability and program staff are constantly working on improving and upgrading the PACT Program to provide better support and outcomes for families served. The attached professional services agreement with RCAA will allow eligible families to continue receiving housing assistance, case management and support services as part of the PACT Program for the period of July 1, 2025, through June 30,

2027.

Accordingly, DHHS - Child Welfare Services recommends the Board approve, and authorize the Chair of the Board to execute, the attached professional services agreement with RCAA regarding the provision of housing assistance, case management and support to eligible families as part of the PACT Program for the period of July 1, 2025, through June 30, 2027. It is also recommended that the Board authorize the DHHS - Child Welfare Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with RCAA, after review and approval by County Counsel, Risk Management and the County Administrative Office, in order to avoid any unnecessary delays in the provision of needed housing assistance, case management and support services.

**SOURCE OF FUNDING:**

Social Services Fund (1160-508; 1160-511)

**FINANCIAL IMPACT:**

<b>Expenditures (1160-508; 1160-511)</b>	<b>FY25-26 Projected*</b>	<b>FY26-27 Projected*</b>
<b>Budgeted Expenses</b>	\$551,047	\$551,047
<b>Total Expenditures</b>	<b>\$551,047</b>	<b>\$551,047</b>

*\*Projected amounts are estimates and are subject to change.*

<b>Funding Sources (1160-508; 1160-511)</b>	<b>FY25-26 Projected*</b>	<b>FY26-27 Projected*</b>
<b>State/Federal Funds</b>	\$551,047	\$551,047
<b>Total Funding Sources</b>	<b>\$551,047</b>	<b>\$551,047</b>

*\*Projected amounts are estimates and are subject to change.*

**Narrative Explanation of Financial Impact:**

The attached professional services agreement with Redwood Community Action Agency has a maximum amount payable of \$1,102,094 for the period of July 1, 2025, through June 30, 2027. In no event shall the maximum amount paid under the attached professional services agreement with RCAA exceed \$551,047 per fiscal year (FY) for FYs 2025-26 and 2026-27. However, in the event local, state or federal funding is reduced or eliminated, the County of Humboldt may reduce the above-referenced maximum amount payable or terminate the attached professional services agreement with RCAA in its entirety.

Expenditure appropriations related to the attached professional services agreement with RCAA have been included in the proposed FY 2025-26 budget for DHHS - Social Services budget units 1160-508 and 1160-511. Funding for the attached professional services agreement with RCAA is available through federal temporary assistance (75%) and state realignment (25%) revenues received by DHHS - Social Services.

**STAFFING IMPACT:**

Narrative Explanation of Staffing Impact:

Approval of the attached professional services agreement with RCAA will not impact current staffing levels.

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not to approve the attached professional services agreement with RCAA regarding the provision of housing assistance, case management and support services to eligible families as part of the PACT Program. However, this alternative is not recommended because families currently receiving such services would be at extremely high risk of remaining homeless and experiencing increased family instability.

**ATTACHMENTS:**

1. Professional Services Agreement with RCAA Regarding the Provision of Housing Assistance, Case Management and Support Services to Eligible Families as Part of the Parents and Children in Transition Program

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**PREVIOUS ACTION/REFERRAL:**

Meeting of: 01/19/16; 12/13/16; 06/06/17; 06/12/18; 9/17/19; 8/18/20; 10/5/21; 6/28/22; 6/13/2023; 11/05/2024

File No.: 16-0078; 16-8841; 17-1937 & 17-1938; 18-521; 19-865; 20-942; 21-1367; 22-763; 23-729; 24-1439