



COUNTY OF HUMBOLDT

For the meeting of: 10/26/2021

File #: 21-1505

To: Board of Supervisors

From: DHHS: Administration

Agenda Section: Consent

SUBJECT:

Memorandum of Understanding with Redwood Community Action Agency Regarding Payment of the Costs and Expenses Associated with the Provision of Additional Rental Assistance, Case Management and Supportive Services to Individuals Between 18 and 22 Years of Age Who Are Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached memorandum of understanding with Redwood Community Action Agency regarding payment of the costs and expenses associated with the provision of additional rental assistance, case management and supportive services to individuals between 18 and 22 years of age who are experiencing, or at risk of experiencing, homelessness in Humboldt County in an amount not to exceed \$14,628.25 for the period of Jan. 1, 2020 through March 2, 2021;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached memorandum of understanding with Redwood Community Action Agency, 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 fully executed original copy of the attached memorandum of understanding with Redwood Community Action Agency to the Department of Health and Human Services - Contract Unit for further processing.

SOURCE OF FUNDING:

Social Services Fund (1160)

DISCUSSION:

On March 3, 2020 (Item C-13), the Humboldt County Board of Supervisors approved the professional services agreement with Redwood Community Action Agency (RCAA) regarding the provision of rental assistance, case management and supportive services to individuals between 18 to 22 years of age who are experiencing, or at risk of experiencing, homelessness in Humboldt County (Target Population) as part of the California Emergency Solutions and Housing Program for the period of March 3, 2020 through March 2, 2021. Sometime after March 3, 2020, the Humboldt County

Department of Health and Human Services (DHHS) and RCAA informally agreed to amend the professional services agreement to adjust the effective date thereof to Jan. 1, 2020 in order for RCAA to be compensated for the provision of agreed-upon rental assistance, case management and supportive services during the period of Jan. 1, 2020 through March 3, 2020. However, due to inadvertent oversight, the professional services agreement was not formally amended prior to its expiration.

In order to assist a greater number of people, RCAA used less of the funds than were originally budgeted for administrative purposes in order to provide additional rental assistance, case management and supportive services to eligible members of the Target Population in accordance with the terms and conditions of the professional services agreement during the period of Jan. 1, 2020 through March 2, 2021. The attached memorandum of understanding will allow for payment of the costs and expenses associated with the additional rental assistance, case management and supportive services provided by RCAA during the period of Jan. 1, 2020 through March 2, 2021.

Accordingly, DHHS recommends that the Board approve, and authorize the Chair of the Board to execute, the attached memorandum of understanding with RCAA regarding payment of the costs and expenses associated with the provision of additional rental assistance, case management and supportive services to eligible members of the Target Population during the period of January 1, 2020 through March 2, 2021. It is also recommended that the Board authorize the DHHS Director, or a designee thereof, to execute any and all subsequent amendments to the attached memorandum of understanding with RCAA, after review and approval by County Counsel, Risk Management and the County Administrative Office, in order to avoid any delays in the payment of the costs and expenses associated with the provision of additional rental assistance, case management and/or supportive services to eligible members of the Target Population.

FINANCIAL IMPACT:

The attached memorandum of understanding with RCAA has a maximum amount payable of \$14,628.25. Expenditure appropriations related to the attached memorandum of understanding with RCAA have been included in the approved fiscal year 2021-2022 budget for DHHS - Social Services budget unit 1160-520. As a result, approval of the attached memorandum of understanding with RCAA will not impact the Humboldt County General Fund.

STRATEGIC FRAMEWORK:

The recommended actions support the Board of Supervisors' Strategic Framework by protecting vulnerable populations, supporting self-reliance of citizens, creating opportunities for improved safety and health and providing community-appropriate levels of services.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the attached memorandum of understanding with RCAA regarding payment of the costs and expenses associated with the provision of additional rental assistance, case management and supportive services to eligible members of the Target Population.

However, this alternative is not recommended since it would not allow DHHS to pay Redwood Community Action Agency for the additional rental assistance, case management and supportive services provided to eligible members of the Target Population during the period of January 1, 2020 through March 2, 2021.

ATTACHMENTS:

1. Memorandum of Understanding with Redwood Community Action Agency Regarding Payment of the Costs and Expenses Associated with the Provision of Additional Rental Assistance, Case Management and Supportive Services to Individuals Between Eighteen (18) and Twenty-Two (22) Years of Age Who Are Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County
2. Professional Services Agreement with Redwood Community Action Agency Regarding the Provision of Rental Assistance, Case Management and Supportive Services to Individuals Between Eighteen (18) and Twenty-Two (22) Years of Age Who Are Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County Dated March 3, 2020.

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-13

Meeting of: 3/3/2020

File No.: 20-227