



COUNTY OF HUMBOLDT

For the meeting of: 12/9/2025

File #: 25-1362

To: Board of Supervisors

From: DHHS: Administration

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Professional Services Agreement with Redwood Community Action Agency Regarding the Provision of Rental Assistance, Case Management and Supportive Services in the Amount of \$478,896.04 for the Period of Sept. 1, 2025 through Aug. 31, 2026

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Redwood Community Action Agency (RCAA) regarding the provision of rental assistance, case management and supportive services to individuals and families who are experiencing homelessness in Humboldt County in an amount not to exceed \$478,896.04 for the period of Sept. 1, 2025, through Aug. 31, 2026; and
2. Authorize the Department of Health and Human Services (DHHS) - Social 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.

STRATEGIC PLAN:

The recommended actions support the following areas of the Board of Supervisors' Strategic Plan:

Area of Focus: Housing for All

Strategic Plan Category: 4001 - Provide housing and sheltering solutions for people experiencing homelessness

DISCUSSION:

On Sept. 29, 2023, the California Interagency Council on Homelessness announced the availability of \$869,500,000 in noncompetitive block grant funds for the fifth round of the Homeless Housing, Assistance and Prevention Program (HHAP Program). The HHAP Program is intended to allow cities, counties and local Continuums of Care to address immediate homelessness challenges throughout the state. As a result, HHAP Program funding may be used for a broad range of activities that are designed to assist individuals and families experiencing homelessness with obtaining and maintaining permanent housing, including all of the following:

- Rental assistance, housing relocation and stabilization, outreach, coordination, homelessness prevention and shelter diversion services;
- Operating subsidies in new and existing affordable or supportive housing units, emergency shelters and navigation centers;

- Security deposits, holding fees and other landlord incentives;
- Operational support related to the creation and maintenance of a homeless services and housing delivery system; and
- Capital improvements, including, without limitation, conversion of hotels or motels to permanent housing and construction of new navigation centers and emergency shelters based on demonstrated jurisdictional need.

Pursuant to the HHAP Program allocation formula, which is based on the proportionate share of the state's total homeless population as reflected by a point-in-time count of people experiencing homelessness, the California Interagency Council on Homelessness allocated \$2,381,311.91 to the Humboldt Housing and Homelessness Coalition and \$2,284,657.84 to the County of Humboldt. The Humboldt Housing and Homelessness Coalition authorized the County to file a joint application for the fifth round of HHAP Program funding on its behalf for a combined allocation of \$4,665,969.75.

On March 24, 2025, the Humboldt County DHHS - Social Services issued a Request for Proposals (RFP), which solicited proposals from qualified community organizations interested in working collaboratively with the County of Humboldt to implement various eligible projects that would be funded by the fifth round of HHAP Program funding. DHHS received proposals from five entities in response to the above-referenced RFP, which contained funding requests totaling \$4,602,519.05.

On June 10, 2025 (Item D-7), the Humboldt County Board of Supervisors (Board) approved funding allocations recommended by the RFP Evaluation Committee for the above-referenced projects, which included the project proposed by RCAA. The attached professional services agreement with RCAA will allow individuals and families who are experiencing homelessness in Humboldt County to receive rental assistance, case management and supportive services that are consistent with the County of Humboldt's goals and objectives for reducing homelessness in Humboldt County for the period of Sept. 1, 2025, through Aug. 31, 2026. It should be noted that the attached professional services agreement with RCAA comes to the Board after the start date thereof due to inadvertent delays that occurred during the contract development process.

Accordingly, DHHS - Social Services recommends that your Board approve, and authorize the Chair of the Board to execute, the attached professional services agreement with RCAA regarding the provision of rental assistance, case management and supportive services to individuals and families who are experiencing homelessness in Humboldt County for the period of Sept. 1, 2025, through Aug. 31, 2026. It is also recommended that your Board authorize the DHHS - Social 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 delays in the provision of needed rental assistance, case management and supportive services.

SOURCE OF FUNDING:

Social Services Fund 1160-520

FINANCIAL IMPACT:

Expenditures (1160-520)	FY25-26	FY26-27 Projected*
Budgeted Expenses	\$400,000.00	\$74,896.04
Total Expenditures	\$400,000.00	\$74,896.04
Funding Sources (1160-520)	FY25-26	FY26-27 Projected*
State/Federal Funds	\$400,000.00	\$74,896.04
Total Funding Sources	\$400,000.00	\$74,896.04

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

The attached professional services agreement with RCAA has a maximum amount payable of \$478,896.04 for the period of Sept. 1, 2025, through Aug. 31, 2026. In no event shall the maximum amount paid under the attached professional services agreement with RCAA exceed \$400,000 for fiscal year (FY) 2025-26 and \$74,896.04 for FY 2026-27. However, in the event that 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 unit 1160-520. Funding for the attached professional services agreement with RCAA is available through HHAP Program revenues received by DHHS - Social Services.

STAFFING IMPACT:

Approval of the attached professional services agreement with Redwood Community Action Agency will not impact current staffing levels.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may choose not to approve the attached professional services agreement with RCAA regarding the provision of rental assistance, case management and supportive services to individuals and families who are experiencing homelessness in Humboldt County. However, this alternative is not recommended since it will not allow for the provision of needed rental assistance, case management and supportive services through the use of funds that would not otherwise be available to the County of Humboldt.

ATTACHMENTS:

1. Professional Services Agreement with RCAA

PREVIOUS ACTION/REFERRAL:

Meeting of: 6/10/25

File No.: 25-725