



# COUNTY OF HUMBOLDT

## Legislation Details (With Text)

**File #:** 23-866      **Version:** 1      **Name:**  
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**File created:** 6/9/2023      **In control:** DHHS: Administrative  
**On agenda:** 7/11/2023      **Final action:** 7/11/2023  
**Title:** Professional Services Agreement with Redwood Community Action Agency Regarding the Provision of Permanent Housing, Case Management and Supportive Services to Youth Who are Experiencing Homelessness in Humboldt County

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Staff Report, 2. FY 22-23 Redwood Community Action Agency HHAP Youth Permanent Housing Services Agreement (003), 3. 3.16.23 RCAA Liab. Ins. Cert\_HumCo\_PACT, 4. Executed Agreement - Redwood Community Action Agency.pdf

Date	Ver.	Action By	Action	Result
7/11/2023	1	Board of Supervisors	approved	Pass

**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 Permanent Housing, Case Management and Supportive Services to Youth Who are 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 professional services agreement with Redwood Community Action Agency regarding the provision of permanent housing, case management and supportive services to youth who are experiencing homelessness in Humboldt County in an amount not to exceed \$350,000 for the period of June 1, 2023 through Nov. 30, 2024;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement 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

professional services agreement with Redwood Community Action Agency to the Department of Health and Human Services - Contract Unit for further processing.

SOURCE OF FUNDING:

Social Services Fund (1160-520); HHAP Program

DISCUSSION:

On December 17, 2021, the California Interagency Council on Homelessness announced the availability of \$1 billion in noncompetitive block grant funds for the third round of the Homeless Housing, Assistance and Prevention (HHAP) Program. HHAP Program recipients are required to expend these funds on evidence-based solutions that address and prevent homelessness among eligible populations, including any of the following:

- Rapid rehousing, including rental subsidies and incentives to landlords, such as security deposits and holding fees.
- Operating subsidies in new and existing affordable or supportive housing units, emergency shelters and navigation centers.
- Street outreach to assist persons experiencing homelessness to access permanent housing and services.
- Services coordination, which may include access to workforce, education, and training programs, or other services needed to promote housing stability in supportive housing.
- Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system.
- Delivery of permanent housing and innovative housing solutions, such as hotel and motel conversions.
- Prevention and shelter diversion to permanent housing, including rental subsidies.
- Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing non-congregate shelters, and operations of existing navigation centers and shelters.
- Improvements to existing emergency shelters to lower barriers and increase privacy.

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, California Interagency Council on Homelessness allocated \$2,547,368.97 to the Humboldt Housing and Homeless Coalition and \$2,377,544.3) to the County of Humboldt. The Humboldt Housing and Homeless Coalition authorized the County of Humboldt to file a joint application for HHAP Round Three funding on its behalf for a combined allocation of \$4,924,913.35 in HHAP Program funding.

On Dec. 23, 2021, the California Interagency Council on Homelessness announced that the County of Humboldt had been awarded an initial disbursement in the amount of \$1,231,228.34 in HHAP Program funding. On May 3, 2022, the Humboldt County Board of Supervisors (Board) approved, and ratified the Humboldt County Department of Health and Human Services (DHHS) Director's execution of, the initial disbursement State Standard Agreement with the California Interagency Council on Homelessness, and authorized the DHHS Director, or a designee thereof, to execute any and all

subsequent amendments and any other agreements, certifications and documents required or deemed necessary for DHHS to accept and secure funding made available through Round Three of the HHAP Program, after review and approval by County Counsel, Risk Management and the County Administrative Office.

On June 14, 2022, the Board received a presentation by DHHS and the California Center for Rural Policy on the HHAP Local Action Plan. DHHS submitted the HHAP Local Action Plan and the application for funding to the California Interagency Council on Homelessness on June 24, 2022. On Nov. 21, 2022, the California Interagency Council on Homelessness notified DHHS that the County of Humboldt had been awarded an HHAP Round Three Remainder Disbursement in the amount of \$3,693,685.01, bringing the total amount awarded under Round Three of the HHAP Program to \$4,924,913.35.

On Oct. 21, 2022, DHHS 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 third round of HHAP Program funding. DHHS received proposals from six entities in response to the above-referenced RFP, which contained funding requests totaling \$13,781,543.59. After reviewing and evaluating each proposal in accordance with the applicable evaluation and selection criteria, the RFP Evaluation Committee determined four projects should receive HHAP Program funding.

On Feb. 7, 2023, the Humboldt County Board of Supervisors approved funding allocations recommended by the RFP Evaluation Committee for the above-referenced projects, which included the project proposed by Redwood Community Action Agency. The attached professional services agreement with Redwood Community Action Agency will support the provision of permanent housing, case management and supportive services to youth experiencing homelessness in Humboldt County that are consistent with the County of Humboldt’s goals and objectives for reducing homelessness in Humboldt County for the period of execution through Nov. 30, 2024.

Accordingly, DHHS recommends that the Board approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Redwood Community Action Agency regarding the provision of permanent housing, case management and supportive services to youth who are experiencing homelessness in Humboldt County for the period of June 1, 2023 through Nov. 30, 2024. Staff also recommends that the Board authorize the DHHS Director, or a designee thereof, to execute any and all subsequent amendments to the attached agreement with Redwood Community Action Agency, 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 permanent housing, case management and supportive services to eligible members of the Target Population.

**FINANCIAL IMPACT:**

<b>Expenditures (1160-520-007, HOME HHAP Grant funds)</b>	<b>FY22-23 Adopted</b>	<b>FY23-24 Projected</b>	<b>FY24-25 Projected</b>
Budgeted Expenses	\$19,444.00	\$233,328.00	\$97,228.00
<b>Total Expenditures</b>	<b>\$19,444.00</b>	<b>\$233,328.00</b>	<b>\$97,228.00</b>

<b>Funding Sources (1160-520-007, HOME HHAP Grant funds)</b>	<b>FY22-23 Adopted</b>	<b>FY23-24 Projected*</b>	<b>FY24-25 Projected*</b>
Use of Fund Balance	\$19,444.00	\$233,328.00	\$97,228.00
<b>Total Funding Sources</b>	<b>\$19,444.00</b>	<b>\$233,328.00</b>	<b>\$97,228.00</b>

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

The attached professional services agreement with Redwood Community Action Agency has a maximum amount payable of \$350,000 for the period of June 1, 2023 through Nov. 30, 2024. In no event shall the maximum amount paid under the attached professional services agreement with Redwood Community Action Agency exceed \$19,444 for fiscal year 2022-2023; \$233,328 for fiscal year 2023-2024; and \$97,228 for fiscal year 2024-2025. 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 Redwood Community Action Agency in its entirety.

Expenditure appropriations related to the attached professional services agreement with Redwood Community Action Agency have been included in the approved fiscal year 2022-2023 budget for DHHS - Social Services budget unit 1160-520. Funding for the attached professional services agreement with Redwood Community Action Agency is available through HHAP Program revenues received by DHHS.

**STAFFING IMPACT:**

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

**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 service.

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not to approve the attached professional services agreement with Redwood Community Action Agency regarding the provision of permanent housing, case management and supportive services to youth who are experiencing homelessness in Humboldt County. However, this alternative is not recommended as your Board’s approval will allow for the provision of needed permanent housing, 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 Redwood Community Action Agency Regarding the Provision of Permanent housing, Case Management and Supportive Services to Youth who are Experiencing Homelessness in Humboldt County

PREVIOUS ACTION/REFERRAL:

Board Order No.: D-14

Meeting of: 2/7/23

File No.: 23-130