



# COUNTY OF HUMBOLDT

## Legislation Text

---

**File #:** 23-810, **Version:** 1

---

**To:** Board of Supervisors

**From:** DHHS: Social Services

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Professional Services Agreement with Redwood Community Action Agency Regarding the Provision of Housing Assistance, Case Management and Support Services to Eligible Families as Part of the Parents and Children in Transition Program

**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 housing assistance, case management and support services to eligible families as part of the Parents and Children in Transition Program in an amount not to exceed \$547,612.35 for the period of July 1, 2023 through June 30, 2024;
2. Authorize the Department of Health and Human Services - Child Welfare 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 (1) 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)

**DISCUSSION:**

Since its inception in 2016, Redwood Community Action Agency's Parents and Children in Transition ("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, 85 families referred by the Humboldt County Department of Health and Human Services ("DHHS") have been served by the PACT Program and forty-six (46) families have obtained permanent housing.

The housing assistance, case management and support services provided by Redwood Community Action Agency as part of the PACT Program are 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 Redwood Community Action Agency will allow eligible DHHS clients to continue receiving housing assistance, case management and support services as part of the PACT Program for the period of July 1, 2023 through June 30, 2024.

Accordingly, DHHS recommends 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 housing assistance, case management and support to eligible families as part of the PACT Program for the period of July 1, 2023 through June 30, 2024. 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 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 housing assistance, case management and support services.

**FINANCIAL IMPACT:**

|   |                        |
|---|------------------------|
| <b>Expenditures (Social Services Fund, 1160)</b>    | <b>FY23-24 Adopted</b> |
| Budgeted Expenses                                   | \$547,612.35           |
| <b>Total Expenditures</b>                           | <b>\$547,612.35</b>    |
| <b>Funding Sources (Social Services Fund, 1160)</b> | <b>FY23-24 Adopted</b> |
| State/Federal Funds                                 | \$547,612.35           |
| <b>Total Funding Sources</b>                        | <b>\$547,612.35</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 \$547,612.35 for the period of July 1, 2023 through June 30, 2024. 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 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 2023-2024 budgets for DHHS - Social Services budget units 1160-511 and 1160-508. Funding for the attached professional services agreement with Redwood Community Action Agency is available through federal temporary assistance and state general fund and realignment revenues received by DHHS - Social Services. As a

result, approval of the attached professional services agreement with Redwood Community Action Agency will not impact the Humboldt County General Fund.

STAFFING IMPACT:

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

STRATEGIC FRAMEWORK:

The Recommended actions support the Board of Supervisors' Strategic Framework by protecting vulnerable populations, 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 professional services agreement with Redwood Community Action Agency 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 Redwood Community Action Agency Regarding the Provision of Housing Assistance, Case Management and Support Services to Eligible Families as Part of the Parents and Children in Transition Program

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-13; C-20; C-14 & C-15; C-14; C-16; C-23; C-16; C-31

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

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