



# COUNTY OF HUMBOLDT

## Legislation Details (With Text)

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**File created:** 12/18/2020      **In control:** DHHS: Administrative  
**On agenda:** 1/12/2021      **Final action:** 1/12/2021  
**Title:** Professional Services Agreement with Redwood Community Action Agency Regarding the Provision of Rental Assistance, Case Management and Supportive Services to Youth Who Are Experiencing Homelessness in Humboldt County

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Staff Report, 2. Professional Services Agreement with Redwood Community Action Agency Regarding the Provision of Rental Assistance, Case Management and Supportive Services to Youth Who Are Experiencing Homelessness in Humboldt County, 3. RCAA YSB COI, 4. Executed Agreement.pdf

Date	Ver.	Action By	Action	Result
1/12/2021	1	Board of Supervisors	approved	Pass

**To:** Board of Supervisors

**From:** DHHS: Administration

**Agenda Section:** Consent

### SUBJECT:

Professional Services Agreement with Redwood Community Action Agency Regarding the Provision of Rental Assistance, 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 rental assistance, case management and supportive services to youth who are experiencing homelessness in Humboldt County for the period of Dec. 1, 2020 through Nov. 30, 2022;
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:

Behavioral Health Fund (1170)

DISCUSSION:

On Dec. 6, 2019, the California Homeless Coordinating and Financing Council (HCFC) announced the availability of \$640 million in noncompetitive block grant funds for the Homeless Housing, Assistance and Prevention (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 youth experiencing homelessness (Target Population) 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 the 2019 point-in-time count of people experiencing homelessness, the County of Humboldt has been allocated \$1,857,456.54, and the Humboldt County Continuum of Care has been allocated \$2,004,964.93, in HHAP funding. The Humboldt Housing and Homeless Coalition, which serves as the Continuum of Care for Humboldt County, has designated the County of Humboldt as the administrative entity to receive funding made available through the HHAP Program. As a result, the County of Humboldt is the only entity that may administer the HHAP Program funding allocated to the Humboldt County Continuum of Care.

On Feb. 11, 2020, the Humboldt County Department of Health and Human Services (DHHS) submitted two applications for HHAP funding in accordance with the requirements of the Notice of Funding Availability issued by HCFC on Dec. 6, 2019. On March 30, 2020, HCFC notified DHHS that \$3,862,421.47 in HHAP funding would be awarded to the County of Humboldt.

On April 21, 2020, 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 \$2,004,964.93 in HHAP Program funding allocated to the Humboldt County Continuum of Care.

DHHS received a total of eight proposals in response to the above-referenced RFP, which contained funding requests totaling \$4,460,700.99. After reviewing and evaluating each proposal in accordance

with the applicable evaluation and selection criteria, the RFP Evaluation Committee determined all eight projects are qualified to receive HHAP funding.

On Aug. 18, 2020 (Item C-17), the Humboldt County Board of Supervisors approved funding allocations recommended by the RFP Evaluation Committee for the above-referenced HHAP projects, which included the HHAP project proposed by Redwood Community Action Agency. The attached professional services agreement with Redwood Community Action Agency will allow eligible members of the Target Population 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 December 1, 2020 through November 30, 2022. It should be noted that the attached professional services agreement with Redwood Community Action Agency comes to the Board after the start date thereof due to inadvertent delays that occurred during the contract development process.

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 rental assistance, case management and supportive services youth who are experiencing homelessness in Humboldt County for the period of Dec. 1, 2020 through Nov. 30, 2022. 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 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 rental assistance, case management and/or supportive services.

#### FINANCIAL IMPACT:

The attached professional services agreement with Redwood Community Action Agency has a maximum amount payable of \$308,993 for the period of Dec. 1, 2020 through Nov. 30, 2022. 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 adopted fiscal year 2020-2021 budget for DHHS Behavioral Health HOME budget unit 1170-426. Funding for the attached professional services agreement with Redwood Community Action Agency is available through HHAP revenues received by DHHS. As a result, approval of the attached professional services agreement with Redwood Community Action Agency 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, improving the safety and health of local communities 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 rental assistance, case management and supportive services to youth who are experiencing homelessness in Humboldt County. However, this alternative is not recommended since the attached professional services agreement with Redwood Community Action Agency will allow for the provision of needed 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 Rental Assistance, Case Management and Supportive Services to Youth Who Are Experiencing Homelessness in Humboldt County

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-17

Meeting of: 8/17/20

File No.: 20-957, 21-10