

County of Santa Clara Social Services Agency

Department of Development & Operational Planning
Office of Contracts Management



SSA02 062409

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DATE: June 24, 2009

TO: Board of Supervisors

FROM: 
Will Lightbourne
Agency Director, Social Services Agency

SUBJECT: Approve Delegation of Authority to the Director of the Social Services Agency, or Designee, to Enter into Memoranda of Understanding with Transitional Housing Placement Providers.

RECOMMENDED ACTION

Approve delegation of authority to Director of the Social Services Agency, or designee, to negotiate, execute, amend and terminate Memoranda of Understanding with Bill Wilson Center, Unity Care Group, Inc. and Saint Andrew's Residential Program relating to providing transitional housing services to young adults in foster care in an amount not to exceed \$1,695,636, unless additional revenue is available, for the period July 1, 2009 through June 30, 2010, including the option of two additional one-year terms, following approval by County Counsel as to form and legality, and approval by the Office of the County Executive. Delegation of authority shall expire on June 30, 2012.

FISCAL IMPLICATIONS

There is no negative impact to the County General Fund associated with approval of the Recommended Action. The expenses and revenue associated with the Transitional Housing Placement Program (THPP) are included in the Agency's FY 2010 Recommended Budget as part of the foster care program funding.

The Agency received approval from the California Department of Social Services for thirty-seven (37) slots at the maximum monthly authorized payment level of \$3,819 per slot, with an annual total funding not to exceed \$1,695,636.00. The county is reimbursed for THPP expenditures for federally eligible youth at a sharing ratio of federal 50%, state 20% and county 30%. The county is reimbursed for THPP expenditures for non-federally eligible youth at a sharing ratio of state 40% and county 60%.

CONTRACT HISTORY

The Social Services Agency entered into Memoranda of Understanding with Bill Wilson Center, Unity Care Group, Inc. and Saint Andrew's Residential Program on March 3, 2006. Each provider was allocated a specific number of transitional housing slots per month: Bill Wilson - thirteen; Unity Care Group - six and Saint Andrew's Residential Program - six for a total of 26 slots. The Social Services Agency has been approved by CDSS for eleven additional slots which will be allocated between the three providers for a total of thirty-seven slots. The California Department of Social Services does not require a formal procurement process for this type of service.

REASONS FOR RECOMMENDATION

In accordance with Board policy for entering into agreements, the Social Services Agency is requesting delegation of authority to negotiate, execute, amend and terminate Memoranda of Understanding with Transitional Housing Placement Providers. Delegation of authority will allow the Agency to continue current services without interruption and amend agreements as needed.

BACKGROUND

In 1994, legislators approved a pilot program in three counties called the Transitional Housing Placement Program (THPP). The purpose of THPP is to provide well supervised, semi-independent living situations for youth ages 16 -18 years of age who are eligible for AFDC-Foster Care benefits and who meet the requirements of Welfare and Institutions Code Section 16522(a). Each program is licensed and regulated by Community Care Licensing. It is the responsibility of the Social Services Agency to approve and certify provider THPP plans. Effective January 1, 1999, Assembly Bill 2774 allowed THPP to become available to all counties in California. At this time, the Agency submitted a plan to CDSS and entered into an agreement with Bill Wilson Center to provide THPP services.

On April 15, 2005, the California Department of Social Services issued All-County Information Notice (No. I-18 -05) requiring counties providing THPP services to submit an updated plan to CDSS. The Agency's updated plan was approved by CDSS on August 25, 2005.

On November 1, 2005 and December 13, 2005 respectfully, the Board of Supervisors delegated authority to the Director of the Social Services Agency to enter into Memoranda of Understanding with Bill Wilson Center, Unity Care Group, Inc. and Saint Andrew's Residential Program. The Social Services Agency entered into agreements with the three providers with an effective date of March 3, 2006.

On May 20, 2008, the Board of Supervisors approved delegation of authority to the Agency Director until June 30, 2009 to allow the Memoranda of Understanding expiration dates to coincide with the fiscal year and while the Agency

received clarification regarding any changes in the procurement process. Interested agencies must be licensed by Community Care Licensing and submit a plan to the Social Services Agency outlining the program service delivery model, therefore a formal procurement process is not required.

CONSEQUENCES OF NEGATIVE ACTION

The Social Services Agency will be unable to enter into Memoranda of Understanding with the existing providers which will result in an interruption of THPP placements and services.

STEPS FOLLOWING APPROVAL

The Clerk of the Board will follow the usual steps for a transmittal of this type. The Director of the Social Services Agency, or designee, will negotiate and execute Memoranda of Understanding with Bill Wilson Center, Unity Care Group, and Saint Andrew's Residential Program. The Social Services Agency will forward a copy of the agreements to the Clerk of the Board within 30 days of execution.