

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

December 5, 2023

FROM

GILBERT RAMOS, Director, Transitional Assistance Department

SUBJECT

Amendment to Contract with the Housing Authority of the County of San Bernardino for California Work Opportunity and Responsibility to Kids Housing Support Services

RECOMMENDATION(S)

Approve **Amendment No. 3 to Contract No. 20-503** with the Housing Authority of the County of San Bernardino to provide California Work Opportunity and Responsibility to Kids housing support services, increasing the total not-to-exceed amount by \$15,071,562, from \$31,122,657 to \$46,194,219, and extending the contract an additional one year, for the total contract period of July 1, 2020 through June 30, 2025.

(Presenter: Gilbert Ramos, Director, 388-0245)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). Total contract costs are federally and state funded by the California Work Opportunity and Responsibility to Kids (CalWORKs) Housing Support Program (HSP) Allocation. The increase of \$15,071,562 will cover housing related expenses from 2022-23, which the state allows as the CalWORKs HSP Allocation is multi-year and ongoing. The increase will also cover the remainder of 2023-24 and 2024-25. Adequate appropriation and revenue have been included in the Human Services Administrative Claim 2023-24 budget and will be included in the 2024-25 recommended budget.

BACKGROUND INFORMATION

Under the terms of the recommended amendment, the Housing Authority of the County of San Bernardino (HACSB) will continue to provide housing and rental assistance for CalWORKs families who identify themselves as homeless, at-risk of homelessness, or whose housing instability would be a barrier to self-sufficiency. Homeless is defined as lacking a fixed and regular nighttime residence; having a primary nighttime residence that is a supervised publicly or privately operated shelter designed to provide temporary living accommodations; residing in a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings; or in receipt of a judgment for eviction, as ordered by a court.

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Based on an estimated average annual cost of \$20,850 per family, the \$15,071,562 will allow TAD to serve 722 families. The average annual cost per family breaks down into three main categories: financial assistance in the amount of \$15,020, case management in the amount of \$2,495, and administrative support in the amount of \$3,335. Financial assistance includes items such as rent and deposit (first and last month), utilities and utility deposit, moving assistance, storage, childcare, transportation costs, vehicle repairs, education, employment readiness, and miscellaneous costs such as household necessities. Case management and data collection (included in administrative support) are required components of the program.

The CalWORKs HSP targets homeless prevention resources and services by promoting housing stability for families in the CalWORKs program which further supports existing and ongoing San Bernardino County (County) efforts to reduce and prevent homelessness. In certain circumstances, CalWORKs offers its participants both temporary and permanent homeless assistance. HSP offers all CalWORKs families HSP assistance regardless of their asset or income levels. Individuals are not precluded from participating in the HSP if they have received homeless assistance benefits previously. Treatment for mental health or substance abuse needs are not a condition of receiving services. From January 2015 to date, the partnership between the Transitional Assistance Department (TAD), HACSB, and HACSB's affiliate non-profit, Knowledge and Education for Your Success, Inc. (KEYS), has served 3,356 families, of which 8,502 are children, resulting in the placement of 2,566 households, including 6,157 children, in permanent housing.

Legislation requires that counties use evidence-based models, including those established in the Federal Department of Housing and Urban Development's (HUD) Homeless Prevention and Rapid Rehousing (RRH) Program, in the implementation of the HSP. The goal of HSP is to assist families in quickly obtaining permanent housing and provide wrap-around supports to families to foster housing retention. RRH and targeted homelessness prevention programs have been implemented nationwide as cost-effective strategies to help families exit or avoid homelessness and retain permanent housing.

The California Department of Social Services (CDSS) encouraged counties to partner with county and local community-based organizations that are experienced in providing housing services. The County partnered with HACSB to provide RRH and rental assistance services. TAD entered into a Memorandum of Understanding with the Department of Behavioral Health to provide case management through the Family Stabilization and Life Skills programs.

HACSB has been the largest provider of affordable housing in the County since it was founded in 1941 and is currently serving nearly 25,000 individuals and families. HACSB and KEYS will continue to work with families and private landlords to provide RRH and rental assistance, to ensure HUD's Housing Quality Standards are followed and maintained, and participating families are aware of and understands their tenant rights and responsibilities. Rents are assessed based upon applicable local sub-market rents, but do not exceed the local area's Fair Market Rent established by HUD. Additionally, KEYS will partner with community and faith-based organizations to negotiate and support payment of security deposits, utility assistance, rental assistance, furniture needs, and other housing costs as appropriate to the situation. Extending the partnerships with HACSB and KEYS increases TAD's coordinated efforts to reduce and prevent homelessness.

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The RRH program offers time-limited, individualized financial assistance at a level that enables the family to maintain housing while they seek to increase income; learn to manage a household budget; relocate to affordable housing; and/or reduce expenses to sustain their housing. Rental assistance will be provided in a manner that is intended to prevent families from experiencing a sudden and unmanageable increase in their housing expenses at the end of program assistance.

On June 23, 2020 (Item No. 96), the Board of Supervisors (Board) approved Contract No. 20-503 with HACSB to provide CalWORKs housing support services, in the amount of \$6,480,000, for the period of July 1, 2020 through June 30, 2021, with four one-year extension options by mutual agreement of both parties.

On June 22, 2021 (Item No. 102), the Board approved Amendment No. 1 to Contract No. 20-503 with HACSB to continue providing CalWORKs housing support services, increasing the amount by \$6,480,000, from \$6,480,000 to \$12,960,000, and extending the contract an additional year, for the total contract period of July 1, 2021 through June 30, 2022.

On May 24, 2022 (Item No. 101), the Board approved Amendment No. 2 to Contract No. 20-503 with HACSB to continue providing CalWORKs housing support services, increasing the amount by \$18,162,657 from \$12,960,000 to \$31,122,657, extending the contract an additional two years, for the total contract period of July 1, 2020 through June 30, 2024.

HACSB's performance will continue to be measured by reviewing invoices and monthly reports by County staff to monitor compliance with the requirements of the contract.

PROCUREMENT

The Purchasing Department determined that the non-competitive nature of a contract with HACSB is justified based on CDSS' allocation to the County as a result of TAD's proposal to partner with HACSB in its application for HSP funding.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on October 31, 2023; County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on November 1, 2023; Purchasing (Jessica Barajas, Supervising Buyer, 387-2065) on November 15, 2023; Finance (John Hallen, Administrative Analyst, 388-0208) on November 13, 2023; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on November 15, 2023.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.

Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: December 5, 2023



cc: TAD - Martinez w/ agree
Contractor c/o TAD w/ agree
File w/ agree
JLL 12/11/2023