



County of Los Angeles  
**DEPARTMENT OF PUBLIC SOCIAL SERVICES**  
 12860 CROSSROADS PARKWAY SOUTH · CITY OF INDUSTRY, CALIFORNIA 91746  
 Tel (562) 908-8400 · Fax (562) 695-4801



SHERYL L. SPILLER  
 Director

Board of Supervisors  
 GLORIA MOLINA  
 First District  
 MARK RIDLEY-THOMAS  
 Second District  
 ZEV YAROSLAVSKY  
 Third District  
 DON KNABE  
 Fourth District  
 MICHAEL D. ANTONOVICH  
 Fifth District

June 10, 2014

The Honorable Board of Supervisors  
 County of Los Angeles  
 383 Kenneth Hahn Hall of Administration  
 500 West Temple Street  
 Los Angeles, California 90012

**ADOPTED**

BOARD OF SUPERVISORS  
 COUNTY OF LOS ANGELES

24 June 10, 2014

*Sachi A. Hamai*  
 SACHI A. HAMAI  
 EXECUTIVE OFFICER

Dear Supervisors:

**RECOMMENDATION TO APPROVE CONTRACT AMENDMENTS TO THE DOMESTIC VIOLENCE SUPPORTIVE SERVICES CONTRACTS TO INCREASE THE CONTRACT MAXIMUM FOR FISCAL YEARS 2014-15 AND 2015-16 (ALL DISTRICTS – 3 VOTES)**

**SUBJECT**

The Department of Public Social Services (DPSS) seeks Board approval to execute amendments to the current 41 Domestic Violence Supportive Services (DVSS) contracts. The contracts will be amended to increase the annual contract amounts for Fiscal Years (FY) 2014-15 and 2015-16.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Delegate authority to the Director of DPSS, or her designee to prepare and sign amendments, in substantially similar form as Enclosure I, with the 41 DVSS contractors to increase the annual contract amounts for FY 2014-15 and FY 2015-16 by \$3,706,271 per year, as indicated on Enclosure II. The maximum contract amount for the three-year term of the DVSS contracts will be \$48,411,386. The amendments will fund additional services to CalWORKs participants which are fully funded by CalWORKs Single Allocation. The contracts expire on June 30, 2016.
2. Delegate authority to the Director of DPSS, or her designee to prepare and sign amendments to the DVSS contracts for increases or decreases of no more than ten percent of the maximum contract amount based on Contractor's performance, community need and funding availability. Approval of County Counsel as to form will be obtained prior to executing such amendments. The Director shall notify the Board within ten business days of execution of such amendments.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

On June 4, 2013, the Board approved 41 DVSS contracts to begin services on July 1, 2013, to provide DVSS case management and legal services to CalWORKs, General Relief, and General Relief Opportunities for Work participants and their minor children who are victims of Domestic Violence (DV). The DVSS contractors have been working with the same amount of funding for the last six FYs because DPSS did not have the resources to allocate additional funding to these contracts.

Based on increased State funding and current expenditure trends, CalWORKs Single Allocation dollars are available to increase funding for the DVSS contracts.

A higher need for DV services is anticipated due to the expiration of the temporary exemption for CalWORKs families with young children, which ended December 2012, and has resulted in an increase in the CalWORKs Welfare-to-Work (WtW) caseload. The Family Stabilization initiative is also anticipated to generate a higher need for DV services.

Using delegated authority, the Department increased DVSS contract funding for FY 2013-14 in the aggregate amount of \$3,213,149. In order to meet the needs of the increased number of DV participant referrals in Los Angeles County, it is necessary to provide a similar increase in funding for FY 2014-15 and FY 2015-16.

### **Implementation of Strategic Plan Goals**

The recommended action is consistent with the principles of the Countywide Strategic Plan Goal #1 – Operational Effectiveness to maximize the effectiveness of processes, structure, and operations to support timely delivery of customer-oriented and efficient public services.

### **FISCAL IMPACT/FINANCING**

The Board originally approved \$12,595,232 per FY for the DVSS contracts. The new annual amount will be \$16,301,503 for FY 2014-15 and FY 2015-16. The increase of \$3,706,271 per year will be fully funded with CalWORKs Single Allocation. The total maximum cost of the DVSS contracts for the three-year contract term will be \$48,411,386. See Enclosure II for the breakdown of the annual increase by Supervisorial District as well as the annual three-year contract maximums. Each contractor will be offered an annual increase of 30 percent of the Contractor's original FY 2013-14 contract amounts. There is no net County cost impact after the Maintenance of Effort is met.

Funding for the DVSS contracts is included in the Department's FY 2014-15 recommended Budget. Funding for FY 2015-16 will be included in the Department's Budget request.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The recommended contract amendments will allow the contractors to have adequate funding to continue services until the contracts expire on June 30, 2016.

The increased funding to the DVSS contracts will allow DVSS contractors to provide case management and legal services to additional CalWORKs participants. Services include crisis intervention, counseling, therapy, education, shelter, and legal assistance. The services assist participants to attain safety, stability, and self-sufficiency.

The expected outcome is that participants have a safety plan in place and participate in WtW

activities. Contractor performance is measured by the percent of participants with a safety and service plan in place; the percent of participants who are making satisfactory progress toward overcoming domestic violence as a barrier to employment; and the percent of participants in concurrent WtW activities. Overall, the contractors are meeting performance outcome measures.

The contractors are in compliance with all Board, CEO, and County Counsel requirements.

The CEO and County Counsel have reviewed this Board letter. The DVSS amendment, Enclosure I, was approved as to form by County Counsel.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended action will enable DPSS to provide uninterrupted beneficial services to victims of DV and their children. These services enable them to overcome barriers and move toward self-sufficiency. There is no change in risk exposure to the County.

### **CONCLUSION**

Upon Board approval, the Executive Office, Board of Supervisors, is requested to return one adopted stamped Board letter to the Department of Public Social Services.

Respectfully submitted,



SHERYL L. SPILLER

Director

SLS:mss

Enclosures

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors  
Deputy Chief Executive Officer

**AMENDMENT NUMBER TWO  
TO THE CONTRACT BY AND BETWEEN  
THE COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC SOCIAL SERVICES  
AND  
\_\_\_\_\_, (CONTRACTOR)  
FOR DOMESTIC VIOLENCE SUPPORTIVE SERVICES**

Reference is made to the document entitled, "Contract By and Between the County of Los Angeles, Department of Public Social Services and \_\_\_\_\_ (CONTRACTOR), hereinafter referred to as "Contractor", for Domestic Violence Supportive Services," dated July 1, 2013 and Amendment One, dated April XX, 2014 and further identified as County Contract Number \_\_\_\_\_, hereinafter referred to as "Contract".

WHEREAS, County and Contractor intend to amend this Contract to augment the contract maximum for Fiscal Year (FY) 2014-15 and FY 2015-16 for DVSS services to CalWORKs participants..

WHEREAS, these services are necessary to assist CalWORKs participants overcome barriers to employment and move toward self-sufficiency.

NOW, THEREFORE, COUNTY and CONTRACTOR hereby agree to amend this Contract as follows:

**1. SECTION 5.0, CONTRACT SUM/COMPENSATION, Subsection 5.1, is deleted and replaced with the following:**

5.1 The maximum contract amount is \$48,411,386. The annual maximum amount for Fiscal Year (FY) 2013-14 is \$15,808,381. The annual maximum amount for FY 2014-15 is \$16,301,503. The annual maximum amount for FY 2015-16 is \$16,301,502. The County shall not be liable in any event for payment in excess of the maximum contract amount or the annual maximum amounts as follows:

5.1a – FY 13-14

Annual Contract Amount For FY 2013-14 Case Management Services				
Supervisory District	CalWORKs	GR	GROW	Case Management Subtotal
1				
2				
3				
4				
5				
<b>Case Management Total</b>				

Annual Contract Amount For FY 2013-14 Legal Services				
Supervisory District	CalWORKs	GR	GROW	Legal Services Subtotal
1				
2				
3				
4				
5				
<b>Legal Services Total</b>				

5.1b - FY 14-15

Annual Contract Amount For FY 2014-15 Case Management Services				
Supervisory District	CalWORKs	GR	GROW	Case Management Subtotal
1				
2				
3				
4				
5				
<b>Case Management Total</b>				

Annual Contract Amount For FY 2014-15 Legal Services				
Supervisory District	CalWORKs	GR	GROW	Legal Services Subtotal
1				
2				
3				
4				
5				
<b>Legal Services Total</b>				

5.1c – FY 15-16

Annual Contract Amount For FY 2015-16				
<b>Case Management Services</b>				
<b>Supervisory District</b>	<b>CalWORKs</b>	<b>GR</b>	<b>GROW</b>	<b>Case Management Subtotal</b>
1				
2				
3				
4				
5				
<b>Case Management Total</b>				

Annual Contract Amount For FY 2015-16				
<b>Legal Services</b>				
<b>Supervisory District</b>	<b>CalWORKs</b>	<b>GR</b>	<b>GROW</b>	<b>Legal Services Subtotal</b>
1				
2				
3				
4				
5				
<b>Legal Services Total</b>				

2. **Section 5.2** is deleted and replaced with the following:

**5.2.1 Case Management**

Contractor shall be paid based on Exhibit D, Pricing Schedule, for services rendered.

**5.2.2** Contractor may submit invoices for Case Management services for a billing amount not to exceed a quarterly maximum billing cap of 25% of the annual amount for Case Management services. Budget amounts

that are not expended up to the 25% billing cap, within the first three quarters of the FY, will rollover to subsequent quarters within the same fiscal year. Any funds not used by the end of the FY may not be rolled over to the next FY.

### **5.2.3 Legal Services**

Contractor may submit invoices for Legal Services for a billing amount not to exceed a semi-annual maximum billing cap of 50% of the annual amount for the Legal Services. Budget amounts that are not expended up to the 50% billing cap, in the first half of the FY, will rollover to the second half of the same fiscal year. Any funds not used by the end of the FY may not be rolled over to the next FY.

3. **Section 5.0, CONTRACT SUM/COMPENSATION, Subsection 5.6 Invoices and Payments, Paragraph 5.6.10 Unspent Funds, Sub-paragraph 5.6.10.2** is amended to read as follows:

**5.6.10.2** At the end of each Fiscal Year and at the end of the Contract term, any Unspent Funds must be returned to the County by the Contractor.

4. **Section 5.0, CONTRACT SUM/COMPENSATION, Subsection 5.6 Invoices and Payments, Paragraph 5.6.10 Unspent Funds, Sub-paragraph 5.6.10.4** is deleted in its entirety.

5. **EXHIBIT A DVSS Statement of Work, Section 3.0 REFERRALS, Subsection 3.2 REVERSE REFERRALS, Paragraph 3.2.5** is revised to read as follows:

3.2.5 If the Notification letter states that the Participant is ineligible for reason(s) indicated on the Letter, CONTRACTOR may continue to provide services to the Participant for a period not to exceed thirty (30) calendar days from the date on the Letter. This applies to instances where the participant was erroneously excluded from the assistance unit, such as Child Support sanction, or GAIN sanction, or timed off. CONTRACTOR shall not bill and will not be paid for services provided to Participant after the 30-day period.

All other terms and conditions remain in full force and effect.

//  
//  
//  
//  
//  
//  
//

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Two to be subscribed on its behalf on the \_\_\_\_\_ day of \_\_\_\_\_, 2014 by the Director of the Department of Public Social Services and the Contractor has subscribed the same through its authorized officer. The person(s) signing on behalf of Contractor warrants under penalty of perjury that he or she is authorized to bind Contractor and that he or she holds the stated position noted below.

**COUNTY OF LOS ANGELES**

By: \_\_\_\_\_  
Sheryl L. Spiller, Director  
Department of Public Social Services  
County of Los Angeles

Date: \_\_\_\_\_

**CONTRACTOR**

\_\_\_\_\_  
Contractor's Name (Print or Type)

By: \_\_\_\_\_  
Authorized Signature

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
(Print Name)

Title: \_\_\_\_\_

\_\_\_\_\_

**APPROVED AS TO FORM:**

BY THE OFFICE OF THE COUNTY COUNSEL  
JOHN KRATTLI, COUNTY COUNSEL

By: \_\_\_\_\_  
Melinda White-Svec, Deputy County Counsel

## DVSS CONTRACTOR FUNDING

Enclosure II

	Agency	Supervisory District (s)	Original Annual Amount	New FY 13 - 14 Annual Amount	New FY 14 - 15 Annual Amount	New FY 15 - 16 Annual Amount	New 3-Year Contract Maximum
1	Amanecer Community Counseling Services	1	\$ 301,552	\$ 392,018	\$ 392,018	\$ 392,018	\$ 1,176,053
2	Asian Pacific American Legal Center of Southern California	1	\$ 107,718	\$ 140,033	\$ 140,033	\$ 140,033	\$ 420,100
3	Asian Pacific Women's Center, Inc.	1	\$ 100,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 390,000
4	California Hispanic Commission on Alcohol & Drug Abuse, Inc.	1	\$ 568,372	\$ 738,884	\$ 738,884	\$ 738,884	\$ 2,216,651
5	East Los Angeles Women's Center	1	\$ 159,361	\$ 207,169	\$ 207,169	\$ 207,169	\$ 621,508
6	House of Ruth, Inc.	1	\$ 286,849	\$ 372,904	\$ 372,904	\$ 372,904	\$ 1,118,711
7	Human Services Association	1	\$ 344,733	\$ 448,153	\$ 448,153	\$ 448,153	\$ 1,344,459
8	Center for the Pacific Asian Family, Inc. *	2	\$ 120,924	\$ 120,924	\$ 157,201	\$ 157,201	\$ 435,326
9	Child Alliance, Inc.	2	\$ 336,382	\$ 437,297	\$ 437,297	\$ 437,297	\$ 1,311,890
10	Children's Institute Inc.	2	\$ 145,000	\$ 188,500	\$ 188,500	\$ 188,500	\$ 565,500
11	Harriett Buhai Center for Family Law	2	\$ 181,849	\$ 236,404	\$ 236,404	\$ 236,404	\$ 709,211
12	Jenesse Center	2	\$ 623,312	\$ 800,616	\$ 800,616	\$ 800,616	\$ 2,401,847
13	Office of Samoan Affairs of California	2	\$ 132,105	\$ 171,737	\$ 171,737	\$ 171,737	\$ 515,210
14	Community Alcohol & Drug Treatment Foundation	3	\$ 72,050	\$ 93,665	\$ 93,665	\$ 93,665	\$ 280,995
15	Domestic Abuse Center	3	\$ 150,000	\$ 195,000	\$ 195,000	\$ 195,000	\$ 585,000
16	Haven Hills, Inc.	3	\$ 150,000	\$ 195,000	\$ 195,000	\$ 195,000	\$ 585,000
17	Jewish Family Service of Los Angeles	3	\$ 140,000	\$ 182,000	\$ 182,000	\$ 182,000	\$ 546,000
18	San Fernando Valley Community MHC, Inc.	3	\$ 300,000	\$ 390,000	\$ 390,000	\$ 390,000	\$ 1,170,000
19	Valley Women's Center	3	\$ 121,064	\$ 157,383	\$ 157,383	\$ 157,383	\$ 472,150
20	Cambodian Association of America	4	\$ 80,000	\$ 104,000	\$ 104,000	\$ 104,000	\$ 312,000
21	Helpline Youth Counseling, Inc.	4	\$ 126,000	\$ 163,800	\$ 163,800	\$ 163,800	\$ 491,400
22	Niswa Association, Inc.	4	\$ 90,361	\$ 117,469	\$ 117,469	\$ 117,469	\$ 352,408
23	Rainbow Services, LTD.	4	\$ 162,000	\$ 210,600	\$ 210,600	\$ 210,600	\$ 631,800
24	South Asian Helpline and Referral Agency (SAHARA)	4	\$ 80,000	\$ 104,000	\$ 104,000	\$ 104,000	\$ 312,000
25	Su Casa- Ending Domestic Violence	4	\$ 144,913	\$ 188,387	\$ 188,387	\$ 188,387	\$ 565,161
26	Women Shelter of Long Beach *	4	\$ 387,900	\$ 387,900	\$ 504,270	\$ 504,270	\$ 1,396,440
27	Antelope Valley DV Council *	5	\$ 589,680	\$ 589,680	\$ 766,584	\$ 766,584	\$ 2,122,848
28	Peace Over Violence *	5	\$ 82,892	\$ 82,892	\$ 107,760	\$ 107,760	\$ 298,412
29	Santa Anita Family Service	5	\$ 256,710	\$ 325,421	\$ 325,421	\$ 325,421	\$ 976,264

## DVSS CONTRACTOR FUNDING

Enclosure II

30	YWCA of Glendale	5	\$ 335,511	\$ 436,164	\$ 436,164	\$ 436,164	\$ 1,308,493
31	YWCA of San Gabriel Valley **	5	\$ 363,788	\$ 413,788	\$ 472,924	\$ 472,924	\$ 1,359,636
32	Legal Aid Foundation of Los Angeles	1, 2, 3, 4	\$ 770,590	\$ 1,001,767	\$ 1,001,767	\$ 1,001,767	\$ 3,005,301
33	Neighborhood Legal Services of Los Angeles County	1, 3, 5	\$ 502,097	\$ 652,726	\$ 652,726	\$ 652,726	\$ 1,958,178
34	Los Angeles Center for Law and Justice **	1, 4	\$ 330,435	\$ 350,000	\$ 429,566	\$ 429,566	\$ 1,209,131
35	Bienvenidos Children's Center	1, 5	\$ 322,727	\$ 419,545	\$ 419,545	\$ 419,545	\$ 1,258,635
36	Foothill Family Center	1,5	\$ 355,000	\$ 455,500	\$ 455,500	\$ 455,500	\$ 1,366,500
37	Prototypes, Centers for Innovation in Health, Mental Health & Social Services	2, 3	\$ 882,768	\$ 1,117,763	\$ 1,117,763	\$ 1,117,763	\$ 3,353,290
38	1736 Family Crisis Center	2, 4	\$ 1,104,101	\$ 1,426,361	\$ 1,426,361	\$ 1,426,361	\$ 4,279,084
39	Community Legal aka Legal Aid Society of Orange County	2, 4	\$ 452,205	\$ 587,867	\$ 587,867	\$ 587,867	\$ 1,763,600
40	Interval House	2, 4	\$ 245,470	\$ 319,111	\$ 319,111	\$ 319,111	\$ 957,333
41	Institute for Multicultural Counseling & Educational Services	2, 5	\$ 588,813	\$ 755,954	\$ 755,954	\$ 755,954	\$ 2,267,861
<b>TOTAL</b>			<b>\$ 12,595,232</b>	<b>\$ 15,808,381</b>	<b>\$ 16,301,503</b>	<b>\$ 16,301,503</b>	<b>\$ 48,411,386</b>

\* - These four contractors turned down the FY 2013-14 increase; they will be offered the full increase for FY 2014-15 and FY 2015-16.

\*\* - These two contractors requested a reduced FY 2013-14 increase; they will be offered the full increase for FY 2014-15 and FY 2015-16.