

# COUNTY OF LOS ANGELES

## Family and Social Services

FESIA A. DAVENPORT  
Chief Executive Officer



**DATE:** Wednesday, April 14, 2021  
**TIME:** 1:30 PM

**DUE TO THE CLOSURE OF ALL COUNTY BUILDINGS, MEETING PARTICIPANTS AND MEMBERS OF THE PUBLIC WILL NEED TO CALL IN TO PARTICIPATE:**

**Teleconference Call-In Number: (323) 776-6996/ Conference ID: 599 009 090#**

### AGENDA

Members of the Public may address agenda item. Three (3) minutes are allowed for each item.

- I. Call to Order
- II. **Presentation/Discussion Items:**
  - a. **Department of Children and Family Services/ Department of Mental Health/ Probation:** Family Urgent Response System for Foster Caregivers and Children/Youth Update.
- III. **Informational Items:**
  - a. **Department of Public Social Services:** Recommendation to Enter into Sole Source Contracts with 11 Community College Districts to Provide Services to California Work Opportunity and Responsibility to Kids (CalWORKs) Program Participants.
- IV. Items continued from a previous meeting of the Board of Supervisors or from a previous FSS Agenda Review meeting.
- V. Public Comment
- VI. Adjournment



County of Los Angeles  
**DEPARTMENT OF PUBLIC SOCIAL SERVICES**

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 Director

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 Fifth District

April 27, 2021

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

Dear Supervisors:

**RECOMMENDATION TO ENTER INTO COMMUNITY COLLEGE  
 CALWORKS PROGRAM SOLE SOURCE CONTRACTS  
 (ALL DISTRICTS – 3 VOTES)**

**SUBJECT**

The Department of Public Social Services (DPSS) seeks approval to enter into a sole source contract with the 11 Community College Districts (CCDs) listed in Enclosure II to provide out-of-classroom coordination services to California Work Opportunity and Responsibility to Kids (CalWORKs) participants. These contracts will be effective for three (3) years, beginning July 1, 2021 through June 30, 2024. The current contracts will expire on June 30, 2021.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Delegate authority to the Director of DPSS, or her designee, to prepare and execute sole source contracts in substantially similar form as Enclosure I with the 11 CCDs listed on Enclosure II for out-of-classroom coordination services effective July 1, 2021 through June 30, 2024. The annual maximum amount for the contracts will be \$2.5 million, resulting in a three-year maximum of \$7.5 million.
2. Delegate authority to the Director of DPSS, or her designee, to prepare and execute amendments to the contracts for (1) changes which affect the scope of work, term of the contracts, contract sums, payments, or any term or condition in the contracts; (2) additions and/or changes required by the county's Board of Supervisors (Board) or Chief Executive Office (CEO); (3) changes to be in compliance with applicable federal, state, and county regulations; and (4) increases or decreases of no more than ten (10) percent of the original contract amounts based on the contractors' performance, county needs, and/or funding availability. The approval of County Counsel as to form will be obtained prior to executing such amendments, and the Director, or her designee, will notify the Board within ten (10) business days after execution.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The CCDs assist CalWORKs participants attending community college to stay actively engaged and meet Welfare-to-Work requirements. The CCDs provide comprehensive intake interviews, testing for basic skills, referrals to counseling offices, and case management services. The CCDs collaborate with Greater Avenues for Independence Services workers to verify that participants are enrolled in school and provide status reports to DPSS. The CCDs also serve as advocates for the participants on issues related to childcare, transportation, ancillary payments, supportive services, and learning disabilities.

The funding received from DPSS under these contracts supplements the funding from the State Chancellor's Office and enables the CCDs to provide enhanced support to CalWORKs participants.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The recommended action is consistent with the principles of the Countywide Strategic Plan, Goal III, Strategy 3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability: Continually assess our efficiency and effectiveness, maximize and leverage resources, and hold ourselves accountable.

### **FISCAL IMPACT/FINANCING**

The annual maximum amount for the contracts will be \$2.5 million, resulting in a three-year maximum of \$7.5 million. The cost of the contracts is completely funded through CalWORKs Single Allocation and there is no additional Net County Cost after the required CalWORKs Maintenance of Effort is met.

Funding for these services is included in the department's Fiscal Year 2021-22 budget. Funding for future fiscal years will be included in the department's annual budget requests. The allocation of funds to the 11 CCDs listed on Enclosure II is based on each CCD's percentage of CalWORKs participants attending the community colleges.

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

The contracts provide for termination by the county upon 60-days' advance written notice, should termination be in the county's best interest.

The award of these contracts will not result in unauthorized disclosure of confidential information and will be in full compliance with federal, state, and county regulations. The CCDs are in compliance with all Board, CEO, and County requirements.

County Counsel has reviewed this Board Letter and approved the sample contract as to form.

### **CONTRACTING PROCESS**

The California Department of Social Services Manual of Policies and Procedures (MPP) Section 23-650.1.14 allows for procurement by negotiation with public colleges, including the CCDs (Enclosure III).

In compliance with Board Policy 5.100, Sole Source Contracts, DPSS notified the Board on June 16, 2020, of its intent to renew these contracts and has completed the Sole Source Checklist (Enclosure IV).

### **CONTRACTOR PERFORMANCE**

Performance is assessed by the following measurable performance outcomes: 1) timely submission of completed referrals, monthly attendance, and progress report forms back to DPSS to help meet the state and federally required work participation rates and avoid potential penalties, and 2) the maintenance of an academic probation rate with no more than 20% of the CalWORKs student population below 2.0 grade point average.

These contracts are monitored no less than on an annual basis. The CCDs have consistently provided satisfactory services for the past 20 years. They continue to be valuable partners in providing comprehensive support services that assist CalWORKs participants in achieving educational goals. The CCDs are in compliance with the current contract requirements.

### **IMPACT ON CURRENT SERVICES**

The recommended action will permit the uninterrupted provision of out-of-classroom coordination services to CalWORKs participants and will not infringe on the role of the county in relationship to its residents. The county's ability to respond to an emergency will not be impaired. There is no change in risk exposure to the county.

### **CONCLUSION**

Upon Board approval, the Executive Officer or Clerk of the Board is requested to return one adopted stamped Board Letter to DPSS.

Respectfully submitted,

Antonia Jiménez  
Director

AJ:jab

Enclosures (4)

c: Chief Executive Office  
Executive Office, Board of Supervisor  
County Counsel

**COMMUNITY COLLEGE CALWORKS PROGRAM  
ALLOCATION OF FUNDS**

<b>Community College Districts (11)</b>	<b>Funding Per Fiscal Year</b>	<b>3-Year Maximum Contract Amount</b>
Antelope Valley	\$189,070	\$567,209
Cerritos	\$99,020	\$297,060
Compton	\$64,173	\$192,520
El Camino	\$96,260	\$288,780
Glendale	\$304,306	\$912,917
Long Beach	\$121,791	\$365,374
Los Angeles	\$1,316,243	\$3,948,730
Mt. San Antonio	\$119,376	\$358,129
Pasadena	\$71,419	\$214,256
Rio Hondo	\$70,729	\$212,186
Santa Clarita	\$47,612	\$142,837
<b>Total</b>	<b>\$2,500,000</b>	<b>\$7,500,000</b>

**Note:** The figures have been rounded to the nearest dollar amount.

