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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

June 10, 2025

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

31 June 10, 2025

EDWARD YEN
EXECUTIVE OFFICER

Dear Supervisors:

**APPROVAL TO EXECUTE SOLE SOURCE AMENDMENTS TO 16 CHILDREN'S HEALTH
OUTREACH, ENROLLMENT, UTILIZATION, AND RETENTION SERVICES CONTRACTS TO
EXTEND THE TERM THROUGH
JUNE 30, 2026
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Request approval to execute sole source amendments to 16 Children's Health Outreach, Enrollment, Utilization, and Retention services contracts to extend the term through June 30, 2026, and delegate authority to extend the term for one year, as needed, through June 30, 2027

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of the Department of Public Health (Public Health), or designee, to execute sole source amendments, to 16 Children's Health Outreach, Enrollment, Utilization, and Retention (CHOEUR) services contracts, with the contractors identified in Attachment A, to extend the term through June 30, 2026, not to exceed a total maximum obligation of \$749,998, 100 percent funded by the Department of Public Social Services (DPSS), partially comprised of federal funds, Assistance Listing Number 93.558, through the California Department of Social Services, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).

2. Delegate authority to the Director of Public Health, or designee, to execute amendments to the contracts that: a) extend the term for one year through June 30, 2027, at amounts to be determined by the Director of Public Health, based on funding availability; b) allow a no-cost adjustment to the term of the contracts for up to six months; c) provide an increase or decrease in funding, as needed,

and based on the availability of federal, State, and/or County resources; d) update and/or add the statement of work and/or scope of work, as necessary; e) correct errors or omissions in the contract's terms and conditions; and f) reflect other necessary modifications to the contract to meet Public Health, County, and/or funder requirements, and make corresponding service adjustments, as necessary; subject to review and approval by County Counsel, and notification to your Board and the CEO.

3. Delegate authority to the Director of Public Health, or designee, to execute change notices to the contracts that authorize modifications to the budget with corresponding modifications to the statement of work, that are within the same scope of services, as necessary; changes to hours of operation and/or service locations.

4. Delegate authority to the Director of Public Health, or designee, to immediately suspend or terminate the contracts upon issuing a written notice if contractors fail to perform and/or fully comply with contract requirements; and terminate the contracts for convenience by providing a 30-calendar day advance written notice to contractors.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

CHOEUR services are currently provided under contract with 14 community-based organizations, City of Long Beach, City of Pasadena, Los Angeles Unified School District, and Los Angeles County Office of Education. These contractors ensure comprehensive outreach, enrollment, utilization, and retention services for health coverage programs and other low and no-cost programs; offer referral assistance to clients experiencing mental health disorders, substance use disorders, and homelessness; and support clients with navigating California's complex healthcare system. The service delivery format includes community outreach and education; presentations; enrollment events; eligibility assessment; and assistance with enrollment and applications, utilization of services, and eligibility reassessments.

CHOEUR services contracts have been funded most recently by the California Department of Health Care Services (CDHCS) for the Medi-Cal Health Enrollment Navigators Project, the Department of Public Social Services (DPSS) for the DPSS Home Visiting Program Bi-directional Referral and Healthcare Supportive Services, and the Housing and Homelessness Incentive Program (HHIP) for the People Experiencing Homelessness Outreach and Engagement Project. However, on May 29, 2024, MCAH received a notice of funding termination from CDHCS for the Navigation funding in response to the Governor's May 2024 State Budget Revision proposal to address the state fiscal year 2024-25 deficit. HHIP funding is also scheduled to end in October 2025.

Public Health has continued the provision of services with DPSS and HHIP funding while working to identify alternative sources of funding. The current CHOEUR service contracts are scheduled to end on June 30, 2025. Public Health does not have delegated authority to extend the contracts.

Public Health has explored various alternative funding options, including federal funds, potential state reauthorization of healthcare navigation services, philanthropy, and the County's Medi-Cal Managed Care plans. Recognizing the ongoing high demand for healthcare navigation and referrals to essential social service programs, Public Health remains actively engaged with potential funders to secure sustainable financial support.

Approval of Recommendation 1 will allow Public Health to execute amendments to extend the term of 16 CHOEUR contracts to continue the provision of outreach, enrollment, utilization, and retention

services for health coverage programs and other low and no-cost programs, offer referral assistance to clients experiencing mental health disorders, substance use disorders, and homelessness; and support clients with navigating California's complex healthcare system.

Extending the CHOEUR service contracts will enable Public Health to continue delivering essential services while preventing potential service gaps if CDHCS funds are reauthorized between now and June 30, 2025. Additionally, extending these contracts will ensure continuity of services should alternative non-CDHCS funding become available before that date. Should multi-year funding for CHOEUR services be secured in the coming months, Public Health plans to develop a competitive solicitation to expand contractor participation while ensuring that the most at-risk communities continue to receive essential healthcare services.

Approval of Recommendation 2 will allow Public Health to execute amendments to the contracts to extend the term, allow a no-cost adjustment to the term of the contracts, increase or decrease funding, as needed, and based on the availability of federal, State, and/or County resources, update and/or add the statement of work and/or scope of work, correct errors or omissions in the contract's terms and conditions, and reflect other necessary modifications as necessary to meet Public Health, County, and/or CDHCS requirements. Such amendments will only be executed if there is an unanticipated extension of the term of the applicable grant funding. This authority is being requested to enhance Public Health's efforts to expeditiously maximize grant revenue, consistent with Board Policy 4.070: Full Utilization of Grant Funds.

Approval of Recommendation 3 will allow Public Health to execute change notices to the contracts that authorize budget modifications to the budget with corresponding modifications to the statement of work, that are within the same scope of services, and changes to hours of operation and/or service locations.

Approval of Recommendation 4 will allow Public Health to immediately suspend or terminate contracts with contractors who fail to perform and/or fully comply with contract requirements, and to terminate contracts for convenience by providing 30-calendar days' advance written termination notice to contractors.

Implementation of Strategic Plan Goals

The recommended actions support North Star 1, Make investments that transform lives, Area Goal A, Healthy Individuals and Families, and North Star 2, Foster vibrant and resilient communities, Area Goal A, Public Health of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total cost for the recommended amendments for fiscal year 2025-26 will not exceed \$749,998, funded by DPSS.

There is no new net County cost anticipated with this action.

Funding will be included in Public Health's Adopted Budget for fiscal year (FY) 2025-26 and will be included in future FYs, as necessary.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Since 2003, Public Health has contracted with community agencies to conduct health care

navigation services utilizing a County-developed model of outreach, enrollment, utilization, and retention to support underserved communities with obtaining and utilizing health care benefits and services. CHOEUR services were previously funded by local and State grants including the Los Angeles County Children and Families First – Proposition 10, Assembly Bill (AB) 82 for Medi-Cal Outreach and Enrollment, Senate Bill (SB) 18 for Medi-Cal Renewal Assistance, SB 75 for Full Scope Medi-Cal for All Children, and AB 74 and later SB 154 for the Navigators Project.

On September 22, 2022, CDHCS issued an Allocation Agreement for Public Health in the amount of \$14,516,200 for the period of October 1, 2022, through June 30, 2026, for the Navigators Project. However, on May 29, 2024, Public Health received a notice of funding termination from CDHCS for the Navigation funding in response to the Governor’s May 2024 State Budget Revision proposal to address the state fiscal year 2024-25 deficit.

As required by Board Policy 5.100, your Board was notified on April 22, 2025, of Public Health’s intent to request approval to extend the term of the sole source CHOEUR services contracts.

As required under Board Policy 5.120, your Board was notified on May 13, 2025, of Public Health’s intent to request approval to increase or decrease funds above or below the annual base maximum obligation at amounts determined by the Director of Public Health or designee and the availability of federal, State and County resources. Given the uncertainty of funding resources, Public Health was unable to determine funding levels. As such, a larger delegated authority level will allow us to make the appropriate adjustments if additional resources become available, this would eliminate the need for multiple Board approvals.

Attachment A is a list of the contractors whose contracts are being extended. Attachment B is the Sole Source checklist signed by the CEO.

CONTRACTING PROCESS

On June 4, 2013, your Board authorized Public Health to execute 18 new CHOEUR service contracts, effective July 1, 2013, through June 30, 2015, and delegated authority to extend the contract term for two additional one-year terms. Fourteen of these contracts resulted from a competitive solicitation process conducted by Public Health and four were non-competitively bid (sole source).

On September 13, 2022, your Board delegated authority to the Director of Public Health to execute 18 renewal CHOUR contracts as sole source for the continued provision of CHOEUR services, for the term of October 1, 2022, through June 30, 2025, at amounts determined by Public Health based on the CDHCS forthcoming award for the Navigators Project.

Subsequently, on September 30, 2022, your Board was notified that Public Health was exercising delegated authority to execute the 18 renewal contracts effective October 1, 2022, through June 30, 2025, at a total maximum obligation of \$10,141,596; funded by SB154 through the CDHCS Medi-Cal Eligibility Division.

Since the original award and execution of the referenced contracts, the contracts have undergone amendments for adjustments to funding allocations.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The Honorable Board of Supervisors

6/10/2025

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Approval of the recommended actions will allow Public Health to continue the provision of CHOEUR services to improve health access for low-income families in Los Angeles County.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Barbara Ferrer".

Barbara Ferrer, PhD, MPH, MEd

Director

Barbara Ferrer, Ph.D., M.P.H., M.Ed.

Director

BF:mz

#08188

Enclosures

Enclosures

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

**COUNTY OF LOS ANGELES - DEPARTMENT OF PUBLIC HEALTH
CHILDREN'S HEALTH OUTREACH, ENROLLMENT, UTILIZATION AND RETENTION SERVICES CONTRACTS
FUNDING PERIOD: JULY 1, 2025 THROUGH JUNE 30, 2026**

	CONTRACT NUMBER	CONTRACTOR	DPSS	SD* SERVED	SPA** SERVED
1	PH-004977	Asian Pacific Health Care Venture, Inc.	\$ 47,613	1, 3	3, 4
2	PH-004978	Child and Family Guidance Center	\$ 47,613	3	2
3	PH-004979	City of Long Beach	\$ 47,613	4	8
4	PH-004980	City of Pasadena	\$ 35,803	5	3
5	PH-004981	Community Health Councils, Inc.	\$ 47,613	2	6
6	PH-004982	Crystal Stairs Inc.	\$ 47,613	2	6
7	PH-004983	Dignity Community Care	\$ 47,613	1	4
8	PH-004984	Emanate Health	\$ 47,613	5	3
9	PH-004985	Human Services Association	\$ 47,613	1	7
10	PH-004986	Los Angeles County Office of Education	\$ 47,613	All	Schools
11	PH-004987	Los Angeles Unified School District	\$ 47,613	All	Schools
12	PH-004988	Maternal and Child Health Access	\$ 47,613	1, 2	4, 6
13	PH-004990	Northeast Valley Health Corporation	\$ 47,613	3, 5	2
14	PH-004991	Prime Healthcare Services - St. Francis, LLC.	\$ 47,613	2	6
15	PH-004992	Tarzana Treatment Center	\$ 47,613	5	1
16	PH-004994	Venice Family Clinic	\$ 47,613	2, 3	5
		TOTAL	\$ 749,998		

* Supervisorial District

** Service Planning Area

SOLE SOURCE CHECKLIST

Department Name: _____

- ☐ New Sole Source Contract
- ☐ Sole Source Amendment to Existing Contract

Date Existing Contract First Approved: _____

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS Identify applicable justification and provide documentation for each checked item.
	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an <i>“Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist.”</i>
	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
	➤ Services provided by other public or County-related entities.
	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best economic interest of the County (e.g., significant costs and time to replace an existing system or infrastructure, administrative cost and time savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.



Chief Executive Office

Date

Asian Pacific Health Care Venture, Inc., Child and Family Guidance Center, City of Long Beach, City of Pasadena, Community Health Councils, Inc., Crystal Stairs Inc., Dignity Community Care, Emanate Health, Human Services Association, Los Angeles County Office of Education, Los Angeles Unified School District, Maternal and Child Health Access, Northeast Valley Health Corporation, Prime Healthcare Services - St. Francis, LLC., Tarzana Treatment Centers, Venice Family Clinic.