

# COUNTY OF LOS ANGELES

## Family and Social Services

FESIA A. DAVENPORT  
Chief Executive Officer



**DATE:** Wednesday, October 11, 2023  
**TIME:** 1:30 PM

**THIS MEETING WILL CONTINUE TO BE CONDUCTED VIRTUALLY AS PERMITTED UNDER THE BOARD OF SUPERVISORS' AUGUST 8, 2023, ORDER SUSPENDING THE APPLICATION OF BOARD POLICY 3.055 UNTIL MARCH 31, 2024.**

**TO PARTICIPATE IN THE MEETING, PLEASE CALL AS FOLLOWS:**  
**Teleconference Call-In Number: (323) 776-6996/ Conference ID: 599 009 090#**  
**[MS Teams Meeting Link](#) (Ctrl + click to follow link)**

### AGENDA

Members of the Public may address any agenda item after all Informational Items are presented. Two (2) minutes are allowed for each item.

- I. **Call to Order**
- II. **Consent Item(s)** (Any Information Item is subject to discussion and/or presentation at the request of two or more Board offices):
  - No Items --
- III. **Presentation/Discussion Items:**
  - a. **Department of Aging & Disabilities:** Approval to Execute Sole Source Contracts with Five (5) Independent Living Centers (ILC) and 211 LA for the Los Angeles County Emerging Aging and Disabilities Resource Connection (ADRC).
- IV. **Public Comment**
- V. Standing item(s) and those continued from a previous meeting of the Board of Supervisors or from a previous FSS Agenda Review meeting:
  - No Items --
- VI. **Notice of Closed Session**
  - CS1- **CONFERENCE WITH LEGAL COUNSEL – Existing Litigation**  
**Government Code Section 54956.9, subdivision (d)(1)**  
**Deidra Shaw v. County of Los Angeles**  
**Los Angeles Superior Court Case No. 19STCV11957**  
**Department of Children and Family Services**
- VII. **Adjournment**

**BOARD LETTER/MEMO  
CLUSTER FACT SHEET**

Board Letter

Board Memo

Other

<b>CLUSTER AGENDA REVIEW DATE</b>	10/11/2023
<b>BOARD MEETING DATE</b>	10/24/2023
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>
<b>DEPARTMENT(S)</b>	Aging and Disabilities (AD)
<b>SUBJECT</b>	Approve Aging and Disabilities Department to execute sole source contracts with five (5) Independent Living Centers (ILC) and 211 LA for the Los Angeles County Emerging Aging and Disabilities Resource Connection (ADRC).
<b>PROGRAM</b>	Aging and Disabilities Resource Connection (ADRC)
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>SOLE SOURCE CONTRACT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>DEADLINES/ TIME CONSTRAINTS</b>	AD and core partners have one year to plan and develop a Los Angeles County Emerging ADRC which will coordinate networks of programs and services (No Wrong Door Systems) to serve the needs of older adults, people with disabilities and caregivers in navigating the fragmented/complicated system of long-term services and supports and achieving their personal goals and preferences for healthy aging.
<b>PURPOSE OF REQUEST</b>	In April 2023, AD, 211 LA, and the ILCs submitted a grant application to the California Department of Aging (CDA) for the ADRC Infrastructure grant. The California Welfare and Institutions Code, Section 9121, requires the California Department of Aging (CDA) to award grants to interested and qualified Area Agencies on Aging (AAAs) and Independent Living Centers (ILC); 211 LA, Disabled Resources Center, Inc. (DRC), Disability Community Resource Center (DCRC), Independent Living Center of Southern California (ILCSC), Service Center for Independent Life (SCIL), and Southern California Resource Services for Independent Living (SCRS-IL) will partner with AD to complete the planning and application process (as an Emerging ADRC) for designation and approval to operate as a Designated ADRC program. The purpose of the sole source contracts is to support AD's partners, 211LA and five ILCs in developing implementing and sustaining a local No Wrong Door (NWD) system that enhances consumer access to existing long-term services.
<b>COST &amp; FUNDING</b>	The anticipated annual funding for the ADRC is \$1,437,193. ADRC is financed with California State Senate Bill 80 (SB80) and codified the ADRC Infrastructure Grants Program into the California Welfare and Institutions Code, Section 9121.
<b>BACKGROUND (Include internal/external issues that may exist)</b>	The purpose of this program is to collaborate and partner with 211 LA, the five ILCs, and AD to support in developing, implementing, and sustaining a Los Angeles County Emerging ADRC and local No Wrong Door (NWD) system

<b>including any related motions)</b>	<p>that enhances consumer access to existing long-term services and supports options through funding from the ADRC Infrastructure Grants</p> <p>Program pursuant to the California Welfare and Institutions Code Sections 9120-9122. Access is defined as:</p> <ul style="list-style-type: none"> <li>•Connecting individuals to existing LTSS options.</li> <li>• Support for navigating the healthcare and long-term care system.</li> <li>•Enhancing and/or converting service delivery models (i.e., converting to virtual and/or web-based services) to overcome consumer challenges in obtaining existing LTSS options.</li> <li>•Adopting system change initiatives to improve care coordination for consumers and provide streamlined access to existing LTSS options.</li> <li>•Improving coordination and integration between healthcare and long-term care service providers.</li> <li>•Establishing consumer-friendly entry points, or new interfaces, for people seeking LTSS options at the community level.</li> </ul>
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain how:
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please state which one(s) and explain how
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Ashley Liang, Executive Assistant, at (213) 880-4158 or at <a href="mailto:ALiang@ad.lacounty.gov">ALiang@ad.lacounty.gov</a>

October 24, 2023

**BOARD OF SUPERVISORS**

Hilda L. Solis  
Holly J. Mitchell  
Lindsey P. Horvath  
Janice Hahn  
Kathryn Barger

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

Dear Supervisors:

**EXECUTIVE LEADERSHIP**

Dr. Laura Trejo  
*Director*

Lorenza C. Sánchez  
*Chief Deputy*

Mia C. Atencio  
*Acting Administrative Deputy II*

Anna Avdalyan  
*Assistant Director*

Jerrell D. Griffin  
*Acting Assistant Director*

Ivan Pacheco  
*Chief Information Officer*

**APPROVE THE AGING AND DISABILITIES DEPARTMENT TO  
EXECUTE SOLE SOURCE CONTRACTS WITH FIVE (5)  
INDEPENDENT CENTERS AND 211 LA FOR THE LOS  
ANGELES COUNTY EMERGING AGING AND DISABILITY  
RESOURCE CONNECTION PROGRAM**

**(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

**SUBJECT**

The County of Los Angeles (County) Aging and Disabilities Department (AD) seeks approval to execute sole source contracts with 211 LA and five (5) Independent Living Centers (ILC) to develop and operate a Los Angeles County Emerging Aging and Disability Resource Connection (ADRC). The Los Angeles County Emerging ADRC will create a countywide No Wrong Door system (NWD) and network with standardized systems and processes for helping individuals access all publicly funded Long Term Senior Services (LTSS) and will partner with (AD) to streamline access through a single reliable source via a highly integrated network.

**GET IN TOUCH**

510 S. Vermont Avenue  
Los Angeles, CA 90020  
ad.lacounty.gov  
[info@ad.lacounty.gov](mailto:info@ad.lacounty.gov)

**IT IS RECOMMENDED THAT THE BOARD:**

1. Approve and authorize AD's Director, or designee, to award and execute six (6) sole source contracts with 211 LA, Disabled Resources Center, Inc. (DRC), Disability Community Resource Center (DCRC), Independent Living Center of Southern California (ILCSC), Service Center for Independent Life (SCIL), and Southern California Resource Services for Independent Living (SCRS-IL), for the planning period beginning July 1, 2023 through June 30, 2024, for a maximum contract term of one (1) year with an option to extend for one

Aging & Adult Information &  
Assistance Line:  
(800) 510-2020  
Report Elder Abuse:  
(877) 477-3646  
Community & Senior Centers:  
(800) 689-8514  
Disability Information &  
Access Line:



additional year contingent upon availability of funds for year two. Funding for 211 LA and five (5) ILCs total \$1,437,193 for Fiscal Year 23-24, as shown in Attachment I.

ADRC services will be provided within all Supervisorial Districts. Allocations to Contractors were based on California of Aging (CDA)/ADRC infrastructure guidelines. Availability of funding is contingent upon contractor's performance in meeting performance outcomes, as well as contractor's adherence to its contract terms. AD will obtain County Counsel approval as to the form of the contract prior to executing this contract and shall provide written confirmation to the Chief Executive Officer (CEO) within thirty (30) working days of completing this action.

2. Approve and authorize AD's Director, or designee, to execute amendments with these contractors, which serve the best interests of the County, during the contract term as follows: 1) add new, relevant, or updated federal, State, and/or County Contract terms and conditions; and, 2) increase or decrease the contract amounts (including but not limited to baseline funds, and/or supplemental monies), which may exceed ten percent (10%) of the Maximum Contract Sum, in response to the availability of funding and/or based on contractor's performance provided that: (a) the total allocation does not exceed available funding; (b) AD obtains County Counsel approval as to the form of the amendment prior to any such amendment; and, (c) AD provides written confirmation to the CEO within thirty (30) working days of completing this action.
3. Delegate authority to the Director of AD, or designee, to terminate contracts with Contractor's upon their request, and those that have closed or are in default of their Contract requirement, for contractor's default or for the convenience of the County, provided: a) County Counsel approval is obtained prior to termination of the Contract, and b) Director of AD or designee, notifies the Board and the CEO in writing within ten (10) business days after such termination.

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

In April 2023, AD, 211 LA, and the ILC's submitted a grant application to the California Department of Aging (CDA) for the ADRC Infrastructure grant. AD, ILC's, and 211 will operate as partners to support the Los Angeles County Emerging ADRC in developing, implementing, and sustaining a local NWD system that enhances consumer access to existing long-term services. California Senate Bill 80 (SB 80), (Chapter 27, Statutes of 2019), established the first State ADRC Infrastructure Grants Program in 2019. The ADRC program develops coordinated networks of programs and services NWD systems to serve the needs of older adults, people with disabilities and caregivers in navigating the fragmented/complicated system of long-term services and supports achieving their personal goals and preferences for healthy aging. It enables consumers to access all (LTSS) through one agency organization or coordinated network or portal.

California Welfare and Institutions Code, Section 9121, requires CDA to award grants to interested and qualified Area Agencies on Aging (AAA) and ILCs to complete the planning and application process (as an Emerging ADRC) for designation and approval to operate as a Designated ADRC program, upon meeting designation requirements.

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

The activities identified in the ADRC program support Countywide Strategic Plan Goal I: Make Investments That Transform Lives, specifically, Strategy I.1 Increasing Our Focus on Prevention Initiatives and Strategy I.2. Enhancing Our Delivery of Comprehensive Interventions; and Goal II Foster Vibrant and Resilient Communities, specifically, Strategy II.2 Supporting the Wellness of Our Communities.

### **FISCAL IMPACT/FINANCING**

The anticipated annual funding for the recommended ADRC program is \$1,437,193 to be allocated to sole source contractors. The requested Board authority will allow AD to allocate funds for the six (6) sole source contracts for one (1) 12-month term with the option to extend contingent upon availability of funding for year two. Funding will be included in the AD Fiscal Year (FY) 2023-24 budget. There is no Net County Cost associated with this program.

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

The purpose of this program is to support AAAs and ILCs in developing, implementing, and sustaining ADRCs and a local NWD system that enhances consumer access to existing long-term services and supports options through funding from the ADRC Infrastructure Grants Program pursuant to the California Welfare and Institutions Code Sections 9120-9122. Access is defined as:

- Connecting individuals to existing LTSS options.
- Support for navigating the healthcare and long-term care system.
- Enhancing and/or converting service delivery models (i.e., converting to virtual and/or web-based services) to overcome consumer challenges in obtaining existing LTSS options.
- Adopting system change initiatives to improve care coordination for consumers and provide streamlined access to existing LTSS options.
- Improving coordination and integration between healthcare and long-term care service providers.
- Establishing consumer-friendly entry points, or new interfaces, for people seeking LTSS options at the community level.

In collaboration with 211 LA and the ILC's, AD applied for the Emerging ADRC grant administered by the CDA.

Board Policy 5.100, *Sole Source Contracts and Amendments* requires that the Board be provided an advance written notice and justification to the Board at least four weeks prior to commencing contract negotiations for new sole source contracts. However, AD did not provide the required notification to the Board.

**CONTRACTING PROCESS**

AD submitted a grant application on April 2023, to CDA with their core partners to begin the process of applying to become an ADRC. The grant application listed all the core participants as partners, therefore, there was no need to complete a solicitation; however, sole source contracts need to be executed with all the core partners as shown in Attachment I. The sole source contracts are for one year for the planning term with an additional one-year option to extend contingent upon availability of funds for year-two.

**MONITORING REQUIREMENT**

Administrative, programmatic, and fiscal monitoring of the Subrecipients will be conducted on a quarterly basis to ensure Contract compliance. Administrative and programmatic monitoring are completed by AD's Contract Compliance Division. Fiscal monitoring is conducted by an approved vendor procured through the Los Angeles County Auditor-Controller's Master Agreement for As-Needed Contract Audits/Studies.

**IMPACT ON CURRENT SERVICES**

Approval of the recommended actions will allow for planning of the infrastructure for the emerging ADRC. These Services provide vital support and resources to the residents of Los Angeles County. As such, it is in the County's best interest to execute these sole source contracts.

**CONCLUSION**

Upon your approval of the recommended actions, AD's Director, or designee, will proceed to execute the sole source contracts, and any future amendments as noted herein. Should you have any questions, please contact me directly, or your staff may contact Ashley Liang, Executive Assistant, at [ALiang@ad.lacounty.gov](mailto:ALiang@ad.lacounty.gov).

Respectfully submitted,

DR. LAURA TREJO  
Director

LT:LS:MA:CD:HK:BF

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

Enclosure

## ADRC ALLOCATION CHART

Subcontractor	Total Funds
<b>211LA</b> 526 W. Las Tunas Drive San Gabriel, CA 91776 (626) 926-1135 Maribel Marin, Executive Director mmarin@211la.org	\$250,000
<b>Southern California Resource Services for Independent Living</b> 7830 Quill Drive , Suite D Downey, CA 90242 (562) 862-6531 Rudy Contreras, CEO rcontreras@scrs-ilc.org	\$299,376
<b>Service Center for Independent Life</b> 107 South Spring Claremont, CA 91711 (909) 621-6722 Larry Grable, Executive Director larry@scil-ilc.org	\$174,418
<b>Disabled Resource Center</b> 2750 E. Spring St, Suite 100 Long Beach, CA 90806 (562) 427-1000 Dolores Nason, Executive Director d.nason@drcinc.org	\$159,574
<b>Disability Community Resource Center</b> 12901 Venice Boulevard Los Angeles, CA 90066 (310) 390-3611 Ext. 201 TJ Hill, Executive Director tjhill@drc.com	\$211,418
<b>Independent Living Center of Southern California</b> 14354 Haynes St. Van Nuys, CA 91401 (818) 988-9525 Norma Vescovo. CEO Email: nvescovo@ilcsc.org	\$342,407
<b>Total of Subcontracted Services</b>	<b>\$1,437,193</b>



**SOLE SOURCE CHECKLIST**Department Name: Aging and Disabilities Department New Sole Source Contract Sole Source Amendment to Existing Contract

Date Existing Contract First Approved:

Check (✓)	<b>JUSTIFICATION FOR SOLE SOURCE CONTRACTS</b> <b>Identify applicable justification and provide documentation for each checked item.</b>
	> 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.
	> Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	> 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.
✓	> The contractor was selected through a competitive solicitation process conducted by an outside entity (e.g. other municipalities, public agencies, State/federal government or non-profit organizations).
	> It is in the best economic interest of the County (e.g., significant costs to replace an existing system or infrastructure, administrative cost 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

### Authority to Enter Into Noncompetitive Awards

This documentation is provided as justification for Aging and Disabilities (AD) Department's request to the Board for authorization to execute a six (6) sole source contracts with 211 LA and (5) Independent Living Centers (ILC); Disabled Resources Center, Inc. (DRC), Disability Community Resource Center (DCRC), Independent Living Center of Southern California (ILCSC), Service Center for Independent Life (SCIL), and Southern California Resource Services for Independent Living (SCRS-IL).

- > The contractor was selected through a competitive solicitation process conducted by an outside entity (e.g. other municipalities, public agencies, State/federal government or nonprofit organizations).

In April 2023, AD applied for the California of Aging (CDA) ADRC Infrastructure grants. This ADRC Infrastructure grant allows AD to create a Los Angeles County Emerging Aging and Disabilities Resource Connection. The California Welfare and Institutions Code, Section 9121, requires the CDA to award grants to interested and qualified Area Agencies on Aging (AAA) and Independent Living Centers (ILC) to complete the planning and application process (as an Emerging ADRC) for designation and approval to operate as a Designated ADRC. In AD's application to CDA for the ADRC Infrastructure grant, the (5) ILC's and 211 LA were included in the application as partners.

California Senate Bill 80 (SB 80), (Chapter 27, Statutes of 2019), established the first state Aging and Disability Resource Connection (ADRC) Infrastructure Grants Program in 2019. The ADRC program develops coordinated networks of programs and services (No Wrong Door Systems) to serve the needs of older adults, people with disabilities and caregivers in navigating the fragmented/complicated system of long-term services and supports achieving their personal goals and preferences for healthy aging. It enables consumers to access all long-term services and supports (LTSS) through one agency, organization, coordinated network, or portal. AD will accomplish this by executing sole source contracts with the (5) qualified ILCs and 211 LA as their partners.

The purpose of this program is to support Emerging and Designated ADRCs in developing, implementing, and sustaining a local No Wrong Door (NWD) system that enhances consumer access to existing long-term services and supports options through funding from the ADRC Infrastructure Grants Program pursuant to the California Welfare and Institutions Code Sections 9120-9122. Access is defined as:

- Connecting individuals to existing LTSS options.
- Support for navigating the healthcare and long-term care system.
- Enhancing and/or converting service delivery models (i.e., converting to virtual and/or web-based services) to overcome consumer challenges in obtaining existing LTSS options.
- Adopting system change initiatives to improve care coordination for consumers and provide streamlined access to existing LTSS options.
- Improving coordination and integration between healthcare and long-term care service providers.
- Establishing consumer-friendly entry points, or new interfaces, for people seeking LTSS options at the community level.