



# County of Monterey

**Item No.57**

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

**Legistar File Number: A 24-309**

**June 25, 2024**

**Introduced:** 6/7/2024

**Current Status:** Department of Social Services - Consent

**Version:** 1

**Matter Type:** BoS Agreement

- a. Approve and authorize the Director or designee of the Department of Social Services to sign Amendment No.3 to Agreement No. A-16404 with the Coalition of Homeless Services Providers by adding \$140,000 for a new total contract total of \$846,340 and extend the term of the agreement through June 30, 2025; and
- b. Authorize the Director or designee of the Department of Social Services to sign up to three future amendments to this amended Agreement where the total amendments do not exceed 10% (\$84,634) of the amended contract amount, do not significantly change the scope of work, and do not exceed the maximum aggregate amount of \$930,974.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director or designee of the Department of Social Services to sign Amendment No.3 to Agreement No. A-16404 with the Coalition of Homeless Services Providers by adding \$140,000 for a new total contract total of \$846,340 and extend the term of the agreement through June 30, 2025; and
- b. Authorize the Director or designee of the Department of Social Services to sign up to three future amendments to this amended Agreement where the total amendments do not exceed 10% (\$84,634) of the amended contract amount, do not significantly change the scope of work, and do not exceed the maximum aggregate amount of \$930,974.

### SUMMARY/DISCUSSION:

The Coalition of Homeless Services Providers (CHSP) is a private, non-profit agency with a mission to promote interagency coordination, stimulate community-wide planning and coordinate programs for individuals and families who are homeless. CHSP is the County of Monterey's designated Continuum of Care (CoC) Coordinator and lead agency for many of the County's efforts to combat homelessness. This Amendment No. 3 extends and sustains the capacity of CHSP to provide the functions below for another year of service:

- Administration of the Coordinated Assessment and Referral System (CARS), including staff to sustain and support the data system and manage training needs across the homeless service provider network to manage the CARS Master List.
- Support and advocacy for development of affordable housing, providing staff support and guidance to the Lead Me Home Leadership Council, the governing collective for the Five-Year Plan to Reduce Homelessness.
- Coordination of the (CoC), which positions CHSP as the primary entity responsible for developing and submitting the consolidated CoC application and agency project applications to the Department of Housing and Urban Development. This process draws down approximately \$2 million in funding that supports many existing homeless service programs. This process and funding are vital to maintain operational services for persons experiencing homelessness in the County of Monterey.

- Supporting the Inclement Weather Plan, including collecting and notifying local service providers with important resource information during the inclement weather season when conditions impose an increased risk of hypothermia on homeless residents.
- Serving as the lead agency for the Homeless Management Information System (HMIS), including administering the contract with approved HMIS software vendors, providing technical support to end users, and management of day-to-day operations.

OTHER AGENCY INVOLVEMENT:

The Office of County Counsel has reviewed and approved the Amendment as to form, as has the Auditor-Controller's Office as to financial provisions.

FINANCING:

This Amendment No. 3 is funded with Homeless Housing, Assistance and Prevention program Round 4 funding. Sufficient appropriations and revenues are included in the Community Programs Fund 001, Appropriation Unit SOC004 FY 2024-25 Adopted Budget.

The department will return to this Board with an additional amendment for the remaining contract amount due to pending state and local funds. The \$140,000 shall serve as a placeholder and provide initial financing to maintain service operations until the additional funds are received.


BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This agreement correlates to the Health & Human Services and Administration Strategic Initiatives adopted by the Board of Supervisors by working towards the goals of the Lead Me Home 5-Year Plan to Reduce Homelessness by coordinating services to individuals and families experiencing homelessness.

Check the related Board of Supervisors Strategic Initiatives:

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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Approved by: Lori A. Medina, Director. x4430

Attachment: Amendment No.3  
Agreement  
Amendment No.1  
Amendment No.2

Proposed agreement is on file with Clerk of the Board as an attachment to this Board Report.