



# County of Monterey

**Item No.28**

## Board Report

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

**Legistar File Number: A 24-406**

**August 27, 2024**

**Introduced:** 8/8/2024

**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 #4 to Agreement #5010-354 with the Coalition of Homeless Services Providers by adding \$320,000 for a new total contract amount of \$1,166,340 with no change to the contract term of July 1, 2023 to June 30, 2025; and
- b. Authorize the Director or designee of the Department of Social Services to sign up three future amendments to this Agreement where the total amendments do not exceed 10% (\$116,634) of the amended contract amount, do not significantly change the scope of work, and do not exceed the maximum aggregate amount of \$1,282,974.

### 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 #4 to Agreement #5010-354 with the Coalition of Homeless Services Providers by adding \$320,000 for a new total contract amount of \$1,166,340 with no change to the contract term of July 1, 2023 to June 30, 2025; and
- b. Authorize the Director or designee of the Department of Social Services to sign up three future amendments to this Agreement where the total amendments do not exceed 10% (\$116,634) of the amended contract amount, do not significantly change the scope of work, and do not exceed the maximum aggregate amount of \$1,282,974.

### 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 sustains the capacity of CHSP to provide the functions below:

- 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 advocate 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 Continuum of Care (CoC), which positions CHSP as the primary entity responsible for developing and submitting the consolidated CoC application and agency project applications to the U.S Department of Housing and Urban Development. This process draws down approximately \$2 million in federal 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 for 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.

This Amendment adds \$320,000 towards CHSP’s operational costs for fiscal year 24-25 which has been pending the County budget process. The remaining funds will be incorporated into a future amendment once Round 5 of the Homeless Housing, Assistance and Prevention (HHAP-5) Grant is awarded by the California Department of Housing and Community Development (HCD).

OTHER AGENCY INVOLVEMENT:

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

FINANCING:

This Amendment for \$320,000 is funded with County General Funds and sufficient appropriations and revenues are included in the Community Programs Funds 001, Appropriation Unit SOC004 FY 2024-25 Adopted Budget.

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.

Mark a check to the related Board of Supervisors Strategic Initiatives

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

Prepared by: Alex Soltero, Management Analyst II, x3584



Approved by: Lori A. Medina, Director. x4430

- Attachment:
- Amendment No. 4
  - Amendment No. 3
  - Amendment No. 2
  - Amendment No. 1
  - Original Agreement

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