



**Health & Human Services  
Agency  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One  
PETE VANDER POEL  
District Two  
AMY SHUKLIAN  
District Three  
EDDIE VALERO  
District Four  
DENNIS TOWNSEND  
District Five

**AGENDA DATE:** June 23, 2020

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
CONTACT PERSON: Vienna Barnes    PHONE: 624-8075				

**SUBJECT:** Accept additional allocation funds for the Housing and Disability Income Advocacy Program and approve the amendment with Community Services and Employment Training, Inc.

**REQUEST(S):**  
That the Board of Supervisors:

1. Authorize the Tulare County Board of Supervisors to accept an additional Fiscal Year 2019/2020 Housing and Disability Income Advocacy Program Allocation for homeless assistance in the amount of \$19,882 from the State of California.
2. Approve the amendment to Agreement No. 28594 with Community Services and Employment Training, Inc. for administration of the Housing and Disability Income Advocacy Program effective from June 23, 2020 through June 30, 2020 to update Exhibit B which includes the additional allocation in an amount not to exceed \$473,036.
3. Approve the necessary budget adjustment per the attached AUD 308 (4/5ths vote required).
4. Authorize the Chair of the Board to sign one (1) copy of the amendment.

**SUMMARY:**  
In preliminary Census data for 2019, more than one in five Tulare County residents live at or below the poverty level. Tulare County's impoverished economy consistently impedes on the ability of residents to secure affordable, stable housing

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within the community. The issue is exacerbated for residents who are diagnosed with disabilities and often have additional barriers to housing as well as a significantly more limited income.

California Assembly Bill 1603 established the California Department of Social Services (CDSS) Housing and Disability Income Advocacy Program (HDAP), which assists disabled individuals who are experiencing homelessness, in applying for disability benefit programs while also providing housing assistance. The Housing and Disability Income Advocacy Program (HDAP) will leverage program expertise and services by contracting the program to Community Services and Employment Training, Inc (CSET). Since 2010, CSET, Inc. has been funded to provide case management and housing assistance under the Homeless Prevention and Rapid Re-housing Program funded by the American Recovery and Reinvestment Act of 2009. Additionally, their current administration of the Housing Support Program since November of 2015 has demonstrated their ability to deliver a housing support program. Through the provision of other supportive housing and assistance programs, CSET, Inc. has established partnerships and program infrastructure as well as access to affordable housing, which is vital to the success of the Housing and Disability Income Advocacy Program (HDAP).

On May 15, 2018, your Board signed Agreement No. 28594 to provide assistance with housing costs and other supportive services for HDAP eligible residents with disabilities who are experiencing homelessness. On June 2, 2020, Tulare County received notification of an increased allocation for this program. Once accepted, the additional program allocation will provide increased capacity to serve current program participants with additional support services such as rent and utility assistance, furniture, and necessary household items. Due the short notice of receipt of augmented funds as well as a limited ability to serve clients during the current COVID-19 pandemic, CSET anticipates serving the number of clients indicated on the original agreement.

The original agreement was approved by the Board of Supervisors on May 15, 2018. The substantive deviation from the standard County boilerplate identified in the original agenda item were: The term of this agreement is multi-year. The proposed amendment to the agreement does not include any additional deviations from the standard County boilerplate.

The only changes to the original agreement, as amended to date are the change to the dollar amount of the agreement. The price for services has not changed.

**FISCAL IMPACT/FINANCING:**

The budgeted cost associated with this agreement are included in the HHS budget unit 4032, professional services line. An AUD 308 is included to adjust the submitted 2019/20 fiscal year budget for the \$19,882 Augmentation. The revised

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agreement amount, not to exceed \$473,036, will be funded with State Housing Disability Advocacy Program (HDAP) revenues and \$162,108 will be funded with CalWORKs Single allocation. A 100% in-kind match component is required to access the Housing Disability Advocacy Program revenues. The in-kind match amount of \$291,046 will be provided by staff salaries for administration of the county funded General Assistance program.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five-year strategic plan includes the Quality of Life Initiative that encourages innovative provision of quality supportive services for at-risk adults, youth and children in state and federally mandated programs. This agreement increases the ability to fulfill that obligation by providing housing support for those who may have a diminished capacity to be self-sufficient as a result of a disability.

**ADMINISTRATIVE SIGN-OFF:**

/s/Anita Ortiz

Anita Ortiz

Director of Human Services

cc: County Administrative Office

Attachment(s) Amendment  
AUD 308

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF ACCEPT ADDITIONAL ) Resolution No. \_\_\_\_\_  
ALLOCATION FUNDS FOR THE HOUSING ) Agreement No. \_\_\_\_\_  
AND DISABILITY INCOME ADVOCACY )  
PROGRAM AND APPROVE THE )  
AMENDMENT WITH COMMUNITY )  
SERVICES & EMPLOYMENT TRAINING, )  
INC. )

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

1. Authorized the Tulare County Board of Supervisors to accept an additional Fiscal Year 2019/2020 Housing and Disability Income Advocacy Program Allocation for homeless assistance in the amount of \$19,882 from the State of California.
2. Approved the amendment to Agreement No. 28594 with Community Services and Employment Training, Inc. for administration of the Housing and Disability Income Advocacy Program effective from June 23, 2020 through June 30, 2020 to update Exhibit B which includes the additional allocation in an amount not to exceed \$473,036.

3. Approved the necessary budget adjustment per the attached AUD 308 (4/5ths vote required).
4. Authorized the Chair of the Board to sign one (1) copy of the amendment.

**AUD-308 - Budget Adjustment Form**

8:31 AM

06/08/2020							12/20		2020		
Date							Document ID Number		Accounting Period		Budget Fiscal Year
Health and Human Services Agency							Hal McCauley		624-7483	47483	
Agency Name							Contact Person		Phone	Extension	
<b>Action**</b>	<b>Fund</b>	<b>Dept</b>	<b>Appr #</b>				<b>LEVEL 1 Finish Here</b>	<b>Current Amount</b>	<b>Revised Amount</b>	<b>Inc / Dec Amt</b>	
C	001	142	142SSUP					151,451,129	151,471,011	19,882	
										-	
										-	
										-	
										-	
										-	
										-	
<b>Appropriations Total</b>							<i>Need Not Equal Zero</i>	151,451,129	151,471,011	19,882	
<b>Action**</b>	<b>Fund</b>	<b>Dept</b>	<b>Appr #</b>	<b>Unit</b>	<b>Object</b>	<b>Rev</b>	<b>LEVEL 2 Start Here</b>	<b>Current Amt</b>	<b>Revised Amount</b>	<b>Inc / Dec Amt</b>	
C	001	142	142SSUP	4032	7043			5,311,121	5,331,003	19,882	
C	001	142		4032		5019		6,953,577	6,973,459	(19,882)	
										-	
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<b>Line Total</b>							<i>Must Equal Zero</i>	\$ 12,264,698	\$ 12,304,462	\$ -	
Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)											
Receive an augmentation of \$19,882.00 from California Department of Social Services for the Housing and Disability Income Advocacy Program											
/s/Robert Stewart											
Affected Dept Head Signature					Other Affected Dept Head Signature						
Checked By: _____							Entered By: _____				
County Executive Office Action: No. _____ Date: _____							Date: _____				
( ) Approved ( ) Disapproved							Distribution: 1: BOS/CAO/Auditor				
By: _____											
Board of Supervisors Action: No. _____ Date: _____											
<b>** Action Codes: A=Add, C=Change, D=Deactivate</b>											
* Whenever a 93XX account budget is adjusted, a corresponding 94XX account budget must be adjusted in the billing agency, except for ISFs											
* Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa											
* Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa											