



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN SERVICES AGENCY

**File #:** 24-569

Board Meeting Date: 6/25/2024

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Claire Cunningham, Director, Human Services Agency  
**Subject:** Child Care Coordinating Council - CCPU Deductions

**RECOMMENDATION:**

Adopt a resolution waiving the Request for Proposals (RFP) process and approving execution of an amendment to the agreement with Child Care Coordinating Council of San Mateo, Inc. for Child Care Providers Union deduction administration, to increase funding by \$383,089 for a revised total obligation amount not to exceed \$414,089 and extending the term by 12 months for a revised term of July 25, 2023 through June 30, 2025.

**BACKGROUND:**

Assembly Bill (AB) 378 (Chapter 385, Statutes of 2019) authorized family child care providers, defined in Welfare and Institutions Code (WIC) Section 10421(b) as licensed family child care home operators or license-exempt providers who participate in a state-funded early care and education program, to meet and confer with the state regarding matters within the scope of representation as established in WIC Section 10424.5. Family child care providers chose Child Care Providers Union (CCPU) to act as their union representative, and CCPU was subsequently certified by the Public Employment Relations Board.

Pursuant to WIC Section 10426.5, deductions may be requested by CCPU from the subsidy payments of its provider members, and the Department of Human Resources (CalHR) or Governor's designee shall ensure that those requests are honored. The California Department of Social Services (CDSS), any other state department or agency administering a state-funded early care and education program, contractors or subcontractors of state agencies and departments, and any political subdivisions of the state shall assist CalHR or the Governor's designee in ensuring these requests are honored. The deductions may include membership dues, initiation fees, general assessments, and payment of any other membership benefit program sponsored by the certified provider organization.

The Human Services Agency (HSA) executed a Director-Level agreement with Child Care Coordinating Council of San Mateo County (4Cs) on September 8, 2023 for the term of July 25, 2023

through June 30, 2024 for \$31,000 to begin administration of these deductions.

**DISCUSSION:**

HSA is requesting to amend the agreement with 4Cs to increase funding by \$383,089, for a revised total obligation amount not to exceed \$414,089, and to extend the term by twelve months for a revised term of July 25, 2023 through June 30, 2025. 4Cs will continue to be responsible for the administration of these deductions.

Pursuant to the County's Administrative Memorandum No. B-1, Section IV. Waivers of Competitive Process, Paragraph C. Non-Emergency - General Exemptions, Item 1, a competitive solicitation may be waived for services only available from a single source. 4Cs is the County's contracted agency making payments to state-funded early care and education programs, and is therefore uniquely able to withhold deductions from those payments as necessary for CCPU. HSA is requesting that the Board of Supervisors waive the Request for Proposals (RFP) process as 4Cs is the only provider in San Mateo County qualified to administer these funds.

The resolution contains the County's standard provisions allowing an amendment of the County's fiscal obligations by a maximum of \$25,000 (in the aggregate).

This resolution has been reviewed and approved by the County Attorney as to form.

**PERFORMANCE MEASURE:**

Measure	FY 2024-25 Anticipated
Percent of monthly deductions to be processed timely and submitted to CalHR.	95%

**FISCAL IMPACT:**

The term of the amended Agreement is July 25, 2023 through June 30, 2025. The amount of the agreement and funding source is per CCB23-07 and CCB23-25E. The County received a total of \$414,089 in two checks from CDSS for support activities related to the CCPU bargaining agreement.