



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN SERVICES AGENCY

**File #:** 24-022

Board Meeting Date: 1/9/2024

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

**To:** Honorable Board of Supervisors

**From:** Claire Cunningham, Director, Human Services Agency

**Subject:** Amendment to the Agreement with Child Care Coordinating Council of San Mateo for Title IV-E Child Care Services

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Child Care Coordinating Council for Title IV-E child care services to add \$33,100, for a revised total obligation amount not to exceed \$783,100.

**BACKGROUND:**

Human Services Agency (HSA) receives Federal and State Title IV-E funds to administer child care services to eligible children.

HSA obtained Board approval on June 14, 2022, and by Resolution No. 078941, the County entered into an agreement with Child Care Coordinating Council (4Cs) for the term of July 1, 2022 through June 30, 2025 for a total obligation amount of \$750,000. The purpose of the agreement is to administer child care services to eligible Title IV-E children who have an open child welfare plan with Children and Family Services (CFS).

The County Executive's Office authorized a cost-of-living increase for community-based organizations of 6% in FY 2022-23 and 4% in FY 2023-24.

**DISCUSSION:**

The parties wish to amend the agreement to increase the total obligation by \$33,100, for a new total obligation of \$783,100. The additional funds are the result of a cost of living increase granted by the County Executive's Office.

The agreement and resolution have been reviewed and approved by the County Attorney as to form.

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

**PERFORMANCE MEASURE:**

<b>Measure</b>	<b>FY 2022-23 Actuals</b>	<b>FY 2023-24 Anticipated</b>	<b>FY 2024-25 Anticipated</b>
Percent of referrals assigned to a childcare provider within five (5) working days from receipt of referral.	94%	94%	94%
Percent of CPS cases verified as active prior to eligibility period end date to prevent any lapse in childcare service provision.	100%	100%	100%

**FISCAL IMPACT:**

The term of this agreement is July 1, 2022, through June 30, 2025, a period of three years. This amendment increases the agreement by \$33,100 for a total obligation of \$783,100. The increase is funded by Net County Cost. Budgetary appropriation for this agreement has been included in the FY 2023-24 Adopted Budget.