



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN SERVICES AGENCY

**File #:** 24-453

Board Meeting Date: 6/11/2024

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

**To:** Honorable Board of Supervisors  
**From:** Claire Cunningham, Human Services Agency  
**Subject:** Amendment with Exemplar Human Services

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Exemplar Human Services, LLC to extend the term through June 30, 2025 and increase the funding by \$228,000 for a revised total obligation not to exceed \$1,098,000.

**BACKGROUND:**

After obtaining Board approval on July 20, 2021, by Resolution No. 078332, the County entered into an Agreement with Exemplar Human Services, LLC for the term of July 1, 2021, through June 30, 2023, for a total obligation not to exceed \$648,000. The purpose of the Agreement is to provide analytical data from pre-set reports pulling information from the following state programs: CalWORKS, CalFresh, Medi-Cal, Expedited CalFresh, and General Assistance.

On May 23, 2023, by Resolution No. 079652, this Board authorized an amendment to the Agreement to add \$222,000 for a revised total obligation not to exceed \$870,000 and extend the term of the Agreement by one year through June 30, 2024. This was to maintain reporting and verify transition data through the conversion to the California Statewide Automated Welfare System (CalSAWS), which occurred in July 2023.

Since the CalSAWS transition there have been data reporting issues experienced by all counties across California. The CalSAWS Joint Powers Authority (JPA) is aware of these issues and is working toward a resolution.

**DISCUSSION:**

Due to ongoing data reporting issues, the parties wish to amend the Agreement to extend the term by one (1) year and increase the funding by \$216,000. This amendment will allow Exemplar to continue to provide reports while the JPA continues to troubleshoot the data reporting issues in CalSAWS.

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).

The County Attorney has reviewed and approved the resolution and the amendment to the Agreement as to form.

**PERFORMANCE MEASURE:**

Reports will be provided by 5pm Monday through Friday	98%
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**FISCAL IMPACT:**

The term of the agreement is July 1, 2021, through June 30, 2025. This amendment increases the Agreement by \$228,000 for a total revised obligation not to exceed \$1,098,000. \$180,000 is funded by 100% Federal CalWORKs for Employment Services and claimed to Welfare to Work Single Allocation. \$48,000 is funded by 14% Federal Revenue, 68% State Revenue, and 18% Net County Cost for Economic Self Sufficiency.