



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HEALTH

**File #:** 19-505

Board Meeting Date: 6/4/2019

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

**To:** Honorable Board of Supervisors

**From:** Louise F. Rogers, Chief, San Mateo County Health  
Scott Gilman, Director, Behavioral Health and Recovery Services

**Subject:** Agreement with Zenaida Manzano Guevarra dba 262 Station Avenue Home for Board and Care Services

**RECOMMENDATION:**

Adopt a resolution authorizing an agreement with Zenaida Manzano Guevarra dba 262 Station Avenue Home for board and care services, for the term of July 1, 2019 through June 30, 2022, in an amount not to exceed \$409,784.

**BACKGROUND:**

Since 1985, the Board has approved resolutions authorizing expenditures for residential care facilities serving mentally ill clients, to provide residential care services for adults. The later services enhance successful community living and avoid a more costly and higher level of care.

**DISCUSSION:**

Zenaida Manzano Guevarra dba 262 Station Avenue Home operates an 11-bed board and care facility for difficult to place clients and provides augmented services for seriously mentally ill clients who require a higher level of supervision and services. Examples of these higher-level services include: intensive mental health services, social skills training, and assistance with daily living activities.

Under the B-1 Administrative Memorandum, the selection of providers of residential services for mental health clients is exempt from the Request for Proposals requirement.

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

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

Approval of this agreement contributes to the Shared Vision 2025 outcome of a Healthy Community

by providing residential board and care services to mentally ill clients. It is anticipated that 100% of board and care clients will be retained in this level of care.

**PERFORMANCE MEASURE:**

<b>Measure</b>	<b>FY 2019-20 Estimated</b>	<b>FY 2020-21 Projected</b>
Percent of board and care clients retained in this level of care	100% 11 clients	100% 11 clients

**FISCAL IMPACT:**

The term of the agreement is July 1, 2019 through June 30, 2022. The amount of the agreement is not to exceed \$409,784 for the three-year term. Funds in the amount of \$136,844 will be included in the BHRS FY 2019-20 Recommended Budget. MHSA will fund 100% or \$136,844. There is no Net County Cost. Similar arrangements will be made for future years. The payment provisions and levels of service in the agreement are essentially the same as the prior agreement.