



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN SERVICES AGENCY

**File #:** 22-438

Board Meeting Date: 6/14/2022

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

**To:** Honorable Board of Supervisors  
**From:** Ken Cole, Director, Human Services Agency  
**Subject:** Agreements with the State of California Department of Rehabilitation

**RECOMMENDATION:**

Adopt a resolution authorizing the Director of Human Services Agency or designee to execute:

- A) A cash transfer agreement with the State of California Department of Rehabilitation, for the term of July 1, 2022, to June 30, 2025, in the amount of \$1,014,207; and
- B) A cost reimbursement agreement with the State of California Department of Rehabilitation to provide vocational rehabilitation services for transition-aged youth and adult mental health populations in the County of San Mateo, for the term of July 1, 2022, through June 30, 2025, in the amount of \$2,672,775.

**BACKGROUND:**

The San Francisco District of the State of California Department of Rehabilitation (DOR) and County of San Mateo Vocational Rehabilitation Services (VRS) have worked together since 2002 by combining staff and resources to provide vocational rehabilitation service such as employment preparation, job development and placement services to DOR clients, upon written authorization by a DOR Counselor ("Mental Health Cooperative"). All DOR clients referred will be San Mateo County residents, have a diagnosis of mental illness as designated by the Diagnostic and Statistical Manual of Mental Disorders (DSM V), meet DOR and San Mateo County Behavioral Health and Recovery Services (SMC BHRS) criteria for services, and express motivation to seek employment. This is a long-standing partnership that has yielded consistent results in getting target populations employed.

Due to a recent review of the State Department of Rehabilitation by the Federal Rehabilitation Services Administration (RSA is a component of the Office of Special Education and Rehabilitation Services), the Mental Health Cooperative contract structure needs to be modified from one contract to two. The new structure requires one contract for a Cash Transfer Agreement, and a second contract for the Case Service Cost Reimbursement Agreement. In previous years, these elements

were combined into one contract.

**DISCUSSION:**

The Human Services Agency (HSA) is providing non-federal dollars for DOR to utilize in order to access cash-matching Federal dollars. Total funding will be made up of 21.3% funding from HSA and 78.7% Federal funding.

With the funding generated by the cash-transfer authorized by the Cash Transfer Agreement, the Cost Reimbursement Agreement with DOR will fund employment services for 70 referrals each fiscal year for employment preparation services and job development/placement services, for the term of July 1, 2022 through June 30, 2025. Those services include intake, employment preparation, job development and placement, as well as job retention services.

Human Services Agency requests this Board to authorize the Director of Human Services Agency to execute both the Cash Transfer Agreement and Cost Reimbursement Agreement, and any amendments thereto, on behalf of the County.

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

**PERFORMANCE MEASURE:**

Case Plans Developed	75%
Cases Closed - Successful Employment of at least 90 days	30%

**FISCAL IMPACT:** The term of both Agreements is July 1, 2022 through June 30, 2025 with the State of California Department of Rehabilitation. The amount of the Cash Transfer Agreement is not to exceed \$1,014,207 funded by 100% Net County Cost. The amount of the Cost Reimbursement Agreement is not to exceed \$2,672,775.