



**MEMORANDUM**  
**HEALTH AND HUMAN SERVICES**  
**CHILDREN'S SYSTEMS OF CARE**  
**DIVISION**  
County of Placer

**TO:** Honorable Board of Supervisors **DATE:** August 31, 2021  
**FROM:** Robert Oldham, Director of Health and Human Services  
**BY:** Joey Wojtowicz, Staff Services Analyst II  
**SUBJECT:** Agreement with California Department of Social Services to provide legal consultation and representation

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**ACTION REQUESTED**

Approve a non-monetary agreement with the California Department of Social Services, (CDSS) from July 1, 2021 through June 30, 2024, to provide legal consultation and legal representation services in administrative action appeals associated with the Resource Family Approval program of the County Child Welfare Services program, and authorize the Director of Health and Human Services to sign the agreement with Risk Management and County Counsel concurrence, and sign any subsequent amendments consistent with the subject matter and scope of work with Risk Management and County Counsel concurrence.

**BACKGROUND**

Effective January 1, 2017 all counties were required to operate a Resource Family Approval program. The Resource Family Approval (RFA) program is a caregiver approval process that a foster parent, relative, non-related extended family member, or adoptive family completes to be considered for potential placement of a child, youth, or young adult who is involved with the child welfare system. In the event an applicant is denied approval, or the approval is rescinded, the applicant is eligible for an Administrative Review heard by either the State Hearings Division or the Office of Administrative Hearings. The CDSS Legal Division will act as the sole legal representation on behalf of Placer County in the provision of legal consultations and legal representation in these appeal matters.

Placer County will remain the client of CDSS legal division and will be the final decision maker on decisions affecting the legal rights of the County.

**FISCAL IMPACT**

There is no fiscal impact as CDSS will provide these services at no cost to the county.

**ATTACHMENTS**

N/A  
On File

