



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

BOARD OF SUPERVISORS AGENDA LETTER

Department Name:

County Executive Office

Department Number:

012

Agenda Date:

June 23, 2026

Placement:

Administrative Agenda

Estimated Time:

N/A

Continued Item:

No

If Yes, date from:

N/A

Vote Required:

Majority

TO: Board of Supervisors

FROM: Mona Miyasato, County Executive Officer

DocuSigned by:
Mona Miyasato
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CONTACT: Rana Warren, Deputy County Executive Officer

SUBJECT: Memorandum of Understanding between the County of Santa Barbara and the Santa Barbara County Superior Court of California for the Provision of Alternative Dispute Resolution Services

Concurrences:

County Counsel Concurrence:

As to form: Yes

Auditor-Controller Concurrence:

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- 1) Approve, ratify, and authorize the Chair to execute a Memorandum of Understanding with the Superior Court of California, County of Santa Barbara, for the Court's administration and

oversight of the Alternative Dispute Resolution (ADR) program, effective July 1, 2025 through June 30, 2029 for a total not-to-exceed contract amount of \$110,000; and

- 2) Determine that the above-recommended action is not a project that is subject to environmental review under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines section 15378(b)(4), finding that the action is a governmental funding mechanism and/or fiscal activity that will not result in direct or indirect physical changes in the environment.

Summary Text:

The County Executive Office seeks the Board's authority to execute a Memorandum of Understanding (MOU) with the Santa Barbara County Superior Court that defines the services, roles, responsibilities, and payment terms for the Court's administration and oversight of the Alternative Dispute Resolution (ADR) program pursuant to the Dispute Resolution Programs Act (DRPA) within the County of Santa Barbara. The MOU is effective retroactively to July 1, 2025, aligning with the date the Santa Barbara County Superior Court began administering the County's DRPA contract with Fighting Back Santa Maria Valley. During the MOU term, the County shall pay the Court 20% of the Contractor's approved DRPA contract invoices annually (\$27,500).

Discussion:

The Santa Barbara County Superior Court and the County Executive Office wish to promote accessible, effective, and community-centered alternative dispute resolution services in the County and to document the associated services, roles, responsibilities, and payment terms in a MOU. The Superior Court has been providing administration services for the ADR program under a 2001 MOU between the Superior Court and County, however, service details, roles, and responsibilities specific to the ADR program required updating. As such, the CEO recommends that the Board authorize the Chair to execute an MOU with the Santa Barbara County Superior Court specific to the administration of the County's ADR program.

On July 1, 2025, your Board approved an agreement with Fighting Back Santa Maria Valley for grant funding derived from court filing fees established by DRPA. The Superior Court agreed to continue to provide program administration services in connection with the County's July 1, 2025, contract with Fighting Back Santa Maria Valley with the understanding that the County and Superior Court would work towards formalizing an updated, ADR specific written MOU.

Under the recommended MOU, the Superior Court shall provide the following services related to the County's ADR program:

- Administration, support, and monitoring of the County's contract with Fighting Back Santa Maria Valley.
- Confirmation that Fighting Back Santa Maria Valley is in compliance with DRPA program reporting requirements.
- Assign individuals to designated roles in accordance with the County's contract with Fighting Back Santa Maria Valley and the California Code of Regulations, including providing required notification of such assignments to the California Department of Consumer Affairs.

Entering the present MOU with the Superior Court will support the continuation of this partnership and the ongoing impact of the ADR program within the community.

Background:

The Dispute Resolution Programs Act of 1986 provides for the local establishment and funding of informal dispute resolution programs. The goal of DRPA is the creation of a state-wide system of locally funded programs which provide dispute resolution to county residents. These services assist in resolving problems informally and function as alternatives to more formal court proceedings. The Act's statutory provisions (codified at California Business and Professions Code §§ 465-471.5), and its Regulations (contained at California Code of Regulations, Title 16, Chapter 36) operate in tandem to govern the implementation of county dispute resolution programs. The Board initially implemented the DRPA program in December of 1987, enacting Board Resolution 87-614, and has enacted superseding Resolutions for the program, the latest of which is Resolution 94-178 of April 5, 1994. The Superior Court provides administration and support staffing to ADR Programs, per Rule 10.783 of the California Rules of Court. DRPA-funded resolution programs have provided countywide services, focusing on community mediator training as well as providing actual mediation services.

Performance Measure:

The Court is required to meet semiannually with Fighting Back Santa Maria Valley and submit a Contract Monitoring Report to the County within 30-days of each meeting. The purpose of this Contract Monitoring Report is to provide a standardized framework for the Court to document its oversight and evaluation of the DRPA-contractor's performance on a bi-annual basis as specified in the MOU. The reporting includes DRPA contract compliance, including performance reviews; services and budget report reviews; annual reporting confirmation; and review of the success and concerns of the ADR program.

Fiscal and Facilities Impacts:

Budgeted: Yes

Appropriations to fund the proposed MOU have been included in FY 2025-26 Adopted Budget and the 2026-27 Recommended Budget, and will be included in future year budgets subject to Board approval. Contract administration costs will be funded by the Dispute Resolution Program Fund Balance, which is comprised of filing fees collected from past years. If necessary, other court fee revenue collected by Courts on behalf of the County can also be used to cover these administration costs.

Under the terms of the MOU, the County will pay the Court 20% of the Contractor's approved DRPA contract invoices to cover the Court's work administering and supporting the DRPA contract and performing Dispute Resolution Public Coordinator duties for the County. Pursuant to the contract with Fighting Back Santa Maria Valley, annual invoices are not to exceed \$137,500 annually, thus the maximum that the Court will receive for contract administration is \$27,500 annually.

Fiscal Analysis:

Funding Source	FY 2026	FY 2027	FY 2028	FY 2029	Total
DRPA Fund Balance and/or Court Collection Fees	\$27,500	\$27,500	\$27,500	\$27,500	\$110,000
Total	\$27,500	\$27,500	\$27,500	\$27,500	\$110,000

Special Instructions:

Clerk of the Board to forward one fully executed original contract and minute order to: County Executive Office, ATTN: Rana Warren, Deputy County Executive Officer

Attachments:

Attachment A – County-Court ADR MOU (Signature Required)

Attachment B – Exhibit 1 – ADR Responsibility Matrix

Attachment C – Exhibit 2 – Contract Monitoring Report

Attachment D – Exhibit 3 – ADR Arrangements in CoSB Diagram

Attachment E – Exhibit 4 – DRPA Contract with FBSMV

Contact Information:

Rana Warren

Deputy County Executive Officer

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