



**Community Action Commission of Santa Barbara County (CAC)**  
**Memorandum of Understanding with**  
**The City of Carpinteria**  
**The City of Goleta**  
**The City of Lompoc**  
**The City of Santa Barbara**  
**The City of Santa Maria**  
**The County of Santa Barbara**

The agreement shall stand as evidence that CAC and the municipalities of Carpinteria, Goleta, Lompoc, Santa Barbara, Santa Maria, and the County of Santa Barbara intend to work together toward the mutual goal of addressing violent crime and improving youth safety in Santa Barbara County.

CAC's mission is to provide education and support services to residents of Santa Barbara County contributing to their enhanced dignity and resulting in improved economic security and self-sufficiency. As both the largest and most diverse social service agency serving the county, CAC provides an extensive scope of services to improve the quality of life for children, families, and seniors from underserved and underrepresented populations. As one of its efforts to further this goal:

- CAC will coordinate efforts to implement a county-wide youth safety and gang prevention and intervention collaborative, hereinafter The Santa Barbara County Youth Safety Initiative. The goal of the collaborative will be to collectively prevent young people from joining gangs, help local youth get out of gangs, reduce gang activity in targeted neighborhoods facing significant violent crime, and enhance the overall safety of youth throughout the region
- CAC will coordinate the implementation of a local gang and youth safety taskforce in the City of Lompoc
- Serve as the fiscal agent overseeing implementation of program operations and funding
- Analyze data to demonstrate effectiveness of the Santa Barbara County Youth Safety Initiative
- Follow the guiding principles and vision of the collaboration set forth in **Exhibit A** and **Exhibit B**
- Ensure the Taskforce Manager fulfills his/her duties and responsibilities as outlined in **Exhibit C**.

With the goal of preventing young people from joining gangs, helping local youth get out of gangs, reducing gang activity, and enhancing overall youth safety throughout Santa Barbara County the cities of Carpinteria, Goleta, Lompoc, Santa Barbara, Santa Maria, and the County of Santa Barbara agree to the following collaborative efforts:

- Actively participate in regularly scheduled collaborative gang prevention and youth safety meetings
- Promote and encourage local law enforcement and social service participation in regularly scheduled Steering Committee Meetings
- Assist with the collaborative implementation of a taskforce in the City of Lompoc
- Assist in establishing a Steering Committee comprised of city/county administrators, law enforcement representatives, public education representatives, and community-based organization representatives
- Share data on key indicators related to violent crime in targeted neighborhoods

CAC and the Santa Barbara County regional government entities agree to work collaboratively to align the goals of existing and newly created strategic plans. This alignment will incorporate the needs of each government entity in order to develop a sustainable and systemic approach to addressing violence and improving youth safety throughout the County of Santa Barbara.

All parties approve of this document for the timeframe covered by this agreement of October 1, 2019 through September 30, 2023.

#### **NOTICE OF TERMINATION**

Any party may withdraw from participation in the agreement by submitting a notice of termination, with or without cause, upon ninety (90) days prior written notice to the other parties involved. Any notice of termination shall specify the effective date of such termination. Sponsors shall have no obligation to make funding available with regard to the remainder of the term.

#### **ASSIGNMENT**

None of the parties may transfer or assign this MOU without the written consent of the other parties.

#### **NONDISCRIMINATION**

CAC-Host Agency agrees that Sponsors Unlawful Discrimination Ordinances and Codes (Article XIII of Chapter 2 of the Santa Barbara County Code; Santa Barbara Municipal Code § 9.126.020) applies to this MOU and are incorporated herein by this reference with the same force and effect as if the ordinance were specifically set out herein and CAC-Host Agency agrees to comply with said ordinances and codes.

#### **AMENDMENT**

This MOU contains the entire agreement of the parties. No additional term or modification may be effected except as provided in writing, signed by the parties to this MOU.

**Host Agency:**

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Patricia Keelean  
Executive Director  
Community Action Commission of Santa Barbara County

**Sponsors:**

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David Durflinger  
City Manager  
City of Carpinteria

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Michelle Greene  
City Manager  
City of Goleta

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Paul Casey  
City Administrator  
City of Santa Barbara

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Jason Stillwell  
City Manager  
City of Santa Maria

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James Throop  
City Manager  
City of Lompoc

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Mona Miyasato  
Chief Executive Office  
County of Santa Barbara

## **Santa Barbara County Youth Safety Initiative**

### **Guiding Principles**

The Santa Barbara County Youth Safety Initiative will:

1. Remain as a leader in the region which facilitates coordination, blending of resources, and partnerships by agencies that serve youth in at risk situations.
2. Advocate for and value the importance of a collective community effort.
3. Provide opportunities for parents and youth in at risk situations to provide input.
4. Advocate for a full range of client specific services to youth in at risk situations based on individual needs of youth and their families.
5. Advocate for prevention, intervention, and enforcement services for male and female youth in or at risk of becoming involved in gangs.
6. Advocate for comprehensive prevention and intervention services to youth in at risk situations.
7. Advocate for the needs of male and female youth susceptible to victimization.
8. Advocate for evidence-based and promising programs that can be evaluated for program outcomes.
9. Remain committed to finding solutions to problems affecting today's youth.

### **Youth Safety Vision**

- Services focused on the target population, namely, youth actively involved in gangs, gang affiliates, and youth at risk of becoming gang members.
- Reduction of youth gang violence and the number of active youth gang members and associates. Objectives will be set and measured to confirm successes or the need to change direction.
- A cooperative partnership of organizations, working as a team, to provide the Santa Barbara County Youth Safety Initiative with prevention, intervention and suppression services in an effort to stamp out youth gangs and improve overall youth safety. Leadership will come from schools, service providers and law enforcement agencies.
- A mechanism for early identification of youth potentially affected by gangs. The schools will take an active role in school-based prevention programs.
- Client specific services based on the individual needs of youth and their families. Programs will include a full range of services to assist the youth and his/her family. Independent third parties will conduct program assessments.
- A funding stream to support programs with a track record of success or which satisfy unmet needs. We will build from the work of successful programs that are client driven and created through program coordination and pooling of resources. Independent third parties will conduct program assessments.

**SANTA BARBARA COUNTY YOUTH SAFETY  
INITIATIVE MANAGER**

**Job Title:** Program Manager, Youth Safety

**Department:** Family/Youth Services

**Reports To:** FYS Director, CEO

**Summary:** Under general supervision of the Chief Executive Officer and Family and Youth Services Program Director, this position serves as the Program Manager for the Initiative on Youth Safety, implementing policy decisions and outcomes county wide of the Executive (Task Force), Strategy Team and Providers Network.

**Supervisory Responsibilities** Is responsible for the overall direction, coordination, and evaluation of staff assigned under the Santa Barbara County Youth Safety Initiative program. Carries out supervisory responsibilities in accordance with Agency policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

**Essential Duties and Responsibilities.** *Other duties may be assigned.*

- Oversee facilitation of the countywide collaborative, Strategy Team, and Providers Network.
- Supervise and direct activities of SCTF program coordinator.
- Coordinate with Santa Maria Task Force in efforts to create county-wide youth safety collaborative.
- Work with City of Lompoc officials and community-based organizations to implement a Lompoc Youth Safety Taskforce.
- Engage the community in the development of a comprehensive and unified strategy (strategic plan) to address the root causes of youth violence and gang affiliation.
- Develop program action plans and coordinate progress and completion of deliverables.
- Execute activities to accomplish the guiding principles of prevention, intervention, suppression and re-entry strategies.
- Adapt and improvise program strategies and practices as conditions warrant.
- Effectively communicate and work with a wide variety of community groups. Develop and implement public information initiatives to promote the participation of youth in pro-social activities, inform the community on program efforts and needs, and secure funds, resources and support. Promote Initiative's efforts to the public to inform them of the work and provide opportunities to participate.
- Track and monitor data and trends related to youth violence and disseminate accordingly.
- Ensure upkeep the program website.

- Prepare and present periodic, annual, and five-year milestone reports which focus on planned versus actual performance, program results, and measurable action plans with goals and objectives.
- Participate in City Council and Board of Supervisors meetings to include presentations as appropriate. Ensure the Initiative is on agendas well in advance for inclusion in city and county budgets.
- Meet with community leaders at a minimum annually to inform them of the work and receive input on the program.
- Promote and facilitate the linkages of youth gang/violence prevention, intervention, suppression and re-entry program operators in order to enhance coordination, program effectiveness and the synergistic effects of youth gang/violence prevention programs.
- Monitor youth gang/safety programs to achieve program goals and objectives, and recommend program adjustments and improvements based on client and community needs.
- Identify and address gaps in services and programs targeting youth gangs and issues of safety.
- Assist the Strategy Team to procure and distribute “partnership” and “pilot program” funds to operators to accomplish better results.
- Provide community trainings around efforts pertinent to youth safety and related services in areas such as; quality assurance of services, capacity building, evaluation, research informed approaches, etc.
- Support the development of grants and proposals to secure public and private funds for youth gang/safety prevention, intervention, and suppression programs.
- Identify opportunities over time for program to connect with other local efforts to reduce youth gang violence and increase safety.
- Develop and monitor program budget.
- Performs other related duties as required by CEO or FYS Program Director.

### **Knowledge, Skill & Ability Required**

**Education and/or Experience** Bachelor’s Degree in Human or Social Services, Social Work or a related field and a minimum of three (3) years of related experience, or an equivalent combination of education and experience. Knowledge of the operations, services, and activities of a youth gang program, neighborhood services and social programs is required. Two (2) years direct experience in managing government funded programs, including program and budget planning is highly desired.

**Language Skills** Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write clear and concise reports, business correspondence, and procedure manuals. Effective oral and written communication skills, with the ability to respond to requests and inquiries from the general public and promote prevention programs. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

**Mathematical Skills** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

**Reasoning Ability** Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**Computer Skills** To perform this position successfully, an individual should have knowledge of Internet software; Spreadsheet software, Word Processing software and develop an understanding of specialized database applications.

**Certificates, Licenses, Registrations** Current valid California Driver's License with ability to qualify for coverage under Agency insurance plan.

**Other Skills and Abilities** Ability to identify resource information pertinent to community and neighborhood needs. Skilled in working with youth and young adults from diverse academic, socioeconomic, cultural, and ethnic backgrounds.

**Other Qualifications** Knowledge of budget preparation and control principles. Ability to support the development of grant proposals for program funding desirable.