



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

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

**Department Name:** Social Services  
**Department No.:** 044  
**For Agenda Of:** June 21, 2016  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Daniel Nielson, Director (805) 346-7101  
Director(s)  
Contact Info: Amy Krueger, Adult and Children Services Operations Manager  
(805) 346-7248

**SUBJECT:** Agreement with Coast Valley Worship Center also known as Coast Valley  
Substance Abuse Treatment Center for Alcohol and Drug Treatment Services

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

- a) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Coast Valley Worship Center also known as Coast Valley Substance Abuse Treatment Center in the amount not to exceed \$35,000.00, to provide alcohol and drug treatment services for the period of July 1, 2016 through June 30, 2017 (Attachment 1); and
- b) Determine that the approval and execution of the above Agreement is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the approvals and execution of the Agreement is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment, the activities are not subject to CEQA.

**Summary Text:**

This item is on the agenda as DSS and other County departments have multiple contracts with this vendor that in aggregate will exceed \$100,000 and to inform the Board of the total amount of funding allocated to Coast Valley Worship Center (CVWC) through the Department of Social Services (DSS) as of this date and to recommend that the Board approve the Agreement with CVWC to provide alcohol and drug treatment services.

**Background:**

The purpose of this contract is to provide an array of comprehensive Alcohol and Drug Treatment Services to Child Welfare Services (CWS) clients. Substance use/abuse is a major contributing factor in child abuse and neglect. CWS and the Juvenile Court require parents to participate in an alcohol/drug treatment program as a condition for maintaining their children in the home. CWS strives to reunify families within 12 months, minimizing the amount of time that children spend placed in out of home care. The County lacks the ability to provide all of the necessary alcohol and drug treatment services needed for CWS clients in the Santa Barbara region. Therefore, it is necessary to secure a Contractor who will help meet this objective by providing these required services.

In previous fiscal years, these services were obtained through Purchasing Contracts that were renewed on an annual basis. Given the amount of funding to this service provider, all known contracts and purchase orders are now provided to the Board for approval.

DSS has had a positive and productive relationship with CVWC.

**Performance Measure:**

These performance measures refer to the proposed Agreement before the Board for consideration:

- A. CONTRACTOR shall complete the substance use/abuse screening and assessment and provide the CWS Social Worker with a Pre-Authorization Form (Attachment 2) outlining the recommended treatment schedule within 3 days of assessment completion 95% of the time.
- B. CONTRACTOR shall engage clients at first contact and beyond in the treatment process as evidenced by 75% of the clients who complete the substance use/abuse assessment returning and participating in their recommended alcohol and drug treatment schedule for a period of at least 30 days.
- C. CONTRACTOR shall provide the Monthly Client Update Report and the Monthly Invoice to the COUNTY by the 15th of the month following the provision of services.
- D. CONTRACTOR shall provide the Quarterly Tracking Report by the 15th of the following month.

**Fiscal and Facilities Impacts:**

Budgeted: Yes **Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Next FY Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund	\$ 10,500.00		
State	\$ 24,500.00		
Federal			
Fees			
Other:			
<b>Total</b>	<b>\$ 35,000.00</b>	<b>\$ -</b>	<b>\$ -</b>

Narrative:

Approval and execution of this contract will result in total direct contract expenditures of no more than \$35,000.00. Appropriations and Funding for Fiscal Year 2016/2017 are included in the Department of Social Services recommended budget under the Social Programs division. This contract will be funded with 70% State 2011 Realignment funds and 30% County funds.

**Key Contract Risks:**

The risk assessment worksheet has been completed, and DSS has determined that CVWC is a medium risk vendor. The County has significant experience with CVWC and is confident of its ability to continue providing services.

**Staffing Impacts:**

**Legal Positions:**

None

**FTEs:**

None

**Special Instructions:**

Please send one (1) duplicate of the original Agreement, and a copy of the minute order to:  
Department of Social Services  
Attn: Contracts Coordinator, 3<sup>rd</sup> Floor  
2125 S. Counterpointe Parkway  
Santa Maria, CA 93455

**Attachments:**

1. Attachment 1 - Agreement - Coast Valley Worship Center-Coast Valley SATC – ADT
2. Attachment 2 - AOD Pre-Authorization Form

**Authored by:**

Tricia Beebe and Emma Duncan, Contracts Coordinators  
Amy Krueger, Adult & Children Services Operations Division Chief