



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 6, 2017  
**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, Social Services Director  
Director(s) (805) 346-7101  
Contact Info: Amy Krueger, Adult & Children Services Deputy Director  
(805) 346-8351  
**SUBJECT:** Agreement with Family Care Network, Inc. for the provision of an Independent Living Program for Out-of-Home Care Youth

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**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:

- a) Approve and authorize the Chair to execute the Agreement for Services of Independent Contractor with Family Care Network, Inc. to provide an Independent Living Program for Child Welfare Services/Probation youth for a total contract amount not to exceed \$210,000 for the period July 1, 2017 through June 30, 2018 (Attachment 1); and
- b) Determine that the execution of the Agreement is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the 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 to approve the Agreement between the County Department of Social Services (DSS) and Family Care Network, Inc. (FCNI) to provide services for the Independent Living Program (ILP) for eligible youth to transition from foster care to self-sufficiency. It is the recommendation of DSS to authorize and execute this Agreement with FCNI.

**Background:**

The goal of the ILP is to assist youth in transitioning from foster care to self-sufficiency by providing services such as assistance in obtaining a high school diploma, career exploration, vocational training, job placement and retention, training in daily living skills, training in budgeting and financial management skills, substance abuse prevention, and preventive health activities. The Santa Barbara County ILP embraces academic education, self-care education, and life skills development as the foundation for the ILP at the onset of services for youth ages 16 to 18 (optional for 14 to 15 year olds) and through emancipation. Education and training provided to former foster youth ages 18 to 20 involved with ILP includes housing information, counseling, employment, education, finances and other appropriate guidance and services to aid in supporting the youth’s efforts in achieving self-sufficiency.

The State mandates DSS be in compliance with Division 30 and 31 regulations contained in the California Manual of Policy and Procedures. Services provided under this Agreement are in conformance with Division 30 and 31 of the California Manual Policy and Procedures and with the regulations cited therein. These regulations require that ILP services provide learning activities and support in the following areas: Money Management, Job Skills/Career Planning, Educational Planning, Health and Counseling, Living Independently, Resource Listing and Training, and Mentor Relationships. In addition, the Santa Barbara County ILP includes: an Aftercare Program, Transportation, Job Training, Involvement of Care Providers, and Integration of existing services, Survival Skills, Interpersonal/Social Skills and Computer Skills.

A request for proposals was released on January 11, 2017 seeking proposals to provide ILP services for youth in foster care. DSS received one proposal. Following a comprehensive evaluation, the Agreement is being awarded to FCNI. FCNI has been the provider of the ILP since 2011 and is currently serving 357 ILP eligible youth.

**The following performance measures are included in the Agreement:**

<b>Core Outcome ILP Requirements</b>	<b>Plan</b>
Education	100% of Eligible Youth in ILP shall have an individualized and identified secondary education completion program.
Employment	100% of all Eligible Youth in ILP shall be referred for an employment and/ or work training assessment.
Education	100% of all Eligible Youth in ILP shall have information, verbal and/or written provided to them in the areas of community resources.
Career Development	100% of all Eligible Youth in ILP shall have information, verbal or written provided to them in the areas of job seeking, writing a resume, interviewing skills and employment expectations.
Health and Safety	100% of all Eligible Youth in ILP shall have information, verbal and/or written, provided to them in the areas of substance abuse, preventative health, pregnancy prevention, and sexually transmitted diseases and shall have a medical provider.
Financial Resources	100% of all Eligible Youth in ILP shall have information, verbal or written, provided to them in the areas of financial literacy, opening and maintaining an active bank account and successfully completing a

Core Outcome ILP Requirements	Plan
	budget.
Housing	100% of all Eligible Youth in ILP shall have information, verbal or written, provided to them in the areas of locating housing, utilities, basic understanding of landlord and tenant rights and keeping a home secure.
Daily Living Skills	100 % of all Eligible Youth in ILP shall have a documented assessment of their daily living skills with identified activities for attaining competency in this area.
Survival Skills	100% of all Eligible Youth in ILP shall have a documented assessment of their survival skills with identified activities for attaining competency in this area.
Interpersonal/Social Skills	100% of all Eligible Youth in ILP shall have a documented assessment of their interpersonal/social skills with identified activities for attaining competency in this area.
Computer/ Internet Skills	100% of all Eligible Youth in ILP shall be tested for their computer/internet skills with an expectation that they possess basic skill levels with identified activities for attaining competency in this area.

**The following Target Outcomes for Eligible Youth are included in the Agreement:**

Youth Target Outcomes	Plan
Money Management	<ul style="list-style-type: none"> <li>• Follows a budget = 85% of Eligible Youth</li> <li>• Savings account = 90% of Eligible Youth</li> <li>• Responsible banking = 75% of Eligible Youth</li> <li>• Paying bills and wise spending = 75% of Eligible Youth</li> <li>• Successfully completed TILP goals = 90% of Eligible Youth</li> </ul>
Job Skills/Career Planning	<ul style="list-style-type: none"> <li>• Prepared resume and job applications = 100% of Eligible Youth</li> <li>• Seeking work = 100% of Eligible Youth</li> <li>• Has a job = 85% of Eligible Youth</li> <li>• Established a career objective and goals = 95% of Eligible Youth</li> <li>• Successfully completed TILP goals = 95% of Eligible Youth</li> </ul>
Educational Planning	<ul style="list-style-type: none"> <li>• Able to complete HSD or equivalent = 100% of Eligible Youth</li> <li>• Assigned a tutor = 25% of Eligible Youth</li> <li>• Has completed HSD or equivalent = 95% of Eligible Youth</li> <li>• Has a college or vocational training plan = 100% of Eligible Youth</li> <li>• Enrolled in higher education or vocational training = 75% of Eligible Youth</li> <li>• Successfully completed TILP goals = 95% of Eligible Youth</li> </ul>
Health and Wellbeing	<ul style="list-style-type: none"> <li>• Referred to necessary services = 100% of Eligible Youth</li> <li>• Currently receiving necessary health services = 100% of Eligible Youth</li> </ul>

Youth Target Outcomes	Plan
	<ul style="list-style-type: none"> <li>• Prepares healthy menus = 85% of Eligible Youth</li> <li>• Engaged in positive social activities = 95% of Eligible Youth</li> <li>• Uses MediCal or health insurance = 100% of Eligible Youth</li> <li>• Successfully completed TILP goals = 95% of Eligible Youth</li> </ul>
Independent Living	<ul style="list-style-type: none"> <li>• Follows a transportation plan = 100% of Eligible Youth</li> <li>• Completed housing exercise = 100% of Eligible Youth</li> <li>• Secured housing and furnishings = 100% of Eligible Youth seeking housing</li> <li>• Successfully completed TILP goals = 95% of Eligible Youth</li> </ul>
Personal and Community Resources	<ul style="list-style-type: none"> <li>• Has all vital documents = 100% of Eligible Youth</li> <li>• Uses community resources = 80% of Eligible Youth</li> <li>• Successfully completed TILP goals = 90% of Eligible Youth</li> </ul>
Permanent Supportive Relationships	<ul style="list-style-type: none"> <li>• Has requested a mentor = 25% of Eligible Youth</li> <li>• Has an assigned mentor/intern = 30% of Eligible Youth</li> <li>• Has established a community-based support team = 70% of Eligible Youth</li> <li>• Successfully completed TILP goals = 90% of Eligible Youth</li> </ul>

**Fiscal and Facilities Impacts:**

Budgeted: Yes **Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			
State - 2011 RE			\$ 97,000
Federal			\$ 113,000
Fees			
Other:			
<b>Total</b>	\$ -	\$ -	\$ 210,000

Narrative: Approval and execution of this Agreement will result in total direct contract expenditures of no more than \$210,000. Appropriations and associated funding for FY 2017-2018 are included in the DSS recommended budget under the Social Service Programs division. This Agreement is funded by federal grant funds and state 2011 realignment funds. Funding levels are subject to change from year to year, depending on the federal grant amount the State receives. Execution of this Agreement will not result in additional General Fund contributions. The Agreement contains a non-appropriation clause in the event funds are not appropriated.

**Key Contract Risks:**

DSS determined FCNI to be a medium risk vendor. FCNI is insured for General and Professional Liability. DSS has had a positive relationship with FCNI. FCNI has been providing the ILP services the last six years. DSS is confident of FCNI’s abilities to continue providing services.

**Staffing Impacts:**

**Legal Positions:**

0

**FTEs:**

0

**Special Instructions:**

Please send one (1) duplicate original Agreement, and a copy of the minute order to:

DSS Contracts Unit

C/O Tricia Beebe

2125 S. Centerpointe Parkway, 3<sup>rd</sup> Floor

Santa Maria, CA 93455

**Attachments:**

1. Attachment 1 - Agreement - FCNI – ILP 2017-18

**Authored by:**

Jennifer Cera, Adult & Children Services, Contracts DBS

Tricia Beebe & Sofia Hadjeri, Contracts Coordinators