



**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:** Sheriff-Coroner  
**Department No.:** 032  
**For Agenda Of:** June 18, 2024  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

**TO:** Board of Supervisors  
**FROM:** Sheriff's Office Bill Brown, Sheriff-Coroner, (805) 681-4290  
Contact Info: Alice Perez, Programs Manager, (805) 681-4239  
**SUBJECT:** **Fourth Amendment to Agreement with Community Solutions, Inc.**

**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, authorize, and ratify the Chair to execute a Fourth Amendment (Attachment A) to the Agreement for Services of Independent Contractor with Community Solutions, Inc. (CSI), a not-for-profit organization, to provide program delivery services toward inmates incarcerated in the Santa Barbara jail facilities for the period of July 1, 2023 to June 30, 2026, in the total amount of \$1,810,003, and expanded in this amendment to include two (2.0) full-time positions funded under the Department of Health Care Services (DHCS) California Advancing and Innovating Medi-Cal (CalAIM) Providing Access and Transforming Health (PATH) Justice Involved (JI) Pre-Release PATH 2 Grant award for a period of 18 months from date-of-hire; and
- b) Determine that the above actions are government fiscal activities or funding mechanisms which do not involve any commitment to any specific project which may result in potential physical impacts on the environment, and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(4) of the CEQA guidelines and per CEQA Guideline Section 15378(b)(5), since the activity is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

This item is before your Board to request authorization to approve the Fourth Amendment to the Agreement with CSI that will provide two (2) administrative positions to serve as CalAIM Pre-Release Technicians to effectuate 90-day pre-release Medi-Cal enrollment procedures as required by the PATH Round 2 JI grant to enroll eligible individuals 90 days prior to release to ensure they receive pre-release services while in custody.

**Background:**

CalAIM is a multi-year initiative led by DHCS that aims to improve the quality of life and health outcomes of Medi-Cal beneficiaries. The Justice-Involved Capacity Building Program, specifically, provides funding to support the implementation of statewide-justice-involved initiatives, including allowing eligible Californians who are incarcerated to enroll in Medi-Cal and receive targeted services in the 90 days before their release. The initiative includes several provisions to improve access to and quality of health care for justice-involved populations. Effective January 1, 2023, CalAIM required all counties to implement a Pre-Release Medi-Cal Application Process to ensure all inmates released from County correctional facilities receive timely access to Medi-Cal services. The Santa Barbara Sheriff's Office (SBSO) applied for the DHCS PATH JI grant on March 9, 2023, and received its funding award letter on April 24, 2023. The Board of Supervisors authorized the Sheriff to accept the grant agreement and award of \$576,900 on August 29, 2023. The grant agreement covers the period of July 1, 2023, to June 30, 2024, in an amount not to exceed \$484,146, the period of July 1, 2024, to June 30, 2025, in an amount not to exceed \$700,736, and the period July 1, 2025, to June 30, 2026, in an amount not to exceed \$628,121.

The Sheriff's Office intends to contract with CSI for the above-described services, and no additional costs are to be incurred other than for the approved positions and the accompanying supplies. CSI will effectuate the hires within one month of the ratification of this Amendment by the Board of Supervisors and will forward candidates to the Sheriff's Office Human Resources for required background investigation process to approve unescorted access for each contractor inside both jail facilities.

The Original Agreement commenced performance on July 1, 2019 to June 30, 2020. (FY 2019-20). The First Amendment was a one-year extension (FY 2020-21) of the original agreement, with funding not to exceed \$470,000. The Second Amendment extension was for two years: FY 2021-22 through FY 22-2023, with funding not to exceed \$518,000. The Third Amendment extended the term for an additional two years: FY 2023-24, with funding amount not to exceed \$528,820; and FY 2024-25, with funding not to exceed \$555,260.

**Performance Measures:** Santa Barbara County Department of Social Services (DSS) submits the County's Quarterly Report to DHCS, providing Medi-Cal Verification and new enrollment data derived from the SBSO Daily Booking Log information uploaded into the shared DSS-SBSO SharePoint document. Performance is measured monthly as well in the form of an SBSO-generated Medi-Cal Readiness Report to DHCS, with data derived from the SharePoint document. Data from Q1 2024 demonstrates the average number of incarcerated individuals screened for Medi-Cal is 520, with an average of 72% on Medi-Cal at time of booking, and average monthly Medi-Cal enrollments of 36.

**Fiscal and Facilities Impacts:**

**Budgeted:** Yes

<b>Funding Sources</b>	<b>FY 2023-24 Cost</b>	<b>FY 2024-25 Cost</b>	<b>Total Cost</b>
General Fund			
State	\$ 23,600.00	\$ 553,300.00	\$ 576,900.00
Federal			
Fees			
Other:			
Total	\$ 23,600.00	\$ 553,300.00	\$ 576,900.00

**Narrative:**

SBSO originally anticipated the funding would cover the cost of two Administrative Office Professional (AOP) I positions, two Social Service Worker positions, and supplies associated with the new positions. However, upon project consideration, SBSO has determined that the two AOP I positions will be replaced with two contract Pre-Release Technician positions through CSI with an 18-month performance period and total cost of \$212,090. The technicians will be sufficient to meet the following requirements:

1. Effectuate pre-release Medi-Cal enrollment processes
2. Work with DSS to identify clients in-custody who are eligible for Medi-Cal, provide application forms, and assist individuals as they complete the application process
3. Transmit the completed Medi-Cal application to DSS

As a result, the estimated cost in the current fiscal year for the contract positions is \$23,600. Remaining funding of \$499,500 will be used in FY 2024-25. Budget Journal Entry (BJE) 0009519 (Attachment B) will transfer existing appropriations of \$23,600 in Sheriff's General Fund from Salaries and Benefits to Services and Supplies to contract out the two technicians. The grant agency advanced 80% (\$461,500) of the award in FY 2022-23, and the remaining 20% (\$115,400) will be received upon completion of an interim progress report expected in FY 2023-24, for total revenue of \$576,900.

**Key Contract Risks:**

Must meet terms of the PATH JI Terms and Conditions Correctional Agency Round 2 Grant Agreement, or risk termination, as enumerated in Section VII of the "Terms and Conditions Document. As cited below:

VII. Termination. Upon written notice to Applicant, DHCS may terminate the grant award in any of the following circumstances:

- a. If Applicant fails to perform any one or more of the requirements set forth in the Terms and Conditions;
- b. If any of the information provided by Applicant to DHCS is untruthful, incomplete, or inaccurate;
- c. Upon Applicant's department or suspension by competent authority, if such debarment or suspension precludes any activity funded by the grant;
- d. Upon Applicant's indictment in any criminal proceeding;
- e. If Applicant is reasonably suspected of fraud, forgery, embezzlement, theft, or any other misuse of public funds;
- f. If DHCS does not receive or maintain sufficient funds to administer the program;
- g. If any restriction, limitation, or condition is enacted by Congress or by any other governing body or agency that impedes the funding or administration of the grant; or

h. For any other purpose deemed necessary or advisable by DHCS.

In the case of early termination, Applicant may be subject to audit, recoupment by DHCS of unused or misused funds, and/or preclusion from receiving additional funding, dependent upon the circumstances of the termination.

**Special Instructions:**

Clerk of the Board: Please release two (2) copies of the Minute Order to:  
Kenneth Callahan, Commander Custody Support Division and  
Hope Vasquez, Chief Financial Officer, Santa Barbara County Sheriff's Office

**Attachments:**

Attachment A: Fourth Amendment of Agreement for Services with Independent Contractor  
Attachment B: Third, Second, and First Amendments of Agreement for Services Community Solutions, Inc. (CSI)  
Attachment C: Original Agreement and Amended Original Agreement of Exhibit B and B-1 Community Solutions, Inc. (CSI)  
Attachment D: Board Contract Summary (CSI)  
Attachment E: Certificate of Liability Insurance

**Authored by:**

Alice Perez, Santa Barbara County Sheriff's Office Programs Manager  
CalAIM Grant Point-of-Contact