



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:** 8/22/23  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

---

**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:** **Second Amendment to Agreement with Casa Pacifica Centers for Children and Families for Child and Family Team Facilitation Services**

---

**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve, ratify, and authorize the Chair to execute the Second Amendment to the Agreement with Casa Pacifica Centers for Children and Families (a local vendor) to provide Child and Family Team Facilitation Services in the amount not to exceed \$475,647.04 for the period of July 1, 2023 through June 30, 2024; and
- b) Determine that the activity is not a "Project" subject to California Environmental Quality Act (CEQA) review 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 on the agenda in order to approve the Second Amendment to the Agreement with Casa Pacifica Centers for Children and Families (Casa Pacifica) Child and Family Team Facilitation (CFT) Services in the amount not to exceed \$475,647.04 for the period of July 1, 2023 through June 30, 2024. Casa Pacifica will continue to provide scheduling, preparation, facilitation, and documentation for CFT meetings.

**Background:**

A CFT meeting is a family-centered and solution-focused approach to Child Welfare Services (CWS) case planning and case management that is meant to draw on the family's history to provide input into the development and implementation of individualized case plans and other related services to meet the child and family's needs. The use of a strengths-based, needs-driven, and culturally-relevant CFT process is key to engaging children, youth, non-minor dependents, and their families in these activities. These meetings include children and families, resource parents, CWS staff, service providers, and additional members of a family's formal and informal support network. CFT meetings may also be held for Probation youth who are placed in foster care. Casa Pacifica provides CFT meeting scheduling, preparation, facilitation, and documentation services that are aligned with the principles of the Integrated Core Practice Model and wraparound model of care.

The Continuum of Care Reform (CCR) was established to keep children and youth in their homes whenever possible. When children and youth must be separated from their biological parents, CCR identifies fundamental principles and requirements. These principles and requirements are that all children should live in a permanent home with a caring, loving adult and that services are most effective when delivered in the context of the best interests of a child or youth, and in a manner that is family-centered.

CCR required the development of the CFT approach to case planning and management for all children and youth in foster care. The CFT model provides the context and required shared responsibility to assess, plan, intervene, monitor, and refine services over time as a child or youth remains in out-of-home care. When a child or youth enters foster care in California, the county placing agency is required to hold a CFT meeting within 60 days, and then at regular intervals and at least every 6 months while the child remains in out-of-home care. Although Santa Barbara County CWS has historically provided similar team meetings (Team Decision Making, Family Team Meetings, and Permanency Conferences), this new scope of services incorporates and streamlines these meetings which historically were focused on specific subgroups.

Evidence-based and promising practices in child welfare and probation increasingly rely on youth and family engagement and teaming processes as effective methods to support children, youth, and families and include system partners in the planning, delivery and management of services. As team-based practices have grown in California, so has the recognition of their successes in improving outcomes for children, youth and their families. The CCR builds on this success to provide children and youth who are served by child welfare and probation systems with this team-based meeting strategy that improves safety, permanency, and well-being.

**Performance Measure:**

The following performance measures are included in the Agreement:

- A. 95% of meeting requests will be scheduled within 48 hours of receipt of request.
- B. 90% of meetings will result in consensus on the action plan.
- C. 95% of team-based meetings will be completed within a two-hour timeframe.
- D. 90% of participants surveyed will express satisfaction with the meeting process.

**Contract Renewals and Performance Outcomes:**

Casa Pacifica met the performance measures defined in the original contract for both the original FY 2021/2022 contract term and the prior FY 2022/2023 term. Performance Outcomes for the FY 2022/2023 term are as follows:

- A. 95% of meeting requests will be scheduled within 48 hours of receipt of request. (Met: 100%)
- B. 90% of meetings will result in consensus on the action plan. (Met: 96%)
- C. 95% of team-based meetings will be completed within a two-hour timeframe. (Met: 98%)
- D. 90% of participants surveyed will express satisfaction with the meeting process. (Met: 95%)

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>FY2023/2024</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund	\$ 17,664		
State - 2011 Realignr	\$ 314,531		
Federal	\$ 143,453		
Fees			
Other:			
<b>Total</b>	<b>\$ 475,647</b>	<b>\$ -</b>	<b>\$ -</b>

Narrative:

Approval and execution of this contract will result in total direct contract expenditures of no more than \$475,647.04. The new annual contract amount is \$30,913.35 or 6.95% greater than the FY 2022/2023 contract. Appropriations and associated funding for FY 2023/2024 are included in Department of Social Services Adopted Budget. This contract will be funded with 30.16% federal, 66.13% State 2011 Realignment and 3.71% County funds. The Agreement contains a non-appropriation clause in the event funds are not appropriated.

**Key Contract Risks:**

The risk assessment worksheet has been completed and the Department of Social Services has determined that Casa Pacifica is a medium risk vendor. Casa Pacifica is insured for General and Professional Liability. The County has experience with Casa Pacifica and is confident of their ability to provide services.

**Staffing Impacts:**

<b><u>Legal Positions:</u></b>	<b><u>FTEs:</u></b>
0	0

**Special Instructions:**

Please scan, email and 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  
 Email: TBeebe@countyofsb.org

**Attachments:**

1. Attachment 1 – Second Amendment – Casa Pacifica – CFT

2. Attachment 2 – Agreement and First Amendment - Casa Pacifica - CFT

**Authored by:**

Marianne Reagan, ACS Operations Division Chief  
Tricia Beebe, Contracts Coordinator