



**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:** Department of Social Services  
**Department No.:** 044  
**For Agenda Of:** 4/14/09  
**Placement:** Administrative  
**Estimated Tme:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Kathy Gallagher, Department of Social Services, Director  
Director(s) Dr. Elliot Schulman, Department of Public Health, Director  
Contact Info: Katharina Zulliger, KIDS Network, 346-8222  
**SUBJECT: Administrative Changes for Child Abuse Prevention Funds – State Notification**

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** N/A

As to form: Select\_Concurrence

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve the transfer the administration of the Child Abuse Prevention and Intervention (CAPIT) funds, the Community-based Child Abuse Prevention (CBCAP) funds and the Children's Trust Fund (CTF) funds from the Public Health Department to the Department of Social Services beginning with Fiscal Year FY 09/10.
- b) Approve and authorize the Chair to execute a revised Notice of Intent to the California Department of Social Services, which specifies that the County will contract with public or private nonprofit agencies to provide primary child abuse prevention services, and now designates the Department of Social Services as the public agency to administer all funds.

**Summary Text:**

The Departments of Public Health and Social Services in discussion with the County Executive Office have jointly agreed to transfer the administration of the Child Abuse Prevention and Intervention (CAPIT) funds, the Community-based Child Abuse Prevention (CBCAP) funds and the Children's Trust Fund (CTF) funds to Social Services to allow for a more efficient administrative process and a strategic and integrated approach to leveraging all child abuse and neglect funding sources.

As in the past and as required by law, the joint planning process, which determines priorities for this funding and will now be integrated with the Child Welfare Services Division self-assessment and system improvement plan, will include the Child Abuse Prevention Council and other community and public partners. The Human Services Commission will continue as the recommending commission for the grant allocation process for CAPIT, CBCAP and CTF funds.

The funds will be transferred through final budget adjustments for Fiscal Year 2009-2010.

The change in fund administration also requires that a revised notice of intent designating the Department of Social Services as the sole public agency be sent to the State Office of Child Abuse Prevention.

#### **Background:**

Four federal and state funding sources are available to the County for child abuse prevention and intervention: Federal funds are the Community Based Child Abuse Prevention funds (CBCAP) and the Promoting Safe and Stable Families funds (PSSF). The state funds are the Child Abuse Prevention, Intervention and Treatment funds (CAPIT) and the Children's Trust Fund (CTF). Except for the CTF, these funds are administered by the State Department of Social Services, Office of Child Abuse Prevention (OCAP). The County administers the CTF, but reports on the use of the funds to OCAP.

As required by law the Department of Social Services is responsible for administering the PSSF funds. Historically, CBCAP, CTF and CAPIT have been administered by the Human Services Program in the Public Health Department, with the Human Services Commission making recommendations to the Board regarding the distribution of the funds.

The required three-year plan, which allowed counties to draw down the state and federal prevention funds, was developed in collaboration with the two departments with significant input from the Child Abuse Prevention Council as required by the State.

Beginning with this planning cycle, which extends from December 1, 2008 to September 29, 2009, OCAP is now requiring the integration of the local planning process for CAPIT, CBCAP, and PSSF funds into the Child Welfare Services (CWS) Self-Assessment and System Improvement Plans. Based on these impending changes, the departments of Public Health and Social Services have agreed to combine the administration of all child abuse prevention funds.

The original letter of intent to OCAP was required to be submitted by October 1, 2008 and was brought before the Board on September 16, 2008 designating both departments as in the past. The determination to change the administration of funds was made in December of 2008. To fulfill the state's requirements to obtain the funds, a revised letter of intent is being presented to the Board.

#### **Fiscal and Facilities Impacts:**

Budgeted: Yes

#### **Fiscal Analysis:**

| <b><u>Program</u></b>          | <b><u>Amount</u></b> | <b><u>Source</u></b>              |
|--------------------------------|----------------------|-----------------------------------|
| Children's Trust Fund          | \$138,600            | Portion of Birth Certificate Fees |
| CAPIT                          | \$117,995            | State                             |
| CBCAP                          | \$26,000             | Federal                           |
| Child Abuse Prevention Council | \$20,000             | Portion of license plate fees     |

Narrative: The total projected amount of funds being administered by the Department of Social Services beginning Fiscal Year 2009-2010 is **\$302,595**. The above table lists amounts per program, as well as funding source. With the exception of the funds designated for public outreach by the Child Abuse Prevention Council and administrative overhead for the department, the money will continue to be contracted for child abuse prevention-related services as mandated.

**Staffing Impacts:**

**Legal Positions:**

**FTEs:**

**Special Instructions:**

Please send one certified copy of the Minute Order and the signed Notice of Intent (State Document) to the KIDS Network, c/o DSS, Attn: KIDS Network Coordinator.

**Attachments:**

Revised Notice of Intent (State Document)  
All County Information Notice NO. I-41-08

**Authored by:** Katharina Zulliger, KIDS Network, Department of Social Services

**cc:** Michael F. Brown, County Executive Officer  
Terri Maus-Nisich, Deputy County Executive  
Michele Mickiewicz, Deputy Director, Department of Public Health  
Tara Brown, Human Services Commission Chair  
Nancy Madsen, Human Services Program