



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: County Executive Office  
Department No.: 990  
For Agenda Of: December 2, 2014  
Placement: Administrative  
Estimated Tme: N/A  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

TO: Board of Supervisors  
FROM: Department Mona Miyasato, County Executive Officer, 568-3400  
Director(s)  
Contact Info: Terri Maus-Nisich, Assistant CEO, (805-568-3412)  
SUBJECT: **FY 2014 -15 Human Services Commission Agreements for Award of General Fund Grants**

**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 and authorize the Chair of the Board of Supervisors to execute the following Human Services Commission agreements for the award of General Fund grants with the following twelve (12) non-profit organizations:
  - 1) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Isla Vista Youth Projects, Inc. for a total contract amount not to exceed \$47,950, through June 30, 2015 (Attachment 1);
  - 2) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Legal Aid Foundation of Santa Barbara County, for a total contract amount not to exceed \$61,818, through June 30, 2015 (Attachment 2);
  - 3) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Council on Alcoholism and Drug Abuse, for a total contract amount not to exceed \$30,906, through June 30, 2015 (Attachment 3);

*Maus-Nisich for M.M.*

- 4) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Community Action Commission, for a total contract amount not to exceed \$105,058, through June 30, 2015 (Attachment 4);
  - 5) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Catholic Charities, for a total contract amount not to exceed \$79,474, through June 30, 2015 (Attachment 5);
  - 6) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Domestic Violence Solutions, for a total contract amount not to exceed \$52,982, through June 30, 2015 (Attachment 6);
  - 7) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Child Abuse and Listening Mediation (CALM), for a total contract amount not to exceed \$30,906, through June 30, 2015 (Attachment 7);
  - 8) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Family Service Agency of Santa Barbara, for a total contract amount not to exceed \$52,530, through June 30, 2015 (Attachment 8);
  - 9) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Good Samaritan Shelters, Inc., for a total contract amount not to exceed \$54,275 through June 30, 2015 (Attachment 9);
  - 10) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with The Salvation Army, for a total contract amount not to exceed \$37,632, through June 30, 2015 (Attachment 10);
  - 11) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Santa Ynez Valley People Helping People, for a total contract amount not to exceed \$29,140, through June 30, 2015 (Attachment 11);
  - 12) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Santa Maria Valley Youth and Family Center, for a total contract amount not to exceed \$63,226, through June 30, 2015 (Attachment 12); and
- b) Determine that each of the approvals and execution of the Human Services Commission agreements for the award of General Fund grants are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that these activities are 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 activities may have a significant effect on the environment, the activities are not subject to CEQA, and direct staff to file a Notice of Exemption (Attachment 13).

On August 26, 2014, the Board of Supervisors approved the awards of Human Services Commission grants to 52 grantees for the use of County General Funds in the amount of **\$1,088,300** to support the delivery of Human Services Program services for fiscal year 2014-15. The Human Services General Fund is administered by the County Executive Offices (CEO) for purposes of supporting families and individuals County-wide that are in need of basic services (e.g., food, shelter, transportation, clothing, and counseling). The following grantees will receive funding from the County of more than \$100,000 in the aggregate. Agreements with each of these grantees are being brought to your Board for approval (Attachments 1-12).

<b>Grantee</b>	<b>Programs</b>	<b>FY 2014-15 HSC Funding</b>
Isla Vista Youth Projects	Children's & Family Resource Center	\$47,950
Legal Aid Foundation SB	Essential Legal Services	\$61,813
Council on Alcohol and Drug Abuse (CADA)	Project Recovery Detox Program & Teen Court	\$30,906
Community Action Commission (CAC)	Senior Services and 211	\$105,058
Catholic Charities	Food service Isla Vista and Lompoc, Community Services	\$79,474
Domestic Violence Solutions (DVS)	Domestic Violence Emergency Shelters (3)	\$52,982
Child Abuse Mediation Listening	Sexual Assault Response Team (SART); Great Beginnings prevention	\$30,906
Family Service Agency (FSA)	Big Brothers and Sisters; Child & Family Counseling; Family Resource Centers; Sr. and Caregiver Mental Health, Long Term Ombudsman	\$52,530
Good Samaritan Shelter	Family Transitional Shelter, Preemie, Emergency Shelter, Residential Detox	\$54,275
The Salvation Army	Human Services/Assistance	\$37,632
Santa Ynez Valley People Helping People	Food & Emergency Services	\$29,140
Santa Maria Valley Youth and Family Center	Youth Counseling Program	\$63,226
<b>Total</b>		<b>\$645,892</b>

**Background:**

The Santa Barbara County Human Services Commission (HSC) was established in 1977. The all-volunteer Commission is comprised of three Commissioners per Supervisorial District who have experience with Human Services activities in the County. The Supervisors appoint the Commissioners. Meetings are generally held the first Thursday of every month with sub-committees meeting as necessary. All Commission meetings and standing committee meetings are publicly noticed according to the Brown Act and held at a mid-County location accessible to north and south County participants and interested citizens. On August 26, 2014, the Board approved funding for 52 grantees.

**Performance Measure:**

Grants are provided on a reimbursement basis after contract requirements are achieved. All grants are assigned a County contract manager who will manage and monitor all contracts according to set performance measures. Performance assessments can also include site visits and a thorough review of grantee records. The contract manager shall maintain electronic files including mid-year and year-end performance assessments.

**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			\$ 645,892.00
State			
Federal			
Fees			
Other:			
Total		\$ -	\$ 645,892.00

**Key Contract Risks:**

Each contract has been assigned a County contract manager for the term of the Agreement. All of the Human Services Commission Grant Agreements are cost reimbursement contracts. The County will only reimburse grantees for costs that are eligible under the Agreements and documented in a manner that is acceptable to the County. CEO Staff and Human Service Commissioners will assess the performance of all grantees to determine if services are adequately provided. The County will provide payment after demonstration that reimbursable services were provided.

A Contract Risk Assessment Worksheet was prepared for each of the above agencies. The Risk Assessment was determined to be low based on contract size, performance period, contract type, complexity of requirements, contractor experience, previous audits, local vs. federal funding, performance reports, no expected contract modifications and program longevity.

**Special Instructions:**

Please email an electronic copy of the Minute Order to Susan Foley at [foley@countyofsb.org](mailto:foley@countyofsb.org) . Please execute two (2) copies of the attached Agreements and send copy to Susan Foley, [foley@countyofsb.org](mailto:foley@countyofsb.org).

**Attachments:**

- Attachment 1: Agreement for Services of Independent Contractor with Community Action Commission
- Attachment 2: Agreement for Services of Independent Contractor with Council on Alcoholism and Drug Abuse
- Attachment 3: Agreement for Services of Independent Contractor with Legal Aid Foundation of Santa Barbara County
- Attachment 4: Agreement for Services of Independent Contractor with Isla Vista Youth Projects, Inc.
- Attachment 5: Agreement for Services of Independent Contractor with Catholic Charities
- Attachment 6: Agreement for Services of Independent Contractor with Santa Maria Valley Youth and Family
- Attachment 7: Agreement for Services of Independent Contractor with Santa Ynez Valley People Helping People
- Attachment 8: Agreement for Services of Independent Contractor with The Salvation Army
- Attachment 9: Agreement for Services of Independent Contractor with Good Samaritan Shelters, Inc.
- Attachment 10: Agreement for Services of Independent Contractor with Family Service Agency of Santa Barbara
- Attachment 11: Agreement for Services of Independent Contractor with Child Abuse Mediation and Listening (CALM)
- Attachment 12: Agreement for Services of Independent Contractor with Domestic Violence Solutions
- Attachment 13: CEQA Notice of Exemption

**Authored by:**

Susan Foley, County Executive Offices (805.568-3522)