



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:** 11/19/2019  
**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 and Children Services Deputy Director  
(805) 346-8351  
**SUBJECT:** Third Amendment to Agreement with Family Care Network, Inc. for Independent Living Program

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**County Counsel Concurrence:**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve, ratify and authorize the Chair to execute the Third Amendment to the Agreement with Family Care Network, Inc. (local vendor) to provide an Independent Living Program for Child Welfare Services/Probation youth for the increased contract amount not to exceed \$230,000 for the period of July 1, 2019 through June 30, 2020; and
- b) Determine that the activity is not a "Project" subject to California Environmental Quality Act (CEQA) review per CEQA Guideline Section 15378(b)(4), 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 Third Amendment to the Agreement with Family Care Network, Inc. (FCNI) to provide an Independent Living Program (ILP) for Child Welfare Services/Probation youth for the increased contract amount not-to-exceed \$230,000 for the period from July 1, 2019 through June 30, 2020. The number of ILP eligible youth has grown over the last several years and this increase will provide funding for additional program staffing. The Department of Social Services (DSS) now wishes to increase funding for current Fiscal Year (FY) 19/20 and recommends the approval of the Agreement.

**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 comply 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.

FCNI has been serving youth transitioning out of foster care for over 29 years and in addition to ILP services currently provides several programs targeted to transition age youth in Santa Barbara County including the Transitional Housing Placement Program, Transitional Housing Program Plus - Foster Care, and Transitional Housing Program Plus. FCNI has been successfully providing ILP services in Santa Barbara County since 2011.

**Performance Measure:**

1. Education: 100% of Eligible Youth in ILP shall have an individualized and identified secondary education completion program. (100% - Q4 FY 18/19)
2. Employment: 100% of all Eligible Youth in ILP shall be referred for an employment and/or work training assessment. (100% - Q4 FY 18/19)
3. Education: 100% of all Eligible Youth in ILP shall have information, verbal and/or written, provided to them in the areas of obtaining a high school diploma, post high school counseling, financial aid assistance, and vocational training courses. (100% - Q4 FY 18/19)
4. 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. (100% - Q4 FY 18/19)
5. 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. (100% - Q4 FY 18/19)

6. 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 budget. (100% - Q4 FY 18/19)
7. 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. (100% - Q4 FY 18/19)
8. 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. (100% - Q4 FY 18/19)
9. 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. (100% - Q4 FY 18/19)
10. 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. (100% - Q4 FY 18/19)
11. 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. (100% - Q4 FY 18/19)

Target outcomes for Eligible Youth participating in ILP activities:

1. Money Management
  - Follows a budget = 85% of Eligible Youth (100% - Q4 FY 18/19)
  - Savings account = 90% of Eligible Youth (73% - Q4 FY 18/19)
  - Responsible banking = 75% of Eligible Youth (100% - Q4 FY 18/19)
  - Paying bills and wise spending = 75% of Eligible Youth (75% - Q4 FY 18/19)
2. Job Skills/Career Planning
  - Prepared resume and submitted job applications = 100% of Eligible Youth (93% - Q4 FY 18/19)
  - Seeking work = 100% of Eligible Youth (33% - Q4 FY 18/19)
  - Has a job = 85% of Eligible Youth (38% - Q4 FY 18/19)
  - Established a career objective and goals = 95% of Eligible Youth (86% - Q4 FY 18/19)
3. Educational Planning
  - Currently attending High School = 100% of Eligible Youth (94% - Q4 FY 18/19)
  - Attained a High School Diploma or equivalent = 95% of Eligible Youth (75% - Q4 FY 18/19)
  - Has a college or vocational training plan = 100% of Eligible Youth (37% - Q4 FY 18/19)
  - Enrolled in higher education or vocational training = 75% of Eligible Youth (62% - Q4 FY 18/19)

4. Health and Well-being

- Referred to age-appropriate applicable services = 100% of Eligible Youth (100% - Q4 FY 18/19)
- Currently receiving necessary health services = 100% of Eligible Youth (97% - Q4 FY 18/19)
- Prepares healthy menus = 85% of Eligible Youth (100% - Q4 FY 18/19)
- Engaged in positive social activities = 95% of Eligible Youth (100% - Q4 FY 18/19)
- Uses Medi-Cal or maintains health insurance = 100% of Eligible Youth (100% - Q4 FY 18/19)

5. Independent Living

- Follows a transportation plan = 100% of Eligible Youth (100% - Q4 FY 18/19)
- Completed housing exercise = 100% of Eligible Youth (100% - Q4 FY 18/19)
- Secured housing and furnishings = 100% of Eligible Youth seeking housing (100% - Q4 FY 18/19)
- Successfully completing TILP goals = 95% of Eligible Youth (100% - Q4 FY 18/19)

6. Personal and Community Resources

- Has all vital documents = 100% of Eligible Youth (97% - Q4 FY 18/19)
- Uses community resources = 80% of Eligible Youth (100% - Q4 FY 18/19)

7. Permanent Supportive Relationships

- Has requested a mentor = 25% of Eligible Youth (3% - Q4 FY 18/19)
- Has an assigned mentor/intern = 30% of Eligible Youth (100% - Q4 FY 18/19)
- Has established a community-based support team = 70% of Eligible Youth (100% - Q4 FY 18/19)

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b>Funding Sources</b>	<b>FY2019/20 Cost:</b>	<b>Annualized On-going Cost:</b>	<b>Total One-Time Project Cost</b>
General Fund			
State - 2011 RE	\$ 134,033		
Federal	\$ 95,967		
Fees			
Other:			
<b>Total</b>	<b>\$ 230,000</b>	<b>\$ -</b>	<b>\$ -</b>

Narrative: Approval and execution of this Agreement will result in total direct contract expenditures of no more than \$230,000. Appropriations and associated funding for FY 19-20 are included in the DSS recommended budget under the Social Service Programs division. This Agreement is 100% funded by federal grant funds and the 2011 State 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:**

The risk assessment worksheet has been completed and DSS has determined that FCNI is a medium-risk vendor.

**Staffing Impacts:**

**Legal Positions:**  
0

**FTEs:**  
0

**Special Instructions:**

Please scan, email to t.beebe@sbcsocialserv.org and send one (1) duplicate original Agreement, and a copy of the minute order to:

DSS Contracts Unit  
C/O Tricia Beebe, Contracts Coordinator  
2125 S. Centerpointe Parkway, 3<sup>rd</sup> Floor  
Santa Maria, CA 93455

**Attachments:**

1. Attachment 1 – Third Amendment to Agreement with FCNI - ILP

**Authored by:**

Amy Krueger, Adult and Children Services Deputy Director  
Tricia Beebe, Contracts Coordinator