

# SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 7/8/04  
**Department Name:** Probation  
**Department No.:** 022  
**Agenda Date:** 9/7/04  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Susan J. Gionfriddo  
Chief Probation Officer

**STAFF** Jean A. Silva, Chief Financial Officer  
**CONTACT:** x3654

**SUBJECT:** Community Action Commission contract to provide meals to the Santa Barbara Juvenile Hall, Villa Esperanza CEC, and Santa Maria Juvenile Hall

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## **Recommendation(s):**

That the Board of Supervisors:

- a. Execute a contract with the Community Action Commission, a local vendor, to provide lunch to the Santa Barbara Juvenile Hall and the Villa Esperanza Counseling and Education Center (CEC), and lunch and dinner meals to the Santa Maria Juvenile Hall in an amount not to exceed \$327,636 between July 1, 2004 and June 30, 2005.

## **Alignment with Board Strategic Plan:**

The recommendation(s) are primarily aligned with Goal No. 2 A Safe and Healthy Community in Which to Live, Work, and Visit.

## **Executive Summary and Discussion:**

In the past, the Probation department has contracted with the Community Action Commission to provide meals at the Santa Barbara Juvenile Hall and the Villa Esperanza Counseling and Education Center and contracted with the Vocational Training Center to provide meals at the Santa Maria Juvenile Hall. Due to the 90 bed expansion of the Santa Maria Juvenile Hall and the anticipated re-housing of minors from the Santa Maria area who are now being housed at the Santa Barbara Juvenile Hall due to current bed space restrictions in the Santa Maria Juvenile Hall, the Probation Department approached additional vendors for bids on the adjusted contract. The Department did not use a formal bid process because services are exempted from bidding under Section 2-42 of the Santa Barbara County Code. Section 2-42 states that the Purchasing Agent may engage independent contractors to perform services, with or without the furnishing of

materials, within the limits provided by state law, without recourse to the bidding requirements of this article. (Ord. No. 951, § 5; Ord. No. 3620, § 1). Because the vendor must prepare food 365 days a year and meet the State and Federal Regulations for the School Lunch and Breakfast program, interest in this contract was extremely limited. After approaching several vendors it was determined that the only two vendors who were interested in providing the meals and could meet the record keeping standards and nutritional adequacy requirements of the Federal Child Nutrition Program and Title 15 Minimum Standards for Local Juvenile Facilities, Article 9, were Community Action Commission and Vocational Training Center both of which are local vendors. The bid from Community Action Commission was substantially less than the bid submitted by Vocational Training Center resulting in the selection of Community Action Commission as the vendor.

Recurring Performance Measures for the Juvenile Halls and CECs include:

To protect the public and to ensure the safe and secure detention of minors: Provide no more than 100% of 12,845 annual bed days at Santa Barbara Juvenile Hall.

To protect the public and to ensure the safe and secure detention of minors: Provide no more than 100% of 26, 690 annual bed days at Santa Maria Juvenile Hall.

To prevent annual cost of \$2,800,000 for extra-parental placement services: Maintain a total average under commitment of at least 100% of 69 minors in three Counseling and Education Centers.

**Mandates and Service Levels:**

Specific Probation Department mandates are attached for you review.

**Fiscal and Facilities Impacts:**

Funds for this contract and partial reimbursement from Federal and State meal revenues are included in the Probation Department's FY 2004-05 Adopted Budget. There will be no additional impact on the General Fund.

Because the Community Action Commission prepares meals offsite, there are no facility impacts.

**Special Instructions:**

Please send a fully executed copy of this contract and Minute Order to:  
Damon Fletcher, Probation Department, 117 E. Carrillo Street, Santa Barbara, CA 93101

**Concurrence:**

County Counsel  
Auditor Controller

## **PROBATION DEPARTMENT MANDATES**

### **GENERAL**

830.5 PC; 1202.7. PC; 1203.74 PC; 273a(c)(3)(A) and 273d(c)(3)(A) PC  
1203.097(c) and 1203.098 PC; 13010-13014 PC ; 6035 PC; 3300 Government Code  
1020-1031.5 Government Code

### **CIVIL**

1826 Probate Code; 1851 Probate Code; 1852 Probate Code; 1513-1513.1 Probate Code  
7800 Family Law Code (FLC); 7801 FLC; 7803 FLC; 7804 FLC; 7805 FLC; 7807 FLC.  
7808 FLC; 9001 FLC

### **JUVENILE DIVISION**

#### **A. Administrative**

270 WIC; 283 WIC

#### **B. Juvenile Intake**

601 WIC; 601.2 WIC; 601.3WIC; 602 WIC; 627.5 WIC; 628 WIC  
628.1 WIC; 630 WIC; 631 WIC; 632 WIC; 652 WIC; 652.5 WIC  
653 WIC; 676.5 WIC; 777WIC;

#### **C. Juvenile Investigations**

200 WIC ;280 WIC ;281 WIC;281.5 WIC ;361.2 WIC ;635 WIC ;636 WIC ;652 WIC  
653.5 WIC ;656.2 WIC ;636.1 WIC ;706 WIC ;706.5 WIC ;706.6 WIC ;707 WIC ;727.1 WIC; 727.4 WIC ;742 WIC ;  
781 WIC ;1499 Juvenile Court Rules

#### **D. Juvenile Supervision**

241.1 WIC ;366.26 WIC ;625 WIC;625.3 WIC ;641 WIC ;654 WIC ;654.1 WIC  
654.2 WIC ;654.3 WIC ;654.4 WIC ;654.6 WIC ;655 WIC ;725 WIC ;727 WIC ;727.1 WIC;  
727.2 WIC 727.3 WIC ;727.31; 727.32 WIC; WIC;727.4 WIC ;727.4 (d) (4) ;727.6 WIC ;729 WIC; 729.3 WIC  
729.7WIC ;729.8 WIC ;729.9 WIC ;730 WIC ;730.6 WIC ;730.7 WIC ;  
737 WIC ;738 WIC 740 WIC ;740.1 WIC;742.16 WIC ;790 WIC ;793 WIC ;794 WIC ;795 WIC. ;841 WIC1300  
WIC ;1502.4 (a)(1) H&S ;4096 WIC ;5600.3 WIC ;11400 WIC ;11401 WIC  
11402 WIC;11403 WIC ;11404 WIC ;11404.1 WIC ;11462.01(2)(C) WIC

### **INSTITUTIONS DIVISION**

#### **A. Juvenile Hall**

Title 15, Division 1 Board of Corrections, Chapter 1 Board of Corrections, Subchapter 5 Minimum Standards for  
Juvenile Facilities

Title 24, Part 1, Division VII Board of Corrections, Minimum Standards for Juvenile Facilities  
210 WIC ;850 WIC

**B. Home Supervision**

628.1 WIC ;840 WIC

**C. Boys' Camp**

Title 15, Division 1 Board of Corrections, Chapter 1 Board of Corrections, Subchapter 5 Minimum Standards for Juvenile Facilities

Title 24, Part 1, DIVISION VII BOARD OF CORRECTIONS, Minimum Standards for Juvenile Facilities

881 WIC ;885 WIC

**D. Counseling and Education Centers**

654 (c) WIC

**E. Non-Secure Detention**

210.1 WIC; 601 WIC ;626 WIC

**F. Medical Care Juveniles**

369 WIC ;739 WIC

**G. Separate Categories**

284 WIC ;285 WIC ;656.2 WIC ;704 WIC ;729.7 WIC ;742 WIC ;742.20 WIC  
749.22 WIC ;749.23 WIC ;751 WIC ;826 WIC ;826.5(a) WIC ;826.6 WIC ;827 WIC;  
48321 Ed Code ; 56026 ED CODE ;56325 ED CODE

**ADULT DIVISION**

**A. Adult Investigations**

1203.7 PC;1000 PC ;1000.1(b) PC;1000.2 PC;1000.3PC ;1000.4PC; 1000.5PC  
1001 PC ;1001.9 PC ;1001.20 PC to 1001.34 PC;1001.70 PC to 1001.90 PC;1191 PC  
1191.1 PC;1191.2 PC;1191.3 PC;1202.4 PC;1203 PC;1203a PC;1203c PC;1203d PC  
1203.9 PC;1203.10 PC;1203.097(b)(3) PC;1203.097(b)(4) PC;4.310 Judicial Rule  
4.411(a)(b)(c)(d) Judicial Rule; 4.411.5 Judicial Rule

**B. Adult Supervision**

290(c)(1) PC ;290.4 PC Megan's Law ;1202.7 PC  
1202.8 PC ;1203.02 PC;1203.016 PC ;1203.044 PC ;1203.044(h) PC ;1203.045 PC  
1203.047 PC;1203.055 PC ;1203.055(f) PC;1203.066 PC;1203.067 PC  
1203.076 PC; 1203.95PC; 1203. 097 PC ;1203.1 PC ;1203.1(b) PC ;1203.1bb PC  
1203.1(d) PC;1203.1(h) PC;1203.1ab PC;1203.1b(a) PC;1203.1e PC;1203.1g PC  
1203.1k PC;1203.2 PC; 1203.2 a. PC;1203.3 P;1203.4(d) PC;1203.9 (a) PC;  
1203.9 (b) PC;1203.10 PC;1203.12 PC;1389.6 PC;3075 PC to 3076 PC  
11180 PC and 11181 PC