



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:** Behavioral Wellness  
**Department No.:** 043  
**For Agenda Of:** October 20, 2020  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

---

**TO:** Board of Supervisors  
**FROM:** Department Alice Gleghorn, PhD, Director  
Director(s) Department of Behavioral Wellness, 805.865.0592  
Contact Info: Evelyn Zuroske, MEd Counseling, 805-681-5220  
**SUBJECT:** **Approval for the County of Santa Barbara to adopt a revised resolution authorizing the Department of Behavioral Wellness Director to act on behalf of the County in connection with the award of State Pet Assistance and Support (PAS) Program Grant funds**

---

**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. Adopt a revised Pet Assistance and Support (PAS) Resolution (Attachment A), as required by the State of California Department of Housing and Community Development (State HCD), that authorizes the Director of the Department of Behavioral Wellness to act on behalf of the County in connection with an award of Pet Assistance and Support (PAS) Program Grant funds and to execute the Standard Agreement and any subsequent amendments or modifications as well as any other documents which are related to the PAS program or the PAS program grant awarded to County;
- B. Approve and authorize the Director of the Department of Behavioral Wellness to execute on behalf of the County a Standard Agreement with State HCD and any subsequent amendments or modifications thereto, as well as any other documents which are related to the PAS program or the PAS program grant awarded to the County, as State HCD may deem appropriate without having to return to the Board for approval, subject to the Board's authority to rescind this delegated authority at any time;

- C. Approve, ratify and authorize the Director of the Department of Behavioral Wellness to accept \$193,082 in State Pet Assistance and Support (PAS) Program Grant funds for crates, pet food, veterinary services, staffing, and administrative services for use at a Navigation Respite Center that Behavioral Wellness is currently developing;
- D. Direct the Director of Behavioral Wellness, or designee, to obtain concurrence from Risk Management, the Auditor-Controller, and County Counsel before exercising the authority delegated to her pursuant to Recommended Action B; and
- E. Determine that the recommended actions are not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(5) and 15378(b)(4), finding that the recommended actions consist of administrative or fiscal activities of governments that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

State HCD released a Notice of Funding Availability (NOFA) for approximately \$5 million in PAS program funds. Funds awarded to qualified homeless shelters will provide shelter, food, and basic veterinary services for common household pets owned by individuals experiencing homelessness, as well as staffing and liability insurance related to providing those services.

On March 17, 2020, the Board of Supervisors (Board) adopted the PAS Resolution that authorized the Department of Behavioral Wellness (BWell) to participate in the PAS Program, and if PAS grant funds were awarded, authorized and directed the Director of BWell to act on behalf of the County in connection with the award of PAS grant funds, with the County's added language "subject to final approval by the Board of Supervisors at a later date."

This item is on the Board's agenda to request approval to adopt a revised PAS Resolution removing the County-added language at the request of State HCD and authorize the BWell Director to accept the grant award of \$193,082, execute the Standard Agreement in a form substantially similar to the sample agreement attached as Exhibit C, and delegate authority to the BWell Director to execute subsequent amendments to the Standard Agreement or other documents related to the PAS program or grant award, subject to the Board's ability to rescind this delegated authority. Prior to exercising this delegated authority, the BeWell director will obtain the concurrence of Rick Management, County Counsel, and the Auditor-Controller.

**Background:**

BWell is in the process of identifying and securing property for a Navigation Respite Center which will be funded through State Homeless Emergency Aid Program (HEAP) and Homeless Housing and Assistance (HHAP) funds. The Respite Center's focus will be to support unsheltered individuals who are experiencing mental health issues within close proximity to social service needs. Because pet ownership is a large barrier for entry into a safe, sheltered environment, BWell is creating this "low barrier" Respite Center. All efforts are being made to utilize a property owned by the County of Santa Barbara. At this time BWell is planning for 10 pets, but will expand as needs arise.

BWell will partner with CARE4Paws, a non-profit local organization promoting animal welfare. CARE4Paws assists low-income, senior, disabled and homeless pet owners with a wide range of veterinary services. CARE4Paws will provide resident's pets with spay/neuter services, vaccinations, parasite treatment, licensing and other necessary services. CARE4Paws works closely with a local animal

behaviorist who will provide pet owners and staff with appropriate training to ensure pet happiness and safety. If the animal is not appropriate for the shelter, at no cost to the County or pet owner, CARE4Paws will foster the animal while working with the animal behaviorist until the pet is able to be safely reunited with their owner. Should the owner be hospitalized or otherwise unable to care for their pet, CARE4Paws has agreed to foster the pet at no cost until the owner can resume responsibility.

During the Coordinated Entry System process, potential shelter residents with pets will be provided with appropriate veterinary care prior to entrance. Owners will be provided with a crate, food and water bowls, and any other supplies they may need. Only owners, pets, and appropriate staff will be permitted in the kennel area established on-site. Pets must be kept on a leash when they are not in the kennel area. Owners will be responsible for providing their pet with proper care, cleaning up messes, following all local ordinances and regulations, and ensuring that anyone exposed to the animal is safe. All pets on the premises will be properly vaccinated and free of parasites. Before securing a space in the shelter, owners will need to have their pets examined by the CARE4Paws veterinarian. The visit will be coordinated through the resident's case manager.

On May 21, 2020, the Director of BWell was provided with a PAS Program NOFA Award Grant notifying BWell that it has been awarded the PAS grant (Attachment B). State HCD informed BWell that revisions need to be made to the PAS Resolution approved by the Board in March 2020 to remove the County-added language. The revised PAS Resolution attached hereto as Attachment A authorizes the BWell Director to execute a Standard Agreement in a form substantially similar to Attachment C, any and all other documents required by State HCD, and any subsequent amendments or modifications as well as any other documents which are related to the PAS program or the PAS program grant awarded to County. Recommended Action D directs the Director of BWell, or her designee, to obtain concurrence from Risk Management, the Auditor-Controller, and County Counsel before exercising the delegated authority granted to her by the Recommended Actions.

**Performance Measure:** The goal of the Respite Center is for at least 80% of the program participants to find permanent housing and gain employment or self supports. BWell will measure performance outcomes based on program participant satisfaction surveys asking whether the pet program assisted participants' ability to move to permanent housing and whether participants received supports that increased their ability to take care of their pets.

**Fiscal and Facilities Impacts:**

Budgeted: No

**Fiscal Analysis:**

Narrative: The above-referenced grant is funded by State funds. This funding source will be added to the FY 2020-2021 budget through a budget revision which will be brought to the Board at a later date.

**Key Contract Risks:** The County will be responsible for complying with all program requirements and other rules and laws in a manner consistent and in compliance with the Standard Agreement. For example, the Sample Standard Agreement, Attachment C, states that any expenses must be incurred from the Award date to the 'Expenditure Date' of June 30, 2022. The grant also states that "any expenses incurred after the 'Expenditure Deadline' will not be eligible for payment from any PAS grant funds." In order to meet these grant expenditure guidelines, Behavioral Wellness's Program staff and Fiscal Division will closely monitor fund usage and will submit invoices for payment to HCD within the grant award time period.

**Special Instructions:**

Please return one (1) Minute Order and one (1) complete copy of the executed PAS resolution to [mejohanson@sbcbswell.org](mailto:mejohanson@sbcbswell.org) and to [bswellcontractsstaff@co.santa-barbara.ca.us](mailto:bswellcontractsstaff@co.santa-barbara.ca.us) .

**Attachments:**

Attachment A: PAS Resolution

Attachment B: PAS Program NOFA Award Letter Department of Behavioral Wellness

Attachment C: PAS Program Standard Agreement Sample

**Authored by:**

Melanie Johnson/ A. Foschaar