



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:** Probation  
**Department No.:** 022  
**For Agenda Of:** April 11, 2017  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Beverly A. Taylor, Acting Chief Probation Officer  
Director(s) (805) 882-3656  
Contact Info: Wendy J. Stanley, Probation Manager  
(805) 739-8619

**SUBJECT:** Approval of Agreement for Services with W. Haywood Burns Institute for  
Technical Assistance R.E.D. Grant from October 1, 2016 – September 30, 2017

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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 and execute the attached contract with W. Haywood Burns Institute to provide technical assistance for the period of October 1, 2016 through September 30, 2017, not to exceed amount of \$75,000.00.
- B. Determine that the approval of the Agreement is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(4), finding that this activity is 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 this activity may have a significant effect on the environment, the activity is not subject to CEQA, and direct staff to file a Notice of Exemption (Attachment B).

**Summary Text:**

W. Haywood Burns Institute has been providing technical assistance regarding the Reducing Racial and Ethnic Disparity (R.E.D.) Grant to the Probation Department since 2014.

**Background:**

Probation initially received the R.E.D. grant in 2014 for phase one of our efforts to address racial disparity in Santa Barbara County. Through a non-competitive application process, phase two funding was received in 2015 and phase three funding, for the current federal fiscal year (October 1, 2016 through September 30, 2017), was received in October 2016. The W. Haywood Burns Institute has provided technical assistance since the inception of the grant.

Racial and ethnic disparity refers to unequal treatment of youth of color in the juvenile justice system; R.E.D. results in disparate outcomes for similarly situated youth. The W. Haywood Burns Institute utilizes a data-driven process during a two to three year consultation period to strategically reduce disparity. They have provided consultation in 90 jurisdictions to date and have helped jurisdictions across the country significantly reduce racial and ethnic disparity.

The goals for this phase of the R.E.D. grant is to review and revise the juvenile hall intake assessment form and process, develop a “violation of probation” database, and provide training for probation staff.

**Performance Measure:**

1. Facilitate 8-10 on-site R.E.D. committee meetings.
2. Development and automation of the juvenile hall intake assessment tool.
3. Revision of existing probation response grid.
4. Facilitation of probation officer training.
5. Development of countywide Youth Advisory Board.

**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			
State			
Federal			\$ 75,000.00
Fees			
Other:			
<b>Total</b>	\$ -	\$ -	\$ 75,000.00

Narrative: All costs are paid from grant funds. No general fund money is used for this project.

**Key Contract Risks:**

The risk analysis has been completed and no key contract risks have been identified.

**Staffing Impacts:**

<b><u>Legal Positions:</u></b>	<b><u>FTEs:</u></b>
0	0

**Special Instructions:**

Please send one fully executed original of the contract and one (1) minute order to:  
Michael Cameron, Probation Department, 117 East Carrillo Street, Santa Barbara, CA 93101

**Attachments:**

Attachment A: W. Haywood Burns Institute Contract

Attachment B: CEQA Notice of Exemption

**Authored by:**

Wendy J. Stanley, Probation Manager

**cc:** W. Haywood Burns Institute