



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: June 21, 2016
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Daniel Nielson, Director (805) 346-7101
Director(s)
Contact Info: Amy Krueger, Adult and Children Services Operations Manager
(805) 346-7248

SUBJECT: Community Action Commission of Santa Barbara County Agreements with the
Department of Social Services

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

- a) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Community Action Commission of Santa Barbara County (CAC) in the amount not to exceed \$90,000.00, to provide Home Connection Finder (HCF) Services for the period of July 1, 2016 through June 30, 2017 (Attachment 1); and
- b) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Community Action Commission of Santa Barbara County (CAC) in the amount not to exceed \$98,000.00, to provide SafeCare Program Services for the period of July 1, 2016 through June 30, 2017 (Attachment 2); and
- c) Determine that the approvals and execution of the above Agreements are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the approvals and execution of the Agreements 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 activity may have a significant effect on the environment, the activities are not subject to CEQA.

Summary Text:

These items are on the agenda as these contracts in aggregate will exceed the \$100,000 threshold in our department and in order to inform the Board of the total amount of funding allocated to CAC through the Department of Social Services (DSS) as of this date and to recommend that the Board:

1. Approve the Agreement with CAC to provide Home Connection Finder (HCF) Services; and
2. Approve the Agreement with CAC to provide SafeCare Program Services.

Background:

In previous fiscal years, these services were obtained through Purchasing Contracts that were renewed on an annual basis. Given the amount of funding to this service provider, all known contracts and purchase orders are now provided to the Board for approval.

These two (2) contracts are provided for your approval.

1. Home Connection Finder (HCF) Services

The purpose of this contract is to address the critical need for placements and/or locate a significant adult connection. The contractor will provide HCF staff to perform the duties of the HCF for Santa Barbara County. HCF services are available to children in either the Juvenile Dependency (dependent children) or the Juvenile Delinquency (wards) systems. CAC has been providing these services for the last four (4) years.

2. SafeCare Program Services

The purpose of this contract is to provide SafeCare Program Services, an evidence-based, parent-training curriculum, for parents who are at-risk or have been reported for child maltreatment. CAC has been providing these services for the last five (5) years.

DSS has had a positive and productive relationship with CAC.

Existing Board Contracts:

The Board approved the following Board Contract with CAC for the period of July 1, 2016 through June 30, 2017:

- **CWS Enhanced Family Reunification** – during Budget Hearings via the Ongoing Contracts List for an amount not to exceed \$270,000.00.

Total Funding allocated for Services for Fiscal Year 2016-2017:

Service	Amount	Action Request
<i>EXISTING AWARDS</i>		
1 CWS Enhanced Family Reunification	\$270,000.00	<i>Approved via Ongoing Contracts</i>
Sub-Total	\$270,000.00	

Service	Amount	Action Request	
<i>PROPOSED AWARDS AS PART OF THIS BOARD LETTER</i>			
1	Home Connection Finder Services	\$90,000.00	Authorize and Approve Contract
2	SafeCare Program Services	\$98,000.00	Authorize and Approve Contract
Sub-Total		\$188,000.00	
<i>ADDITIONAL CONTRACTS FOR BOARD APPROVAL VIA SEPARATE BOARD LETTER</i>			
1	CWS Front Porch	\$128,000.00	Authorize and Approve Contract
2	211 Helpline Service	\$12,900.00	Authorize and Approve Contract
Sub-Total		\$140,900.00	
Grand-Total		\$598,900.00	

Additional Contracts for Board Approval:

The Board is scheduled to review the following Board Contracts with CAC for the period of July 1, 2016 through June 30, 2017:

- **CWS - Front Porch** – amount not to exceed \$128,000.00.

Performance Measure:

These performance measures refer to the two proposed Agreements before the Board for consideration:

For Home Connection Finder Services:

- 95% of Home Connection Finder searches shall be initiated within 24 hours of receiving the referral.
- 80% of Home Connection Finder searches shall result in a possible significant adult connection for the child.
- 80% of Home Connection Finder searches shall result in a possible placement for the child.
- 80% of Home Connection Finder searches shall be completed within 60 days of receiving the referral.

For SafeCare Program Services:

- 100% of families opened to SafeCare® shall be contacted by a Home Visitor within 3 business days to schedule the first appointment.
- 85% of the families who remain enrolled in SafeCare® after the first home visit shall complete all training modules.
- 95% of parents who complete each module shall demonstrate improved skills and competence in child healthcare, parent/child interaction, and home safety as measured at baseline and after the completion of each of the three modules.

- 95% of families who complete SafeCare® shall not have a subsequent substantiated referral for abuse or neglect within 3 months.
- 100% of the Home Visitors shall continue to participate in coaching to ensure fidelity to the SafeCare® model.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Next FY Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State	\$ 90,000.00		
Federal			
Fees			
Other:	\$ 98,000.00		
Total	\$ 188,000.00	\$ -	\$ -

Narrative:

Approval and execution of these two contracts will result in total direct contract expenditures of no more than \$188,000.00. Appropriations and Funding for Fiscal Year 2016/2017 are included in the Department of Social Services recommended budget under the Social Programs division.

Key Contract Risks:

The risk assessment worksheet has been completed and DSS has determined that CAC is a medium risk vendor. The County has significant experience with CAC and is confident of its ability to continue providing services.

Staffing Impacts:

Legal Positions:

None

FTEs:

None

Special Instructions:

Please send one (1) duplicate of each original Agreement, and a copy of the minute order to:

Department of Social Services
 Attn: Contracts Coordinator, 3rd Floor
 2125 S. Counterpointe Parkway
 Santa Maria, CA 93455

Attachments:

1. Attachment 1 - Agreement - CAC – HCF Services 16-17
2. Attachment 2 - Agreement - CAC – SafeCare Program Services 16-17

Authored by:

Tricia Beebe and Emma Duncan, Contracts Coordinators
 Amy Krueger, Adult & Children Services Operations Division Chief