



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:** June 22, 2021  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Tanja Heitman, Chief Probation Officer  
Director(s) (805) 882-3652  
Contact Info: Shawn E. Small, Deputy Chief Probation Officer  
(805) 803-8586

**SUBJECT:** Fiscal Year (FY) 2021-23 Agreement for Community Solutions Incorporated to Provide Programming Services

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**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. Approve and authorize the Chair to execute the attached Agreement for Services of the Independent Contractor with Community Solutions Incorporated (CSI) to provide programming services to youth in the Santa Maria Juvenile Hall (SMJH), with a total contract amount not to exceed \$242,677 (the "Agreement") from July 1, 2021 through June 30, 2023; and
- B. Determine that the above actions are government fiscal activities or funding mechanisms which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(4) of the CEQA guidelines.

**Summary Text:**

Positive engagement with youth in detention facilities is important and can serve to minimize behavioral disruptions, youth isolation, and safety concerns for youth and staff alike. CSI will provide, through a Youth Specialist Coach, services and interactions to detained youth in the Probation Department's SMJH and serve as a resource to engage youth individually or in small

groups based on the needs of the facility's population. The Youth Specialist-Coach will engage with individual youth in need of assistance, intervention and coaching that would otherwise require a sworn Juvenile Institutions Officer (JIO), thereby allowing Probation staff to focus on other supervision strategies associated with effectively operating a living unit. When not working directly with individual youth, the Youth Specialist Coach will provide an array of services to all youth within a unit including the planning and direct participation of recreation activities and projects, organized physical activities geared towards youth interests, and mentoring/coaching.

**Background:**

Over the last several years, there have been a number of studies focusing on relationships between adults, juvenile system-involved youth, and positive reinforcement. In recent studies, former system-involved youth experiences and perspectives are increasingly being considered. These former system-involved youth cite the need to have positive relationships with adults, especially when in a custodial setting, and particularly involving female youth.

As a result of changes to the Probation Department's juvenile booking detention criteria to align and transform juvenile justice practices, youth in detention have more serious charges and/or more complex court processes as well as significant underlying issues, including substance and alcohol abuse, trauma, mental illness, and an assortment of learning and processing disabilities. These youth often require one-on-one supervision and support. Prolonged involvement with individual youth creates a disparity in the time and ability to work with the larger group. Additionally, one-on-one interactions can create issues with the regulatory staff to youth supervision ratios that in turn can impact staffing in other locations of the facility.

Contracting with CSI for a Youth Specialist Coach provides the Probation Department a resource to assist with youth needing individualized attention through positive adult interaction, while allowing Probation staff to continue to supervise and interact with the group. When not being utilized for individual assistance, the Youth Specialist Coach will be tasked with providing organized activities for the group as a whole.

**Performance Measure:**

1. Over the course of the Agreement, reduce the total hours of youth room confinement time by 10%;
2. When not engaged in individual interactions, plan and participate in organized group activities a minimum of three (3) times per week;
3. On average, provide direct interactions with youth a minimum of six (6) hours per day;
4. Provide services a minimum of 90% (3,679 hours) of the total possible work hours (4,088 hours) of the contract period.

**Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b>Funding Sources</b>	<b>Current FY Cost:</b>	<b>Annualized On-going Cost:</b>	<b>Total One-Time Project Cost</b>
General Fund			
State		\$ 119,580.00	
Federal			
Fees			
Other:			
<b>Total</b>	\$ -	\$ 119,580.00	\$ -

**Narrative:**

The attached two year agreement for programing services to youth at the SMJH includes a total not to exceed amount of \$242,677. Total contract amount is funded by Youthful Offender Block Grant (YOBG) which includes \$119,580 for FY2021-22 and \$123,097 for FY2022-23. Funds for this Agreement have been accounted for in the FY2021-22 proposed budget and future year’s portion of the Agreement will be included through the FY 2022-23 proposed budget. Execution of the Agreement will not increase the General Fund Contribution to the Probation Department.

**Key Contract Risks:** A risk assessment has been completed and key contract risks were not identified.

**Staffing Impacts:**

**Legal Positions:**

N/A

**FTEs:**

N/A

**Special Instructions:**

Please return two (2) Certified Minute Orders to Christina Sibley, Fiscal Manager, Probation Department, 117 E. Carrillo Street, Santa Barbara, CA 93101.

**Attachments:** Attachment A: Community Solutions Incorporated, FY 2021-2023 Agreement

**Authored by:**

Deputy Chief Probation Officer Shawn E. Small