

Attachment A

**SOUTH COAST YOUTH SAFETY PARTNERSHIP
SPONSORS AND HOST AGENCY MEMORANDUM OF UNDERSTANDING**

July 1, 2020 – June 30, 2022

This Memorandum of Understanding, ("MOU") is entered into by and between Community Action Commission of Santa Barbara County doing business as CommUnify (hereinafter CommUnify-Host Agency) and the County of Santa Barbara, City of Santa Barbara, City of Goleta, and City of Carpinteria (hereinafter Sponsors). The term of this MOU shall be from July 1, 2020, through June 30, 2022.

Under the terms of this MOU CommUnify-Host Agency and "Sponsors," agree to work cooperatively to further the objectives of the South Coast Youth Safety Partnership, ("SCYSP") The SCYSP includes a Partnership Coordinator, a Policy Team, a Partnership Strategy Team, and a Community Engagement Team.
(Appendix A, B, C)

CommUnify-HOST AGENCY

CommUnify-Host Agency agrees to:

- o Follow the guiding principles and Vision of SCYSP set forth in **Exhibits A and B**, attached hereto;
- o Serve as the Fiscal Agent and maintain accounting documents according to standard and acceptable accounting practices and annually report on the sources and uses of funds in compliance with the program budget;
- o Hire, employ and provide on-site supervision to the Partnership Coordinator;
- o Ensure the Partnership Coordinator fulfills his/her duties and responsibilities as outlined in **Exhibit C**, attached hereto; and
- o Provide in-kind financial support as set forth in the program budget.
(Exhibit D)

SPONSORS

Sponsors agree to:

- o Provide funds on a cost share basis as shown in **Exhibit E** subject to the applicable and required budgetary approval process of each sponsor.
- o To procure funds, on an annual basis, to secure a five year funding stream, with the City of Santa Barbara serving as the lead agency in this effort.

- o Establish an Executive Committee (City and County Administrators) to review the SCTF program and recommend how to achieve its goals and objectives.

NOTICES

Any notice or consent required or permitted under this MOU shall be given to the respective parties in writing, by personal delivery or facsimile, or with postage prepaid by first class mail, registered or certified mail, or express courier service, as follows:

- | | |
|--------------------------|--|
| County of Santa Barbara: | Mona Miyasato, Chief Executive Officer
105 E. Anapamu Street
Santa Barbara, CA 93101
Fax # (805) 568-3414 |
| City of Santa Barbara | Paul Casey, City Administrator
735 Anacapa Street, Santa Barbara, CA,
93101, Fax # 805.897.1993 |
| City of Goleta | Michelle Greene, City Manager
130 Cremona Dr. Goleta, CA, 93117
Fax # 805.685.2635 |
| City of Carpinteria | David Durlinger, City Manager
5775 Carpinteria Ave., Carpinteria, CA, 93013,
Fax # 805.684.5304 |
| CommUnify-Host Agency | Patricia Keelean, Chief Executive Officer
CommUnify a Community Action Agency
5638 Hollister Avenue, Suite 230
Santa Barbara, CA, 93117
Fax # (805) 683-8959 |

NOTICE OF TERMINATION

Any party may withdraw from participation in the agreement by submitting a notice of termination, with or without cause, upon ninety (90) days prior written notice to the other parties involved. Any notice of termination shall specify the effective date of such termination. Sponsors shall have no obligation to make funding available with regard to the remainder of the term.

INDEPENDENT CONTRACTOR

CommUnify-Host Agency, its employees, and agents are independent contractors and not employees of any of the Sponsors for any purpose whatsoever. Sponsors do not have an employer-employee relationship and in that regard exercise no control whatsoever of the manner and means by which the CommUnify as the Host Agency, its employees to include the Partnership Coordinator, and agents accomplish their work.

ASSIGNMENT

None of the parties may transfer or assign this MOU without the written consent of the other parties.

NONDISCRIMINATION

CommUnify-Host Agency agrees that Sponsors Unlawful Discrimination Ordinances and Codes (Article XIII of Chapter 2 of the Santa Barbara County Code; Santa Barbara Municipal Code § 9.126.020) applies to this MOU and are incorporated herein by this reference with the same force and effect as if the ordinance were specifically set out herein and CommUnify Host Agency agrees to comply with said ordinances and codes.

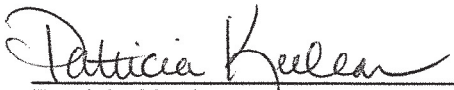
NONAPPROPRIATION OF FUNDS

Notwithstanding any other provision of this MOU, in the event that no funds or insufficient funds are appropriated or budgeted by federal, state, city or county governments, or funds are not otherwise available for payments in the fiscal year(s) covered by the term of this MOU, then Sponsors will notify CommUnify-Host Agency of such occurrence and Sponsors may terminate or suspend this MOU in whole or in part, with or without a prior notice period. Subsequent to termination of this MOU under this provision, Sponsors shall have no obligation to make funding available with regard to the remainder of the term.

AMENDMENT

This MOU contains the entire agreement of the parties. No additional term or modification may be effected except as provided in writing, signed by the parties to this MOU.

Host Agency:



Patricia Keelean
Chief Executive Officer
CommUnify a Community Action Agency


Sponsors:

Paul Casey
City Administrator
City of Santa Barbara


DocuSigned by:

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Mona Miyasato
Chief Executive Officer
County of Santa Barbara

DocuSigned by:


Michelle Greene
City Manager
City of Goleta



David Durlinger
City Manager
City of Carpinteria

**South Coast Youth Safety Partnership
Guiding Principles**

The South Coast Youth Safety Partnership will:

1. Remain as a leader in the south coast which facilitates coordination, blending of resources, and partnerships by agencies that serve youth in at risk situations.
2. Advocate for and value the importance of a collective community effort.
3. Provide opportunities for parents and youth in at risk situations to provide input.
4. Advocate for a full range of client specific services to youth in at risk situations based on individual needs of youth and their families.
5. Advocate for prevention, intervention, and enforcement services for male and female youth in or at risk of becoming involved in gangs.
6. Advocate for comprehensive prevention and intervention services to youth in at risk situations.
7. Advocate for the needs of male and female youth susceptible to victimization.
8. Advocate for evidence-based and promising programs that can be evaluated for program outcomes.
9. Remain committed to finding solutions to problems affecting today's youth.

**South Coast Youth Safety Partnership
Our Vision**

- Caseworkers/Outreach Specialists work in every south coast junior high and high school as "front line persons" on gang intervention, suppression and prevention. They work with school counselors on client specific plans. Although Caseworkers/Outreach Specialists have school assignments, they will spend at least 25% of their time after school hours with youth and their family. The Caseworker/Outreach Specialists will connect youth and families with support services and programs directing them away from gangs.
- Services focused on the target population, namely, youth actively involved in gangs, gang affiliates, and youth in at risk of becoming gang members.
- Reduction of youth gang violence and the number of active youth gang members and associates. Objectives will be set and measured to confirm successes or the need to change direction.
- A cooperative partnership of organizations, working as a team, to provide the south coast with prevention, intervention and suppression services in an effort to stamp out youth gangs. Leadership will come from schools, service providers and law enforcement agencies.
- A mechanism for early identification of youth potentially affected by gangs. The schools will take the lead in school based prevention programs.
- Client specific services based on the individual needs of youth and their families. Programs will include a full range of services to assist the youth and his/her family. Independent third parties will conduct program assessments.
- A funding stream to support programs with a track record of success or which satisfy unmet needs. We will build from the work of successful programs that are client driven and created through program coordination and pooling of resources. Independent third parties will conduct program assessments.

SOUTH COAST YOUTH SAFETY PARTNERSHIP COORDINATOR

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

The position, employed by the CommUnify a Community Action Agency (CommUnify-Host Agency), serves as the lead staff to the South Coast Youth Safety Partnership. (Appendix A, B)

SUPERVISION

Supervised by the CommUnify Chief Executive Officer, the Partnership Coordinator implements policy decisions of the Strategy Team, Policy Team, and Community Engagement Team. The Partnership Coordinator may exercise direct supervision over CommUnify-Host Agency's professional staff.

ESSENTIAL FUNCTION STATEMENTS – *Essential duties include, but are not limited to, the following:*

Essential Functions:

1. Responsible for organizing, facilitating, and reporting at Partnership and Strategy Team, and Provider meetings. (4 Partnership Policy Team meetings, 12 Strategy Team meetings, 6 Community Engagement Team meetings)
2. Implement strategies in accordance with the guiding principles of the South Coast Youth Safety Partnership.
3. Participate in the development of a comprehensive plan eradicating the root causes of youth violence and gang affiliation. Develop and implement an evaluation tool which accurately measures the effectiveness of the plan.
4. Work with a wide range of community groups, service providers, youth and families to decrease youth gang involvement.
5. Promote and facilitate the coordination of youth gang prevention, intervention and suppression among sponsors.
6. Identify gaps in services and programs targeting youth gangs.
7. Monitor youth gang programs to ensure program goals and objectives are being met and recommend program adjustments based on client need.

Exhibit C

8. Support the development of grants and proposals to secure public and private funds for youth gang prevention, intervention and suppression programs.
9. Assist the SCYSP in procuring and distributing "partnership" and "pilot program" funds to south coast youth gang prevention, intervention and suppression program operators.
10. Develop and disseminate public information promoting the participation of youth gang members in program activities, informing the community on program efforts and needs, and securing necessary program funds, resources, and support.
11. Prepare and present periodic and annual reports to the SCYSP with a focus on planned versus actual performance, program results and measurable action plans with goals and objectives for the coming year.
12. Develop and administer the budget.
13. Prepare and present milestone reports.
14. Perform related duties and responsibilities as required.

QUALIFICATIONS

Knowledge of:

- Operations, services and activities of youth gang programs, neighborhood services, and social programs.
- Principles of budget preparation and control.
- Development of grants and proposals to secure funds.
- Public relations practices and techniques.
- Office procedures and computer use.
- Principles of business letter writing and professional report preparation.
- Pertinent Federal, State, and local laws, codes and regulations.

Ability to:

- Supervise, organize, and review the work of professional and technical CommUnify-Host Agency personnel.
- Select, supervise, train and evaluate CommUnify-Host Agency staff.
- Interpret and explain City and County policies and procedures.
- Identify resources based on community and neighborhood needs.
- Promote youth gang prevention programs.
- Respond to requests and inquiries from the general public.
- Prepare clear and concise reports.

Exhibit C

- Communicate clearly and concisely, both verbally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Maintain physical condition necessary for the performance of assigned duties and responsibilities which may include the following:
 - *Walking, standing or sitting for extended periods of time*
 - *Operating a motor vehicle*

Exhibit D Budget

South Coast Youth Safety Partnership Budget

	7/1/2020 - 6/30/2021			07/01/21-06/30/22		
	Sponsor Con-tribution	CAC In-kind	Total	Sponsor Con-tribution	CAC In-kind	Total
Revenues:						
City of Santa Barbara	\$ 63,736		\$ 63,736	\$ 63,736		\$ 63,736
City of Carpinteria	\$ 9,089		\$ 9,089	\$ 9,089		\$ 9,089
City of Goleta	\$ 21,963		\$ 21,963	\$ 21,963		\$ 21,963
Unincorporated County South Coast	\$ 48,554		\$ 48,554	\$ 48,554		\$ 48,554
Reserve	\$ 21,837		\$ 21,837	\$ 18,937		\$ 18,937
In-Kind Contribution by CAC		\$ 37,370	\$ 37,370		\$ 37,370	\$ 37,370
Total Revenues	\$ 165,179	\$ 37,370	\$ 202,549	\$ 162,279	\$ 37,370	\$ 199,649
Expenses:						
<i>Salaries:</i>						
Task Force Coordinator	\$ 60,246	\$ -	\$ 60,246	\$ 61,450		\$ 61,450
Program Director	\$ 21,804	\$ -	\$ 21,804	\$ 22,240		\$ 22,240
Administrative Office Assist.	\$ 5,254	\$ -	\$ 5,254	\$ 5,359		\$ 5,359
Executive Office Manager	\$ -	\$ 2,412	\$ 2,412		\$ 2,485	\$ 2,485
Executive Director	\$ -	\$ 7,365	\$ 7,365		\$ 7,512	\$ 7,512
Human Resource Director	\$ -	\$ 2,915	\$ 2,915		\$ 3,002	\$ 3,002
Controller	\$ -	\$ 4,860	\$ 4,860		\$ 5,006	\$ 5,006
Total Salaries	\$ 87,304	\$ 17,552	\$ 104,856	\$ 89,049	\$ 18,005	\$ 107,054
Fringe Benefits @ 36%	\$ 31,429	\$ 6,319	\$ 37,748	\$ 32,058	\$ 6,482	\$ 39,610
Total Salaries & Benefits	\$ 118,733	\$ 23,871	\$ 142,604	\$ 121,107	\$ 24,487	\$ 146,664
<i>Operating Expenses:</i>						
Local Mileage	\$ 1,000	\$ 1,000	\$ 2,000	\$ 3,200	\$ 2,500	\$ 5,700
Out of Town Travel	\$ 1,000	\$ -	\$ 1,000	\$ 2,500		\$ 2,500
Space Rent (375 sq.ft. @ \$1.49)	\$ 2,100	\$ 6,733	\$ 8,833	\$ 2,100	\$ 6,115	\$ 8,215
Equipment Rental (fax, copier)	\$ 750	\$ 250	\$ 1,000	\$ 750	\$ 250	\$ 1,000
Equipment Office Supplies (supplies, small office equipment etc.)	\$ 637	\$ -	\$ 637	\$ 1,000		\$ 1,000
Contractual	\$ 1,000	\$ -	\$ 1,000	\$ 5,000		\$ 5,000
Telephone - Cell	\$ 1,250	\$ -	\$ 1,250	\$ 1,250		\$ 1,250
Telephone - Land	\$ 150	\$ 150	\$ 300	\$ 150	\$ 150	\$ 300
Liability Insurance	\$ 500	\$ 200	\$ 700	\$ 500	\$ 200	\$ 700
Program Activities	\$ 320	\$ -	\$ 320	\$ 320		\$ 320
Program Supplies	\$ 1,000		\$ 1,000	\$ 1,350		\$ 1,350
Meeting Expenses	\$ 500	\$ -	\$ 500	\$ 2,740		\$ 2,740
Public Information	\$ 1,000	\$ -	\$ 1,000	\$ 2,500		\$ 2,500
Training	\$ 500	\$ -	\$ 500	\$ 500		\$ 500
Recruitment Costs	\$ -	\$ -	\$ -			\$ -
Vehicle Oil & Gas	\$ 750	\$ -	\$ 750	\$ 750		\$ 750
Training & Training Aids	\$ 750	\$ -	\$ 750	\$ 750		\$ 750
Printing & Postage	\$ 275	\$ 146	\$ 421	\$ 275	\$ 148	\$ 423
Advertising	\$ 250	\$ -	\$ 250	\$ 250		\$ 250
Unappropriated Reserve			\$ -			
Total Operating Expenses	\$ 13,732	\$ 8,479	\$ 22,211	\$ 25,885	\$ 9,363	\$ 35,248
Total Direct Costs	\$ 132,465	\$ 32,350	\$ 164,815	\$ 146,992	\$ 33,850	\$ 180,841
Indirect Cost @ 10.4%	\$ 13,776	\$ 3,364	\$ 17,141	\$ 15,287	\$ 3,520	\$ 18,808
Investment Project						
Total Cost	\$ 146,242	\$ 35,714	\$ 181,956	\$ 162,279	\$ 37,370	\$ 199,649
Reserve Balance	\$ 18,937	0	\$ 20,593	\$ 0	\$ (0)	\$ 0
Annual Funding Commitment			\$ 143,342			\$ 143,342
Fund not spend in prior year			\$ 21,837			\$ 18,937
Annual Expenses			\$ 146,242			\$ 162,279
Difference			\$ 18,937			\$ 0

South Coast Youth Safety Partnership
 City/County Contribution Formula
 Factor: \$0.72 per resident

Exhibit E

Updated Basis for Cost Share of the South Coast Youth Safety Partnership

Agency

Agency	Population 2020	Regular Proposed Share	Proposed Share FY 20- 21 & FY 21-22 (with 5% Budget adjustment due to Pandemic Impact)
City of Santa Barbara	93,511	\$67,091	\$63,736
City of Carpinteria	13,335	\$9,567	\$9,089
City of Goleta:	32,223	\$23,119	\$21,963
Unincorporated County South Coast:	71,236	\$51,109	\$48,554
TOTALS	210,305	\$150,886	\$143,342
Cost Per Resident		\$0.72	
Annual Share from Local Government		\$150,886	
In-kind contribution by CommUnify:		\$37,370	\$37,370

Population Report

http://doj.ca.gov/Forecasting/Demographics/Estimates/E-1/documents/E-1_2020_InternetVersion.xlsx

*5% adjustment was applied to current budget to help offset fiscal impacts due to pandemic

South Coast Youth Safety Partnership Policy Team Members

Organization	Member	Title
County of Santa Barbara	Mona Miyasato	Chief Executive Officer
County of Santa Barbara	Bill Brown	Sheriff
City of Santa Barbara	Paul Casey	City Administrator
City of Goleta	Michelle Greene	City Manager
City of Carpinteria	Dave Durflinger	City Manager
Gevirtz Graduate School of Education, UCSB	Jill Sharkey	Academic Coordinator
City of Santa Barbara	Barney Melekian	Interim Police Chief
County of Santa Barbara	Tanja Heitman	Chief Probation Officer
Santa Barbara County Education Office	Rene Wheeler	Administrator, Juvenile Court and Community Schools
Santa Barbara Unified School District	Hilda Maldonado	Superintendent
Carpinteria Unified School District	Diana Rigby	Superintendent
Goleta Union School District	Donna Lewis	Superintendent
CADA/Fighting Back	Scott Whiteley	Executive Director
CommUnify	Patricia Keelean	CEO
Faith Community Representative	Gerardo Menchaca	New Beginnings Church
Faith Community Representative	Pat Hardy	Santa Barbara Quakers
County of Santa Barbara	Amy Krueger	Deputy Director, Dept. of Social Services
Santa Barbara City College	Paloma Arnold	Director of EOPS/CARES
Santa Barbara Foundation Roundtable Appointee	Deanna Vallejo	Grants Program Officer Santa Barbara Foundation
County of Santa Barbara	Joyce Dudley	District Attorney
County of Santa Barbara Superior Court	Arthur Garcia	Presiding Juvenile Judge
Santa Barbara County Education Office	Susan Salcido	Superintendent
City of Carpinteria	Al Clark	Councilmember
City of Carpinteria	Gregg Carty	Councilmember
City of Goleta	James Kyriaco	Councilmember
City of Santa Barbara	Cathy Murillo	Mayor
Santa Barbara Board of	Kate Ford	Board Member

Education		
Santa Barbara Foundation Roundtable Appointee	Jon Clark	Exec. Director Bower Foundation
Community/Family Representative	Christina Lopez	Representative
Community/Family Representative	Peggy Ochoa	Representative

South Coast Youth Safety Partnership

Strategy Team

Organization	Members	Title
CommUnify	Pat Keelean	Chief Executive Officer
CommUnify	Seth Miller	Director Family and Youth Services
City of Santa Barbara Parks and Recreation	Jill Zachary	Parks & Recreation Director
City of Santa Barbara Parks and Recreation	Rich Hanna	Assistant Parks & Recreation Director
City of Santa Barbara Police Department	Shawn Hill	Lieutenant Criminal Investigations
Gevirtz Graduate School of Education, UCSB	Jill Sharkey	Academic Coordinator
Goleta Unified School District	Cherylin Lew	Deputy Superintendent
Santa Barbara County Department of Behavioral Wellness	Suzanne Grimmesey	Chief Quality Care and Strategy Officer
Santa Barbara County Department of Behavioral Wellness	Shana Burns	Forensics Services Manager
Santa Barbara County Department of Social Services	Barbara Finch	Children and Adult Network Director
Santa Barbara County Probation Department	Holly Benton	Deputy Probation Chief
Santa Barbara County Sheriff's Department	Erik Raney	Sheriff Adjutant
Santa Barbara Unified School District	Frann Wageneck	Assistant Superintendent
South Coast Youth Safety Partnership	Saul Serrano	Partnership Coordinator

SCYSP COMMUNITY ENGAGEMENT TEAM

Organization	Representatives	Title
Alternatives to Violence Project	JP Herrada	Coordinator/Trainer
Attitude Harmony Achievement (AHA)	Roxy Petty	Executive Director
City of Santa Barbara Parks and Recreation	Ricardo Venegas	Neighborhood & Outreach Services Coordinator
CommUnify	Rafael Alvarado	YOBG Los Compadres Educator
CommUnify	Arisbel Jasso	2-1-1 Santa Barbara County
County of Santa Barbara	Erin Cross	Senior Probation Officer
CADA	Michelle Kerwood	Director Daniel Bryant Center
CADA	Ed Cue	Teen Court
CALM	Gabriela Hanson-Lopez	South County Regional Manager
California Department of Rehabilitation	Javier De Loera	Student Services Coordinator
California State Assembly	Viviana Morales	Field Representative
Carpinteria Children's Project	Angelica Ornelas	Family Liaison
Casa Pacifica	Christina Lombard	SAFTY Program Manager
City of Santa Barbara Police Department	Adrian Gutierrez & Heather Clark	Community Liaison Officers
Community	Isis Castañeda	Parent Educator
Freedom 4 Youth	Billi Jo Starr	Director
Goodwill Industries	Elvin Flores	Youth Employment Specialist
Goleta Union School District	Jessica Ambroz	School Social Worker
Life in Focus Education	Gerardo Menchaca	Director
Isla Vista Youth Projects	Ana Maya	Family Resource Center Director
Just Communities	Rene Garcia-Hernandez	Director of Community Engagement
Santa Barbara Food Bank	Anthony Rodriguez	Operations Specialist
Santa Barbara Response Network	Jina Carvalho	Director
County of Santa Barbara Behavioral Wellness Department	Sara Bazan	Children's Clinic Supervisor

County of Santa Barbara District Attorney's Office	Lourdes Negrete	Victim-Witness Assistance Program
County of Santa Barbara Workforce Investment Board	Julia Smedley	Career Employment Specialist Sr.
Santa Barbara Housing Authority	Charla Bregante & Leticia Zuniga	Resident Programs Coordinators
Santa Barbara Police Activities League	Judith Lugo	Director
Santa Barbara Unified School District	Ali Cortes & Ismael Huerta	Youth Outreach Workers
Santa Barbara Unified School District	Jennifer Balaishis	Coordinator School Climate and Safety
Santa Barbara County Education Office	Erika Terrazas	Development Associate Partners In Education
STESA	Bianca Orozco & Holly Scala	Community Education
What is Love	Christy Stillwell	Founder and Educator
Wilderness Youth Project	Gloria Sanchez-Arreola	Outreach Coordinator
YouthWell	Elise Fields	Program Coordinator
YMCA Youth and Families	Leonor Reyes	Director St. George Youth Center