



**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

Submitted on:
(COB Stamp)

Department Name: Community Services
Department No.: 057
Agenda Date: June 24, 2025
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s): Jesús Armas, Community Services Director
Contact: Joe Dzvonik, Assistant Director Housing and Community Development
SUBJECT: Professional Services Agreements with SB ACT and Fighting Back Santa Maria Valley to Operate Continuum of Care Advisory Groups

DS
JA

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, ratify and authorize the Chair of the Board to execute a Professional Services Agreement, not to exceed \$33,750, with Fighting Back Santa Maria Valley (FBSMV) for planning, coordinating, and operating the Continuum of Care (CoC) Youth Advisory Board (YAB) during the period April 1, 2025 to January 31, 2026; and
- b) Approve, ratify and authorize the Chair of the Board to execute a Professional Services Agreement, not to exceed \$34,442 with Santa Barbara Alliance for Community Transformation (SB ACT) for planning, coordinating, and operating the Santa Maria/Santa Barbara County Continuum of Care (CoC) Lived Experience Advisory Board (LEAB) during the period June 1, 2025 to January 31, 2026;
- c) Determine the above 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), finding that the actions are organizational or administrative activities of government that will not result in direct or indirect physical changes to the environment.

Summary Text:

Staff is requesting that the Board of Supervisors approve, ratify and authorize the Chair to execute two HHAP-3 funded Professional Services Agreements with local community-based homeless service

providers that provide a funding bridge to sustain two essential CoC advisory board operations: The Lived Experience Advisory Board (LEAB), and the Youth Advisory Board (YAB). Both groups require ongoing coordination, planning, and facilitation by skilled and knowledgeable community partners to fulfill requirements that the CoC maintain an inclusive structure and demonstrate the involvement of specialized populations in service delivery, decision-making, and homeless services program planning.

Discussion

Staff recommends approval of a new agreement and funding with SB ACT to continue LEAB operations beyond the current PSA term end date and ensure that people with lived experience of homelessness continue to be meaningfully involved, not only in development of plans and strategies to address homelessness, but also in their implementation. Doing so will help ensure that strategies are effective and person-centered from the user experience perspective, which is a HUD directive to Continuums of Care (CoCs). The County's next state HHAP funding program application will include a proposed new allocation of those resources to support this ongoing partnership after this recommended bridge funding expires to continue the LEAB's essential work supporting the CoC.

Background:

The State awarded \$2,698,534 in Homeless Housing, Assistance and Prevention Round 3 (HHAP-3) program funds to the Santa Maria/Santa Barbara County CoC, and \$2,518,632 in HHAP-3 funds to the County of Santa Barbara, for a total of \$5,217,166. Today's agenda item obligates \$68,192 for eligible activities under HHAP-3 Systems Support out of the \$853,726 allocated from both CoC and County grants to this purpose.

The Community Services Department (CSD) acts as the lead agency for the CoC. In this role, CSD applies for U.S. Department of Housing and Urban Development (HUD) and State of California Department of Housing and Community Development (CA-HCD) funding to support the delivery of housing and services to homeless and formerly homeless individuals, and implements CoC Program activities in Santa Barbara County.

The YAB has convened since 2018 as a group of Santa Barbara County community leaders between the ages of 14-24 engaged in issues of youth homelessness and meeting the needs of transitional-aged youth, and functions as a subcommittee of the CoC. Fighting Back Santa Maria Valley (FBSMV) has provided crucial assistance in its role of planning and carrying out the activities of the HUD Youth Homelessness Demonstration Program (YHDP), which included operating the YAB. The recommended funding will enable ongoing FBSMV-facilitated YAB operations that would otherwise terminate due to the March 31, 2025 term end date of the YHDP Planning Grant. The County's next state HHAP funding program application will include a new allocation of those resources to support this ongoing partnership for inclusive, youth-centered homeless services program administration that is essential to the continued work of the CoC.

Separately, LEAB formation was authorized by CoC Board action on November 2, 2023 in response to both state and federal programs' enhanced requirements for soliciting the input of people with lived experience of homelessness into homelessness planning, policy development, and implementation. SB ACT was selected by a CSD Request for Proposals (RFP) issued April 16, 2024 to:

1. Assist with recruitment of core groups of participants in south and north county;
2. Act as a payroll administrator for the core participants;
3. Ensure all non-core participants receive gift card compensation, and
4. Provide technological assistance as needed.

A Professional Services Agreement (PSA) was established between CSD and SB ACT in May 2024 with a Period of Performance ending on June 30, 2025.

Performance Measure:

<u>YAB PERFORMANCE MEASURE (FBSMV)</u>	<u>GOAL</u>
Numbers of current/new participants recruited and trained to contribute to CoC Program development and/or oversight through the YAB	15
Number of trainings that support participants in contributing to program development or oversight	2
Number of participants who contribute to program development and/or oversight through attendance in CoC Board or regular/ad hoc committee meetings	5
Percentage of Santa Barbara County geography represented by current/new YAB participants	100%

<u>LEAB PERFORMANCE MEASURES (SB ACT)</u>	<u>GOAL</u>
Numbers of current/new 'at large' participants recruited and trained to contribute to CoC Program development and/or oversight through the LEAB	100
Numbers of current/new 'core group' participants recruited and trained to contribute to CoC Program development and/or oversight through the LEAB	10
Number of trainings that support participants in contributing to program development or oversight	3
Number of participants who contribute to program development and/or oversight through attendance in CoC Board or regular/ad hoc committee meetings	12
Percentage of Santa Barbara County geography represented by current/new LEAB participants	100%

Key Contract Risks:

The County assumes responsibility for the administration of funding in accordance with all state and federal requirements governing their use.

Fiscal and Facilities Impacts:

N/A

Fiscal Analysis:

Funding Source	Current FY Cost	Annualized On-going Cost	Total One-time Projects Cost
General Fund			
State (HHAP-3)	\$68,192	\$0	\$68,192
Federal			
Fees			
Total			\$68,192

Staffing Impacts:

Administration of this professional services agreement is within currently budgeted staff positions.

Special Instructions:

Please email an electronic copy of the Minute Order to Joe Dzvonik at jdzvonik@countyofsb.org and to Matthew Rector at mrector@countyofsb.org.

Attachments:

Attachment A – SBACT LEAB PSA 2025 HHAP3 Extension

Attachment B – FBSMV YAB PSA 2025 HHAP3 Extension

Contact Information:

Matthew Rector
Housing Programs Specialist Senior
mrector@countyofsb.org