



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:** County Executive  
Office  
**Department No.:** 990  
**For Agenda Of:** July 21, 2015  
**Placement:** Administrative  
**Estimated Tme:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Mona Miyasato, County Executive Officer, 568-3400  
Director(s)  
Contact Info: Terri Maus-Nisich, Assistant CEO, (805-568-3412)  
**SUBJECT:** **FY 2015 -16 Human Services Commission Agreements for Award of General Fund Grants**

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**County Counsel Concurrence**

As to form: YES

**Auditor-Controller Concurrence**

As to form: YES

**Other Concurrence:** Risk Management

As to form: YES

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair of the Board of Supervisors to execute the following Human Services Commission agreements for the award of General Fund grants with the following eight (8) non-profit organizations:
  - 1) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Isla Vista Youth Projects, Inc. for a total contract amount not to exceed \$30,000, through June 30, 2016 (Attachment 1);
  - 2) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Community Action Commission, for a total contract amount not to exceed \$30,000, through June 30, 2016 (Attachment 2);
  - 3) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Catholic Charities, for a total contract amount not to exceed \$35,000, through June 30, 2016 (Attachment 3);

- 4) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Domestic Violence Solutions, for a total contract amount not to exceed \$30,000, through June 30, 2016 (Attachment 4);
  - 5) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Child Abuse and Listening Mediation (CALM), for a total contract amount not to exceed \$100,000, through June 30, 2016 (Attachment 5);
  - 6) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Family Service Agency of Santa Barbara, for a total contract amount not to exceed \$30,000, through June 30, 2016 (Attachment 6);
  - 7) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Good Samaritan Shelters, Inc., for a total contract amount not to exceed \$110,000 through June 30, 2016 (Attachment 7);
  - 8) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with Santa Ynez Valley People Helping People, for a total contract amount not to exceed \$30,000, through June 30, 2016 (Attachment 8);
- b) Determine that each of the approvals and execution of the Human Services Commission agreements for the award of General Fund grants are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that these activities 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 activities may have a significant effect on the environment, the activities are not subject to CEQA, and direct staff to file a Notice of Exemption (Attachment 9).

On May 5, 2015, the Board of Supervisors approved the awards of Human Services Commission grants to 52 grantees for the use of County General Funds in the amount of **\$1,049,000** to support the delivery of Human Services Program services for fiscal year 2015-16. The Human Services General Fund is administered by the County Executive Office (CEO) for purposes of supporting families and individuals County-wide that are in need of basic services (e.g., food, shelter, transportation, clothing, and counseling). The following grantees will receive funding from the County of more than \$100,000 in the aggregate for FY 2015-16. Agreements with each of these grantees are being brought to your Board for approval (Attachments 1-8).

<b>Grantee</b>	<b>Programs</b>	<b>FY 2014-15 HSC Funding</b>
Isla Vista Youth Projects	Children's & Family Resource Center	\$30,000.00
Community Action Commission (CAC)	Senior Services	\$30,000.00
Catholic Charities	Community Services	\$35,000.00
Domestic Violence Solutions	Domestic Violence Emergency	\$30,000.00

Child Abuse Mediation Listening	Sexual Assault Response Team (SART) \$20k; Great Beginnings prevention and intervention (\$80k)	\$100,000.00
Family Service Agency (FSA)	Senior Services	\$30,000.00
Good Samaritan Shelter	Bridgehouse operations (\$30k) Shelter Services (\$80k)	\$110,000.00
Santa Ynez Valley People Helping People	Basic Needs & Emergency Services	\$30,000.00
<b>Total</b>		<b>\$395,000.00</b>

**Background:**

The Santa Barbara County Human Services Commission (HSC) was established in 1977. The all-volunteer Commission is comprised of three Commissioners per Supervisorial District who have experience with Human Services activities in the County. The Supervisors appoint the Commissioners. Meetings are generally held the first Thursday of every month with sub-committees meeting as necessary. All Commission meetings and standing committee meetings are publicly noticed according to the Brown Act and held at a mid-County location accessible to north and south County participants and interested citizens. On May 5, 2015, the Board approved funding for 52 grantees. The 8 grantees identified in the table above are expected to receive funding from the County of more than \$100,000.00 in the aggregate for FY 2015-16.

**Performance Measure:**

All grants are assigned a County contract manager who will manage and monitor all contracts. Performance assessments include reviewing invoicing and quarterly reports on accomplishments and may also include site visits and a thorough review of grantee records. The contract manager shall maintain electronic files including mid-year and year-end performance assessments.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			\$ 395,000.00
State			
Federal			
Fees			
Other:			
Total		\$ -	\$ 395,000.00

**Key Contract Risks:**

Each contract is assigned to the County Human Services Administrator for the term of the Agreement. All of the Human Services Commission Grant Agreements are cost reimbursement contracts. The County will only reimburse grantees for costs that are eligible under the Agreements Statements of Work (Exhibit A's) and documented in a manner that is acceptable to the County. CEO Staff and Human Service Commissioners will assess the performance of all grantees to determine if services are adequately provided. The County will provide payment after demonstration that reimbursable services in Statements of Work (Exhibit A's) were provided.

**Special Instructions:**

Please email an electronic copy of the Minute Order to Susan Foley at [foley@countyofsb.org](mailto:foley@countyofsb.org) . Please execute two (2) copies of the attached Agreements and send copy to Susan Foley, [foley@countyofsb.org](mailto:foley@countyofsb.org).

**Attachments:**

Attachment 1: Agreement for Services of Independent Contractor with Isla Vista Youth Projects

Attachment 2: Agreement for Services of Independent Contractor with Community Action Commission

Attachment 3: Agreement for Services of Independent Contractor with Catholic Charities

Attachment 4: Agreement for Services of Independent Contractor with Domestic Violence Solutions

Attachment 5: Agreement for Services of Independent Contractor with Child Abuse and Listening Mediation

Attachment 6: Agreement for Services of Independent Contractor with Family Services Agency

Attachment 7: Agreement for Services of Independent Contractor with Good Samaritan Shelters, Inc.

Attachment 8: Agreement for Services of Independent Contractor with Santa Ynez Valley People Helping People

Attachment 9: CEQA Notice of Exemption

**Authored by:**

Susan Foley, County Executive Offices (805.568-3522)