



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: District Attorney
Department No.: 021
For Agenda Of: December 11, 2018
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: 4/5

TO: Board of Supervisors
FROM: Department Director Joyce E. Dudley, District Attorney, x2308
Contact Info: Megan Rheinschild, Victim Witness Program Director, x2408
SUBJECT: Grant Agreement with Cal OES for County Victim Services (XC) Program Grant

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Human Resources As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Adopt the Resolution in Attachment A approving, ratifying, and authorizing the District Attorney to execute a Grant Agreement with the California Governor's Office of Emergency Services (Cal OES) accepting the County Victim Services (XC) Program grant award for the period of July 1, 2016 through December 31, 2019 in the amount of \$1,064,240.00;
- b) Approve BJE No. 0006090 to increase appropriations in the amount of \$111,974.00 in District Attorney's Office General Fund for Salaries and Employee Benefits funded by unanticipated revenue from Intergovernmental Revenue-Federal;
- c) Adopt the Resolution in Attachment D effective December 17, 2018, adding one (1.0 FTE) Administrative Office Professional I/II position (Class 7001; \$44,731.16 - \$55,413.04) to the District Attorney's Office, which will be fully-funded by the XC grant; and
- d) Determine that the above action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), because it consists of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and approve the filing of a Notice of Exemption on that basis.

Summary Text:

In 2016, Cal OES developed the County Victim Services (XC) grant program. The XC program is designed to provide funding to each of California's 58 counties and the City of Los Angeles to help fill self-identified victim services gaps and/or needs. The District Attorney's Office identified that unmet needs existed specifically for unserved victims of crime in Northern Santa Barbara County. Based on this unmet need, the District Attorney's Office submitted a grant application to Cal OES for the XC program, and was awarded \$493,165 in funding for the period of July 1, 2016 through June 30, 2018. The initial total program budget was \$616,456, which was comprised of the \$493,165 grant award and a \$123,291 in-kind match.

The grant award has fully funded two full-time Victim Witness Advocate positions to serve Northern Santa Barbara County. Both positions continue to be dedicated to the program. The grant award has also funded a small percentage of the salaries and benefits for existing positions within the District Attorney's Office that have supervised the XC program. In addition, the grant award has funded operating expenses related to training and facility improvement, and the capital purchase of a vehicle dedicated to the XC program. These expenditures were approved during the Fiscal Year 2016-17 budget development process, and each budget year thereafter.

Since July 1, 2016, the District Attorney's XC program has focused on providing services to a population of victims not currently aware of or receiving services. This will continue to be the primary focus of the XC program. The District Attorney's Office has recently identified additional unmet needs related to seeking restitution from defendants charged with committing property crimes in Santa Barbara County. Property crimes such as vehicle theft can have a devastating effect on victims and can be difficult to recover from both financially and emotionally, but limited resources have made it challenging to focus on seeking restitution for these particular types of crimes. In Fiscal Year 2017-18, the District Attorney's Office was awarded an additional \$447,784 in funding for the XC program, which increased the total program budget from \$616,456 to \$1,064,240 and increased the total in-kind match from \$123,291 to \$212,848. The grant period was also extended to December 31, 2019.

The purpose of this Board Letter is to request Board approval to hire one full-time Administrative Office Professional I/II to focus specifically on unmet needs related to property crime restitution. Additionally, the District Attorney is requesting Board acceptance of the Grant Agreement with Cal OES County Victim Services (XC) Program grant award for the period of July 1, 2016 through December 31, 2019, in the amount of \$1,064,240.00. Per the Cal OES Grant Agreement, the District Attorney is required to obtain Board approval to accept the grant award. Although the Cal OES grant revenue and expenditures were approved during the budget development process for the award period, staff identified that Board acceptance of the grant award was still required.

Background:

In 2016, data indicated an uptick in the crime rate in Northern Santa Barbara County, with a particularly significant increase in homicides and vehicle theft. Because of this uptick in crime, victims and witnesses were less likely to report crimes due to fear of retribution and a perceived lack of services that would empower or protect them. Factors unique to Northern Santa Barbara County also contributed to a growing pool of vulnerable victims who were fearful or distrusting of law enforcement, could not fluently communicate, and may have feared revealing their immigration status.

The increased crime rate created a significant gap in service to victims whose cases were unresolved. It became clear that missed opportunities existed that could be mitigated with additional resources, which prompted the District Attorney to apply for this grant.

Since receiving the initial grant award, the District Attorney’s Office has increased staffing in Northern Santa Barbara County to meet the needs of the Spanish-speaking population in that region. 2.0 FTE bilingual Victim Advocates were hired, both of whom are fully-funded by the XC grant. The addition of these two Victim Advocates has enabled early access to critical services for victims of violent crime in Northern Santa Barbara County. One of these Victim Advocates focuses on providing services to the Lompoc area. In an effort to reach victims earlier in the criminal justice process, the second XC Program Victim Advocate is co-located at the Santa Maria Police Department in proximity to the Detective Bureau. The ability to receive real-time information immediately following an initial report has allowed this Advocate to improve cross-referrals, and provide services when victims need them the most. This includes immediate crisis intervention, orientation to the criminal justice process, case/investigative status, resource/referral counseling, and emergency financial and victim compensation services.

The addition of one Administrative Office Professional I/ II will enable the XC program to expand its scope, and fill current gaps in service for property crime victims. Often times, it is only upon being compensated for his or her monetary loss that a property crime victim feels whole again.

Fiscal and Facilities Impacts:

Budgeted: Yes. Revenues and expenditures are included in the Fiscal Year 2018-19 Recommended Budget. However, Cal OES awarded an additional allocation to the District Attorney’s Office subsequent to the Fiscal Year 2018-19 budget development process. As such, Board approval is required to accept the additional allocation and appropriate the grant funds. The total fiscal impact in Fiscal Year 2018-19 is anticipated to be \$111,974.

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	\$ -	\$ 60,814.00	
Federal	111,974.00	243,255.00	
Total	\$ 111,974.00	\$ 304,069.00	\$ -

The District Attorney’s Office was awarded a total program budget of \$1,064,240, which included an in-kind match of \$212,848. The total XC program budget is \$1,064,240, or \$304,068.57 per year for the 3.5 year grant period. This includes a total of \$167,817 in operating costs (which includes \$94,447 in indirect costs to offset the cost of administrative grant and fiscal reporting), \$25,320 in capital equipment costs, and \$871,103 in Salaries and Employee Benefits costs. Total Salaries and Employee Benefits costs are comprised of \$521,361 for 2.0 FTE existing Victim Witness Program Advocate II positions, \$114,328 in standby on-call costs for the two Advocates, \$32,471 for 0.5 FTE existing Extra-Help Victim Witness Program Advocate I position, \$111,974 for one new 1.0 Administrative Office Professional II, and \$90,969 for existing positions within the District Attorney’s Office that oversee the XC program. This includes \$50,035 for 0.10 FTE of an existing Victim Witness Program Manager, and \$40,934 for 0.10 FTE of an existing Victim Witness Program Supervisor.

Key Contract Risks: There is minimal risk to the County. Funds are reimbursed after program expenses are incurred.

Staffing Impacts: The additional allocation from Cal OES will fund 1.0 FTE Administrative Office Professional I/II position. This position will be fully-funded by the XC grant, and will be dedicated to the XC program. This position is contingent upon grant funding, which is anticipated to be extended for another 3.5 years following the end of the current grant period.

Special Instructions:

The Clerk of the Board shall post the Notice of Exemption upon Board approval. Please return one (1) Minute Order, one (1) copy of the Grant Award Resolution, and one (1) copy of the approved Notice of Exemption to Nicole Acosta, DA Department Business Specialist. Please also return one (1) copy of the approved and signed Resolution, as well as one (1) copy of the minute order, to Stefan Brewer, Position Control Division, Human Resources Department.

Attachments:

- a) Board Resolution
- b) Grant Award and Grant Budget
- c) Budget Revision Request No. BJE – 0006090
- d) Personnel Resolution
- e) Notice of Exemption

Authored by:

Nicole Acosta, Department Business Specialist (x2413)