



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: February 5, 2019
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: Michael Soderman, Chief Financial & Administrative Officer, x2304
SUBJECT: Cal OES Victim/Witness Program Grant Award

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 Board Resolution in Attachment A approving, ratifying, and authorizing the District Attorney to accept a Grant Agreement from the California Governor's Office of Emergency Services (Cal OES) for the Victim/Witness Program grant subaward for the award period of October 1, 2018 through September 30, 2019 in the amount of \$704,093.00;
- b) Approve BJE No. 0006125 to increase appropriations in the amount of \$126,532.00 in District Attorney's Office General Fund for Salaries and Employee Benefits funded by unanticipated revenue from Intergovernmental Revenue-Federal;
- c) Adopt the Salary Resolution in Attachment C effective February 11, 2019 adding one (1) 1.0 FTE Team/Project Leader - General position to the District Attorney's Office, which will be fully-funded by the Victim/Witness 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:

The Victim/Witness (VW) Program provides outreach and support to victims of crime. Funding through the California Governor's Office of Emergency Services (Cal OES) supports 9.65 FTE, including 1.0 FTE Mass Victimization Advocate. These staff provide mandatory and optional services to victims in accordance with the OES program guidelines and the Penal Code section governing Victim-Witness Assistance Programs. As part of the District Attorney's Office, the Victim/Witness Assistance Program provides comprehensive services, advocacy and support to victims and witnesses of crime enabling them to effectively participate in the criminal justice system and restore their physical, financial and psychological well-being.

Per the Cal OES Grant Agreement, the District Attorney is required to obtain the Board of Supervisors approval to accept the grant subaward. The purpose of this Board Letter is to request Board acceptance of the Grant Agreement with Cal OES for the Victim/Witness (VW) Program grant subaward for the award period of October 1, 2018 through September 30, 2019, in the amount of \$704,093.

Background:

Since 1978, the District Attorney has received partial funding through Cal OES to provide comprehensive services to crime victims in Santa Barbara County. Since 1978 the Program has evolved to become a three office, County-wide program offering comprehensive mandatory and optional services to all victims of crime. In addition to the 9.65 FTE funded by the grant, volunteer staff from local universities and trade schools are utilized to contact victims of property crimes, DUI with injury offenses, and misdemeanor batteries, to provide case status/disposition, restitution assistance, referral counseling, victim compensation and property return assistance. As time permits and the victim's needs warrant, Advocates provide field visits and/or transportation assistance to and from the VW Program offices.

Referrals to the VW Program come from various social, medical, and law enforcement agencies. Upon receipt of a referral, advocates conduct an assessment to determine the extent of optional services necessary. Volunteers provide a range of services including orientation to the criminal justice system, case status, Victim of Crime Claim Assistance, Property Return and restitution assistance. This allows Program staff to focus on serious misdemeanor and felony cases. For sexual assault cases, Victim Witness Advocates respond during business hours to the Sexual Assault Response Team Cottages (where sexual assault medical exams and forensic interviews are conducted) in Santa Barbara, Santa Maria and Lompoc, to provide crisis intervention and support services to children and their families. The Sexual Assault Response Team is comprised of members of local Law Enforcement, Public Health Nurses, the District Attorney's Office, Rape Crisis Advocates, Child Abuse Listening and Mediation Child Interview Specialists and Child Welfare Services Social Workers.

The VW Program is overseen by a Program Director. Two Victim Witness Program Supervisors oversee Program Advocates in North and South County, in addition to providing direct services to victims of crime. The Victim Advocates have a minimum of three years of experience with the criminal justice or social services systems, in interviewing, counseling, and providing referrals. As part of this grant, the DA's office requested and received additional funds to fund 1.0 FTE Mass Victimization Advocate (MVA), who will be specially trained to respond to mass casualty events. This individual will be responsible for implementing a Crisis Response Plan, and will handle a reduced caseload.

Fiscal and Facilities Impacts:

Budgeted: Yes. Revenues and expenditures are included in the Fiscal Year 2018-19 Recommended Budget.

Fiscal Analysis:

The grant subaward reflects one year of program expenses for the period of October 1, 2018 through September 30, 2019. The grant funding spans across two fiscal years. The total project cost is \$723,466, which includes the \$704,093 grant subaward and a \$19,373 cash match. The cash match is included in the District Attorney’s 2018-19 Adopted Budget.

VW Grant Award Schedule		
<u>Funding Sources</u>	<u>Grant Award Period</u>	<u>Grant Subaward Amount</u>
FFY 2017 VOCA (Federal)	10/1/2018 – 9/30/2019	\$ 456,587
FFY 2018 VOCA (Federal)	10/1/2018 – 9/30/2019	\$ 184,178
FY 2018 VWA0	10/1/2018 – 9/30/2019	\$ 63,328
<i>Total Grant Subaward</i>		\$ 704,093

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

Staffing Impacts: Funds from Cal OES will fund one (1), 1.0 FTE Team Project Leader position. This position will be fully-funded by the VW grant, and will be dedicated to the VW program. This position is contingent upon grant funding.

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 Subaward 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 Salary 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. BJE #0006125
- C. Salary Resolution
- D. Grant Subaward
- E. Notice of Exemption

Authored by:

Danielle Spahn, Team Project Leader (EXH)