



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: Social Services  
Department No.: 044  
For Agenda Of: 6/17/08  
Placement: Administrative  
Estimated Tme:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors

**FROM:** Department Kathy M. Gallagher, 346-7101  
Director(s)  
Contact Info: Katharina Zulliger, KIDS Network Coordinator  
346-8222

**SUBJECT: Contractor on Payroll/Cuyama Family Resource Center Coordinator**

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors approve and authorize the Chair to execute a contract for Agreement of Professional Services with Martha Yopez as the New Cuyama Family Resource Center Coordinator for the period of July 1, 2008 through June 30, 2009 at a cost not to exceed \$64,383.60.

**Summary Text:**

In July of 2006, the Department of Social Services agreed to take on the development and operation of a Family Resource Center in the Cuyama Valley with some financial support by the Santa Barbara County First 5 Commission. Martha Yopez, who had been providing services to Cuyama families under the auspices of Catholic Charities, was retained by the Department of Social Services as the Family Resource Center Coordinator to take the lead in establishing a community-based family resource center. The Center is now fully operational and resides at a local facility owned by a local non profit organization, the Christian Academy, which has agreed to provide the space to the County rent-free.

In the next year the Family Resource Center Coordinator, Martha Yopez, will continue to provide professionally-based case management, information, referral, and family support education, to families in the greater Cuyama Valley, and will maintain her efforts to develop additional family resources in Cuyama.

As stated in the 2006 Board Letter establishing the Contractor on Payroll position, the Department of Social Services, in collaboration with First 5 and other community providers, has explored the best way

to continue to provide these services. It was determined that the current set-up, with the Department of Social Services providing management and operational support and retaining the Coordinator position as a Contractor on Payroll, functions well to provide the needed services and allows the County the most flexibility in the management and support of the program and this position.

**Background:**

Prior to July 2006, Catholic Charities of Santa Barbara had been providing for several years family support services, including case management, linkages and referrals, food bank services and nutrition and health classes in the Cuyama area. Services were provided through a Family Advocate, Martha Yopez, funded primarily with First 5 Santa Barbara Children and Families commission funds. During the 2006-2009 First 5 request for application cycle conducted in February 2006, Catholic Charities decided not to re-apply for funds for the Cuyama area available through the First 5 Family Support Initiative. As no other community-based provider applied to provide those crucial services in Cuyama, and the County of Santa Barbara was concerned about discontinuing needed support in this underserved area, the Department of Social Services-KIDS Network was approached to take over the provision of services in Cuyama. To that end the County, in collaboration with the First 5 Santa Barbara Children and Families Commission, designated funds to engage an individual through the Department of Social Services. These funds are available for a three year period (Fiscal Years 06/07, 07/08, 08/09).

**Performance Measure:**

Service Delivery	2007 -2008 Base Line	2008-2009 Target
Provide Case Management, Linkages and Referrals, Health Advocacy and Parenting Education	600 adults and children receive case management, food pantry services, health insurance enrollment assistance, parenting classes, health education classes and other family support services.	Increase number of clients served from 600 to 630 (duplicated count).
Collaboration & Service Increase	The Family Resource Center through collaboration with other agencies currently provides 12 types of services on a regularly scheduled basis to all families requesting assistance in the Cuyama area.	Increase available services to families from 12 to15.

In addition to the Performance Measures listed above, the Family Resource Center Coordinator and the Family Resource Center services participate in the First 5 Commissions comprehensive evaluation and progress measurement process through GEMS (Grant Evaluation Management System), a computer-based performance tracking tool.

**Fiscal and Facilities Impacts:**

Budgeted: Select\_Budgeted

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>FY 2008/09 Cost:</u></b>	<b><u>Annualized</u></b>	<b><u>Total One-Time</u></b>
		<b><u>On-going Cost:</u></b>	<b><u>Project Cost</u></b>
General Fund	\$ 14,383.60	\$ 14,383.60	
State			
Federal			
Fees			
Other:	\$ 50,000.00	\$ 50,000.00	
Total	\$ 64,383.60	\$ 64,383.60	\$ -

**Narrative:**

The cost of the Contract on Payroll position is approximately \$64,383.60 annually and will be funded from a \$50,000 grant from the Children and Families Commission and \$14,383.60 in local funds. Appropriations, revenue and local funds for this contract have been included under the Social Programs Division, Kids Network sub-division of the Department's FY 2008/09 requested budget.

**Staffing Impacts:**

**Legal Positions:**                      **FTEs: 1**

**Special Instructions:**

Please send one (1) fully executed copy of the contract and minute order to:  
Department of Social Services  
Attn: Contracts, 3<sup>rd</sup> Floor  
2125 S. Centerpointe Parkway  
Santa Maria, CA 93455

**Attachments:**

Agreement for Services of Contractor on Payroll dated June 2008.  
Cuyama Family Resource Center Table of Services

**Authored by:**

Katharina Zulliger

**cc:**