



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: Social Services
Department No.: 044
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: Daniel Nielson, Social Services Director
Contact Info: Barbara Finch, Adult and Aging Network Director
SUBJECT: Agreement with Martha Gonzalez for Contractor on Payroll/Cuyama Family
Resource Center Coordinator

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management, Human
Resources

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute an Agreement with Martha Gonzalez for Services of Contractor on Payroll as the Cuyama Valley Family Resource Center Coordinator for a total contract amount not to exceed \$98,381.96 for the period of July 1, 2025 through June 30, 2026; and
- b) Determine that the activity is not a "Project" subject to California Environmental Quality Act (CEQA) review per CEQA Guideline Section 15378(b)(5), since the activity is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment.

Summary Text:

This item is on the agenda to approve an agreement with Martha Gonzalez for services of Contractor on Payroll as the Cuyama Valley Family Resource Center Coordinator (FRC Coordinator) for a total contract amount not to exceed \$98,381.96 for the period of July 1, 2025 through June 30, 2026. As the FRC Coordinator, Martha Gonzalez provides case management, information, referral, and family support education to families in the greater Cuyama Valley. She also works to develop resources and services for families and children in New Cuyama.

Through this Agreement, the Department of Social Services (DSS) supports the operations of the Cuyama Valley Family Resource Center (FRC) and the FRC Coordinator. The County may terminate this Agreement for any reason with 30 days' notice.

Background:

In July 2006, DSS agreed to take on the development and operation of the FRC with some financial support from the First 5 Commission. Martha Gonzalez, who had been providing services to Cuyama families under the auspices of Catholic Charities, was retained by DSS as the FRC Coordinator to take the lead in establishing a community-based FRC.

The FRC became fully operational in March 2007 and now serves an average of 150 residents per month. The FRC is located at the County facility at 4689 Highway 166, Unit B, in New Cuyama.

The current arrangement, with DSS providing management and operational support and retaining the FRC Coordinator position as a Contractor on Payroll, functions well to provide the needed services. This arrangement also allows the County the most flexibility in the management and support of the program and this position as listed in Attachment A, Cuyama Family Resource Center Services.

Performance Measure:

Martha Gonzalez shall meet the 2025/2026 Target Performance Measures:

Service Delivery	2024/2025 Base Line	2025/2026 Target
Provide Case Management, Linkages and Referrals, Health Advocacy and Parenting Education & Support	630 adults and children receive case management, food pantry services, health insurance enrollment assistance, parenting classes, health education classes and other family support services.	Maintain or increase number of clients served (duplicated count) for the same services offered in the 2023/2024 Base Line.
Collaboration & Service Increase	Through collaboration with other agencies, the FRC provides 12 types of services on a regularly scheduled basis to all eligible families requesting assistance in the Cuyama Valley area (see Cuyama Family Resource Center Services).	Retain and manage 12 types of services that will be available to eligible families. The number of collaborative partners may fluctuate depending on funding and need. The FRC will formalize agreements with collaborative partners through MOUs when deemed necessary.
Coordination & Leadership Development	The FRC Coordinator: Contributes to the development of written policies and procedures that guide the operations of the FRC. Attends Cuyama Valley FRC Board meetings and provides	Continue to support the executive lead and FRC Board in development of written policies and procedures. Provide Community Leadership training annually and when needed.

	Spanish interpretation as needed. Coordinates annual Community Leadership classes and projects.	Participate in training as needed to facilitate family support services such as food assistance, home visitation, and health insurance enrollment / retention.
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Contract Renewals:

The FRC Coordinator participates in meetings and activities of the Network of Family Resource Centers, including ongoing training opportunities, and implementation of motivation-driven practices using the Goal4 It! model. Goal4 It! is an intentional process used in family support programs to help individuals choose and pursue meaningful goals while strengthening executive function and enhancing supportive relationships. Drawing on evidence from behavioral science, neuropsychology, and social science research, Goal4 It! provides tools and strategies that lead to improved outcomes for children and families.

Fiscal and Facilities Impacts:**Fiscal Analysis:**

Funding Source	FY 2025-26	Total
General Fund	\$98,381.96	\$98,381.96
State		
Federal		
Fees		
Total	\$98,381.96	\$98,381.96

The cost of the Contractor on Payroll position is approximately \$98,381.96 annually (including benefits and \$2,300 for miscellaneous non-labor program expenses) and will be funded from \$98,381.96 in local General Fund dollars. Appropriations for this Agreement are included in the DSS Fiscal Year 2025-26 Recommended Budget.

Staffing Impacts:**Legal Positions:**

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FTE:

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Special Instructions:

Please scan, email and send one (1) duplicate original Agreement, and a copy of the minute order to:

DSS Procurement and Contracts Unit
C/O Tricia Beebe
2125 S. Centerpointe Parkway, 3rd Floor
Santa Maria, CA 93455
tbeebe@countyofsb.org

Please also email one (1) fully-executed COP Agreement, as well as one (1) copy of the minute order, to HRPositionControl@countyofsb.org.

Attachments:

Attachment A – Agreement for Services of Contractor on Payroll – Martha Gonzalez

Authored by:

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