



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: Behavioral Wellness
Department No.: 043
For Agenda Of: February 28,2017
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Alice A. Gleghorn, PhD, Director
Director(s) Behavioral Wellness, 681-5220
Contact Info: Chris Ribeiro, Chief Financial Officer
Behavioral Wellness, 681-5220

SUBJECT: Crossroads Staffing Services FY 16-18

County Counsel 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 to execute an Agreement for Services of Independent Contractor with **Crossroads Staffing Services** (a local vendor), for the provision of staffing services, not to exceed \$76,000 for Fiscal Year 2016-17 and not to exceed \$140,000 for Fiscal Year 2017-18, for a total maximum contract amount not to exceed \$216,000 for the period of February 10, 2017 through June 30, 2018.
- B. Determine that the county's economic interests are served by such a contract, pursuant to Government Code Section 31000.4, by meeting immediate administrative staffing needs that arise suddenly and cannot be met through the County's extra help hiring process; and
- C. Determine that the above actions are government fiscal activities or funding mechanisms which do not involve any commitment to any specific project which may result in potentially physical impact on the environment, and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA guidelines.

Auditor-Controller Concurrence

As to form: Yes

Summary Text:

The Santa Barbara County Department of Behavioral Wellness uses temporary staffing agencies to meet several departmental administrative needs, including reception, data entry, and accounting responsibilities. Approval of the recommended actions will allow Behavioral Wellness to continue at capacity when full time employees are on leave or to hire temporary staff during busier seasons.

Background:

Crossroads Staffing Services has been supplying multiple departments throughout the County with temporary personnel since at least 2008, when Crossroads Staffing Services was awarded a three-year county-wide staffing contract based on demonstrated ability to provide temporary staffing services at a reasonable price.

Crossroads is a high performing staffing company that has been in the business of national payroll, employee compliance and workers compensation for many years. They offer job acquisition and job retention services that greatly benefit participants in gaining skills and abilities with a goal of increasing quality of life. Currently, Behavioral Wellness has two temporary staff members from Crossroads.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

| <u>Funding Sources</u> | <u>FY 16-17</u> | <u>FY 17-18</u> | <u>Total One-Time Project Cost</u> |
|-------------------------------|------------------------|------------------------|---|
| General Fund | | | |
| State | \$ 38,000.00 | \$ 70,000.00 | |
| Federal | \$ 38,000.00 | \$ 70,000.00 | |
| Fees | | | |
| Other: | | | |
| Total | \$ 76,000.00 | \$ 140,000.00 | \$ - |

Narrative: The above referenced contract is funded by State and Federal funds. The funding sources are included in the FY 2016-2017 Adopted Budget and is paid through salary savings.

Key Contract Risks:

With any contractor providing temporary staffing services, there is a risk that temporary personnel will make errors, engage in misconduct, or be negligent in performance of assigned duties. Behavioral Wellness contracts include language that allows the department to terminate individual temporary staff to mitigate these risks.

Special Instructions:

Please send one (1) minute order and one (1) copy of the executed signature page to qilopez@co.santa-barbara.ca.us.

Attachments:

Attachment A: Crossroads Staffing Services FY 16-17 BC

Authored by:

Q.Lopez