



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: Public Health  
Department No.: 041  
For Agenda Of: June 16, 2020  
Placement: Administrative  
Estimated Tme:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors  
**FROM:** Department Van Do-Reynoso, MPH, PhD  
Director(s) Public Health Department  
Contact Info: Suzanne Jacobson, Chief Financial Officer, Public Health  
Department (805) 681-5183  
**SUBJECT:** **United Way of Santa Barbara County Critical Needs Fund Memorandum of Understanding for COVID-19 Response**

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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 consider recommendations as follows:

- a) Approve, ratify, and authorize the Chair to execute a Memorandum of Understanding (MOU) with United Way of Santa Barbara County allowing the County to receive reimbursement through the United Way Critical Needs Fund, an expenditure-driven grant and donation program, during the period of March 19, 2020 through December 31, 2021 in an amount up to \$54,080 for COVID-19 response in Santa Barbara County.
- b) Determine that these activities are not the approval of a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), finding that the action is not a project as it is the creation of a government funding mechanism or other government fiscal activity, which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

**Summary Text:**

This item is on the Agenda for approval to receive reimbursement in the form of an expenditure-driven grant and donation from the United Way of Santa Barbara County (UWSBC), designated for County use in disaster response efforts in Santa Barbara County through their creation of a public health *Critical Needs Fund. (CNF)*.

**Background:**

The Santa Barbara County Public Health Department (PHD), on behalf of the County, has received an offer of generous support from UWSBC through private philanthropy to assist with COVID-19 response costs. Funds from the United Way of Santa Barbara County's (UWSBC) Critical Needs Fund will help the County in its response to prevent the spread of COVID-19 through support for two important areas for the reopening of our local economy: 1) Isolation and Quarantine capacity, and 2) Contact Tracing.

In accordance with the Governor's *Roadmap to Recovery*, the County must meet certain criteria in order to move through the phases to reopening. Part of the criteria includes, the isolation and quarantine of either, persons under investigation, or those that have tested positive, for COVID-19 in local area motel rooms will continue to be a key public health action in containing the disease. To this end, the UWSBC designated funding will be used for the costs of lodging for motel rooms that were reserved, but unoccupied, and also for case management costs, such as case management and social worker or mental health supports.

In addition, Contact Tracing of those tested and positive for COVID-19 is another key strategy for preventing further spread of the disease and is a key criterion in meeting the Governor's requirements to a phased reopening. In contact tracing, specially trained staff work with a positive patient to help them recall everyone with whom they have had close contact during their infectious timeframe. The exposed individuals (contacts) are warned of their potential exposure as rapidly and sensitively as possible and are supported with education and information for the next 14 days since their contact. The Governor's Roadmap requires, and the PHD supports, the use of bicultural and bilingual staff from within the community to reach and support those in special populations that may be contacted.

**Additional Background Information about the UWSBC CNF:** United Way of Santa Barbara County (UWSBC) and leaders in philanthropy have established a Critical Needs Fund (CNF) that can quickly deploy philanthropic and nonprofit resources in support of Santa Barbara County's fight against the spread of COVID-19. The primary purpose of the CNF is to help leaders from the Public Health Department and other medical/health care leaders contain and/or reduce the rate of viral transmission in our community by filling key gaps in the public/medical sectors' efforts to fight COVID-19. The CNF is especially focused on supporting strategies that help Santa Barbara County safely reopen its economy.

Although not part of the County's MOU, at the County's request, UWSBC has secured philanthropic support to fund the Family Service Agency of Santa Barbara County (FSA) to engage 30 culturally and linguistically competent FSA employees to serve an average of 20 hours per week as contact tracers. This approach will repurpose FSA employees who are already working in social service/community programs and deploy them, as needed, into the PHD led contact tracing program where they would be fully integrated into PHD's team. Some of these individuals are trilingual and will work with our Mixteco and other indigenous populations to help with education and support efforts for populations that would otherwise be more difficult to reach through traditional outreach methods. The FSA is responsible for providing computers, phones, space and everything else required for the performance of this important work. This is part of the granted funding from the UWSBC.

Currently, a total of \$175,000 has been secured from various funders for the CNF, with \$54,080 available to the County for phase 1 Isolation and Quarantine in non-congregate settings and an additional \$120,920 available to the FSA to engage 30 culturally and linguistically competent contact tracers to supplement the PHD and County efforts. The CNF is summarized in the following table:

Eligible Organization	Use	Amount
<b>County/Public Health Department</b>	Isolation and Quarantine, Non-congregate sheltering of COVID-impacted populations	<b>\$54,080</b>
Family Service Agency of Santa Barbara County	Contact Tracing Services	\$120,920
Total Secured Critical Needs Fund	COVID-19 Disaster Response	\$175,000

The SBCPHD will work collaboratively to train and integrate the employees of FSA, on the PHD contact tracing program, task and communicate with these employees directly, and support them as necessary to ensure programmatic success.

In addition, although there is no financial responsibility associated with the PHD with entering into this partnership for contact tracing, the PHD will assist UWSBC in seeking reimbursement for its costs for any available disaster relief funds from Federal or State sources from the declared disaster. Such assistance shall be limited to forwarding claims for reimbursement for the allowable costs of the services provided. The PHD will keep careful track of all expenditures made for Isolation and Quarantine and will invoice only for allowable costs on an ongoing basis, and will not seek UWSBC CNF reimbursement for any costs that may be reimbursed from other sources.

**Performance Measure:**

N/A

**Fiscal and Facilities Impacts:**

Budgeted: No

**Fiscal Analysis:**

If accepted, the \$54,080 from the UWSBC CNF for Isolation and Quarantine may be used to increase appropriations in the Public Health Department Health Care Fund for Services and Supplies. As the amount of costs are unknown at this time, a budget revision to increase appropriations in order to mitigate unanticipated and un-reimbursable COVID-19 disaster costs will follow.

In addition, the contact tracers provided by the agreement will be provided by the Family Service Agency (FSA) funded by the UWSBC. No equipment or space will need to be provided, although the PHD will provide necessary training on contact training and proper cost documentation. The PHD will assist with forwarding claims for possible federal reimbursement for the declared disaster, but will have no financial responsibility for this partnership.

Should additional funding be secured toward the \$358,730 that has been requested from local funders be secured, and made available to the County, the PHD will return to your Board at that time in a separate action.

**Staffing Impacts:**

N/A

**Special Instructions:**

Please execute two (2) original MOUs with United Way of Santa Barbara County and retain one (1) original MOU and one (1) Minute Order for pick-up by the department. Please email [phdcu@sbcpd.org](mailto:phdcu@sbcpd.org) when available for pickup.

**Attachments:**

- A. United Way of Santa Barbara County Critical Needs Fund MOU for COVID-19 response
- B. United Way Santa Barbara County Critical Needs Fund Program Narrative
- C. United Way Santa Barbara County Critical Needs Fund Budget

**Authored by:**

Suzanne Jacobson, Chief Financial Officer