



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: Community Services
Department No.: 057
For Agenda Of: October 11, 2022
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: George Chapjian, Director (805) 568-2467
Contact Info: Dinah Lockhart, Deputy Director (805) 568-3523
Laurie Baker, Grants and Program Manager (805) 568-3521
SUBJECT: Approve, ratify and execute a Human Services General Fund agreement with Santa Barbara Teen Legal Clinic to implement a program approved by the Board of Supervisors on May 3, 2022

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- A. Approve, ratify and authorize the Chair of the Board to execute a Human Services General Fund (HSGF) Agreement (Attachment C) for \$20,000 between the County and Santa Barbara Teen Legal Clinic (Contractor) to implement the “Tara Haaland-Ford Restorative Justice Project” that was approved for funding by the Board on May 3, 2022;
- B. Authorize the Director of the Community Services Department or designee, unless otherwise ordered by the Board, to exercise options to execute amendments to the Agreement to renew the grant for up to two additional one-year renewals, at the County’s discretion, subject to annual budget appropriations by the Board and the Contractor’s satisfactory performance; and
- C. Determine that the above recommended actions are not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(4), finding that the actions are not a project as they are the creation 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 impact on the environment.

Summary Text:

On May 3, 2022, the Board of Supervisors (Board) approved funding to implement thirty-one (31) Human Services General Fund (HSGF) grants, one of which is to Santa Barbara Teen Legal Clinic to operate the Tara Haaland-Ford Restorative Justice Project. The Minute Order is attached as Attachment A. On August 16, 2022, the Board approved and executed agreements (Attachment B Minute Order) with all but the Santa Barbara Teen Legal Clinic as that contract was not in final form at that time.

The Community Services Department’s (CSD) Housing and Community Development Division (HCD) has drafted a County HSGF agreement with Santa Barbara Teen Legal Clinic to be executed by the Board Chair (Attachment C). A Scope of Work for the project is included in Exhibit A of the agreement.

Background:

On May 3, 2022, the Board of Supervisors (Board) approved awards of Human Services General Fund (HSGF) grants for a total of \$960,000 of County General Funds per year for FYs 2022-2023, 2023-2024, and 2024-2025, subject to annual appropriations, for the delivery of HSGF Best Practices and Basic Services Grant programs (Attachment A Minute Order). On August 16, 2022, the Chair of the Board of Supervisors executed thirty (30) of these agreements (Attachment B Minute Order). The final HSGF Basic Services agreement, with Santa Barbara Teen Legal Clinic to operate the Tara Haaland-Ford Restorative Justice Project is enclosed as Attachment C for execution by the Chair of the Board of Supervisors. Staff is requesting the Board authorize the Community Services Director to execute amendments to the Agreement to renew the grant for up to two additional one-year renewals, at the County’s discretion, subject to annual HSC budget appropriations and the Contractor’s satisfactory performance.

Performance Measure:

The Human Services Commission’s Contract Compliance Committee will be involved in the monitoring process. Performance targets are included in Exhibit A to the grant agreement and monitored on a quarterly basis. The Contract Compliance Committee, with assistance from HCD staff, will review the grantee’s reports and conduct monitoring site visits as warranted.

Key Contract Risk:

HCD will make payments to the grantee on a reimbursement basis, and to receive payment the grantee must provide documentation that supports eligible expenditures that are consistent with the contract budget. If the grantee does not meet performance measures, the County may withhold funds or terminate the contract.

Fiscal and Facilities Impacts:

HSGF Grants are budgeted out of the County’s General Fund.

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			\$ 20,000.00
State			
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ 20,000.00

Staffing Impacts:

The program is administered by existing HCD staff with the support of County Counsel and other County departments including the CEO, Auditor-Controller, Risk, General Services, and Community Services/Parks.

Special Instructions:

1. Please have the Board chair sign one original of the Agreement (Attachment C).
2. Return a paper or scanned copy of the executed Agreement to Marjorie Klotthor at HCD. Please call (805) 335-3395 or email mklotthor@countyofsb.org for pick-up if a paper copy is provided; otherwise, email a scanned copy to mklottor@countyofsb.org.
3. Please retain the Agreement with original signatures for COB records.
4. Please provide a copy of the Minute Order to mklotthor@countyofsb.org.

Attachments:

Attachment A: 5/3/22 Minute Order

Attachment B: 8/16/22 Minute Order

Attachment C: Agreement with Santa Barbara Teen Legal Clinic (HSGF Basic Services)