ATTACHMENT "A" TO AGREEMENT

SOUTH COAST TASK FORCE ON YOUTH GANGS SPONSORS AND HOST AGENCY MEMORANDUM OF UNDERSTANDING

July 1, 2015 – June 30, 2016

This Memorandum of Understanding, ("MOU") is entered into by and between the Community Action Commission of Santa Barbara County (hereinafter CAC-Host Agency) and the County of Santa Barbara, City of Santa Barbara, City of Goleta, and City of Carpinteria (hereinafter Sponsors). The term of this MOU shall be from July 1, 2015, through June 30, 2016.

Under the terms of this MOU CAC-Host Agency and "Sponsors," agree to work cooperatively to further the objectives of the South Coast Task Force on Youth Gangs, ("SCTF") The SCTF includes a Task Force Coordinator, a Task Force Council, a Task Force Strategy Team, and a Task Force Service Provider Network. (Appendix A, B, C)

CAC-HOST AGENCY

CAC-Host Agency agrees to:

- Follow the guiding principles, and vision of SCTF set forth in Exhibits A and B, attached hereto.
- o Improve and update the Five-Year Strategic plan (**Exhibit C**), to include recommendations from SCTF;
- Serve as the Fiscal Agent and maintain accounting documents according to standard and acceptable accounting practices and annually report on the sources and uses of funds in compliance with the program budget;
- Hire, employ and provide on-site supervision to the Task Force Coordinator;
- o Ensure the Task Force Coordinator fulfills his/her duties and responsibilities as outlined in **Exhibit D**, attached hereto.
- Provide in-kind financial support as set forth in the program budget (Exhibit E.)

SPONSORS

Sponsors agree to:

 Provide funds on a cost share basis as shown in Exhibit F subject to the applicable and required budgetary approval process of each sponsor.

- To procure funds, on an annual basis, to secure a five year funding stream, with the City of Santa Barbara serving as the lead agency in this effort.
- Establish an Executive Committee (City and County Administrators) to review the SCTF program and recommend how to achieve its goals and objectives.

NOTICES

Any notice or consent required or permitted under this MOU shall be given to the respective parties in writing, by personal delivery or facsimile, or with postage prepaid by first class mail, registered or certified mail, or express courier service, as follows:

County of Santa Barbara:

Mona Miyasato, Chief Executive Officer

105 E. Anapamu Street Santa Barbara, CA 93101 Fax # (805) 568-3414

City of Santa Barbara

Paul Casey, City Administrator

735 Anacapa Street, Santa Barbara, CA,

93101, Fax # 805.897.1993

City of Goleta

Michelle Greene, City Manager

130 Cremona Dr. Goleta, CA, 93117

Fax # 805.685.2635

City of Carpinteria

David Durflinger, City Manager

5775 Carpinteria Ave., Carpinteria, CA, 93013,

Fax # 805.684.5304

CAC-Host Agency

Fran Forman, Executive Director Community Action Commission 5688 Hollister Avenue, Suite 230 Santa Barbara, CA. 93117

Fax # (805) 683-8959

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NOTICE OF TERMINATION

Any party may withdraw from participation in the agreement by submitting a notice of termination, with or without cause, upon ninety (90) days prior written notice to the other parties involved. Any notice of termination shall specify the effective date of such termination. Sponsors shall have no obligation to make funding available with regard to the remainder of the term.

INDEPENDENT CONTRACTOR

CAC-Host Agency, its employees, and agents are independent contractors and not employees of any of the Sponsors for any purpose whatsoever. Sponsors do not have an employer-employee relationship and in that regard exercise no control whatsoever of the manner and means by which the CAC as the Host Agency, its employees to include the Task Force Coordinator, and agents accomplish their work.

ASSIGNMENT

None of the parties may transfer or assign this MOU without the written consent of the other parties.

NONDISCRIMINATION

CAC-Host Agency agrees that Sponsors Unlawful Discrimination Ordinances and Codes (Article XIII of Chapter 2 of the Santa Barbara County Code; Santa Barbara Municipal Code § 9.126.020) applies to this MOU and are incorporated herein by this reference with the same force and effect as if the ordinance were specifically set out herein and CAC-Host Agency agrees to comply with said ordinances and codes.

NONAPPROPRIATION OF FUNDS

Notwithstanding any other provision of this MOU, in the event that no funds or insufficient funds are appropriated or budgeted by federal, state, city or county governments, or funds are not otherwise available for payments in the fiscal year(s) covered by the term of this MOU, then Sponsors will notify CAC-Host Agency of such occurrence and Sponsors may terminate or suspend this MOU in whole or in part, with or without a prior notice period. Subsequent to termination of this MOU under this provision, Sponsors shall have no obligation to make funding available with regard to the remainder of the term.

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AMENDMENT

This MOU contains the entire agreement of the parties. No additional term or modification may be effected except as provided in writing, signed by the parties to this MOU.

Host Agency	Agency	۱g	F	st	0	H
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Fran Forman

Executive Director

Community Action Commission of Santa Barbara County

Sponsors:

Paul Casey City Administrator City of Santa Barbara Mona Miyasato
Chief Executive Officer
County of Santa Barbara

Michelle Greene City Manager City of Goleta David Durflinger City Manager City of Carpinteria

South Coast Task Force on Youth Gangs Guiding Principles

- 1. The South Coast Task Force on Youth Gangs focuses on providing services to
 - Youth actively involved in gangs, are
 - o gang affiliates, or potential gang members
- 2. The South Coast Task Force on Youth Gangs
 - o advocates for client specific services based on the individual needs of the youth and his/her family
- 3. The South Coast Task Force on Youth Gangs
 - Advocates for the need of a youth gang case worker in every school to prevent, suppress and intervene with youth gangs.
 - o Promotes a full range of services to assist the youth and his/her family to prevent, suppress and intervene with youth gangs.
 - Agrees that female youth are also involved with and affected by gangs.
- 4. The South Coast Task Force on Youth Gangs works with the community to establish reliable funding sources to support programs with a track record of success or new programs that satisfy unmet needs and which exhibit a potential for success.
- 5. The South Coast Task Force on Youth Gangs understands and accepts there will be successes and failures but doing nothing is not an option.
- 6. The South Coast Task Force on Youth Gangs understands and accepts that problems did not develop overnight; therefore, solutions will not be accomplished overnight.

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South Coast Task Force on Youth Gangs Our Vision

- Caseworkers/Outreach Specialists work in every south coast junior high and high school as "front line persons" on gang intervention, suppression and prevention. They work with school counselors on client specific plans. Although Caseworkers/Outreach Specialists have school assignments, they will spend at least 25% of their time after school hours with youth and their family. The Caseworker/Outreach Specialists will connect youth and families with support services and programs directing them away from gangs.
- Services focused on the target population, namely, youth actively involved in gangs, gang affiliates, and youth at risk of becoming gang members.
- Reduction of youth gang violence and the number of active youth gang members and associates. Objectives will be set and measured to confirm successes or the need to change direction.
- A cooperative partnership of organizations, working as a team, to provide the south coast with prevention, intervention and suppression services in an effort to stamp out youth gangs. Leadership will come from schools, service providers and law enforcement agencies.
- A mechanism for early identification of youth potentially affected by gangs. The schools will take the lead in school based prevention programs.
- Client specific services based on the individual needs of youth and their families.
 Programs will include a full range of services to assist the youth and his/her family. Independent third parties will conduct program assessments.
- A funding stream to support programs with a track record of success or which satisfy unmet needs. We will build from the work of successful programs that are client driven and created through program coordination and pooling of resources. Independent third parties will conduct program assessments.

South Coast Task Force on Youth Gangs 5-Year Strategic Plan 2016 – 2020

The purpose of the South Coast Task Force on Youth Gangs (SCTFYG) 5-Year Strategic Plan is to recalibrate the current guiding principles as well as drafting goals and measures for the next five years. At the start of the regional effort the rate of youth gang violence was much higher as was the number of youth identified within the target population. This plan will identify the direction and strategies to be put into practice going forward, with the goal of reducing youth violence over the longer term in the Santa Barbara south coast community.

The updated 5-Year Strategic Plan will (1) reaffirm the commitment of the Sponsors to continue to reduce youth gang violence (2) determine strategies which are and continue to be successful in keeping youth violence down, and (3) include a five year implementation plan for 2016-2021.

Scope of Work

- 1. <u>To assess the perspective of the South Coast Task Force on Youth Gangs Council and Strategy Team in order to produce a 5-Year plan.</u>
- Hire Marcelo Lopez, retired City of Santa Barbara Assistant City Administrator as a consultant for this project.
- 2. <u>Produce, Publish and Implement the 5-Year Strategic Plan for the South</u> Coast Task Force on Youth Gangs.
- Present a final Plan to the SCTFYG Council.
- Conduct a public information campaign promoting the plan.
- Begin implementation and monitoring of the plan by January 2016.

Cost: \$15,000

SOUTH COAST TASK FORCE ON YOUTH GANGS TASK FORCE COORDINATOR

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are <u>not</u> intended to reflect all duties performed within the job.

DEFINITION

The position, employed by the Community Action Commission of Santa Barbara County (CAC-Host Agency), serves as the lead staff to the South Coast Task Force on Youth Gangs Council and Strategy Team. (Appendix A, B)

SUPERVISION

Supervised by the CAC Executive Director, the Task Force Coordinator implements policy decisions of the Strategy Team and Council. The Task Force Coordinator may exercise direct supervision over CAC-Host Agency's professional staff.

ESSENTIAL FUNCTION STATEMENTS – Essential duties include, but are not limited to, the following:

Essential Functions:

- 1. Responsible for organizing, facilitating, and reporting at meetings, Council and Strategy Team, and Provider meetings. (4 Council meetings, 12 Strategy Team meetings, 6 Service Provider Network meetings)
- 2. Implement strategies in accordance with the guiding principles of the South Coast Task Force on Youth Gangs.
- 3. Participate in the development of a comprehensive plan eradicating the root causes of youth violence and gang affiliation. Develop and implement an evaluation tool which accurately measures the effectiveness of the plan.
- 4. Work with a wide range of community groups, service providers, youth and families to decrease youth gang involvement.
- 5. Promote and facilitate the coordination of youth gang prevention, intervention and suppression among sponsors.
- 6. Identify gaps in services and programs targeting youth gangs.
- 7. Monitor youth gang programs to ensure program goals and objectives are being met and recommend program adjustments based on client need.
- 8. Support the development of grants and proposals to secure public and private funds for youth gang prevention, intervention and suppression programs.

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- 9. Assist the SCTF Council in procuring and distributing "partnership" and "pilot program" funds to south coast youth gang prevention, intervention and suppression program operators.
- 10. Develop and disseminate public information promoting the participation of youth gang members in program activities, informing the community on program efforts and needs, and securing necessary program funds, resources, and support.
- 11. Prepare and present periodic and annual reports to the SCTF Council with a focus on planned versus actual performance, program results and measurable action plans with goals and objectives for the coming year.
- 12. Develop and administer the budget.
- 13. Prepare and present milestone reports.
- 14. Perform related duties and responsibilities as required.

QUALIFICATIONS

Knowledge of:

- Operations, services and activities of youth gang programs, neighborhood services, and social programs.
- Principles of budget preparation and control.
- Development of grants and proposals to secure funds.
- Public relations practices and techniques.
- Office procedures and computer use.
- Principles of business letter writing and professional report preparation.
- Pertinent Federal, State, and local laws, codes and regulations.

Ability to:

- Supervise, organize, and review the work of professional and technical CAC-Host Agency personnel.
- Select, supervise, train and evaluate CAC-Host Agency staff.
- Interpret and explain City and County policies and procedures.
- Identify resources based on community and neighborhood needs.
- Promote youth gang prevention programs.
- Respond to requests and inquiries from the general public.
- Prepare clear and concise reports.
- Communicate clearly and concisely, both verbally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Exhibit D

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- Maintain physical condition necessary for the performance of assigned duties and responsibilities which may include the following:
 - Walking, standing or sitting for extended periods of time
 - Operating a motor vehicle

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South Coast Task Force on Yo	outh Gangs	Budget
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		<u>n</u>	CA	C In-kind	_	Total		<u>n</u>	<u>CA</u>	C In-kind	l _	Total
		7/1	/201	4 - 6/30/2	015			7/1.	/201	5 - 6/30/2	016	
Revenues:			Α	CTUAL								
City of Santa Barbara					\$	-	\$	67,665			\$	67,665
City of Carpinteria					\$	-	\$	10,063			\$	10,063
City of Goleta					\$	-	\$	22,854			\$	22,854
Unincorporated County South Coast					\$	_	\$	50,303			\$	50,303
Program Contributions	\$	2,830			\$	2,830	I				\$	-
Benefits/Event Revenue	\$	1,260			\$	1,260					\$	-
Fund Balance from Prior Year	\$	165,413			\$	165,413	\$	51,028			\$	51,028
In-Kind Contribution by CAC			\$	37,370	\$	37,370	<u> </u>		\$	38,442	\$	38,442
											<u> </u>	
Total Revenues	\$	169,503	\$	37,370	\$	206,873	\$	201,913	\$	38,442	\$	240,355
Expenses:					<u> </u>		<u> </u>					
Salaries:					L		<u> </u>					
Task Force Coordinator	\$	47,779	\$		\$	47,779	\$	52,060	ļ		\$	52,060
Program Director	\$	11,855	\$	-	\$	11,855	\$	16,362	<u> </u>		\$	16,362
Administrative Office Assist.	\$	2,265	\$	-	\$	2,265	\$	4,777			\$	4,777
Executive Office Manager	\$	-	\$	2,412	\$	2,412			\$	2,485	\$	2,485
Executive Director	\$		\$	7,365	\$	7,365			\$	7,512	\$	7,512
Human Resource Director	\$	-	\$	2,915	\$	2,915	L_		\$	3,002	\$	3,002
Controller	\$		\$	4,860	\$	4,860			\$	5,006	\$	5,006
Total Salaries	\$	61,898	\$	17,552	\$	79,450	\$	73,199	\$	18,005	\$	91,204
Fringe Benefits @ 36.5%/37% year 2	\$	23,145	\$	6,406	\$	28,999	\$	27,084	\$	6,662	\$	33,745
Total Salaries & Benefits	\$	85,043	\$	23,958	\$	108,450	\$	100,283	\$	24,667	\$	124,949
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Operating Expenses:												
Local Mileage	\$	3,235	\$	2,500	\$	5,735	\$	4,295	\$	2,740	\$	7,035
Out of Town Travel	\$	1,649	\$	-	\$	1,649	\$	1,050			\$	1,050
Space Rent (375 sq.ft. @ \$1.49)	\$	-	\$	6,733	\$	6,733			\$	6,935	\$	6,935
Equipment Rental (fax, copier)			\$	325	\$	325	\$	1,200	\$	355	\$	1,555
Equipment Office Supplies (supplies, small												
office equipment etc.)			\$	_	\$	_	\$	1,000			\$	1,000
Contractual	\$	750	\$	-	\$	750	\$	15,000			\$	15,000
Telephone - Cell	\$	744	\$	_	\$	744	\$	1,200		, , , , , , , , , , , , , , , , , , , ,	\$	1,200
Telephone - Land			\$	300	\$	300	\$	150			\$	150
Liability Insurance			\$	75	\$	75	\$	500	\$	75	\$	575
Program Activities	\$	6,440	\$	-	\$	6,440	\$	350			\$	350
Program Supplies	\$	31			\$	31	\$	1,200			\$	1,200
Meeting Expenses	\$	9,816	\$	_	\$	9,816	\$	10,000			\$	10,000
Public Information			\$	-	\$	-	\$	5,000			\$	5,000
Training	\$	445	\$	-	\$	445	\$	640			\$	640
Recruitment Costs	\$	_	\$	-	\$	-					\$	-
Vehicle Oil & Gas			\$	-	\$	-	\$	1,000			\$	1,000
Training & Training Aids			\$	-	\$	-	\$	2,500			\$	2,500
Printing & Postage			\$	175	\$	175	\$	400	\$	175	\$	575
Advertising			\$	-	\$	-	\$	450			\$	450
Total Operating Expenses	\$	23,110	\$	10,108	\$	33,218	\$	45,935	\$	10,280	\$	56,215
Total Direct Costs		108,152	\$	34,066	\$	141,667	\$	146,218	\$	34,947	\$	181,164
Indirect Cost @ 9.7% of Direct Cost/10% year		10,323	\$	3,304	\$	13,742	\$	14,622	\$	3,495	\$	18,116
Total Cost	\$	118,475	\$	37,370	\$	155,409	\$	160,839	\$	38,442	\$	199,281
Balance	\$	51,028		0	\$	51,464	\$	41,074	\$	0	\$	41,074
	<u> </u>						Ė					
Annual Funding Commitment					\$	4,090	T				\$	150,886
Fund not spend in prior year (Carry Over)					\$	165,413					\$	51,028
Annual Expenses					\$	118,475					_	160,839
Amount used from Reserves		:			\$	118,475	-				\$	9,953
					\$						- \$	41,075
Difference					Φ	51,028	Щ.				Φ_	+1,0/5

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South Coast Task Force on Youth Gangs City/County Contribution Formula Factor: \$0.74 per resident Updated Fiscal Year 2015

Updated Basis for Cost Share of the South Coast Youth Gang Task Force	of the South	Coast You	Ith Gang T	ask Force	
Agency	2010	2010-2014	2015	2015	2016
	Population	Annual	Proposed	Population	Proposed
		Share	Share	Updated	Share
City of Santa Barbara	90,305	\$67,729	\$ 67,729	91,088	91,088 \$ 67,665
City of Carpinteria	13,231	\$9,923	\$ 9,923	13,547	13,547 \$ 10,063
City of Goleta:	30,400	\$22,800	\$ 22,800	30,765	30,765 \$ 22,854
Unincorporated County South Coast:	67,245	\$50,434	\$ 50,434	67,716	\$ 50,303
TOTALS	201,181	\$150,886	\$150,886 \$ 150,886	203,116	203,116 \$ 150,886
Cost Per Resident			\$0.75		\$0.74
Annual Share from Local Government			\$150,886		\$150,886
In-kind contribution by CAC:	1900 - 1900 P J		\$37,370		\$38,442
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Population Report	and the second of the second o				A Commission of the Commission
http://www.dof.ca.gov/research/demo	esearch/demographic/reports/estimates/e-1/view.php	rts/estimates/	e-1/view.ph		A Martin D. Common Caro. J. Company J. Dept. Carbon, J. Martin B.

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South Coast Task Force on Youth Gangs Council Members

	Council Wembers	
Organization	Members	Title
County of Santa Barbara	Mona Miyasato	Chief Executive Officer
County of Santa Barbara	Bill Brown	Sheriff
City of Santa Barbara	Paul Casey	City Administrator
City of Goleta	Michelle Greene	City Manager
City of Carpinteria	Dave Durflinger	City Manager
City of Santa Barbara	Pamela Antil	Assistant City Administrator
Gevirtz Graduate School of Education, UCSB	Jill Sharkey	Academic Coordinator
City of Santa Barbara	Camerino Sanchez	Police Chief
County of Santa Barbara	Guadalupe Rabago	Chief Probation Officer
Santa Barbara County Education Office	Mark Leufkens	Administrator, Juvenile Court and Community Schools
Santa Barbara Unified School District	David Cash	Superintendent
CADA/Fighting Back	Ed Stonefelt	Executive Director
CAC	Fran Forman	Executive Director
Santa Barbara Foundation		VP of Community Investments
All for One	Richard Munoz	Executive Director
La Casa de la Raza	Raquel Lopez	Executive Director
Faith Community Representative	Gerardo Menchaca	New Beginnings Church
Faith Community Representative	Pat Hardy	Santa Barbara Quakers
County of Santa Barbara	Devin Drake	Deputy Director, Dept. of Social Services
Santa Barbara City College		
Carra Darbara City Conogo	Marsha Wright	Director of EOPS/CARES
Chamber of Commerce Representative	Marsha Wright Kristen Miller	Director of EOPS/CARES CEO/President Goleta Chamber
		CEO/President Goleta
Chamber of Commerce Representative Santa Barbara Foundation Roundtable	Kristen Miller	CEO/President Goleta Chamber Executive Director McCune
Chamber of Commerce Representative Santa Barbara Foundation Roundtable Appointee	Kristen Miller Claudia Armann	CEO/President Goleta Chamber Executive Director McCune Foundation
Chamber of Commerce Representative Santa Barbara Foundation Roundtable Appointee Carpinteria Unified School District	Kristen Miller Claudia Armann Micheline Miglis	CEO/President Goleta Chamber Executive Director McCune Foundation Superintendent
Chamber of Commerce Representative Santa Barbara Foundation Roundtable Appointee Carpinteria Unified School District Carpinteria Unified School District	Kristen Miller Claudia Armann Micheline Miglis Sharon Velarde	CEO/President Goleta Chamber Executive Director McCune Foundation Superintendent Special Programs Director

County of Santa Barbara Superior Court	Arthur Garcia	Presiding Juvenile Judge
Santa Barbara County Education Office	William Cirone	Superintendent
City of Carpinteria	Al Clark	Mayor
City of Carpinteria	Gregg Carty	Councilmember
City of Goleta	Paula Perotte	Councilmember
City of Santa Barbara	Helene Schneider	Mayor
Santa Barbara Board of Education	Monique Limon	Board Member
Carpinteria Board of Education	Terry Hickey Banks	Board Member
University of California, Santa Barbara	Merith Cosden	Interim Dean
Hispanic Chamber of Commerce	Luis Villegas	Vice President
Santa Barbara Foundation Roundtable Appointee	Jon Clark	Exec. Director Bower Foundation
Community/Family Representative	Christina Lopez	Representative
Youth Representative	Lizet Soto	Representative

South Coast Task Force on Youth Gangs Strategy Team

Organization	Members	Title
City of Santa Barbara		Neighborhood and Outreach Services Senior
Parks and Recreation	Mark Alvarado	Supervisor
City of Santa Barbara	Pamela Antil	Assistant City Administrator
County of Santa Barbara	Craig Bonner	Office of the Sheriff Special Projects Lieutenant
County of Santa Barbara	Steve DeLira	Deputy Chief Probation Officer
CAC	Fran Forman	Executive Director
Carpinteria Unified School District	Barnaby Gloger	Principal Carpinteria Unified School District
City of Santa Barbara Police Department	Adrian Gutierrez	Beat Coordinator
City of Santa Barbara Police Department	Bryan Jensen	Investigative Division Youth Services
South Coast Task Force on Youth Gangs	Saul Serrano	Task Force Coordinator
Gevirtz Graduate School of Education, UCSB	Jill Sharkey	Academic Coordinator
Santa Barbara Unified School District	Frann Wageneck	Director of Student Services
Community Action Commission	Tracy Lang Wood	Director Family & Youth Services
City of Goleta Sheriff's Department	Dave Valadez	Community Resource Senior Deputy

SCTFYG Service Provider Network

Organization	Representatives	Title
City of Santa Barbara Parks and Recreation	Mark Alvarado	Senior Supervisor
Community Action Commission	Emmanuel Campuzano	Cal GRIP/Los Compadres Case Manager
County of Santa Barbara	Erin Cross	Deputy Chief Probation Officer
CADA	Ed Cue	Coordinator Carpinteria CalGRIP
City of Santa Barbara Police Department	Adrian Gutierrez	Beat Officer
Alternatives to Violence	Pat Hardy	Coordinator/Trainer
Santa Barbara Unified School District	Aaron Harkey	Teacher on Special Assignment
Community Action Commission	Christian Jaimes	Cal GRIP/Las Comadres Case Manager
Santa Barbara Police Activities League	Bryan Kerr	Officer
Life in Focus Education	Gerardo Menchaca	Director
Freedom 4 Youth	Billi Jo Starr	Director
City of Santa Barbara Police Department	Bryan Kerr	PAL Officer
Raquel Lopez	Raquel Lopez	Executive Director
All for One	Richard Munoz	Executive Director
Conflict Solution Center	Lizzie Rodriguez	Co-Executive Director
South Coast Task Force on Youth Gangs	Saul Serrano	Task Force Coordinator
County of Santa Barbara Workforce Investment Board	Julia Smedley	Career Employment Specialist Sr.
Cal-SOAP	Ismael Ulloa	Director

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