



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: Social Services  
Department No.: 044  
For Agenda Of: 3/13/18  
Placement: Administrative  
Estimated Time:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors  
**FROM:** Department Daniel Nielson, Social Services Director  
Director(s) (805) 346-7101  
Contact Info: Amy Krueger, Adult and Children Services Deputy Director  
(805) 346-7248  
**SUBJECT:** Second Amendment to the Agreement with Pathway Family Services for  
Permanency Assessment Services

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**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 and authorize the Chair to execute the Second Amendment to the Agreement with Pathway Family Services, a local vendor, for the provision of Permanency Assessment Services in the amount not to exceed \$160,000 for the period of July 1, 2017 through June 30, 2018; and
- b) Determine that the approvals and execution of the above Amendment is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the approvals and execution of the Amendment is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment, the activities are not subject to CEQA.

**Summary Text:**

This item is on the Agenda in order to approve the Second Amendment to the Agreement with Pathway Family Services (Pathway) for the continued provision of Permanency Assessment Services at the increased amount of \$160,000 for the period of July 1, 2017 through June 30, 2018, current Fiscal Year. It is the recommendation of DSS to authorize and execute the Amendment.

### **Background:**

Department of Social Services (DSS) has an increased need for permanency assessments to be completed in English or Spanish for matched and unmatched families engaged in the Resource Family Approval process. The utilization of this agreement continues to aid in permanent placements for the County's dependent youth in a timely and efficient manner.

During the current fiscal year, Pathway has proven to be the primary provider and has continued to meet the need for requested assessments when other providers have not been able to fulfill requests due to staffing demands. DSS is requesting an increase to the current Fiscal Year 2017/2018 contract amount and recommends the approval of the Second Amendment.

### **Performance Measure:**

Pathway is a current provider of these services and has demonstrated substantial conformity with the current performance measures as indicated below:

***The following performance measures are included in the current Agreements with all Contractors for the Permanency Assessment Services Program:***

- Contractor will make contact with applicants within ten (10) work days of receipt of referral 98% of the time. (Currently in compliance – 99%)
- With family cooperation, Contractor will complete permanency assessments within 60 days of receiving a referral from the County 90% of the time. (Currently in compliance – 95%)
- Contractor will provide monthly client update reports and monthly invoices to the County by the 15th of the month following the provision of services. (Currently in compliance – 100%)

### **Fiscal and Facilities Impacts:**

Budgeted: Yes

### **Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>FY2017/18 Cost:</u></b>	<b><u>On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund	\$ 27,200.00		
State	\$ 49,600.00		
Federal	\$ 44,800.00		
Fees			
Other: RE11	\$ 38,400.00		
Total	\$ 160,000.00	\$ -	\$ -

Narrative:

Approval and execution of this Amendment will result in total direct contract expenditures of no more than \$160,000 in Fiscal Year 2017/2018. Appropriations and associated funding for Fiscal Year 2017/2018 are included in the Department of Social Services recommended budget under the Social Service Programs division. This contract will be funded with 28% Federal Sources, 31% State, and 41% Local funds. The Agreement contains a non-appropriation clause in the event funds are not appropriated.

### **Key Contract Risks:**

The risk assessment worksheet has been completed and DSS has determined that Pathway is a medium risk vendor. The County has experience with Pathway and is confident of its ability to continue to provide services.

**Staffing Impacts:**

**Legal Positions:**

None

**FTEs:**

None

**Special Instructions:**

Please scan, email and send one (1) duplicate original Agreement, and a copy of the minute order to:  
Department of Social Services  
Attn: Tricia Beebe, Contracts Coordinator  
2125 S. Centerpointe Parkway, 3<sup>rd</sup> Floor  
Santa Maria, CA 93455

**Attachments:**

- Second Amendment – Pathway – Permanency Assessment Services

**Authored by:**

Amy Krueger, Deputy Director, Adult and Children Services  
Emma Duncan, Contracts Coordinator