



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:** District Attorney  
**Department No.:** 021  
**For Agenda Of:** July 14, 2020  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Director Joyce E. Dudley, District Attorney, x82308  
Contact Info: Michael Soderman, Chief Financial & Administrative Officer, x82303  
**SUBJECT:** Cal OES Victim/Witness Program Grant Award, Subaward No. VW19 38 0420

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Adopt the Board Resolution approving, ratifying, and authorizing the District Attorney to execute a Grant Agreement with the California Governor's Office of Emergency Services (Cal OES) accepting Victim/Witness Program grant award VW19 38 0420 for the award period of October 1, 2019 through September 30, 2020 in the amount of \$698,381;
- b) Approve and authorize the District Attorney to execute any future amendments or extensions thereof through March 31, 2021, not to exceed \$100,000, with the concurrence of County Counsel and Auditor-Controller; and
- c) Determine that the above action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), because it consists 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 physical impact on the environment, and approve the filing of a Notice of Exemption on that basis.

**Summary Text:**

The Victim/Witness (VW) Program provides outreach and support to victims of crime. 9.65 FTE are assigned to the program, including 1.0 FTE Mass Victimization Advocate. The VW grant funds approximately 1.68 FTE of these existing positions. These staff provide mandatory and optional services to victims in accordance with the Cal OES program guidelines and the Penal Code section governing Victim-Witness Assistance Programs. As part of the District Attorney's Office, the Victim/Witness Assistance Program provides comprehensive services, advocacy and support to victims and witnesses of crime enabling them to effectively participate in the criminal justice system and restore their physical, financial and psychological well-being.

Per the Cal OES Grant Agreement, the District Attorney is required to maintain written documentation on file showing authorization by the Board of Supervisors for the District Attorney to sign the grant agreement. In order to meet state deadlines and properly receive the grant funding, the District Attorney preliminarily executed the grant agreement pending formal authority from the Board of Supervisors. The purpose of this Board Letter is to request Board acceptance of the Grant Agreement with Cal OES for Victim/Witness Program grant award VW19 38 0420 for the award period of October 1, 2019 through September 30, 2020, in the amount of \$698,381.

**Background:**

Since 1978, the District Attorney has received partial funding through Cal OES to provide comprehensive services to crime victims in Santa Barbara County. Since 1978, the Victim/Witness Assistance Program has evolved to become a county-wide program offering comprehensive mandatory and optional services to all victims of crime. In addition to the 1.68 FTE funded by the grant, volunteer staff from local universities and trade schools are utilized to contact victims of property crimes, DUI with injury offenses, and misdemeanor batteries to provide case status/disposition, restitution assistance, referral counseling, victim compensation, and property return assistance. As time permits and victims' needs warrant, Victim Advocates provide field visits and/or transportation assistance to and from the VW Program offices.

Referrals to the VW Program come from various social, medical, and law enforcement agencies. Upon receipt of a referral, advocates conduct an assessment to determine the extent of optional services necessary. Volunteers provide a range of services including orientation to the criminal justice system, case status, victim of crime claim assistance, property return, and restitution assistance. This allows Program staff to focus on serious misdemeanor and felony cases. For sexual assault cases, Victim Witness Advocates respond during business hours to Sexual Assault Response Team (SART) sites where sexual assault medical exams and forensic interviews are conducted to provide crisis intervention and support services to children and their families. The SART team is comprised of members of local law enforcement, public health nurses, the District Attorney's Office, rape crisis advocates, Child Abuse Listening and Mediation child interview specialists, and Child Welfare Services social workers.

The VW Program is overseen by a Program Director. Two Victim Witness Program Supervisors oversee Program Advocates in North and South County, in addition to providing direct services to victims of crime. The Victim Advocates have a minimum of three years of experience with the criminal justice or social services systems, in interviewing, counseling, and providing referrals. As part of this grant, the District Attorney's Office applied for and received additional grant funding for 1.0 FTE Mass Victimization Advocate (MVA), who has been specially trained to respond to mass casualty events. This individual is responsible for implementing a Crisis Response Plan and handles a reduced caseload.

**Fiscal and Facilities Impacts:**

Budgeted: Yes. Revenues and expenditures are included in the Fiscal Year 2019-20 Adopted Budget and 2020-21 Adopted Budget.

**Fiscal Analysis:**

The grant award reflects one year of program expenses for the period of October 1, 2019 through September 30, 2020. The grant funding spans across two fiscal years. The total project cost is \$698,381, with no required cash match.

<b>VW Grant Award Schedule</b>			
<b><u>Funding Sources</u></b>	<b><u>Grant Award Period</u></b>	<b><u>Grant Award Amount</u></b>	
FFY 2018 VOCA (Federal)	10/1/2019 – 9/30/2020	\$	635,278
FY 2019 VWAO	10/1/2019 – 9/30/2020	\$	63,103
<i>Total Grant Award</i>		\$	698,381

**Key Contract Risks:**

There is minimal risk to the County. Funds are reimbursed after program expenses are incurred.

**Special Instructions:**

The Clerk of the Board shall post the Notice of Exemption upon Board approval. Please return the following items to John DeAlba, DA Department Business Specialist:

- a) One (1) Minute Order;
- b) One (1) duplicate original fully-executed Grant Award Resolution;
- c) One (1) copy of the fully-executed Grant Award Resolution; and
- d) One (1) copy of the approved Notice of Exemption.

**Attachments:**

- a) Board Resolution
- b) VW19 Grant Award
- c) Notice of Exemption

**Authored by:**

John DeAlba, Department Business Specialist (x82434)