

# Superior Court of California

COUNTY OF SANTA CRUZ

041

CHRISTINE E. PATTON  
Executive Officer and Clerk



701 Ocean Street, Room 120  
Santa Cruz, CA 95060  
Phone: (831) 454-2012  
Fax: (831) 454-2215

December 1, 1998

AGENDA: December 15, 1998

Board of Supervisors  
County of Santa Cruz  
701 Ocean Street  
Santa Cruz, CA 95060

## **SUBJECT: Implementation of Federal Drug Court Grant**

Dear Board Members:

On October 27, 1998 your Board was informed that the Superior Court was a successful applicant for a two-year Federal grant to develop Drug Court services. Your Board authorized the Superior Court to issue a request for proposals (RFP) to select a provider of Drug Court treatment services, and instructed the Superior Court to return on December 15, 1998 for approval of actions to implement the Drug Court grant.

This letter is to request adoption of a resolution to accept and appropriate \$100,001 of unanticipated funds; authorization for the Superior Court and the Health Services Agency (HSA) Alcohol and Drug Program to negotiate a \$101,481 agreement with Santa Cruz Community Counseling Center – ALTO Counseling Center (ALTO) for Drug Court treatment services, and approval of the attached amendment to a contract between HSA Community Mental Health and the Center for Applied Local Research (CAL Research) to provide \$27,500 for Drug Court program evaluation services over three County fiscal years, including \$8,000 for 1998-99.

### **ALTO Agreement**

Consistent with the request for proposals authorized by your Board on October 27, 1998, a review committee comprised of members of the Drug Court Planning Team, including the Superior Court, District Attorney, Public Defender, Probation, HSA Alcohol and Drug Program, Criminal Justice Council, and an outside expert in Drug Court services met on November 30, 1998 to review written proposals and hear oral presentations from prospective Drug Court treatment service providers. The review committee unanimously recommended ALTO.

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The Superior Court, in conjunction with the HSA Alcohol and Drug Program, is requesting authorization to negotiate an agreement with ALTO for \$101,481 to provide Drug Court treatment services during 1998-99. As required by the RFP, these services include intensive outpatient drug treatment for approximately 80 clients annually, frequent urinalysis and alcohol breath testing, monitoring of client attendance at 12-step recovery meetings, and close coordination with the Superior Court and the Drug Court Team through provision of client status information and attendance at weekly Drug Court Team meetings.

The proposed \$101,481 agreement will be funded by \$88,715 from the Federal Drug Court Programs Office, and \$12,766 from an existing State Drug Court grant. The \$12,766 of State Drug Court grant funds are already included in the adopted HSA Alcohol and Drug Program budget. To expedite implementation of the Drug Court, approval of the agreement with ALTO will be requested to be effective December 15, 1998.

#### **CAL Research Contract Amendment**

CAL Research was specified in the Federal grant proposal to receive \$10,000 per year for evaluation of the Drug Court program. In addition, Community Mental Health has identified \$7,500 in its existing adopted budget to strengthen the evaluation of the Drug Court program. CAL Research currently has a multi-year agreement with Community Mental Health for evaluation of a State dual diagnosis treatment services grant. The attached amendment will augment the existing agreement between CAL Research and Community Mental Health to add \$8,000 for 1998-99; \$10,500 for 1999-2000; and extend the agreement to 2000-01 in the amount of \$9,000. These funds will permit CAL Research to prepare reports on program effectiveness in reducing client alcohol and drug use, arrests and convictions, jail bed day usage, hospitalizations and emergency room visits, unemployment and public assistance utilization.

#### **Accept and Appropriate Funds**

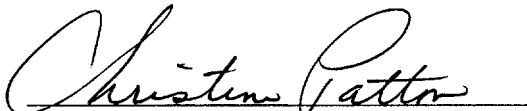
The attached resolution accepts and appropriates \$100,001 of the \$200,000 first year grant award into the HSA Alcohol and Drug Program, which will be responsible for managing grant activities on behalf of the Superior Court. The remaining \$99,999 of the first year grant award will be budgeted in the 1999-2000 County budget. The funds will be used to support the contracts with ALTO and CAL Research. \$6,000 is for travel to Federally-mandated Drug Court meetings, and \$4,786 is available for extra help to backfill staff who will be working on implementation of the Drug Court grant. The Federal Drug Court grant will not result in any increase in net County cost.

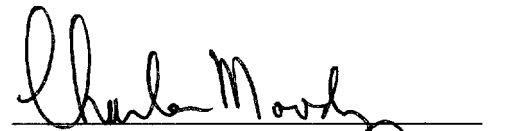
Board of Supervisors Meeting 12- 15-98  
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It is therefore RECOMMENDED that your Board:


1. Authorize the Health Services Agency (HSA) Administrator to sign the attached amendment to an agreement with the Center for Applied Local Research to add \$27,500 for Drug Court program evaluation services;
2. Authorize the Superior Court, in conjunction with the HSA Alcohol and Drug Program, to negotiate an agreement effective December 15, 1998 with the Santa Cruz Community Counseling Center – ALTO Counseling Center for \$101,481 for Drug Court treatment services; and
3. Adopt the attached resolution accepting and appropriating \$100,001 of unanticipated revenue into the HSA Alcohol and Drug Program budget.

Sincerely,

  
 CHRISTINE E. PATTON  
 Executive Officer of the Court

  
 CHARLES MOODY  
 Health Services Agency Administrator

RECOMMENDED:

  
 SUSAN A. MAURIELLO  
 County Administrative Officer

cc: Community Mental Health  
 Alcohol and Drug Program Administrator  
 Public Defender  
 District Attorney  
 Probation Department  
 Sheriff

COUNTY OF SANTA CRUZ  
REQUEST FOR APPROVAL OF AGREEMENT

044

TO: Board of Supervisors  
County Administrative Officer  
County Counsel  
Auditor-Controller

FROM: HEALTH SERVICES AGENCY (Dept.)  
C. Morsh (Signature) 1/30/98 (Date)

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of the same.

- Said agreement is between the County of Santa Cruz Health Services Agency (Agency) and Center for Applied Local Research, 5200 Huntington Ave, Suite 200 Richmond, CA 94804 (Name & Address)
- The agreement will provide an amendment to an existing agreement to provide program evaluation services for Federally-funded Drug Court program. The amendment will add \$8,000 for 1998-99; \$10,500 for 1999-2000; and extend the agreement to 2000-01 in the amount of \$9,000
- The agreement is needed to provide the above - mentioned services
- Period of the agreement is from April 1, 1997 to June 30, 2001 95 Amended
- Anticipated cost is \$ 8,000 additional for 1998-99 (Fixed amount, Monthly rate, Not to exceed)
- Remarks: Total 1998-99 cost is \$24,000 (\$16,000 existing plus \$8,000 new); 1999-2000 total is \$31,500 (\$21,000 existing plus \$10,500 new); and 2000-2001 total is \$9,000 (\$9,000 new)
- Appropriations are budgeted in A (\$7,500) 363124, ~~364035~~ B (\$500) 364035 (Index#) 3665 (Subobject)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and have been contracted for. are not available and have not been contracted for.

CO81471A/B 12/3/98  
GARY A. KNUTSON, Auditor - Controller  
By Ron Silva Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the Health Services Agency Administrator to execute the same on behalf of the County

Health Services (Agency).

Remarks: \_\_\_\_\_ (Analyst) By Wh County Administrative Officer Date 12/3/98

Agreement approved as to form. Date \_\_\_\_\_

- Distribution:
- Bd. of Supv. - White
  - Auditor-Controller - Blue
  - County Counsel - Green \*
  - Co. Admin. Officer - Canary
  - Auditor-Controller - Pink
  - Originating Dept. - Goldenrod

State of California )  
County of Santa Cruz ) ss  
I \_\_\_\_\_ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,  
State of California, do hereby certify that the foregoing request for approval of agreement was approved by  
said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered  
in the minutes of said Board on \_\_\_\_\_  
County Administrative Officer  
By \_\_\_\_\_ Deputy Clerk

COUNTY OF SANTA CRUZ  
HEALTH SERVICES AGENCY  
COMMUNITY MENTAL HEALTH

AMENDMENT TO AGREEMENT

Contract #: CO 1471A

Between: County of Santa Cruz - Health Services Agency  
a n d  
Center for Applied Local Research  
5200 Huntington Ave., Suite 200  
Richmond, CA 94804

Effective Date of Amendment: January 1, 1999

The parties named above agree to amend contract CO1471A as set forth in the attached Exhibit "A" by increasing the amount of compensation from \$16,000 in FY 98-99 to \$24,000; from \$21,000 in FY 99-00 to \$31,500; extending the contract to FY 2000-01 in the amount of \$9,000; amending Sections 1, 2, 3 and 12; and adding Attachments C and D. Said attachments are incorporated into and made a part of contract CO1471A by this reference. Additions are in **bold and underlined** and a line has been drawn through old language to be deleted. All other provisions of the agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates indicated below.

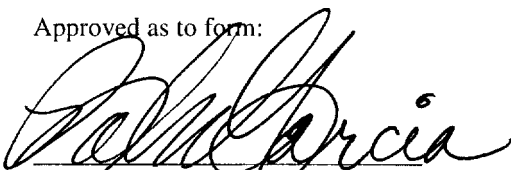
CONTRACTOR:

COUNTY OF SANTA CRUZ:

BY:   
DATE: 11/25/98

BY: \_\_\_\_\_  
DATE: \_\_\_\_\_

Approved as to form:

  
Assistant County Counsel

Attest:

\_\_\_\_\_  
Clerk, Board of Supervisors

Distribution:

- County Administrative Officer
- Auditor-Controller
- County Counsel
- HSA Administration
- Community Mental Health
- Center for Applied Local Research

## Exhibit "A"

Contract No. CO1471A

Index No. 363 124,  
363103, and  
364035

Account No. 3665

1. DUTIES. CONTRACTOR agrees to exercise special skill to accomplish the following result: As itemized on Attachments A and C - Scope of Work.
2. COMPENSATION. In consideration for CONTRACTOR accomplishing said result, COUNTY agrees to pay CONTRACTOR as follows:

~~\$64,000~~ \$91,500 maximum agreement amount over ~~four~~ five fiscal years, \$6,000 for FY 96-97, \$21,000 for FY 97-98, ~~\$16,000~~ \$24,000 for FY 98-99 and ~~\$21,000~~ \$31,500 for FY 99-2000, and \$9,000 for FY 2000-01, as specified on Attachments B and D - Evaluation Budgets. This includes all salaries, benefits, travel, office expenses, etc. utilized in development of deliverables.

Reimbursements shall be based on receiving deliverables.

CONTRACTOR shall bill monthly. Claims shall be sent to Glenn Kulm, Administrative Deputy Director, P.O. Box 962, Santa Cruz, CA, 95061

3. TERM. The term of this Agreement shall be from April 1, 1997 through June 30, ~~2000~~ 2001, unless terminated by either party in accordance with Paragraph #4.
12. ATTACHMENTS. This Agreement includes Attachments A and C Scope of Work. This Agreement includes Attachments B and D Evaluation Budgets.

## ATTACHMENT C

## Center for Applied Local Research

Scope of Work

## Santa Cruz County Drug Court Evaluation

CALResearch will be responsible for evaluating the Santa Cruz County Drug Court consistent with the evaluation design described in the County's application for Federal Drug Court funds. Specifically, CALResearch will be responsible for the following:

1. Database design, data entry, and analysis on all quantitative data collected by project staff related to numbers of clients screened; reasons for ineligibility; client demographics; changes in employment and educational status; changes in status related to alcohol and drug use, housing, public assistance utilization, hospitalizations, emergency room visits, arrests, days in jail, and court appearances; urinalysis and breathalyzer results; and program completion.
2. Analysis of cost-effectiveness data, using data supplied by the County on average costs of Drug Court program services, court appearances, arrests, jail days, hospital days, and emergency room visits.
3. Preparation of quarterly progress reports regarding evaluation activities necessary to meet State and Federal reporting requirements.
4. Preparation of annual written reports on description of participants, analysis of outcome results, and cost-effectiveness.

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**Attachment D  
CAL Research  
Drug Court Evaluation Budget**

**First Year (1998-99) Evaluation Budget**

Personnel	Hours	Rate	Subtotal
Project Supervisor	3.00	\$47.00	\$141
Research Manager	12.00	\$31.44	\$377
Research Associate	72.00	\$28.04	\$1,875
Research Assistant	54.00	\$13.44	\$728
Totals			\$3,119
Projected Salary Increases			\$87
Taxes & Benefits			\$1,827
Total Personnel			\$5,033
Other Direct Costs			
Mileage (@.3)			\$140
Other Travel			\$315
Postage			\$30
Duplication			\$60
Telephone			\$68
Supplies			\$0
Total Other Direct			\$611
Budget Totals			
Total Direct			\$5,644
Indirect			\$1,975
Total Costs			\$7,019
F e e			\$381
Total Charges			\$8,000

\$58 = Rate/Hour



**Attachment D  
CAL Research  
Drug Court Evaluation Budget**

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## Second Year (1 999-00) Evaluation Budget

Personnel	Hour8	Rate	Subtotal
Project Supervisor	6.00	\$47.00	\$282
Research Manager	24.00	\$31.44	\$755
Research Associate	84.00	\$26.04	\$2,187
Research Assistant	64.00	<b>\$13.44</b>	\$860
<b>Totals</b>			<b>\$4,084</b>
Projected Salary Increases			\$286
Taxes & Benefits			<b>\$2,419</b>
<b>Total Personnel</b>			<b>\$6,789</b>
Other Direct Costs			
Mileage (@.3)			\$140
Other Travel			\$315
Postage			\$30
Duplication			<b>\$60</b>
Telephone			\$74
Supplies			\$0
<b>Total Other Direct</b>			<b>\$619</b>
Budget Totals			
Total Direct			\$7,408
Indirect			\$2,592
Total Costs			\$10,000
Fee			\$500
<b>Total Charges</b>			<b>\$10,500</b>

\$61 = Rate/Hour

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Attachment D  
CAL Research  
Drug Court Evaluation Budget

### Third Year (2000-01) Evaluation Budget

Personnel	Hours	Rate	Subtotal
Project Supervisor	3.00	\$47.00	\$141
Research Manager	12.00	\$31.44	\$377
Research Associate	84.00	\$26.04	\$2,187
Research Assistant	57.00	\$13.44	\$766
Totals			\$3,472
Projected Salary Increases			<b>\$316</b>
Taxes & Benefits			<b>\$2,106</b>
Total Personnel			\$5,893
Other Direct Costs			
Mileage (@.3)			<b>\$93</b>
Other Travel			\$210
Postage			\$30
Duplication			<b>\$60</b>
Telephone			<b>\$63</b>
Supplies			<b>\$0</b>
Total Other Direct			\$466
Budget Totals			
Total Direct			\$6,349
Indirect			\$2,222
Total Costs			\$8,572
Fee			<b>\$429</b>
Total Charges			\$9,000

**\$59 = Rate/Hour**

BEFORE THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO. \_\_\_\_\_

On the motion of Supervisor \_\_\_\_\_  
duly seconded by Supervisor \_\_\_\_\_  
the following resolution is adopted:

**RESOLUTION ACCEPTING UNANTICIPATED REVENUE**

WHEREAS, the County of Santa Cruz is a recipient of funds from Federal Drug Court Programs Office for the Health Service Agency Alcohol & Drug Programs program; and

WHEREAS, the County is recipient of funds in the amount of \$ 100,001 which are either in excess of those anticipated or are not specifically set forth in the current fiscal year budget of the County; and

WHEREAS, pursuant to Government Code Section 29130(c)/29064(b), such funds may be made available for specific appropriation by a four-fifths vote of the Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County Auditor-Controller accept funds in the amount of \$100.001 into

Department HSA Alcohol and Drug Program

T/C	Index Number	Revenue Subject Number	Account Name	Amount
001	364032	1095	Fed - Misc. Grants	\$100,001

and that such funds be and are hereby appropriated as follows:

T/C	Index Number	Expenditure Subject Number	PRJ/UCD	Account Name	Amount
SEE ATTACHED					

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and that the Revenue(s) (has been) (will be) received within the current fiscal year.

By Charles M. Moody  
Department Head

Date 11/30/96

COUNTY ADMINISTRATIVE OFFICER

*[Signature]*

Recommended to Board

Not Recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_ by the following vote (requires four-fifths vote for approval):

AYES: SUPERVISORS

NOES: SUPERVISORS

ABSENT: SUPERVISORS

\_\_\_\_\_  
Chairperson of the Board

ATTEST:

\_\_\_\_\_  
Clerk of the Board

APPROVED AS TO FORM:

*[Signature]*  
\_\_\_\_\_  
County Counsel

APPROVED AS TO ACCOUNTING DETAIL:

\_\_\_\_\_  
Auditor-Controller

Distribution:

- Auditor-Controller
- County Council
- County Administrative Officer
- Originating Department

HEALTH SERVICES AGENCY 1998-99

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Resolution # \_\_\_\_\_

<u>T/C</u>	<u>Index/Subobject</u>	<u>Account Name</u>	<u>Amount</u>
21	364013/3110	Reg Pay - Extra Help	\$4,446
21	3640 13/3 150	OASDI - Soc. Sec.	340
		Subtotal	<u>\$4,786</u>
21	36403214 154	Trans & Travel Education	6,000
21	36403213665	Professional Services	500
21	364032/3975	Special Dept. Expense	88,715
		Subtotal	<u><u>\$95,215</u></u>
		Total Expense	\$100,001