

SHERIFF-CORONER



0015

C O U N T Y O F S A N T A C R U Z

MARK TRACY
SHERIFF-CORONER

701 OCEAN ST, ROOM 340, SANTA CRUZ, CALIFORNIA 95060
PHONE (831) 454-2414 FAX (831) 454-2353 TDD (831) 454-2123

12/28/99

Agenda: 1/25/00

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

Approval Of Suppression Of Drug Abuse In Schools Program Grant

Dear Members of the Board:

On April 20, 1999 your Board authorized the Sheriff's Office to apply for a Suppression of Drug Abuse In Schools Program Grant offered through the State Office of Criminal Justice Planning (OCJP).

We have received notification from the State that our grant proposal has received full funding at the requested \$100,000 for FY 99/00 retroactive to July 1, 1999. I am now returning to your Board to accept and implement this Grant Award which funds a comprehensive program to address drug abuse among youth in the San Lorenzo Valley with no required matching funds or increase in net county cost.

As you may recall, the Sheriff's Office has proposed to enter into a community based partnership with the San Lorenzo Valley Unified School District, the Valley Resource Center and Triad Community Services Counseling to address the problem of alcohol and drug abuse among San Lorenzo Valley youth with a major focus on high school teens. The Sheriff's Office is the "lead" agency for this Grant and has overall administrative and fiscal responsibilities as well as having the primary responsibility for the detection and apprehension of individuals engaged in drug trafficking on or near the campus of the San Lorenzo Valley High School. To that end, the Grant provides partial funding for the continued assignment of a deputy sheriff as a school resource officer at the high school, along with Sheriff's overtime to work special youth events and funds County Overhead administrative costs.

The San Lorenzo Valley Unified School District component of the Grant is funded to provide drug abuse curriculum development and training to Junior High and High School teachers and staff in order to assist in the identification and referral of "high risk" youth to existing counseling and treatment services.

The Valley Resource Center and Triad Counseling components of the Grant will provide family oriented activities related to the development, maintenance and treatment of alcohol and drug dependency and abuse. These activities will include individual and family counseling, parenting classes, family communication and problem solving activities and support groups. Together the two agencies will develop a collaborative effort to coordinate intervention with "high risk" youth and facilitate referral to established school or community based counseling programs.

During our FY 99/00 budget hearings your Board authorized the continued funding of an existing deputy sheriff position as a school resource officer, assigned to the San Lorenzo Valley High School, with the expectation that partial offsetting revenue for the position might be developed and forthcoming if this Grant was approved and implemented. The Grant provides \$34,952 in revenue for this purpose, representing 50% of the actual cost for the school resource officer for 12 months. The remaining \$65,048 in grant funding for related Sheriff's Office overtime, county overhead and the other grant components needs to be accepted and appropriated into the Sheriff's FY 99/00 budget.

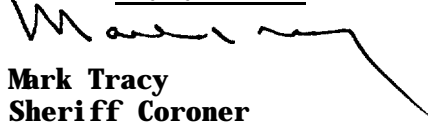
In addition, it is recommended that your Board approve the attached independent contractor agreements with Triad Community Counseling; the Valley Resource Center; and the San Lorenzo Valley Unified School District which define, formalize and implement the operational and fiscal responsibilities of each of these grant components.

Therefore it is Recommended that your Board:

1. Approve the Suppression of Drug Abuse in Schools Grant funded through the State Office of Criminal Justice Planning in the amount of \$100,000 for FY 99/00 and authorize the Sheriff to sign and implement the Grant Award.
2. Adopt the attached Resolution accepting and appropriating the unanticipated revenue associated with the Grant Award into the Sheriff's FY 99/00 budget.
3. Approve an independent contractor agreement with Triad Community Services Counseling, in the amount of \$24,880, to provide the services outlined in the Grant and authorize the Sheriff to sign and implement this agreement.

4. Approve an independent contractor agreement with the Valley Resource Center, in the amount of \$24,127, to provide the services outlined in the Grant and authorize the Sheriff to sign and implement this agreement.
5. Approve an independent contractor agreement with the San Lorenzo Valley Unified School District, in the amount of \$6,645, to provide the services outlined in the Grant and authorize the Sheriff to sign and implement this agreement.

Very truly yours, _____


Mark Tracy
Sheriff Coroner

MT/PC

RECOMMENDED:



SUSAN A. MAURIELLO
County Administrative Officer

Attachments:

1. OCJP Grant Award- Drug Suppression In Schools
2. Resolution Accepting and Appropriating Unanticipated Revenue
3. Independent Contractor Agreement- Triad Community Services Counseling
4. Independent Contractor Agreement- Valley Resource Center
5. Independent Contractor Agreement- San Lorenzo Valley Unified School District.

/suppdug

0018

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 State Office Of Criminal Justice Planning for Suppression Of Drug Abuse In Schools program; and

WHEREAS, the County is recipient of funds in the amount of \$ 100,000.00 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 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 \$ 100,000.00 into Department Sheriff Coroner

<u>T/C</u>	<u>Index Number</u>	<u>Revenue Subobject Number</u>	<u>Account Name</u>	<u>Amount</u>
001	661300	1144	Fed/OCJP/LEAA	100,000

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

<u>TIC</u>	<u>Index Number</u>	<u>Expenditure Subobject Number</u>	<u>PRJ/UCD</u>	<u>Account Name</u>	<u>Amount</u>
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Please see attachment for distribution of expenditure appropriations.

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

B y [Signature]
Department Head

Date 1-6-2000

COUNTY ADMINISTRATIVE OFFICER

/ J W / 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

A T T E S T :

 Clerk of the Board

APPROVED AS TO FORM:

Henry A. Oberhelman Jr.
 County Counsel 12/16/97

APPROVED AS TO ACCOUNTING DETAIL:

Ronald J. Stein 1/7/00
 Auditor-Controller

Distribution:

Auditor-Controller
 County Counsel
 County Administrative Officer
 Originating Department

AUD60 (REV 12/97)

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Attachment To Resolution
Suppression Of drug Abuse In Schools Program
Distribution Of Expenditure Appropriations

0020

TC	Index Number	Subobject	Account Name	Amount
021	661300	3105	Overtime	\$4,108
021	661300	3150	FICA	\$ 60
021	661300	3550	Overhead	\$4,762
021	661300	3665	Prof/Special Svc	\$55,652
021	661300	4154	^I Education & Tng	\$ 466
021	131375	9695	County Contingencies	<u>\$34,952</u>
			Total	\$100,000

Note: During Budget hearings Contingency Funds were used to fully finance the Sheriff's San Lorenzo Valley SRO position until other financing was confirmed. The OCJP grant revenue will restore contingency funds used to finance the SRO position.

/resolutl

**OFFICE OF CRIMINAL JUSTICE PLANNING
GRANT AWARD FACE SHEET**

(OCJP A301)

0021

19

The Office of Criminal Justice Planning, hereafter designated OCJP, hereby makes a grant award of funds to the following **Administrative Agency (1)** Santa Cruz County

hereafter designated Grantee, in the amount and for the purpose and duration set forth in this grant award.

(2) Implementing Agency Name Santa Cruz County Sheriff-Coroner's Office

Contact Sgt. Bob Payne, SLV Sheriffs Center

Address 6630 Highway 9, #101 Felton, CA 95018

Telephone (831) 335-0741

(3) Project Title (60 characters maximum) San Lorenzo Valley Drug Suppression Program	(6) Award No. DS99010440
(4) Project Director (Name, Title, Address, Telephone) (four lines maximum) Mark Tracy Sheriff-Coroner 701 Ocean Street, Santa Cruz, CA 95060 (831) 454-2985	(7) Grant Period July 1, 1999 — June 30, 2000
	(8) Federal Amount N/A
	(9) State Amount \$100,000
(5) Financial Officer (Name, Title, Address, Telephone) (four lines maximum) Paul Crawford Senior Departmental Administrative Analyst 701 Ocean Street, Santa Cruz, CA 95060 (831) 454-2414	(10) Cash Match N/A
	(11) In-Kind Match N/A
	(12) Total Project Cost \$100,000

This grant award consists of this title page, the proposal for the grant which is attached and made a part hereof, and the Assurance of Compliance forms which are being submitted. The grant recipient signifies acceptance of this grant award and agrees to administer the grant project in accordance with the statute(s), the Program Guidelines, this Request for Proposals (RFP) and the OCJP Grantee Handbook. The grant recipient further agrees to all legal conditions and terms incorporated by reference in the Program Guidelines, this RFP, and the OCJP Grantee Handbook.

FOR OCJP USE ONLY

Item: 8100-101-0001

Chapter: 50/99

PCA No.: 66509

Components No.: 50, 30, 651

Project No.: GENF1299

Amount: \$ 100,000

Split Fund: -

Split Encumber: -

Year: 99/00

Fed. Cat. #: -

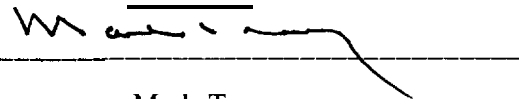
Match Requirement: ---

Fund: GENERAL

Program: SUPPRESSION OF DRUG ABUSE IN SCHOOLS

Region:

**(13) Official Authorized to Sign for
Applicant/Grant recipient**



Name: Mark Tracy

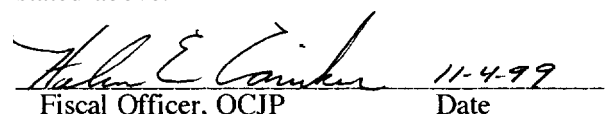
Title: Sheriff-Coroner

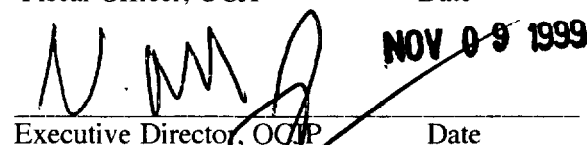
Address: 701 Ocean Street
Santa Cruz, CA 95060

Telephone: (831) 454-2985

Date: 4-20-99

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

 11-4-99
Fiscal Officer, OCJP Date

 NOV 09 1999
Executive Director, OCJP Date

(Rev. 5/97)

Office of Criminal Justice Planning
1130 "K" Street, Suite 300
Sacramento, California 95811

APPROVED

I hereby certify that all conditions for exemptions have been complied with, and this contract is exempt from Department of General Services approval.

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CERTIFICATION OF ASSURANCE OF COMPLIANCE

Note: There are *different* requirements for state and federal funds. (Those affecting only federally funded projects are *identified*.)

0022

I, Mark S. Tracy, hereby certify that:
(official authorized to sign grant award; same person as line 13 on Grant Award Face Sheet)

GRANTEE: Santa Cruz County Sheriff-Coroner's Office

IMPLEMENTING AGENCY: Santa Cruz County Sheriff-Coroner's Office

PROJECT TITLE: San Lorenzo Valley Drug Suppression Program

will adhere to all of the Grant Award Agreement requirements (state and/or federal) as directed by the Office of Criminal Justice Planning including, but not limited to, the following areas:

- I. Equal Employment Opportunity
- II. Drug-Free Workplace Act of 1990
- III. California Environmental Quality Act (CEQA)
- IV. Lobbying
- V. Debarment, Suspension, and Other Responsibility
- VI. Other OCJP Certifications as Applicable

I. EQUAL EMPLOYMENT OPPORTUNITY (EEO)

A. General EEO Rules and Regulations (state and federal)

The applicant selected for funding acknowledges awareness of, and the responsibility to comply with, the following Equal Employment Opportunity requirements by signing the Grant Award Face Sheet (OCJP A301), including this Certification of Assurance of Compliance, and submitting the application to the Office of Criminal Justice Planning (OCJP).

- 1. California Fair Employment and Housing Act (FEHA) and Implementing Regulations, California Administrative Code, Title 2, Division 4, Fair Employment and Housing Commission.
- 2. California Government Code Article 9.5, Sections 11135-11139.5 and Implementing Regulations, California Administrative Code, Title 22, Sections 98000-98413.
- 3. Title VI of the Civil Rights Act of 1964.

2. Assurance of EEOP for Federal Grants of \$25,000-\$499,999

This implementing agency has formulated, or will formulate, implement, and maintain an EEOP within 60 calendar days of the date the Grant Award Face Sheet (OCJP A301) is signed by the Executive Director of OCJP. I also certify that the EEOP is/will be on file in the following Affirmative Action (A.A.) Office:

A.A. Officer: hna Ventura Phares

Title: Santa Cruz County Affirmative Action Officer

Address: 701 Ocean Street, Rm. 310, Santa Cruz, CA 95060

Phone: (831) 454-2958

The EEOP is available for review or audit by officials of OCJP or the Federal Government, as required by relevant laws and regulations.

Additionally, I agree to submit a copy of said EEOP to OCJP (Attention: EEO Compliance Officer) within 60 calendar days of the Executive Director's signature on the OCJP A301.

3. Federal Grants of \$500,000 and Above

All applicants for federal grant funds of \$500,000 or more **will** submit a copy of their EEOP (developed for the implementing agency), or federal letter of compliance, to OCJP with the second stage application forms.

4. EEOP Updates for Continuing Federal Grants

Projects that have previously received a total of \$25,000 or more in federal grants, or a single award in the amount of \$500,000 or more; and have an approved EEOP on **file** with OCJP, are required to submit an annual update of their EEOP if funds are continued. The timeframe for EEOP updates are the same as identified in Section B, 2 and 3 above.

C. The following apply to all OCJP grantees:

1. **In** addition to this Certification, all OCJP grantees must have a current EEO Policy Statement, established by their agency, posted in a prominent place accessible to employees and applicants; and
2. The poster entitled "**Harassment or Discrimination in Employment is Prohibited by Law**" also must be posted in a conspicuous location accessible to employees and applicants. This poster may be obtained from the local office of the Department of Fair Employment and Housing.

F. Taking one of the following actions, within 30 calendar days of receiving notice, with respect to any employee who is so convicted:

1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended;
2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

G. Making a good faith effort to continue to maintain a drug-free workplace through implementation of the above requirements.

III. CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

The above-named **organization(s)/individual(s)** will comply with the California Environmental **Quality** Act (CEQA) requirements as stated in the Public Resources Code, Division 13, Section 21000 et. seq. and all other applicable rules and regulations.

All appropriate documentation will be maintained on file by the project and available for OCJP or public review upon request.

IV. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented as 28 CFR, Part 69, for persons entering into a grant or cooperative agreement over **\$100,000**, as defined at 28 CFR, Part 69, the applicant certifies that:

- A. No federally appropriated funds have been paid or **will** be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal **grant, the entering into** of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency; a Member of Congress, an officer or employee of Congress, **or** an employee of a Member of Congress in connection with this federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- C. The undersigned shall require that the language of this certification be included in the award documents for all subawards at **all** tiers [including subgrants, contracts under grants and cooperative agreements and subcontract(s)] and **that all** subrecipients shall certify and disclose accordingly.

VI. OTHER OCJP CERTIFICATIONS AS APPLICABLE

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Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the grantee may be ineligible for award of any future grants if the Office of Criminal Justice Planning (OCJP) determines that any of the following has occurred: (1) the grantee has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION	
I, the official named below, am the same individual authorized to sign the Grant Award Agreement [line 13 on Grant Award Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification . I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.	
Officials Signature:	<u>Mark S. Tracy</u>
Official's Typed Name:	<u>Mark S. Tracy</u>
Official's Title:	<u>Sheriff-Coroner Santa Cruz County</u>
Date Executed:	<u>06/04/99</u>
Federal ID Number:	<u>94-6000534</u>
Executed in the County of:	<u>Santa Cruz</u>

PROJECT CONTACT INFORMATION

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Applicant: Santa Cruz County Sheriff-Coroner's Office
Implementing Agency (if applicable): Santa Cruz County Sheriff-Coroner's Office 0026
Project Title: San Lorenzo Valley Drug Suppression Program
Grant Number (to be added by OCJP): _____

Provide the name, title, address, telephone number, and e-mail address for the project contact persons named below. **If a section does not apply to your project, enter "N/A."**

1. The person having day-to-day responsibility for the project:

Name: Bob Payne
Title: Sergeant
Address: 6630 Highway 9 #101, Felton, CA 95018
Telephone Number: (831) 335-0741 **Fax Number:** (831) 335-0798
E-Mail Address: SHF102@Co.santa-cruz.ca.us

2. The person to whom the person listed in #1 is accountable.

Name: Don J. Hutchison
Title: Lieutenant
Address: 701 Ocean St., Rm. 340, Santa Cruz, CA 95060
Telephone Number: (831) 454-2966 **Fax Number:** (881) 454-2253
E-Mail Address: SHF489@Co.santa-cruz.ca.us

3. The executive director of a nonprofit organization or the chief executive officer (e.g., chief of police, superintendent of schools) of the implementing agency:

Name: Mark Tracy
Title: Sheriff
Address: 701 Ocean St., Rm. 340, Santa Cruz, CA 95060
Telephone Number: (831) 454-2985 **Fax Number:** (831) 454-2353
E-Mail Address: SHF001@Co.santa-cruz.ca.us

4. The chair of the governing body of the implementing agency: (Provide address and telephone number other than that of the implementing agency.)

Name: Jeff Almquist
Title: Supervisor
Address: 701 Ocean St.; Rm. 500, Santa Cruz, CA 95060
Telephone Number: (831) 454-2200 **Fax Number:** ()
E-Mail Address: BOS051@scruza.cahwnet.gov

5. The person responsible for the project from the applicant agency, if different than #1:

Name: Don Hutchison
Title: Lieutenant
Address: 701 Ocean St., Rm. 340, Santa Cruz, CA 95060
Telephone Number: (831) 454-2966 **Fax Number:** (831) 454-2354
E-Mail Address: SHF489@co.santa-cruz.ca.us

BUDGET CATEGORY AND LINE-ITEM DETAIL	COST
A. Personnel Services - Salaries/Employee Benefits	
School Resource Officer	
0.50 F.T.E. on an annual base of \$56,481	\$28,241
The SRO will be an experienced Sheriff's Deputy assigned full-time to the SLV three-s&001 campus. This officer will be responsible to coordinate and implement the drug suppression activities of the project, as well as to provide information and training to school staff and parents. The SRO will also gather information for facilitating student referrals to counseling and intervention services.	
Benefits:	
Retirement @ 11.425% (\$3,227); OASDI @ 1.45% (\$409); Medical Insurance 50% of fixed \$6,151 (\$3,075)	6,711
Special Response Team Deputy Overtime	
96 hours at \$42.79/hour (incl. career and shift differential + overtime)	4,108
These officers will work with the regularly assigned Deputy to intervene in large, unsupervised teen parties where drugs and alcohol are being used	
Benefits:	60
OASDI @ 1.45 (\$60)	
SLVUSD Teacher Release Time	
26 days @ \$80/day	2,080
Teacher release time will provide the opportunity for curriculum training and planning under Goal 3.	
Benefits:	
N/A	
TOTAL	\$41,200

BUDGET CATEGORY AND LINE-ITEM DETAIL	COST
<i>B. Operating Expenses</i>	
VRC Prevention Training Coordinator The PTC will staff and coordinate the project's LAC; produce parent education programs under Goal 4; and produce school and community trainings under Goal 5.	\$ 10,400
VRC Youth Advocate/Tracker Responsible for contact and case management of hard-to-reach youth referred to the proposed project for intervention services.	7,000
VRC Executive Director Responsible for supervision of Prevention Training Coordinator and Youth Advocate/Tracker; project liaison with local and county-wide interagency coalitions.	2,625
Triad On Campus Counselor(s) 812 hours @ \$25.00/hour Counselor hours at the high school will be increased by one B-hour day per week for the 38-week school year (228 hours). Counselor hours at the junior high school will be increased by two 6-hour days per week for the 38-week school year (456 hours). The current 17 hour/week counseling services at the junior high school will be extended for an additional 4 weeks to allow the program to cover the entire school year (68 hours). Three counselors will attend ten monthly 2-hour meetings of the Multi-Disciplinary Team (60 hours).	20,300
Triad Executive Director 0.05 F.T.E. on an annual base of \$56,160 The Triad Executive Director is responsible for supervision of Triad On Campus Counselors; and promotion and participation as a presenter in parent education events, school and community trainings.	2,808
Triad School Assembly Presenter 8 hours @ \$30/hour The Presenter will conduct four 2-hour student assemblies at the high school as curriculum reinforcement activities.	240
Triad Parent Education Specialist 12 hours @ \$30/hour Triad will furnish presenters to provide information and lead discussion in parent education activities, including four 3-hour presentations to parent education classes during the year.	360
TOTAL	(Continues)

BUDGET CATEGORY AND LINE-ITEM DETAIL	COST
B. Operating Expenses	
Travel and Conference Mandatory OCJP Training Conference Registration \$200 x 6 staff (\$1,200); Hotel & Per Diem \$116 x 6 staff (\$696); Airfare \$150 x 6 staff (\$900)	\$2,796
Local Mileage VRC Prevention Training Coordinator 52 miles/month x 12 months @ \$0.24/mile	150
Office Supplies VRC Prevention Training Coordinator \$10/month x 12 months	120
Facility Rental VRC Prevention Training Coordinator 0.25 FTE x 100 sq.ft. @ \$1.50/sq.ft./month x 12 months	450
Utilities and Facility Maintenance VRC Prevention Training Coordinator 0.25 FTE x \$50/month x 12 months	150
Telephone VRC Prevention Training Coordinator \$10/month x 12 months	120
Postage VRC meeting announcements and event publicity \$15/month x 12 months	180
Training Materials VRC School and Community Trainings \$1 O/person trained x 150 persons	1,500
Parent Education Materials/Drug Information for Teachers VRC pamphlets and information sheets \$.25 ea. x 2,000 copies	500
Student Assembly Materials Triad high school assembly promotional items \$60/assembly x 4 assemblies	240
Drug Prevention Curriculum SLVUSD Here's <i>Looking at You 2000</i> Grade 7-9 Kit Purchase cost of \$1,298 + \$10 1 tax (7.75%)	1,399
Additional Curriculum Materials SLVUSD videos, books, posters, etc. as determined by faculty committee	1,200
Teacher Curriculum Training Consultants and/or registration for Here's Looking at You 2000 training & facilitation 30 hours @ \$50/hour	1,500
Indirect Costs Santa Cruz County Sheriff-Coroner's Office 5% of Total Direct Cost (\$95,238)	4,762
TOTAL	\$ 58,800



Re: Sole Source--Valley Resource Center (VRC)

The grantee, Santa Cruz County Sheriffs Office, is also planning to use Valley Resource Center as a sole source provider. The VRC has an existing role in the community to be served and an expertise in dealing with parental issues and youth intervention. They will provide staffing for all of the Local Advisory Committee meetings, and implement the parent education portion of the program VRC staff will also conduct outreach and tracking of 40 hard-to-reach youth identified for referral to Triad On Campus counseling.

SHERIFF-CORONER

MARK TRACY
SHERIFF-CORONER

0032

COUNTY OF SANTA CRUZ

701 OCEAN STREET, ROOM 340. SANTA CRUZ, CALIFORNIA 95060
PHONE (408) 454-2440 FAX (408) 454-2353 TDD (408) 454-2123Office of Criminal Justice Planning
Sacramento, CA 958 14RE: Sole Source Provider for Suppression of Drug Abuse in Schools **Program**

Dear OCJP

This to clarify the use of TRIAD as the sole source provider under the Grant Application for our utilization at the San Lorenzo Valley Unified School District as the primary counseling group for purposes of the Suppression of Drug Abuse in Schools Program. The rationale for solely using TRIAD services is based on that they are currently under contract with the school district for providing counseling services. The grant funds would allow expansion of the current services. The San Lorenzo Valley Unified School District has retained TRIAD based on their past performance and the established working relationship with the district. I hope this clarifies and addresses any concerns that OCJP may have had regarding this sole source provider for the grant.

Sincerely,

Bob Payne, Sergeant
Santa Cruz County Sheriffs Office


OPERATIONAL AGREEMENT

0033

This Operational Agreement stands as evidence that the Santa Cruz County Sheriffs Office and the San Lorenzo Valley Unified School District intend to work together toward the mutual goal of preventing and suppressing drug use and sales on and around school campuses. Both agencies believe that implementation of the project, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating/providing services as outlined below:

1. Regular attendance and participation by administrative staff at five (5) annual meetings of the Local Advisory Committee (LAC) convened to oversee and coordinate project activities.
2. Attendance and participation by administrative and teaching staff at all project trainings and workshops, including one mandatory OCJP-sponsored training session.
3. SLVUSD will purchase and inventory curriculum materials, including one Here's Looking at You 2000 curriculum kit for use in the 7th and 8th grades.
4. Teaching staff from the Junior High School and High School will attend curriculum trainings and workshops for the articulation and adaptation of the Here's Looking at You 2000 curriculum for a total of 26 staff days.
5. SLVUSD will provide office space for the Sheriff's School Resource Officer (SRO) to be stationed at the High School campus. Administrative and campus security staff will coordinate information and activities with the SRO.
6. SLVUSD will work with Triad Community Services, Inc. to establish and maintain a system of referral for students identified as being at-risk for or involved with alcohol, tobacco and other drugs, for the purpose of insight classes, counseling, treatment and other case management activities.
7. SLVUSD will make available facilities for the production of parent education activities to be produced by the Valley Resource Center, and will assist in publicity and promotion of these events.

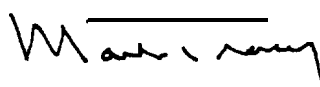
We, the undersigned, as authorized representatives of the Santa Cruz County Sheriff's Office and the San Lorenzo Valley Unified School District, do hereby approve this document.



Dr. Andw Meyer, Superintendent
San Lorenzo Valley Unified School District

4-15-99

Date



Mark Tracy, Sheriff
Santa Cruz County Sheriffs Office

4-20-99

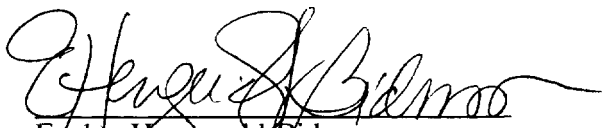
Date

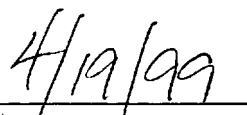
OPERATIONAL AGREEMENT

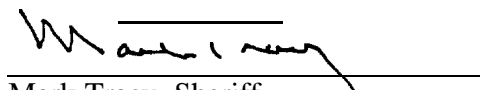
This Operational Agreement stands as evidence that the Santa Cruz County Sheriff's Office and the San Lorenzo Valley Resource Center (VRC) intend to work together toward the mutual goal of preventing and suppressing drug use and sales on and around school campuses. Both agencies believe that implementation of the project, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating/providing services as outlined below:

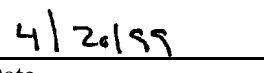
1. Regular attendance and participation by VRC administrative staff at five (5) annual meetings of the Local Advisory Committee (LAC) convened to oversee and coordinate project activities.
2. Attendance and participation by VRC administrative and direct service staff at all project trainings and workshops. In addition, a minimum of two VRC staff or volunteers will attend one mandatory OCJP-sponsored training session.
3. The VRC will provide a Prevention Training Coordinator, at 0.25 F.T.E., to staff the LAC; survey potential training participants, teachers and parents; produce two trainings for school staff and other community professionals; produce two parent education panels and four parenting skills/support groups; and develop, print and distribute 2,000 pieces of informational materials as described in the grant proposal.
4. The VRC will provide one Youth Advocate, at 0.25 F.T.E., to conduct outreach and tracking of 40 hard-to-reach youth identified for referral to the Triad On Campus counseling.
5. VRC administrative staff will represent the proposed project and make regular reports at the Santa Cruz County Children's Network and the Together for Youth Coalition.

We, the undersigned, as authorized representatives of the Santa Cruz County Sheriff's Office and the San Lorenzo Valley Unified School District, do hereby approve this document.


Evelyn Hengeveld-Bidmon
San Lorenzo Valley Resource Center


Date


Mark Tracy, Sheriff
Santa Cruz County Sheriff's Office


Date

OPERATIONAL AGREEMENT

3035

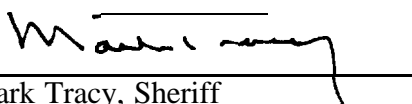
This Operational Agreement stands as evidence that the Santa Cruz County Sheriffs Office and Triad Community Services, Inc. intend to work together toward the mutual goal of preventing and suppressing drug use and sales on and around school campuses. Both agencies believe that implementation of the project, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating/providing services as outlined below:

1. Regular attendance and participation by Triad administrative staff at live (5) annual meetings of the Local Advisory Committee (LAC) convened to oversee and coordinate project activities.
2. Attendance and participation by Triad administrative and direct service staff at all project trainings and workshops. In addition, a minimum of two Triad staff will attend one mandatory OCPJ-sponsored training session.
3. Triad Community Services, Inc. will work with the San Lorenzo Valley Unified School District to establish and maintain a system of referral for students identified as being at-risk for or involved with alcohol, tobacco and other drugs, for the purpose of insight classes, counseling, treatment and other case management activities.
4. Triad Community Services will provide a total of new 752 hours of student assistance counseling for students at San Lorenzo Valley Junior High School and San Lorenzo Valley High School, extending existing services to accept increase referrals from the proposed project.
5. A minimum of three Triad On Campus counseling staff members will attend ten monthly meetings of the SLV Multi-Disciplinary Team to participate in interagency complex case management
6. Triad counseling and administrative staff will provide a total of 16 hours of presentations to parents, school personnel, and other community members as coordinated by the Valley Resource Center under the proposed project.
7. Triad will produce four school assemblies at SLV High School to reinforce the drug prevention curriculum.

We, the undersigned, as authorized representatives of the Santa Cruz County Sheriff's Office and the San Lorenzo Valley Unified School District, do hereby approve this document.


Alan Sherer, Executive Director
Triad Community Services, Inc.

4/19/99
Date


Mark Tracy, Sheriff
Santa Cruz County Sheriffs Office

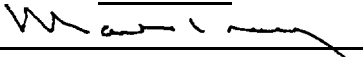
4/20/99
Date

OFFICE OF CRIMINAL JUSTICE PLANNING
SUPPRESSION OF DRUG ABUSE IN SCHOOLS PROGRAM

Certification of Co-Application

Penal Code Section 13861 (b) mandates a co-application process for DSP. Applications must be signed by both the chief law enforcement officer and the superintendent of the school district or county office of education.

As the chief law enforcement officer and the superintendent, we hereby certify that this application is being submitted jointly.



Law Enforcement Official



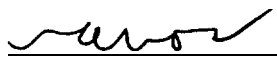
School Superintendent

OFFICE OF CRIMINAL JUSTICE PLANNING
SUPPRESSION OF DRUG ABUSE IN SCHOOLS PROGRAM

.0037

ction 13860 requires that all funded projects be joint efforts between local law
agencies and local school districts in cooperation with county drug program offices.

drug administrator, I have reviewed the services provided in this proposal as it relates to
em in this county. Additionally, the activities complement and coordinate with the
r Plan.


County Drug Administrator

16/99
Date

Budget Narrative

The total budget for the proposed project is \$100,000, with \$95,238 in direct costs and \$4,762 in indirect costs. The budget includes sub-contracts for services with three organizations with specific expertise and access to the intended target audience: the San Lorenzo Valley Unified School District, which will provide curriculum instruction and teacher training; the Valley Resource Center, which will staff the Local Advisory Committee, produce parent education events and classes, and produce school and community trainings on adolescent drug abuse; and Triad Community Services, which will provide intervention counseling for students involved with alcohol tobacco and other drugs. The budget will include the following amounts:

Santa Cruz County Sheriff-Coroner	\$39,120
San Lorenzo Valley Unified School District	6,179
Valley Resource Center	23,195
Triad Community Services	23,948
Mandatory Travel and Conference	<u>2,796</u>
Total Direct	95,238
Indirect	<u>4,762</u>
Total Cost	\$100,000

Although no local matching funds are required by the grant program, significant local resources will contribute to the operation of the proposed project. Local funds are allocated to cover administrative costs so that grant funds primarily support direct services. The Sheriff-Coroner's Office will be responsible for program administration and reporting, including the positions of Project Director, Financial Officer, and Project Coordinator.

Personnel costs amount to \$84,933. Names and duties of staff supported by grant funds can be found in the line item detail and in Section 2 of the proposal narrative. Operating expenses will be \$15,067 and include training and educational materials directly supporting project goals and objectives along with limited facilities for the Prevention Training Coordinator (office space, utilities, telephone, office supplies, postage and local travel).

1. Problem Statement

Description of Target Area

The San Lorenzo Valley (SLV) is a steep mountainous community located in northern Santa Cruz County. The community, with a population of approximately 30,000, is set along the winding, steep-walled valley of the San Lorenzo River. It includes a series of unincorporated towns — Felton, Ben Lomond, Brookdale, Boulder Creek — as well as the more remote regions of Lompico and Zayante. Twelve miles to the south lies the City of Santa Cruz, seat of county government and center for most county and non-profit human services. Through the mountains and across the county line to the north lies the metropolitan area of San Jose and the Silicon Valley.

Unlike other areas of the county with incorporated cities and urban infrastructure, SLV has few public resources. Volunteer fire departments are the rule here, and what few parks exist are often ones built by the community for itself. The San Lorenzo Valley Unified School District (SLVUSD) is the largest public entity in the Valley. It is composed of four elementary schools, one junior high school, a comprehensive high school, an alternative high school and growing independent studies and homeschool programs. Four thousand students make up the K- 12 population. Of special importance to the proposed project, the junior high, the high school and one of the elementary schools are contiguous, forming a single large campus that is located near the mid-point of the Valley.

The community is made up of residents with widely divergent backgrounds and lifestyles that trace back to a history of successive waves of newcomers. Early lumbermen and workers in the lime industry were joined in the 1900's by the sons and daughters of wealthy San Franciscans, as tourism and summer homes rose in importance. The 1960's brought communities of hippies, bikers and other counter-cultural groups drawn by rural isolation and freedom from "the establishment." Since the 1980's SLV has become home to thousands of commuters who work "over the hill" in the service and technology industries of the Silicon Valley.



The demographic makeup of the Valley are those of a community in transition from ethnic isolation to multiculturalism. The Census of 1990 shows a population with 93% White, 5% Hispanic, and 2% Black, Asian, or Native American residents. A more recent 1998 survey shows that only 86% of parents and 78% of students identify themselves as White. Rumors of the Klan persist in SLV, and community groups have recently begun speaking out against racism and intolerance.

Hidden from one another by the rough terrain, rich and poor are neighbors in SLV. While the community boasts a per capita income above the county's average, there are pockets of poverty so extreme that the area has been referred to by past welfare workers as "Little Appalachia." Children from families without running water or electricity come to school poorly nourished and clothed, ill prepared academically and emotionally to succeed. The area is ranked by County Mental Health as number one in the county for children who are seriously emotionally disturbed (SED). Law enforcement points to the Valley as a prime growing region that provides up to one-tenth of the California marijuana crop. In recent years its remoteness has fueled a revival of the methamphetamine labs that proliferated here in the late 1960's.

The area has been officially declared a disaster area nine times in the last twelve years due to earthquake, fire, a freeze, and five major floods and mud slides. Each year the weather is a threat, especially for families "living on the edge" in substandard housing without water or electricity.

For many years geographic isolation, limited public transit and challenging terrain have made providing human services to the Valley a challenge for traditional County and non-profit agencies. The residents' blend of rugged individualism and suspicion towards outsiders — especially government workers — convinced many providers that their services were better directed to other areas of the county. Valley residents, for their part, retreated into self-sufficiency and informal networks of mutual support.

In recent years this trend has reversed as grassroots efforts have uncovered the extent of unmet needs in the areas of housing, child welfare, substance abuse, and teen delinquency. Backed with



evidence of the need and a community mobilized for change, the area has been identified as a priority for new services. In 1997 the County of Santa Cruz released *Identification of At-Risk Communities*, a report which ranked the San Lorenzo Valley as one of the two highest need areas in the county, citing numerous environmental stressors which place SLV youth at risk for delinquency and substance abuse, including high rates of poverty, adult substance abuse, single parent families, unemployment, child abuse/neglect, public assistance households, and low academic achievement. The collaboration represented in this proposal reflects this new level of interest and county-wide commitment to serving the youth and families of SLV.

Problem to be Addressed

The rate of adolescent drug use in the San Lorenzo Valley is dramatically high, higher than national, state and county comparison numbers, causing serious consequences for the entire community. The use of alcohol and other drugs in and around school is consistently high in the San Lorenzo Valley than elsewhere in the county. Yet the number of students who are apprehended or referred to intervention services is lower than ever before. The proposed project aims both at an overall reduction in student substance abuse and a decrease in use and sales among students while at school.

The disproportionate levels of use are indicated in the biannual Santa Cruz County Youth Survey.

Table 1. Lifetime Use of Substances, 1998

<i>Drug Category</i>	<i>SLV 11th Grade (Santa Cruz Youth Survey)</i>	<i>County 11th Grade (Santa Cruz Youth Survey)</i>	<i>National 12th Grade (Monitoring the Future)</i>
Alcohol	93%	87%	82%
Been Drunk	67%	62%	64%
Marijuana	73%	61%	50%
Cigarettes	66%	56%	65%
Hallucinogens	30%	18%	15%

Fourteen percent of the 11th grade — one in seven students — reports using marijuana on a daily basis. Ninety-seven percent described marijuana as “fairly easy” or “very easy” to obtain. Among 8th graders this number drops to 72%. Amazingly, only 27% of the SLV 11th graders believe that regular use of marijuana will lead to “a lot” of harm. Alcohol is described as “fairly easy” or “very easy” to obtain by 99% of 11th graders, 96% of 9th graders, 85% of 8th graders, and 57% of 6th graders. Forty percent of 11th graders report having passed out drunk

In spite of these statistics and the tragedies that have accompanied them, the level of awareness or the problem and commitment to prevention and suppression is remarkably low in the San Lorenzo Valley. In part this is due to the prevailing culture of isolation, individualism, and counter-culturalism. It is also a reflection of the enormous, hidden economic and social influence of marijuana cultivation and drug manufacture in SLV. In recent years the physical quantity of marijuana plants seized in this area has placed Santa Cruz in the top three counties statewide for marijuana cultivation. The adult community is generally very ambivalent regarding prevention goals and efforts. An informal community survey done in 1997 found that only half of adults in the Valley believe that furnishing alcohol to minors is unacceptable, while the rest ranged from mixed feelings to outright approval.

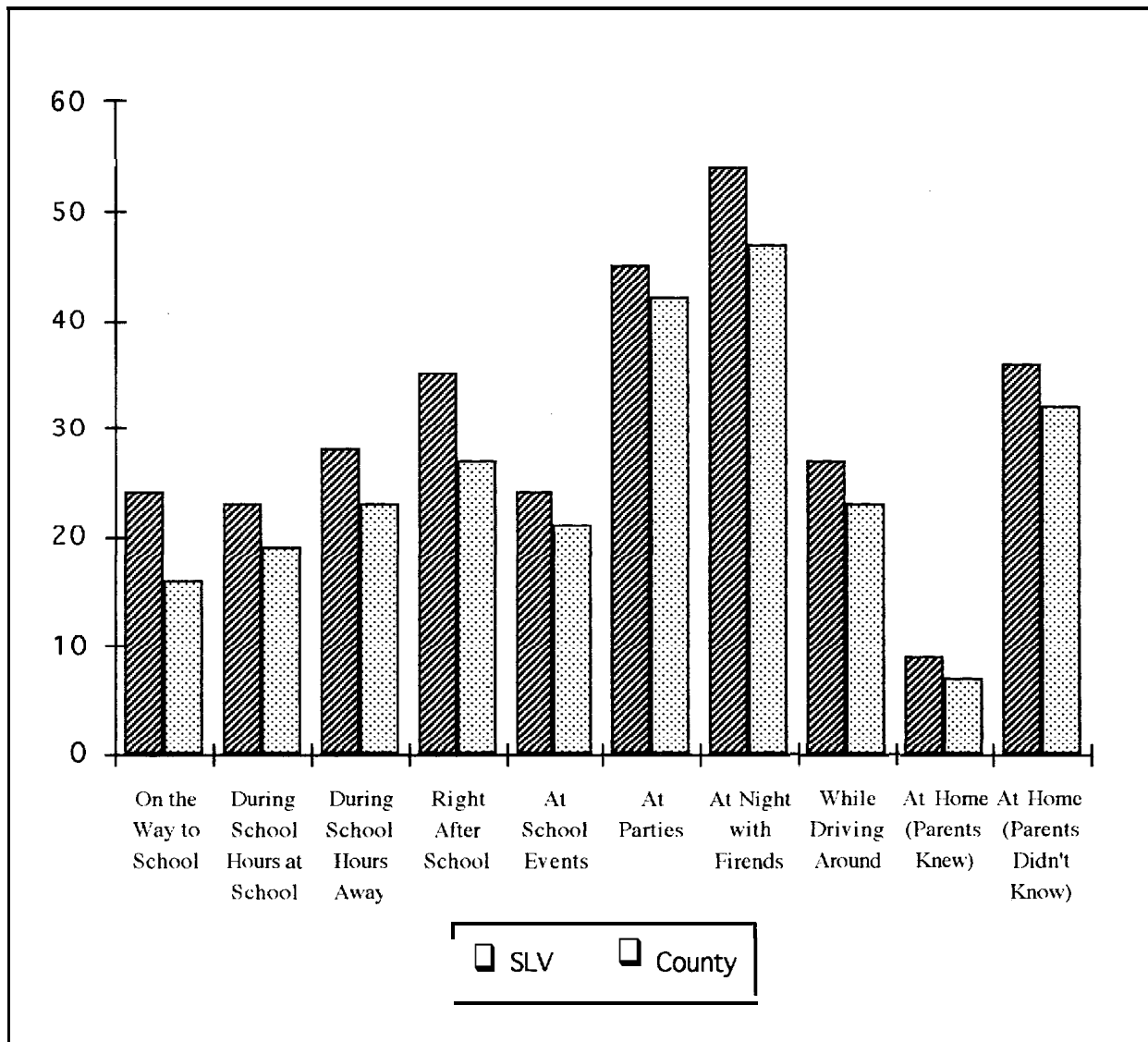
The physical environment and character of the Valley exacerbates the problem of adolescent drug use. The region is heavily forested and even where homes are close together there is a great deal of privacy and screening. There are dozens of secluded locations within an easy walk of Highway 9 where teens gather to use and sell drugs. At the same time, the lack of positive recreation opportunities, minimal public transportation, and significant numbers of latchkey youth make alcohol and drug use a primary social magnet.

The number of students referred to drug intervention services has decreased over the last five years. Given the extent of use and sales, the number of arrests is remarkably low. Only 37 students were arrested for possession and 2 for sales on or near campus last year. Yet nearly a quarter of 11th grade students self-report having used drugs on the way to school, during school



hours on campus or away from school, or at school events. More than a third use drugs right after school. Fewer students report using alcohol (which is less easily concealed) at school, but 15% report use during school hours at or away from campus.

Where SLV and County 11th Grade Students Have Used Drugs



Another significant element in SLV youth drug use are unsupervised alcohol and drug use parties. These parties, with up to 200 teens, are commonplace in the Valley during the Spring and early Summer months. They are typically held in houses of students whose parents are out of town.

Often these students intend to invite a small number of friends, but the news travels quickly by word of mouth, telephone calls, and even printed fliers posted along Highway 9. Alcohol, marijuana and other drugs are brought in quantity, the party grows out of control, fights start and the homes often end up ransacked.

Law enforcement and school officials keep a careful watch for advance news of these parties, and are able to head some off early in the day. Others go undetected until neighbors complain about noise and vandalism: since many of the homes are isolated from each other, parties may go for hours before neighbors contact the authorities. Because of the large number of teens involved and the challenge of finding responsible adults, it has been difficult for one or two regular deputies to do more than pour out the alcohol (other drugs are usually hidden as soon as the officers arrive) and send the teens home. In many cases the teens simply regroup later at a new location to continue their party.

Inadequacy of Existing Resources

There is clearly a need to address both the overall problem and adolescent substance abuse as well as the problem of student drug use and sales on campus. Some efforts are still in place: drug prevention curricula is present in some grade level, though it is fragmented and taught in isolation. A School Resource Officer has been stationed at the high school through funding offset by a COPS Ahead grant which has just run out. Community organizing efforts have been successful in advocacy for alcohol sales policies, and the community has supported positive alternative events for youth and families.

There has been little coordination among these efforts, however, and they have faced significant barriers: the physical environment, lack of transportation and supervised recreation, easy availability of alcohol and drugs, and prevailing community norms and attitudes favorable to drug use. Yet the will among many community members to find a solution has been growing in the last two years as a series of tragedies has uncovered the extent of alcohol and drug use by minors in SLV. The

community is still in shock from the deaths of three popular young men who were killed while driving intoxicated on the winding back roads in the hills. Even some community members who have stood up for drug legalization have begun to rethink drugs' impact on young people.

The proposed project will take advantage of this opportunity to begin rebuilding the infrastructure for prevention that has eroded over the last fifteen years. The school district is facing serious funding shortages, and the few community-based organizations working in the valley are finding it more and more difficult to survive financially. Funding for the proposed project will enable the community to form a coordinated, comprehensive strategy to reverse adolescent drug use trends, and eliminate the sales and possession of drugs on campus.

2. Project Plan

The Valley Drug Suppression Program will combine the six elements of the OCJP model into a coordinated system of interconnected and mutually reinforcing activities to reduce adolescent substance abuse, with a special focus on the elimination of possession and sales of drugs on campus.

Goal 1. Establish a Suppression of Drug Abuse in Schools Local Advisory Committee

Mandatory Objectives

Objective 1.1 The Suppression of Drug Abuse in Schools Local Advisory Committee (LAC) will meet five (5) times in the grant year.

Activities: 1.1 .a Schedule all LAC meetings, arrange for meeting facilities, and mail notices to members.

1.1 .b Conduct LAC meetings, including program reports, progress assessment, interagency coordination, project policy development and oversight.

1.1.c Maintain records and minutes for all meetings.

Project Specific Objectives

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Objective 1.2 The LAC will be integrated as a formal subcommittee of the San Lorenzo Valley Community Collaborative.

- Activities:
- 1.2.a Make formal announcement of project funding and orient all members to the goals, objectives and activities of the Valley Drug Suppression Program.
 - 1.2.b Deliver regular progress reports to the full collaborative, including information about trainings available to agency and community representatives.
 - 1.2.c Participate in annual planning for comprehensive services to youth and families.

Objective 1.3 Project staff will represent the LAC and the proposed project at county-wide interagency meetings to report on DSP activities and take part in long-range planning efforts.

- Activities:
- 1.3 .a Attend and make announcements to the bi-monthly meetings of the Santa Cruz County Children's Network
 - 1.3.b Attend and make announcements to the monthly meetings of the Together for Youth/Unidos Para Nuestros Jovenes Coalition

Narrative Description of Goal 1

A Local Advisory Committee (LAC) for the proposed project has been delegated with authority to oversee the proposed project. The LAC will include the following representative members:

Law Enforcement	Sgt. Bob Payne, SLV Community Service Center; Steve Fitzgerald, School Resource Officer
School District	Barbara Bovee, Director of Instructional Services
School Site Staff	Ray Shurson, Assistant Principal, SLVHS; Michelle McKinny, Principal, SLVJHS; Eddie Bautista, SLVHS Healthy Start Advocate
Parents	Karen Chilcott; Rose Anderson
Students	t.b.a. (2 from high school, 2 from junior high school)
County Drug Program	Bill Manov, Director of Drug and Alcohol Programs
Prevention and Intervention Programs	Alan Sherer, Executive Director, Triad Community Services; Judy Darnell, Prevention Coordinator, Valley Resource Center

This LAC grows out of an existing group, the Alcohol and Drug Subcommittee (ADS) of the San Lorenzo Valley Community Collaborative, which has met monthly for the last year to promote planning and coordination between the school, law enforcement and non-profit agencies. The LAC has additional members and will take on an expanded role in oversight and coordination of the proposed project. This responsibility will include the development of specific interagency protocols for collaboration and information-sharing, as well as planning for sustainability through local and private foundation support for project activities at the end of OCJP funding. The LAC will be staffed by the Valley Resource Center Prevention Coordinator, and will hold five meetings each year (one annual planning meeting and four quarterly meetings). The ADS will continue to meet during months with no LAC meeting scheduled.

The LAC will report as a formal committee to the San Lorenzo Valley Community Collaborative (SLVCC). This group includes over fifty members representing the school district, local and regional agencies, elected officials, business leaders, teachers, students and parents from elementary through high school level. The SLVCC was originally formed to direct two State Department of Education Healthy Start grant programs in the Valley. In 1998 the collaborative expanded to its current role of networking, planning and coordination of all human service efforts in SLV. As a formal subcommittee, the LAC will make monthly program reports to the full SLVCC regarding DSP activities. This relationship will integrate the activities of the proposed project with the broader services and initiatives available in the community.

In addition to reporting to the SLVCC, project staff will attend county-wide meetings related to substance abuse prevention and interagency coordination. This will include the Santa Cruz County Children's Network, the formal 997 Interagency Coordinating Council established by the Board of Supervisors. Staff will make regular announcements regarding DSP activities and will take part in long-range planning efforts related to drug suppression.

Project staff will also attend monthly meetings of the Together for Youth/Unidos Para Nuestros Jovenes coalition. Under the leadership of the local United Way, this group has developed a



coordinated, research-based strategy for county-wide alcohol tobacco and other drug abuse prevention and intervention. over one hundred agencies and organizations take part as members of Together for Youth, with the common goal of reducing youth alcohol and other drug use rates to a level at or below the national comparison. Staff from the proposed project will ensure that DSP activities will be integrated with the county-wide plan, with a special focus on sustainability through county-wide fund raising and grant writing efforts.

Goal 2. Implement a Drug Traffic Intervention and Suppression Program

Mandatory Objectives

Objective 2.1 Juvenile arrests for the possession of drugs on or near all target area schools will increase 30 percent (from 37 to 48) by the end of the grant year.

- Activities: 2.1 .a Conduct regular campus patrols of combined campus area, with special emphasis on areas with low visibility.
- 2.1 .b Provide information regarding adolescent drug use patterns to teachers, parents and other community members.
- 2.1.c Provide central collection point for information and referrals to counseling and substance abuse intervention services.
- 2.1 .d Establish information sharing agreement and process with Santa Cruz City PD and Scotts Valley PD.
- 2.1 .e Initiate a community problem-solving effort, utilizing the SARA model to encourage all stakeholders and guardians to play an active role in prevention and intervention of student drug use.

Objective 2.2 Juvenile arrests for the sale of drugs on or near all target area schools will increase 250 percent (from 2 to 5) by the end of the grant year.

Activities: *Note: activities under Objective 2.2 are identical to those under Objective 2.1*

Objective 2.3 An officer will be present on the school campus a minimum of 40 hours per week, excluding classroom time.

Activities: *Note: activities under Objective 2.3 are identical to those under Objective 2.1*

Objective 2.4 A special response team with a total of 96 hours of officer overtime will intervene in unsupervised teen parties on 8 - 12 popular weekend nights in the Spring and Summer.

- Activities:
- 2.4.a Identify and train volunteer overtime response team officers.
 - 2.4.b Work with school officials and other community members to schedule appropriate dates.
 - 2.4.c Publicize team activities and encourage residents to report unsupervised teen parties.
 - 2.4.d Investigate reported situations where alcohol and drugs are present, including detaining and recording names of unsupervised minors for tracking by the SRO.
 - 2.4.e Meet with parents and homeowners to hold them accountable and offer referrals to project counseling, education and support services.

Narrative Description of Goal 2

The specific target sites for the proposed project will be San Lorenzo Valley High School (SLVHS), San Lorenzo Valley Junior High School (SLVJHS), and San Lorenzo Valley Elementary School (SLVES). These three schools share a single, contiguous campus area immediately adjacent to Highway 9 just north of the town of Felton. The total student population for these three schools is 2,368, divided among the grades as follows: Elementary (K-6) - 522; Junior High (7-8) - 641; High School (9-12) - 1,205. The district operates three other elementary school sites, an alternative high school, and independent studies and homeschool programs.

In 19% the Sheriff's Office placed one full-time **School Resource Officer** (SRO) at SLVHS, funded by offset staffing provided by a Community Oriented Policing grant from the U.S. Department of Justice. The duties of this position included on-campus patrol at the High School and response to campus discipline issues and criminal reports. Although the school district originally intended to pay for half of this position at the end of grant funding, the district is unable at this time to allocate funds for this purpose due to budget shortages. The Sheriffs Office will continue to fund one half of the officer's salary and benefits, reducing this to a half-time position in the next school year. As a part of implementing a drug traffic intervention and suppression

program in this high-using population, the proposed project will take this opportunity to return the SRO to a full-time position and to expand the SRO's leadership role in addressing the critical problem of student substance abuse.

Under the proposed project, the SRO will expand operations to include all three target schools. The officer will continue patrol and response duties, with a special emphasis on the many hidden and remote areas adjacent to the campus where students use and sell drugs. As noted in the problem statement above, there is strong evidence to suggest that the level of arrests for drug use and sales on and around the combined campus greatly underestimates the prevalence of student substance abuse activity. SLV students report remarkably high levels of use just before, during and after school: nearly a quarter of 11 th graders report using drugs on campus during school hours. According to student surveys, this school-related drug use has been steadily rising for the last five years. Targeted patrol and interception of drug activity is essential to reverse this trend..

In addition to patrol, the SRO will take leadership to raise the awareness of school staff, students and parents and encourage them to play a more active role in prevention and suppression efforts. This will include extensive meetings with and presentations to faculty and parents, providing up-to-date information and answering questions. Feedback from teachers and parents has made it clear that they lack the information they need to identify adolescent drug use patterns. They are unfamiliar with the types of drugs being used, the characteristics of adolescent drug users, and the extent and consequences of the problem. The SRO will equip them to identify warning signs and to intervene through law enforcement and counseling referrals for youth who are initiating drug use.

The intention of this goal goes beyond simply increasing the number of arrests, however. The focus will be on early apprehension and referral to the expanded intervention and counseling system described under Goal 6, below. The SRO will serve as a central point of information for tracking students who may be in need of drug abuse intervention and treatment. This will include systematically monitoring school discipline cases, referrals from faculty, parents and other

students, as well as information from other Sheriffs Deputies, including narcotics teams, CNET, or other special teams (see below). In addition, the SRO will work to establish information sharing with the records departments of the Santa Cruz City Police Department and the Scotts Valley Police Department. Names of minors apprehended for possession or sales in these two nearby urban jurisdictions will be forwarded to the SRO, who will be able to make contact and referral to intervention services as available and appropriate.

The SRO will also initiate a community problem-solving effort, mobilizing concerned teachers, parents and students. The SARA model will be utilized: Scanning - Analysis - Response - Assessment. The focus is on identifying “guardians” in the school environment which has influence over the problem. This can include people, such as nearby businesses and homeowners; physical features, such as plants and buildings; or policies and practices, such as an open campus or lunchtime activities. Over time, one or more problem-solving groups will work on specific components of the issue, eliminating factors that allow and encourage school-related drug use and sales.

A second element to drug traffic intervention and suppression program will be a **special response team** of regular Sheriffs Deputies working on popular weekend nights to contain the spreading problem of large, unsupervised teen alcohol and drug parties. Two or more Deputies will be paid for overtime hours to join with regular beat officers in responding to these parties more aggressively than ever before. A larger number of officers will enable the team to go beyond dispersing the party: where possible, the team will detain all minors, contact their parents or legal guardians, and have them physically come to the site to take them home. The names of all minors will be taken on special field interview cards noting whether the minor was under the influence. These “party cards” will be forwarded to the SRO for tracking repeat party-goes in need of substance abuse intervention.

The team will talk with parents of the minors, making referrals to the proposed project’s parent education and support services (Goal 4, below). Minors and their parents will be held accountable

for any damage done to the home and the surrounding neighborhood. The owners of the houses where the parties are held will be contacted and advised of their legal liability.

These parties have become an accepted, familiar part of the local culture. In addition to the significant immediate threat they pose to the youth involved, they also perpetuate the use and sales of drugs among students both on and off campus. It is anticipated that this more aggressive strategy will gradually eliminate this dangerous Valley "tradition," while at the same time moving more youth substance abusers and their families toward intervention and support.

Goal 3. Provide Classroom Prevention Curriculum to Students and Training in Curriculum Delivery to Teachers and Officers

Mandatory Objectives

Objective 3.1 Provide a substance abuse education program to a total of 1,165 students in grades 5 - 12, as detailed in the following chart:

<i>Grade Levels</i>	<i>Number of Students</i>	<i>Curriculum Name</i>	<i>Number of weeks</i>	<i>Hours per week</i>
5 - 6	167	D.A.R.E	17	1
7	290	D.A.R.E	17	1
8	335	H.L.A.Y 2000	3	5
9-12	370	H.L.A.Y 2000	3	5

- Activities: 3.1 .a Purchase and circulate one 7-9th grade *Here's Looking at You 2000* curriculum kit.
- 3.1.b Schedule and deliver *D.A.R.E* and *Here's Looking at You 2000* curricula to students..
- 3.1.c Purchase and circulate additional teaching materials (videos, models, software, posters, etc.) identified by faculty to supplement existing curricula.
- 3.1.d Schedule and conduct reinforcement assemblies for the High School student body on the consequences of alcohol tobacco and other drug use.



Objective 3.2 24 hours of training in *Here's Looking At You 2000* will be provided to twelve (8) curriculum presenters.

Activities: 3.2.a Meet with teachers and identify specific training needs.

3.2. b Schedule and conduct trainings and articulation meetings

Narrative Description of Goal 3

The integrity of the alcohol tobacco and other drug prevention curriculum in the San Lorenzo Valley Unified School District (SLVUSD) has declined over time. The district has seen both a loss of State and Federal funding support, as well as sharply increased competition for class time from a variety of social issues and a heightened focus on academic standards and testing. The result is a patchwork which includes a strong DARE component in the 5th - 7th grades and a short, eclectic curriculum delivered to incoming freshmen at the high school and a variety of fragmented, independent lesson plans in science and social studies classes.

The proposed project will expand the number of students in grades 7 - 12 receiving the curriculum, the amount of classroom time devoted to the curriculum, and, most significantly, it will increase the effectiveness of the curriculum by establishing a coordinated, comprehensive plan for prevention education across the grade levels. Grant funding will purchase one *Here's Looking at You 2000* (HLAY) curriculum kit for the 7th through 9th grades. This kit will be inventoried by the school district and will be circulated to trained teachers throughout the school year. In addition, curriculum trained teachers will identify specific educational materials to supplement the DARE and HLAY curricula: these materials will be available to all teachers to encourage the infusion of alcohol and other drug prevention within a broad spectrum of subjects and classes. Finally, a series of four high-energy assemblies will be conducted by Triad Community Services to raise student awareness and reinforce the curriculum.

The proposed project will provide significant training and curriculum planning to revitalize prevention education at the junior high and high school, with a special focus on high-risk students in alternative academic programs. Teachers will include high school health, science and social

studies teachers, teachers from independent and homeschool programs, and science' and opportunity program teachers at the junior high school. At least three teachers will participate in full, two-day HLAY teacher trainings, including curriculum overview, lesson plan development and skills practice. In addition, three full days of training and planning sessions will be held with these and at least five additional teachers (two of the HLAY-trained teachers will participate in only one day of additional training). These training and planning sessions will include: development of comprehensive plans for the scope and sequence of prevention education across the grade levels; presentations by curriculum presenters from other school districts; site visits to other districts; additional skill-development activities; development of curriculum infusion guidelines and suggested lesson plans for all areas of study; and coordinating curriculum delivery with drug prevention assemblies and other events. Participants will make regular presentations to faculty meetings regarding the information and planning from these sessions.

Goal 4. Implement Family-Oriented Programs

Mandatory Objectives

Objective 4.1 Conduct six (6) parent education programs to increase an understanding of drugs and their effects to at least 160 participants (unduplicated). A minimum of 35% will be parents of high-risk or drug-using students.

- Activities: 4.1 .a Survey parents, including parents of high-risk youth and youth already drug involved, to develop a list of topics and skills for parent education programs.
- 4.1 .b Identify presenters and schedule parent education programs and groups.
- 4.1.c Publicize parent education programs through newspapers, fliers, and articles in school newsletters.
- 4.1.d Recruit parents of high-risk youth through the Healthy Start Program, Triad on Campus (see goal 6, below) and the School Resource Officer.
- 4.1.e Produce two large-scale evening panel presentations on topics of concern to parents
- 4.1.f Produce four small-group parent education/parent support groups, with 4-6 sessions each.



Project Specific Objectives

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Objective 4.2 Print and distribute 1,800 informational brochures and pamphlets with information for parents about preventing, identifying and intervening in adolescent drug abuse.

Activities: 4.2.a Work with parents, including parents of high-risk youth and youth already drug involved, to develop the content and format of informational materials.

4.2.b Print and distribute informational materials to parents through parent education events and other components of the proposed project.

Narrative Description of Goal 4

Family-oriented programs will respond to the stated interests and needs of parents in the areas of family management, drug abuse signs and symptoms, and DSP activities and resources. The Valley Resource Center (VRC) will implement two levels of parent education programming: single session, large scale evening events for 50 - 75 participants; and small-group information, skill-building and problem-solving classes for 15 - 20 participants. Both will be promoted through a variety of media as well as the Valley's most powerful mode of communication: word of mouth.

Special outreach to parents of high-risk youth will be accomplished through the Healthy Start program, also administered by the VRC. The VRC Prevention Training Coordinator will work with Healthy Start family advocates to identify and work individually with these parents to encourage their participation. At least one of the small-group classes will be geared specifically for Healthy Start families, with the family advocates acting as co-facilitators.

Other parents of high-risk students will be recruited through the Triad On Campus program, which will offer intervention counseling and referral for alcohol- and drug-involved students as a part of the proposed project (Goal 6, below). Additional parents will be identified by the SRO, with information gathered from the special response team; information-sharing from other law enforcement agencies; and referrals from faculty and students.

Large-scale parent events will be in a panel format, with local experts in the area of family management skills and adolescent substance abuse. This will include intervention counselors, law enforcement officers, and school staff. The content of these presentations will include:

- Recognizing signs and symptoms of adolescent substance abuse
- Risk and protective factors in the family setting
- Current drugs in use by SLV students
- Family management and communication skills
- Community resources and referrals
- Peer support networks for parents of Valley teens

Small-group classes will be co-facilitated by intervention specialists and parent peer educators from the Healthy Start Program. These classes will run for four to six sessions, and will include information and skill-building, as well as peer support and networking. In past years the VRC piloted similar classes, and found that parents often continue meeting for emotional and problem-solving support.

In addition, the proposed project will develop, print and distribute written materials such as pamphlets and resource lists with critical information for parents regarding adolescent drug abuse. The Prevention Training Coordinator will work with parents to determine the most useful content and format for these materials, and will distribute them through all parent education events and classes, as well as other parent and community groups, counselors and school staff.

Goal 5. Provide Training for School Personnel and Law Enforcement Staff in the Recognition of Drug-Related Problems

Mandatory Objectives

Objective 5.1 Provide 4 hours of in-service training to 50 school administrators, school board members, teachers, sports coaches, school staff, law enforcement and others in DSP-related activities, recognizing the signs and symptoms of youth substance abuse and the need for a comprehensive drug suppression program.

Activities: 5.1 .a Survey potential participants to determine the content, format and scheduling of trainings.



- 5.1 .b Identify trainers and presenters, including law enforcement' and intervention professionals.
- 5.1 .c Produce two 2-hour trainings with a combined unduplicated count of 50 participants

Project Specific Objectives

Objective 5.2 Produce one drug awareness panel presentation for 40 teachers featuring former students, including former students who are now in substance abuse recovery.

- Activities:
- 5.2.a Recruit former students with critical information about SLV adolescent substance abuse and the possession and sales of drugs on campus.
 - 5.2.b Schedule, promote and facilitate panel presentation.

Objective 5.3 Distribute 200 brochures or other written materials to teachers and other professionals working with youth in the San Lorenzo Valley with specific information regarding adolescent drug use and sales.

- Activities:
- 5.3 .a Survey teachers and other professionals to determine content and format of informational materials.
 - 5.3.b Develop and print materials.
 - 5.3.c Distribute materials at trainings, faculty meetings, and in person.

Narrative Description of Goal 5

The activities under this objective are an essential element for the success of the proposed project. As noted in the Problem Statement, SLV lacks the level of awareness and commitment needed to initiate and sustain community-wide prevention and suppression efforts. The Prevention Training Coordinator of the VRC will produce two, 2-hour trainings for administrators, teachers, sports coaches, campus security staff, parent volunteers, and key community representatives, covering the following topics:

- Adolescent alcohol tobacco and other drug use and its consequences in the San Lorenzo Valley, including statistics from the Student Drug Survey, law enforcement and school administration;
- Recognition of the signs and symptoms of adolescent drug abuse, the nature of chemical addiction and recovery, and opportunities for intervention;

- Policies and practices that reduce risk factors for delinquency and substance abuse; and
- The need for comprehensive prevention and suppression efforts, the objectives and activities of the proposed DSP project, and specific actions participants can take to be a part of the solution.

Potential participants will be involved in planning these trainings to increase buy-in and attendance. The events will be actively promoted at faculty and staff meetings, and administrators will encourage all staff to attend. A special effort will be made to involve coaches from school sports teams, and trainings will be scheduled to make it possible for them to attend.

In addition to these trainings, the proposed project will produce a panel presentation for teachers at the high school and junior high school to raise their awareness of student alcohol and other drug use, including on-campus possession and sales. This panel will include former students, some of whom are now in recovery from addiction. They will offer compelling stories of their experiences at school and their knowledge of student drug use and its consequences. This panel will be produced early in the school year to motivate greater faculty involvement in DSP activities.

Under this goal the proposed project will also provide teachers and other professionals with written information regarding DSP activities and strategies for drug prevention and suppression. The Prevention Training Coordinator will work with teachers and others to identify the best content and format, and will print and distribute materials at faculty and staff meetings, training events, and in personal contacts.

Goal 6. Develop a Coordinated Intervention System That Identifies High-Risk Youth and Facilitates Their Referral to an Established School or Community-based Intervention and Counseling Program

Objective 6.1 A minimum of 60 students in grades 7 through 12 identified as high-risk will be referred through the established intervention system each year.

Activities: 6.1 .a Reconfirm referral protocol and network for the Triad On Campus (TOC) program, including administrators, teachers, parents and law enforcement officials.

- 6.1.b Provide in-service training and technical assistance to school site staff in making appropriate referrals to TOC
- 6.1.c Expand scheduled counseling hours at the junior high and high school site, including securing adequate confidential office space.
- 6.1.d Maintain a simple system for making and following up on referrals, utilizing observable behavior report forms.
- 6.1.e Link the TOC referral system with the information gathered by the SRO regarding students in need of intervention.

Objective 6.2 95 percent of the referred students will make contact with a school-based or community treatment agency.

- Activities:
- 6.2.a TOC counseling staff will make contact with referred students and will schedule screening appointments on campus during the school day.
 - 6.2.b A Youth Advocate will make contact with hard-to-reach youth and their families, conducting street and home visits.

Objective 6.3 Of those students who make contact 75 percent will complete the program.

- Activities:
- 6.3.a TOC counselors will track attendance and participation and will assess rates of compliance and completion of services.
 - 6.3.b School administrators will review program completion of students mandated to counseling for alcohol tobacco or other drug violations.

Triad On Campus (TOC) is a student assistance counseling program at the junior high school and high school. TOC was one of the first student assistance programs in the county, and was originally funded as a drug abuse intervention program. Over the years, however, the program has lost a significant portion of its funding, and its focus was expanded to include behavior and emotional problems of all kinds. Currently the program places a counselor at the high school for four days each week, and for three days each week at the junior high school. Because there is not enough funding to maintain the program through the entire year, the junior high school program closes one month before the end of the school year. The program currently serves 190 students each year: only 25% of junior high and 50% of high school students are specifically referred for alcohol and other drug use.



The proposed project will revitalize the TOC program, increasing the number of students referred specifically for alcohol and other drug involvement; increasing the ability of the program to contact and retain hard-to-reach, high-risk students; and increasing the total number of counselor hours available to meet these new referrals. The proposed project will increase the total number of students served each year to 250: a minimum of 35% of junior high and 65% of high school students will be referred for alcohol and other drug use.

Increased drug-related referrals to the program will come from the expanded role of the SRO, collecting information from the special response team and other jurisdictions as the basis of referrals to TOC. There will also be a greatly increased number of parents, faculty and other staff who are aware of the signs and symptoms of adolescent drug involvement and who will make drug-related referrals to TOC as a result of trainings provided by the proposed project.

In addition to increased referrals and counselor hours, the proposed project will pilot a special staff position, a Youth Advocate responsible for contacting and working with hard-to-reach students. Some families in the Valley live so remotely, and some are so hostile to “professional help” that most social service providers long ago gave up on trying to reach them. When students referred to TOC and their families are resistant, this Youth Advocate will be a “Tracker,” seeking out the student, building a relationship of trust with them and their family, and making the bridge to TOC counseling services. This position will be piloted at 25% time and, with the expectation that these cases will require relatively large amounts of individual time and attention, is expected to maintain a caseload of 5 - 10 students throughout the year. The “Tracker” will work in close coordination with TOC counselors, school administrators, and Healthy Start family advocates.

TOC staff will increase their involvement in collaborative case management and information sharing. A minimum of three counselors will attend monthly Multi-Disciplinary Team meetings with staff from schools, the probation department, County Mental Health, CPS and other service providers. These meetings are for the purpose of complex case management and coordination of

efforts to reduce duplication of services. TOC staff will also be actively involved in informational presentations to teachers, parents and community members produced by the proposed project.

Project Staffing

The proposed project will include the following roles and positions:

Project Director (Match): Mark Tracy, Sheriff-Coroner of Santa Cruz County. Responsible for overall program direction and oversight.

Financial Officer (Match): Paul Crawford, Senior Departmental Administrative Analyst. Responsible for fiscal management and contract compliance.

Project Coordinator (Match): Sgt. Bob Payne, Coordinator, SLV Sheriff's Center. Responsible for day-to-day program operations, interagency liaison, data collection and subcontract monitoring, and supervision of SRO activities under Goal 2.

School Resource Officer (0.50 FTE): t.b.a. Responsible for on-campus suppression, information gathering and staff training under Goal 2. Will participate in promotion of parenting activities and other trainings, and will serve as an informational speaker for school and community trainings.

Special Response Team Deputies (96 hours): t.b.a. Responsible for officer backup to intervene in large unsupervised teen parties, including recording names of minors, contacting parents and the home owner, and conducting follow-up visits as indicated.

Prevention Training Coordinator (0.25 FTE): Judy Darnell. Responsible for staffing and coordination of LAC; produce parent education programs under Goal 4; produce school and community trainings under Goal 5.

Triad On Campus Counselor (828 hours): t.b.a. Responsible for maintaining school-based referral system; screening students; development of treatment/intervention plans; conduct insight



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classes, individual, group and family counseling; maintain contact with teachers and other referral sources; promote and participate as a presenter in parent education, school and community trainings.

Youth Advocate/Tracker (0.25 FTE): t.b.a. Responsible for contact and case management of hard-to-reach youth referred to the proposed project for intervention services.

Local Advisory Committee Members (Match): See attached list. Responsible for project policy and maintaining effective interagency **working** relationships; annual evaluation of project accomplishments and review of objectives and activities.

Valley Resource Center Executive Director (0.05 FTE): Evelyn Hengeveld-Bidmon. Responsible for supervision of Prevention Training Coordinator and Youth Advocate/Tracker; project liaison with local and county-wide interagency coalitions.

Triad Community Services Executive Director (0.05 FTE): Alan Sherer. Responsible for supervision of Triad On Campus Counselors; promotion and participation as a presenter in parent education events, school and community trainings, and school assemblies.

SLVUSD Director of Special Services (Match): Mary Bevernick. Responsible for implementation of curriculum planning and training activities under Goal 3.

Classroom Teachers (26 days release time/Match): t.b.a. Responsible for participation in trainings; development of coordinated scope and sequence plan for drug prevention curriculum across the grades; classroom delivery of prevention curricula.

Timeline of Activities

The following chart gives the start and end dates for major project activities in the first year of grant funding. The LAC will review progress and accomplishments of these activities annually, and will



update objectives and activities based on this program review. The following abbreviations are used for project staff:

PD	-	Project Director
PC	-	Project Coordinator
TOCC	-	Triad On Campus Counselor(s)
PTC	-	Prevention Training Coordinator (VRC)
LACM	-	Local Advisory Committee Members
TCSED	-	Triad Community Services Executive Director
VRCED	-	Valley Resource Center Executive Director
SRO	-	School Resource Officer
SRTSD	-	Special Response Team Sheriff's Deputy
YA/T	-	Youth Advocate/Tracker (VRC)
DSS	-	SLVUSD Director of Special Services
CT	-	Classroom Teachers

Activity	Person Responsible	J	A	S	O	N	D	J	F	M	A	M	J
1.1 .a Schedule LAC meetings, arrange meeting facilities, mail notices	PTC	x			X			X			x	x	
1.1 .b Conduct LAC meetings	PTC, LACM	X			X			X			x	x	
1.1 .c Maintain LAC records	PTC	x	x	x	x	x	x	x	x	x	x	x	x
1.2.a Announce program to SLV Community Collaborative	PD, LAC		X										
1.2.b Deliver progress reports	VRCED		x	x	x	x	x	x	x	x	x	x	x
1.2.c Participate in community-wide planning	LAC, VRCED								x	x			
1.3.a Liaison to County Children's Network	VRCED	X		X		X		X		X		X	
1.3. b Liaison to Together for Youth Coalition	VRCED	x	x	x	x	x	x	x	x	x	x	x	x
2.1 .a Conduct campus patrol	SRO	x	x	x	x	x	x	x	x	x	x	x	x
2.1. b Provide law enforcement information to school community	SRO	x	x	x	x	x	x	x	x	x	x	x	x



Activity	Person Responsible	J	I	A	S	O	I	N	D	J	F	M	A	M	J
2.1.c Collect information for referrals to Triad On Campus	SRO	x	x	x	x	x	x	x	x	x	x	X	X	X	X
2.1.d Establish information sharing with other law enforcement jurisdictions	SRO		x	x											
2.1.e Initiate community problem-solving effort regarding campus drug issues	SRO									x	x	X			
2.4.a Identify and train Response Team Officers	PC	X	X												
2.4.b Identify and schedule nights for Response Team	SRO, PC		X	X							X			X	X
2.4.c Publicize Response Team	SRO, PC		x	x							X		X		
2.4.d Investigate and intervene in unsupervised teen parties	SRTSD			X	X							X		X	X
2.4.e Meet with parents and homeowners, make program referrals	SRTSD			X	X							X		X	X
3.1.a Purchase and circulate HLAY curriculum kit	DSS	X													
3.1.b Schedule and deliver drug prevention curricula	CT					x	x	x				X	X	X	
3.1.c Purchase and circulate curriculum support materials	DSS, CT						X								
3.1.d Conduct reinforcement assemblies at high school	TCSED								X				X		
3.2.a Identify teacher training needs.	DSS, PTC				x	x									
3.2.b Conduct curriculum training and articulation meetings	DSS, PTC							X	X		X	X			
4.1.a Develop parent education topics	PTC				X										
4.1.b Identify parent education presenters, schedule groups	PTC				X										



Activity	Person Responsible	J	A	S	O	N	D	J	F	M	A	M	J
4.1.c Publicize and promote parenting programs	PTC			X	X	X	X	X	X	X			
4.1.d Recruit parents of high-risk students	PTC, LAC			X		X		X		X			
1.1.e Produce large-scale panel presentations	PTC				X					X			
4.1.f Produce small-group classes	PTC				X		X		X		x		
4.2.a Develop parent information materials	PTC							X					
4.2.b Print and distribute parent information materials	PTC								X				
5.1.a Survey school and community members for training content and format	PTC				X								
5.1.b Identify trainers	PTC				X								
5.1.c Produce school and community trainings	PTC					X							
5.2.a Recruit former students for panel presentation	PTC	X	X	X									
5.3.a Survey teachers to design informational materials	PTC				X	X							
5.3.b Develop and print materials	PTC					X							
5.3.c Distribute materials to teachers and others	PTC					X	X	X	X	x			
6.1.a Confirm referral process	TOCC		X										
6.1.b Provide training and t.a. to school staff to make appropriate referrals	TOCC		X	X									
6.1.c Deliver expanded counseling services	TOCC			X	X	X	X	X	X	x	x	X	X



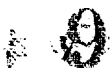
Activity	Person Responsible	J	A	S	O	N	D	J	F	M	A	M	J
6.1 .e Link TOC referral system to information gathered by SRO	TOCC			x	x								
6.2.a Contact students, conduct screening and schedule counseling appointments	TOCC			x	x	x	x	x	x	x	x	x	x
6.2. b Contact hard-to-reach students referred for intervention	YA/T			x	x	x	x	x	x	x	x	x	x
6.3 .a Track TOC attendance and completion of services	TOCC					x	x	x	x	x	x	x	x
6.3.b Review TOC completion of .mandated students	TOCC					x	x	x	x	x	x	x	x

3. Implementation

Working Relationships with Other Agencies

The Santa Cruz County Sheriff-Coroner has an excellent track record in managing grants and contracts of this type. The Department has successfully managed Marijuana Suppression Program (MSP) grants from OCJP since 1993 with no audit exceptions. The Department has also managed grant programs including the Cannabis Eradication Program (CEP) and the Career Criminal Apprehension Program (CCAP). All of the partner agencies have similarly excellent reputations among government and private funding sources.

The project will be integrated with efforts of other agencies and organizations through coordination at several levels. Participation in the SLV Multi-Disciplinary Team will bring the direct service staff in direct communication regarding complex, shared cases. Agencies that regularly attend the MDT include the Juvenile Probation Department, Child Protective Services, County Health Services, Children's Mental Health, the Healthy Start Program, and the County Human Resources Agency.



At the level of community planning and information sharing, the SLV Community Collaborative will link the program with over fifty agencies and organizations, including churches, county agencies, youth groups, neighborhood associations, schools and businesses. the LAC will be recognized as a formal subcommittee of the Collaborative, and its goals and objectives will be integrated within long-range planning efforts in SLV. Staff will be able to disseminate information and to maintain contact with new initiatives and programs. Every effort will be made to link the direct service delivery components of the proposed project with the work of other agencies and organizations working in the Valley

At the level of broader county-wide planning and policy development, the proposed project will be represented at the official 997 Coordinating Council, the Santa Cruz County Children's Network. This body has been the center for interagency coordination and policy review since its inception in 1986. Every major County department is represented, along with over forty non-profit service agencies. Project staff will participate in the information sharing, planning and policy work of the Network to maintain effective working relationships with other agencies.

In addition, the proposed project will be represented on the Together For Youth/Unidos Para Nuestros Jovenes Coalition. This group was formed in 1998 to develop long-range planning and initiatives to reduce adolescent substance abuse county-wide. The Coalition has been a significant force in educating the community about the need for comprehensive, research-based prevention and intervention activities. One of the major goals of the Coalition is to enhance the ability and commitment of local communities to mount effective prevention efforts. The proposed project will be incorporated into the county-wide plan and will play a leadership role in school/law enforcement partnerships.

Coordination with Other Funded Projects

Staff from the proposed project will be linked to other projects and activities at each of the four partner agencies. The SRO will be in contact with the CNET and MSP teams: when drug

manufacturers and dealers are caught the SRO will find out whether there are school-age children in the family who could benefit from crisis counseling or intervention. The Youth Advocate and Prevention Training Coordinator will be integrated with the VRC's four Healthy Start projects, funded by the California Department of Education. Healthy Start works with families and youth in high risk situations due to poverty, drug use and other factors. Through these relationships the program will be able, for example, to successfully recruit families of high-risk students for parent education and support services.

In addition to their role in the proposed project, Triad Community Services provides a spectrum of counseling and treatment services which will be available to students and their families in the Triad On Campus Program. They have years of experience working in the area of addiction and treatment, and have solid relationships with all existing treatment providers and resources in the region.

The school district and the individual school sites operate multiple projects, from district-wide health services to special projects by individual teachers. The proposed project will bring together teachers, administrators and other staff who are working in isolation around drug prevention and intervention. Through a coordinated planning process, all teachers will be encouraged to play a role in preventing student drug use and identifying students who are in need of intervention services.

Operational Agreements

In the appendix are Operational Agreements between the Santa Cruz County Sheriff-Coroner (applicant agency) and the San Lorenzo Valley Unified School District, the Valley Resource Center, and Triad Community Services, Inc. Each agreement specifies the common goal of the project and the level of commitment by the partners. New Operational Agreements will be signed in each year of grant funding.

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

RESOLUTION NO. 271-99

On the motion of Supervisor Wormhoudt
duly seconded by Supervisor Symons
the following resolution is adopted:

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SANTA
CRUZ TO CONTINUE WITH THE APPLICATION PROCESS FOR THE OFFICE OF
CRIMINAL JUSTICE PLANNING SUPPRESSION OF DRUG ABUSE IN SCHOOLS
PROGRAM.**

WHEREAS, on April 20, 1999, the Board of Supervisors approved the request by the Sheriff to apply to the California State Office of Criminal Justice Planning for the Suppression of Drug Abuse in Schools Grant.

WHEREAS, on June 2, 1999, the Sheriff received preliminary approval of the \$100,000 grant beginning on July 1, 1999, and ending on June 30, 1999;

WHEREAS, the Sheriff must complete grant award forms and submit them to the California State Office of Criminal Justice Planning by 5:00 p.m. on Friday, June 18, 1999, before the grant award agreement can be finalized;

WHEREAS, the Sheriff desires to undertake a certain project designated as the San Lorenzo Valley Drug Suppression Program to be funded in part from funds made available through the Gang Violence Suppression Branch Program administered by the Office of Criminal Justice Planning (hereafter referred to as OCJP);

NOW, THEREFORE, BE IT RESOLVED that the Sheriff of the County of Santa Cruz is authorized, on its behalf to submit the attached proposal to OCJP and is authorized to sign and approve on behalf of the Santa Cruz County Board of Supervisors the attached Grant Award Agreement including any extensions or amendments thereof.

IT IS AGREED that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency The State of California and OCJP disclaim responsibility for any such liability.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

0070

CERTIFICATION OF
SUPPRESSION OF DRUG ABUSE IN SCHOOLS
LOCAL ADVISORY COMMITTEE

COMMITTEE AND ORGANIZATION MEMBERSHIP

The Board of Supervisors established the Local Suppression of Drug Abuse in Schools Advisory Committee on _____

List the name(s) of representatives of:

- A. Local law enforcement - Bob Payne, Service Center Sgt.
- B. School district personnel - Bambi Bovee, Curriculum Director
- C. School site staff - Ray Shurson, Ass't Principal, SLVHS; Michelle McKinny, Co-Principal, SLV JR. High; Eddie Bautista, SLVHS Healthy Start Advocate
- D. Parents - Karen Chilcott and Rose Anderson
- E. Students - 2 from High School and 2 from Jr. High School
- F. School Resource Officer - Steve Fitzgerald, Deputy Sheriff
- G. County drug program administrator - Bill Manov, Director Drug & Alcohol Programs
- H. Drug prevention program - Alan Sherer, Executive Director, Triad Community Services

Judy Darnell, Prevention Coordinator for Valley Resource Center will staff this committee.

I, Alan Sherer, Chair of the Santa Cruz County Advisory Committee on Suppression of Drug Abuse in Schools (San Lorenzo Valley Unified), certify that this application jointly submitted by San Lorenzo Valley Unified School District and Santa Cruz County Sheriffs Department law enforcement agency has been reviewed and approved by this committee on April 15, 1999.

Alan Sherer, LCSW
(Signature)

4/19/99
(Date)

Executive Director
(Title)

5271 Scotts Valley Drive, Ste. 200
(Address)

Scotts Valley, CA 95066
(Address)

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

0071

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

FROM

Sheriff Coroner

(Dept.)

(Signature) 12/16/99 (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 Santa Cruz County Sheriff Coroner (Agency)
and TRIAD Community Counseling Services, 5271 Scotts Valley Dr., STE 200, (Name & Address)
Scotts Valley, CA.
- The agreement will provide Drug abuse counseling and diversion activities as part of the Office
Of Criminal Justice Planning Drug Suppression In Schools grant.
- The agreement is needed, to comply with the grant award agreement from OCJP.
- Period of the agreement is from 7/1/99 to 6/30/00
- Anticipated cost is \$ 24,880 (Fixed amount; Monthly rate; Not to exceed)
- Remarks: Grant component, OCJP Suppression of Drug Abuse In Schools grant. New Contract.
- Appropriations ^{Will Be} are budgeted in 661300 (Index#) 3665 (Subobject)

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

Appropriations @ available and 1/ve been encumbered. Contact No. CO92011/0 Date 0
_{are not} will be

GARY A. KNUTSON, Auditor - Controller

BY Ronald J. Selman - Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the
_____ to execute the same on behalf of the _____

(Agency).

Remarks:

(Analyst)

By Foto Date 1-12-00

Agreement approved as to form. Date _____

Distribution:

Bd. of Supv. - White
Auditor-Controller - Blue
County Counsel - Green -
Co. Admin. Officer - Canary
Auditor-Controller - Pink
Orig. pt. - Goldenrod

if rejected.

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 _____

By _____ Deputy Clerk

Contract No.

0072

INDEPENDENT CONTRACTOR AGREEMENT

THIS CONTRACT is entered into this 29th day of November, 1999, by and between the COUNTY OF SANTA CRUZ, hereinafter called COUNTY, and Triad Community Counseling Services, hereinafter called CONTRACTOR. The parties agree as follows:

1. **DUTIES.** CONTRACTOR agrees to exercise special skill to accomplish the following result:

See attached Operational Agreement dated 4/20/99 submitted as Attachment A.

2. **COMPENSATION.** In consideration for CONTRACTOR accomplishing said result, COUNTY agrees to pay CONTRACTOR as follows:

See attached Compensation Schedule- Attachment "B".

3. **TERM.** The term of this contract shall be:

July 1, 1999 through June 30, 2000

4. **EARLY TERMINATION.** Either party hereto may terminate this contract at any time by giving 30 days written notice to the other party.

5. **INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS.**

A. Triad Community Counseling Services (Triad) shall exonerate, indemnify, defend and hold harmless County from and against any and all claims, demands, losses, damages, or other liability for injury to or death of persons, or property damage as a result of or in any manner connected with the Triad's performance under the terms of this agreement.

B. County shall exonerate, indemnify, defend and hold harmless Triad Community Counseling Services from and against any and all claims, demands, losses, damages or other liability for injury to or death of persons, or property damage as a result of or in any manner connected with the County's performance under the terms of this agreement.

C. Triad Community Counseling Services is responsible for any and all Federal, State and Local taxes, charges, fees, or contributions required to be paid with respect to CONTRACTOR and CONTRACTOR'S officers, employees and agents engaged in the performance of this Agreement (including, without limitation, unemployment insurance, social security and payroll tax withholding).

0073
6. INSURANCE. CONTRACTOR, at its sole cost and expense, for the full term of this Agreement (and any extensions thereof), shall obtain and maintain at minimum compliance with all of the following insurance coverage(s) and requirements. Such insurance coverage shall be primary coverage as respects COUNTY and any insurance or self-insurance maintained by COUNTY shall be excess of CONTRACTOR'S insurance coverage and shall not contribute to it.

If CONTRACTOR utilizes one or more subcontractors in the performance of this Agreement, CONTRACTOR shall obtain and maintain Independent Contractor's Insurance as to each subcontractor or otherwise provide evidence of insurance coverage for each subcontractor equivalent to that required of CONTRACTOR in this Agreement, unless CONTRACTOR and COUNTY both initial here

_____/ ~~JS~~ .

A. Types of Insurance and Minimum Limits

(1) Worker's Compensation in the minimum statutorily required coverage amounts. This insurance coverage shall not be required if the CONTRACTOR has no employees and certifies to this fact by initialing here _____

(2) Automobile Liability Insurance for each of CONTRACTOR'S vehicles used in the performance of this Agreement, including owned, non-owned (e.g. owned by CONTRACTOR'S employees), leased or hired vehicles, in the minimum amount of \$500,000 combined single limit per occurrence for bodily injury and property damage. This insurance coverage shall not be required if vehicle use by CONTRACTOR is not a material part of performance of this Agreement and CONTRACTOR and COUNTY both certify to this fact by initialing here / A S .

(3) Comprehensive or Commercial General Liability Insurance coverage in the minimum amount of \$1,000,000 combined single limit, including coverage for: (a) bodily injury, (b) personal injury, (c) broad form property damage, (d) contractual liability, and (e) cross-liability.

(4) Professional Liability Insurance in the minimum amount of \$1,000,000 combined single limit, if, and only if, this Subparagraph is initialed by CONTRACTOR and COUNTY

/ - J o - -

0074

B. Other Insurance Provisions

(1) If any insurance coverage required in this Agreement is provided on a "Claims Made" rather than "Occurrence" form, CONTRACTOR agrees to maintain the required coverage for a period of three (3) years after the expiration of this Agreement (hereinafter "post agreement coverage") and any extensions thereof. CONTRACTOR may maintain the required post agreement coverage by renewal or purchase of prior acts or tail coverage. This provision is contingent upon post agreement coverage being both available and reasonably affordable in relation to the coverage provided during the term of this Agreement. For purposes of interpreting this requirement, a cost not exceeding 100% of the last annual policy premium during the term of this Agreement in order to purchase prior acts or tail coverage for post agreement coverage shall be deemed to be reasonable.

(2) All required Automobile and Comprehensive or Commercial General Liability Insurance shall be endorsed to contain the following clause:

"The County of Santa Cruz, its officials, employees, agents and volunteers are added as an additional insured as respects the operations and activities of, or on behalf of, the named insured performed under Agreement with the County of Santa Cruz."

**** This requirement has been waived.**

(3) All required insurance policies shall be endorsed to contain the following clause:

"This insurance shall not be canceled until after thirty (30) days prior written notice has been given to:

**** This requirement has been waived in attachment "C".**

(4) CONTRACTOR agrees to provide its insurance broker(s) with a full copy of these insurance provisions and provide COUNTY on or before the effective date of this Agreement with Certificates of Insurance for all required coverages. All Certificates of Insurance shall be delivered or sent to: Santa Cruz County Sheriff's Office, Attn: Fiscal Unit, 701 Ocean Street, Room 340, Santa Cruz, CA 95060.

7. **EQUAL EMPLOYMENT OPPORTUNITY.** During and in relation to the performance of this Agreement, CONTRACTOR agrees as follows:

A. The CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, physical handicap or disability, medical condition (cancer related), marital status, sex, sexual orientation, age (over 40), veteran status, or any other non-merit factor unrelated to job duties. Such non-discriminatory action shall include, but not be limited to, the following: recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.

B. If this Agreement provides compensation in excess of \$50,000 to CONTRACTOR and if CONTRACTOR employs fifteen (15) or more employees, the following requirements shall apply:

(1) The CONTRACTOR shall, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, physical handicap or disability, medical condition (cancer related), marital status, sex, sexual orientation, age (over 40), veteran status, or any other non-merit factor unrelated to job duties. In addition, the CONTRACTOR shall make a good faith effort to consider Minority/Women/Disabled Owned Business Enterprises in CONTRACTOR's solicitation of goods and services. Definitions for Minority/Women/Disabled Business Enterprises are available from the COUNTY General Services Purchasing Division.

(2) The CONTRACTOR shall furnish COUNTY Affirmative Action Office information and reports in the prescribed reporting format (PER 4012) identifying the sex, race, handicap or disability, and job classification of its employees and the names, dates and methods of advertisement and direct solicitation efforts made to subcontract with Minority-Women/Disabled Business Enterprises.

(3) In the event of the CONTRACTOR's non-compliance with the non-discrimination clauses of this Agreement or with any of the said rules, regulations, or orders said CONTRACTOR may be declared ineligible for further agreements with the COUNTY.

Equal Employment Opportunity (continued)

0076

(4) The CONTRACTOR shall cause the foregoing provisions of this Subparagraph 7B. to be inserted in all subcontracts for any work covered under this Agreement by a subcontractor compensated more than \$50,000 and employing more than fifteen (15) employees, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

8. INDEPENDENT CONTRACTOR STATUS. CONTRACTOR and COUNTY have reviewed and considered the principal test and secondary factors below and agree that CONTRACTOR is an independent contractor and not an employee of COUNTY. CONTRACTOR is responsible for all insurance (workers compensation, unemployment, etc.) and all payroll related taxes. CONTRACTOR is not entitled to any employee benefits. COUNTY agrees that CONTRACTOR shall have the right to control the manner and means of accomplishing the result contracted for herein.

PRINCIPAL TEST: The CONTRACTOR rather than COUNTY has the right to control the manner and means of accomplishing the result contracted for.

SECONDARY FACTORS: (a) The extent of control which, by agreement, COUNTY may exercise over the details of the work is slight rather than substantial; (b) CONTRACTOR is engaged in a distinct occupation or business; (c) In the locality, the work to be done by CONTRACTOR is usually done by a specialist without supervision, rather than under the direction of an employer; (d) The skill required in the particular occupation is substantial rather than slight; (e) The CONTRACTOR rather than the COUNTY supplies the instrumentalities, tools and work place; (f) The length of time for which CONTRACTOR is engaged is of limited duration rather than indefinite; (g) The method of payment of CONTRACTOR is by the job rather than by the time; (h) The work is part of a special or permissive activity, program or project, rather than part of the regular business of COUNTY; (i) CONTRACTOR and COUNTY believe they are creating an independent contractor relationship rather than an employer-employee relationship; and (j) The COUNTY conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent contractor relationship, but rather that overall there are significant secondary factors which indicate that CONTRACTOR is an independent contractor.

By their signatures to this Agreement, each of the undersigned certifies that it is his or her considered judgment that the CONTRACTOR engaged under this Agreement is in fact an independent contractor.



9. NONASSIGNMENT. CONTRACTOR shall not assign this Agreement without the prior written consent of the COUNTY.

0077

10. RETENTION AND AUDIT OF RECORDS. CONTRACTOR shall retain records pertinent to this Agreement for a period of not less than five (5) years after final payment under this Agreement or until a final audit report is accepted by COUNTY, whichever occurs first. CONTRACTOR hereby agrees to be subject to the examination and audit by the Santa Cruz County Auditor-Controller, the Auditor General of the State of California, or the designee of either for a period of five (5) years after final payment under this Agreement.

11. PRESENTATION OF CLAIMS. Presentation and processing of any or all claims arising out of or related to this Agreement shall be made in accordance with the provisions contained in Chapter 1.05 of the Santa Cruz County Code, which by this reference is incorporated herein.

12. ATTACHMENTS. This Agreement includes the following attachments (identify by name or write "NONE"):

Attachment "A" - Operational Agreement

Attachment "B" - Compensation

Attachment "C" - Insurance Representations By Contractor

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

COUNTY OF SANTA CRUZ

CONTRACTOR- Triad Community
Counseling Services

By: _____

By: Alan S. Lina, LSW

Address: 5271 Scotts Valley Drive, Ste 200
Scotts Valley, CA 95066

Telephone: (831) 438-3521

APPROVED AS TO FORM

By: Harry A. Oberheim, Jr.
County Counsel 1/4/00

APPROVED AS TO INSURANCES

By: Janet McKinley 1-6-2000
Risk Management

DISTRIBUTION: County Administrative Office
Auditor Controller
County Counsel
Risk Management
Contractor

/Triad1

OPERATIONAL AGREEMENT

0078

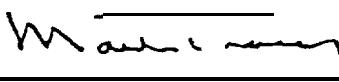
This Operational Agreement stands as evidence that the Santa Cruz County Sheriffs Office and Triad Community Services, Inc. intend to work together toward the mutual goal of preventing and suppressing drug use and sales on and around school campuses. Both agencies believe that implementation of the project, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating/providing services as outlined below:

1. Regular attendance and participation by Triad administrative staff at five (5) annual meetings of the Local Advisory Committee (LAC) convened to oversee and coordinate project activities.
2. Attendance and participation by Triad administrative and direct service staff at all project trainings and workshops. In addition, a minimum of two Triad staff will attend one mandatory OCJP-sponsored training session.
3. Triad Community Services, Inc. will work with the San Lorenzo Valley Unified School District to establish and maintain a system of referral for students identified as being at-risk for or involved with alcohol, tobacco and other drugs, for the purpose of insight classes, counseling, treatment and other case management activities.
4. Triad Community Services will provide a total of new 752 hours of student assistance counseling for students at San Lorenzo Valley Junior High School and San Lorenzo Valley High School, extending existing services to accept increase referrals from the proposed project.
5. A minimum of three Triad On Campus counseling staff members will attend ten monthly meetings of the SLV Multi-Disciplinary Team to participate in interagency complex case management
6. Triad counseling and administrative staff will provide a total of 16 hours of presentations to parents, school personnel, and other community members as coordinated by the Valley Resource Center under the proposed project.
7. Triad will produce four school assemblies at SLV High School to reinforce the drug prevention curriculum.

We, the undersigned, as authorized representatives of the Santa Cruz County Sheriff's Office and the San Lorenzo Valley Unified School District, do hereby approve this document.


Alan Sherer, Executive Director
Triad Community Services, Inc.

4/19/99
Date


Mark Tracy, Sheriff
Santa Cruz County Sheriffs Office

4/20/99
Date

Attachment "B"**COMPENSATION**

- 1. Triad on campus Counselor- \$20,300**
812 hours @ \$25/hr
- 2. Triad Exceutive Director- \$2,808**
5% FTE x \$56,160
- 3. Triad School Assembly Presentor- \$240**
8 Hrs @ \$30/hour
- 4. Triad Parent Education Specialist- \$360**
12 hours @ \$30/hour
- 5. Triad Student Assembly Materials- \$240**
\$60/assembly x 4 assemblies
- 6. OCJP Conference Travel - \$932**
2 staff @ \$466 ea.

Total contracted amount \$24,880

0080

Contract No. _____

INSURANCE REPRESENTATIONS BY CONTRACTOR

On the basis of the following representations by CONTRACTOR to COUNTY as initialed and executed below, compliance with Subparagraphs 6B(2), (3) and (4), respectively of the above Agreement, shall be deemed achieved.

AS / _____ **Additional Insured [6B(2)]** CONTRACTOR represents that as to the following required insurance coverage(s):

Comprehensive

Professional Liability

it is unable to obtain an endorsement adding COUNTY as an additional insured pursuant to Subparagraph 6B(3). In reliance thereon, COUNTY hereby waives said requirement.

AS / _____ **Notice of Cancellation [6B(3)]**. CONTRACTOR represents that as to the following required insurance coverage(s):

Comprehensive and professional liability

it is unable to obtain an endorsement including a clause requiring prior notice of cancellation of or reduction in coverage pursuant to Subparagraph 6B(4). CONTRACTOR hereby covenants and represents that it will notify COUNTY in writing at least thirty (30) days prior to cancellation of or reduction in coverage pursuant to Sub-paragraph 6B(4). In reliance thereon, and upon performance of said covenant, COUNTY hereby deems CONTRACTOR to be in compliance with Subparagraph 6B(4).

_____ / _____ **Certificate of Insurance [6B(4)]**. CONTRACTOR represents that as to the following required insurance coverage(s): _____

it has been unable to obtain certification of insurance coverage pursuant to Subparagraph 6B(4). CONTRACTOR hereby covenants and represents that it has obtained, will maintain (and attaches hereto a copy of the face sheet(s) of), the contractually required insurance set forth on the attached self-certification of insurance form. In reliance thereon, COUNTY hereby deems CONTRACTOR to be in compliance with Subparagraph 6B(4).

The above paragraph(s) shall be operative if initialed by both parties in the space provided, effective _____.

COUNTY OF SANTA CRUZ



CONTRACTOR

By: _____



American International Companies

POLICY NUMBER:
859-68-62

RENEWAL OF:
N/A 0081

**NOT-FOR-PROFIT INDIVIDUAL AND ORGANIZATION INSURANCE POLICY
INCLUDING EMPLOYMENT PRACTICES LIABILITY INSURANCE**

NOT-FOR-PROFIT PROTECTORsm

COPY

- | | |
|---|--|
| <input type="checkbox"/> AIU Insurance Company | <input type="checkbox"/> Granite State Insurance Company |
| <input type="checkbox"/> American Home Assurance Company | <input type="checkbox"/> Illinois National Insurance Company |
| <input type="checkbox"/> American International Pacific Insurance Company | <input checked="" type="checkbox"/> National Union Fire Insurance Company of Pltts., Pa- |
| <input type="checkbox"/> American International South Insurance Company | <input type="checkbox"/> National Union Fire Insurance Company of Louisiana |
| <input type="checkbox"/> Birmingham Fire Insurance Company of Penns. | <input type="checkbox"/> New Hampshire Insurance Company |

(each of the above being a capital stock company)

NOTICE: EXCEPT TO SUCH EXTENT AS MAY OTHERWISE BE PROVIDED HEREIN, THE COVERAGE OF THIS POLICY IS GENERALLY LIMITED TO LIABILITY FOR ONLY THOSE CLAIMS THAT ARE FIRST MADE AGAINST THE INSURED DURING THE POLICY PERIOD AND REPORTED IN WRITING TO THE INSURER PURSUANT TO THE TERMS HEREIN. PLEASE READ THE POLICY CAREFULLY AND DISCUSS THE COVERAGE THEREUNDER WITH YOUR INSURANCE AGENT OR BROKER.

NOTICE: THE LIMIT OF LIABILITY AVAILABLE TO PAY JUDGMENTS OR SETTLEMENTS SHALL BE REDUCED BY AMOUNTS INCURRED FOR LEGAL DEFENSE. AMOUNTS INCURRED FOR LEGAL DEFENSE SHALL BE APPLIED AGAINST THE RETENTION AMOUNT.

NOTICE: THE INSURER DOES NOT ASSUME ANY DUTY TO DEFEND. HOWEVER, THE INSUREDS MAY UNDER CERTAIN CONDITIONS TENDER THE DEFENSE OF A CLAIM. IN ALL EVENTS, THE INSURER MUST ADVANCE DEFENSE COSTS PAYMENTS PURSUANT TO THE TERMS HEREIN PRIOR TO THE FINAL DISPOSITION OF A CLAIM.

DECLARATIONS

ITEM 1. NAMED ORGANIZATION: *TRIAD COMMUNITY SERVICES*

MAILING ADDRESS: *321 SCOTTS VALLEY OR
SCOTTS VALLEY, CA 95066-6351*

STATE OF INCORPORATION OF THE NAMED ORGANIZATION:
California

ITEM 2. SUBSIDIARY COVERAGE: any past, present or future Subsidiary of the Named Organization

ITEM 3. POLICY PERIOD: From: *September 28, 1999* To: *September 28, 2000*
(12:01 A.M. standard time at the address stated in Item 1.)

ITEM 4. LIMIT OF LIABILITY: \$ *\$1,000,000*
aggregate for each Policy Year Coverages A, B and C combined (including Defense Costs)

7069990

RETENTION:

A. Judgments, Settlements and Defense Costs None
(Non-Indemnifiable Loss or Indemnifiable Loss
incurred solely by Organizations in Financial
Insolvency)

B. Judgments, Settlements and Defense Costs
(Coverage C and all other Indemnifiable Loss)

\$5,000

for Loss arising from
Claims alleging the same
Wrongful Act or. related
Wrongful Acts (waivable
under Clause 6 in certain
circumstances)

ITEM 6. CONTINUITY DATES:

A. Coverages A and B:

January 25, 1997

B. Coverage C:

January 25, 1999

ITEM 7. A. PREMIUM: 1 Year Premium

\$ 4,375

3 Year Premium- Prepaid

\$ 0

3 Year Premium Installments payable each anniversary

1st \$ n/a.

Inception

2nd \$ n/a.

3rd \$ n/a.

+

B. ADDITIONAL PREMIUM FOR PUNITIVE, EXEMPLARY AND MULTIPLIED DAMAGES
\$ (included in above) (No punitive damages coverage provided X)

ITEM 8. NAME AND ADDRESS OF INSURER (hereinafter "Insurer"):

(This policy is Issued only by the insurance company indicated below.)

National Union Fire Insurance Company of Pittsburgh, Pa.

175 Water Street

New York, NY 10038

7069990

IN WITNESS WHEREOF, the Insurer has caused this policy to be signed on the Declarations page by Its President, a Secretary and a duly authorized representative of the Insurer.

SECRETARY

PRESIDENT

E. L. Seger

AUTHORIZED REPRESENTATIVE

COUNTERSIGNATURE DATE

COUNTERSIGNED AT

BEDELL & NELSON
2035 N PACIFIC AVENUE
SANTA CRUZ, CA 95060

THE UNIVERSITY OF CHICAGO

The Indentment and Assignments are fully in effect provided however the Master Charterparty shall remain in full force and effect until the completion of the voyage and the discharge of the cargo at the port of destination.



0084
5271 Scotts Valley Drive, Suite 200
Scotts Valley, California 95066
(408) 438-3521 FAX: (408) 438-2940

CONFIDENTIAL **FAX COVER SHEET**

THIS DOCUMENT IS INTENDED ONLY FOR THE USE OF THE PARTY TO WHOM IT IS ADDRESSED AND INFORMATION THAT IS PRIVILEGED, CONFIDENTIAL AND PROTECTED FROM DISCLOSURE UNDER APPLICABLE LAW. If you are not the addressee, or a person authorized to deliver the document to the addressee, you are hereby notified that any review, disclosure, dissemination, copying or other action based on the content of this communication is not authorized. If you have received this document in error, please immediately notify us by telephone and return it to us at the below address by mail. Thank you.

DATE: 12-02-99

TO: Paul Crawford

FAX NUMBER: 454-2353

FROM: Triad

FAX NUMBER: 438-2940

TOTAL PAGES: 3 (Including **this cover** sheet)

MESSAGE: _____

IF YOU HAVE RECEIVED THIS FAX IN ERROR, PLEASE NOTIFY US IMMEDIATELY AT (408) 438-3521.



THIS IS A DECLARATION ISSUED TO THE NAMED INSURED, WHICH TOGETHER WITH POLICY FORM HCF-300, COMPLETES THE BELOW NUMBERED PROFESSIONAL LIABILITY INSURANCE POLICY FOR HEALTHCARE FACILITY (THE POLICY).

INITIAL DECLARATIONS

BROKER COPY

0085

ITEM 1: NAMED INSURED AND MAILING ADDRESS
 TRIAD COMMUNITY SERVICES, A NON-PROFIT AGENCY
 5271 SCOTTS VALLEY DRIVE #200
 SCOTTS VALLEY CA 95066

POLICY NUMBER HCF0000141
ACCOUNT NUMBER HCA0000141

DATE ISSUED 05/19/99

FACILITY TYPE (029)
 SUBSTANCE ABUSE-SKILLED MEDICAL

ITEM 2: ADDRESS OF INSURED PREMISES
 N/A

BROKER
 BEDELL a NELSON/HARBERT INSURANCE AGCY
 P O BOX 632
 SANTA CRUZ CA 95061

ITEM 3: RETROACTIVE DATE
 08/01/93 (12:01 AM STANDARD TIME)

PHONE: (408) 426-3700

ITEM 4: POLICY PERIOD
 FROM: 08/01/99 (12:01 AM STANDARD TIME)
 TO: 08/01/00 (12:01 AM STANDARD TIME)

Subject to all of the terms of the Policy, the Insurance afforded is only with respect to those coverages and limits of Insurance that are listed below. The premium for the policy period is set forth on an invoice, which is part of the Policy, and incorporated into the Declarations

ITEM 5: COVERAGES

COVERAGE	LIMITS OF INSURANCE	
A. Professional Liability Claims Made and Reported Coverage (Section 2 of Policy)	1,000,000 3,000,000 0	Each Claim Aggregate Per Policy Period Each Claim Deductible
B. General Liability Occurrence Coverage (Section 3 of Policy)	N/A	Each Occurrence Aggregate Per Policy Period Each Occurrence Deductible
C. Medical Payments Occurrence Coverage (Section 4 of Policy)	N/A	Each Injured Person
D. Employment Benefit Programs Liability Claims Made and Reported Coverage (Section 5 of Policy)	N/A	Each Claim Aggregate Per Policy Period Each Claim Deductible

Authorized Representative

CONTINUED ON NEXT PAGE

This supersedes all prior Declarations/Certificate Inserts
 THIS IS NOT A BILL - DO NOT PAY



86

NAMED **INSURED** AND MAILING ADDRESS

TRIAD COMMUNITY SERVICES, A **NON-PROFIT** AGENCY
5271 **SCOTTS** VALLEY DRIVE **#200**
SCOTTS VALLEY CA 96066

POLICY NUMBER HCF0000141
ACCOUNT NUMBER HCF0000141
DATE ISSUED 06110109

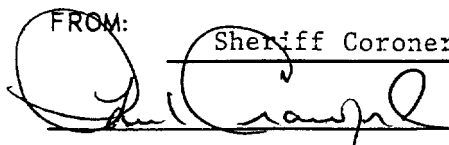
ITEM 6: ENDORSEMENTS

CODE	DESCRIPTION	EFFECTIVE
HCF-XCA	CALIFORNIA AMENDATORY	08/01/99
HCF-X03	EMPLOYEE/INDEPENDENT CONTRACTOR	08/01/99
HCF-X08	CGL EXCLUSION	08/01/99
HCF-X20	SPECIAL ENDORSEMENT	08/01/99
HCF-X79	LIMITATIONS ON PREVIOUS CLAIMS	08101 /99
HCF-X91	ADDITIONAL INSURED ENTITY ENDORSEMENT	

ITEM 7: PREMIUM:**\$7,908.00**

REQUEST FOR APPROVAL OF AGREEMENT

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

FROM: Sheriff Coroner (Dept.)
 (Signature) 12/16/99 (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 Santa Cruz County Sheriff Coroner (Agency)
and the San Lorenzo Valley Unified School District, 6134 Hwy 9, Felton, CA (Name & Address)
- The agreement will provide drug abuse education and diversion activities as part of the State Office Of Criminal Justice Planning Drug Suppression In Schools grant.
- The agreement is needed to comply with the OCJP grant award agreement.
- Period of the agreement is from 7/1/99 to 6/30/00
- Anticipated cost is \$ 6,645 (Fixed amount; Monthly rate; Not to exceed)
- Remarks: Grant component, OCJP Suppression Of Drug Abuse In Schools. New agreement.
- Appropriations are budgeted in Will Ye 661300 (Index#) 3665 (Subobject)

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

Appropriations are available and have been encumbered. *
or not will be Contract No. CO 92009 Date 1/11/00

* SUBJECT TO APPROVAL OF AUD 60

GARY A. KNUTSON, Auditor - Controller

BY Donald J. Silva Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the
to execute the same on behalf of the
(Agency).

Remarks:

(Analyst)

County Administrative Officer
By Bote Date 1-12-00

Agreement approved as to form. Date _____

Distribution:

Bd. of Supv. - White
Auditor-Controller - Blue
County Counsel - Green -
Cr. Officer - Canary
At. troller - Pink
Or. Dept. - Goldenrod

* To pt. if rejected.

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

Contract No.

INDEPENDENT CONTRACTOR AGREEMENT

THIS CONTRACT is entered into this 16th day of December, 1999, by and between the COUNTY OF SANTA CRUZ, hereinafter called COUNTY, and San Lorenzo Valley Unified School District, hereinafter called CONTRACTOR. The parties agree as follows:

1. **DUTIES.** CONTRACTOR agrees to exercise special skill to accomplish the following result:

See attached Operational Agreement dated 4/20/99 submitted as Attachment A.

2. **COMPENSATION.** In consideration for CONTRACTOR accomplishing said result, COUNTY agrees to pay CONTRACTOR as follows:

See attached Compensation Schedule- Attachment "B".

3. **TERM** The term of this contract shall be:

July 1, 1999 through June 30, 2000

4. **EARLY TERMINATION.** Either party hereto may terminate this contract at any time by giving 30 days written notice to the other party.

5. **INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS.**

A. The San Lorenzo Valley Unified School District shall exonerate, indemnify, defend and hold harmless County from and against any and all claims, demands, losses, damages, or other liability for injury to or death of persons, or property damage as a result of or in any manner connected with the School District's performance under the terms of this agreement.

B. County shall exonerate, indemnify, defend and hold harmless the San Lorenzo Valley Unified School District from and against any and all claims, demands, losses, damages or other liability for injury to or death of persons, or property damage as a result of or in any manner connected with the County's performance under the terms of this agreement.

C. The San Lorenzo Valley Unified School District is responsible for any and all Federal, State and Local taxes, charges, fees, or contributions required to be paid with respect to CONTRACTOR and CONTRACTOR'S officers, employees and agents engaged in the performance of this Agreement (including, without limitation, unemployment insurance, social security and payroll tax withholding).

6. **INSURANCE.** CONTRACTOR, at its sole cost and expense, for the full term of this Agreement (and any extensions thereof), shall obtain and maintain at minimum compliance with all of the following insurance coverage(s) and requirements. Such insurance coverage shall be primary coverage as respects COUNTY and any insurance or self-insurance maintained by COUNTY shall be excess of CONTRACTOR'S insurance coverage and shall not contribute to it.

If CONTRACTOR utilizes one or more subcontractors in the performance of this Agreement, CONTRACTOR shall obtain and maintain Independent Contractor's Insurance as to each subcontractor or otherwise provide evidence of insurance coverage for each subcontractor equivalent to that required of CONTRACTOR in this Agreement, unless CONTRACTOR and COUNTY both initial here _____.

A. **Types of Insurance and Minimum Limits**

(1) Worker's Compensation in the minimum statutorily required coverage amounts. This insurance coverage shall not be required if the CONTRACTOR has no employees and certifies to this fact by initialing here _____.

(2) Automobile Liability Insurance for each of CONTRACTOR's vehicles used in the performance of this Agreement, including owned, non-owned (e.g. owned by CONTRACTOR'S employees), leased or hired vehicles, in the minimum amount of \$500,000 combined single limit per occurrence for bodily injury and property damage. This insurance coverage shall not be required if vehicle use by CONTRACTOR is not a material part of performance of this Agreement and CONTRACTOR and COUNTY both certify to this fact by initialing here .

(3) Comprehensive or Commercial General Liability Insurance coverage in the minimum amount of \$1,000,000 combined single limit, including coverage for: (a) bodily injury, (b) personal injury, (c) broad form property damage, (d) contractual liability, and (e) cross-liability.

(4) Professional Liability Insurance in the minimum amount of \$1,000,000 combined single limit, if, and only if, this Subparagraph is initialed by CONTRACTOR and COUNTY .

B. Other Insurance Provisions

(1) If any insurance coverage required in this Agreement is provided on a "Claims Made" rather than "Occurrence" form, CONTRACTOR agrees to maintain the required coverage for a period of three (3) years after the expiration of this Agreement (hereinafter "post agreement coverage") and any extensions thereof. CONTRACTOR may maintain the required post agreement coverage by renewal or purchase of prior acts or tail coverage. This provision is contingent upon post agreement coverage being both available and reasonably affordable in relation to the coverage provided during the term of this Agreement. For purposes of interpreting this requirement, a cost not exceeding 100% of the last annual policy premium during the term of this Agreement in order to purchase prior acts or tail coverage for post agreement coverage shall be deemed to be reasonable.

(2) All required Automobile and Comprehensive or Commercial General Liability Insurance shall be endorsed to contain the following clause:

"The County of Santa Cruz, its officials, employees, agents and volunteers are added as an additional insured as respects the operations and activities of, or on behalf of, the named insured performed under Agreement with the County of Santa Cruz."

**** This requirement has been waived.**

(3) All required insurance policies shall be endorsed to contain the following clause:

"This insurance shall not be canceled until after thirty (30) days prior written notice has been given to:

**** This requirement has been waived in attachment "C".**

(4) CONTRACTOR agrees to provide its insurance broker(s) with a full copy of these insurance provisions and provide COUNTY on or before the effective date of this Agreement with Certificates of Insurance for all required coverages. All Certificates of Insurance shall be delivered or sent to: Santa Cruz County Sheriff's Office, Attn: Fiscal Unit, 701 Ocean Street, Room 340, Santa Cruz, CA 95060.



7. **EQUAL EMPLOYMENT OPPORTUNITY.** During and in relation⁰⁰⁶¹ to the performance of this Agreement, CONTRACTOR agrees as follows:

A. The CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, physical handicap or disability, medical condition (cancer related), marital status, sex, sexual orientation, age (over 40), veteran status, or any other non-merit factor unrelated to job duties. Such non-discriminatory action shall include, but not be limited to, the following: recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.

B. If this Agreement provides compensation in excess of \$50,000 to CONTRACTOR and if CONTRACTOR employs fifteen (15) or more employees, the following requirements shall apply:

(1) The CONTRACTOR shall, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, physical handicap or disability, medical condition (cancer related), marital status, sex, sexual orientation, age (over 40), veteran status, or any other non-merit factor unrelated to job duties. In addition, the CONTRACTOR shall make a good faith effort to consider Minority/Women/Disabled Owned Business Enterprises in CONTRACTOR's solicitation of goods and services. Definitions for Minority/Women/Disabled Business Enterprises are available from the COUNTY General Services Purchasing Division.

(2) The CONTRACTOR shall furnish COUNTY Affirmative Action Office information and reports in the prescribed reporting format (PER 4012) identifying the sex, race, handicap or disability, and job classification of its employees and the names, dates and methods of advertisement and direct solicitation efforts made to subcontract with Minority-Women/Disabled Business Enterprises.

(3) In the event of the CONTRACTOR's non-compliance with the non-discrimination clauses of this Agreement or with any of the said rules, regulations, or orders said CONTRACTOR may be declared ineligible for further agreements with the COUNTY.

Equal Employment Opportunity (continued)

(4) The CONTRACTOR shall cause the foregoing provisions of this Subparagraph 7B. to be inserted in all subcontracts for any work covered under this Agreement by a subcontractor compensated more than \$50,000 and employing more than fifteen (15) employees, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

8. INDEPENDENT CONTRACTOR STATUS. CONTRACTOR and COUNTY have reviewed and considered the principal test and secondary factors below and agree that CONTRACTOR is an independent contractor and not an employee of COUNTY. CONTRACTOR is responsible for all insurance (workers compensation, unemployment, etc.) and all payroll related taxes. CONTRACTOR is not entitled to any employee benefits. COUNTY agrees that CONTRACTOR shall have the right to control the manner and means of accomplishing the result contracted for herein.

PRINCIPAL TEST: The CONTRACTOR rather than COUNTY has the right to control the manner and means of accomplishing the result contracted for.

SECONDARY FACTORS: (a) The extent of control which, by agreement, COUNTY may exercise over the details of the work is slight rather than substantial; (b) CONTRACTOR is engaged in a distinct occupation or business; (c) In the locality, the work to be done by CONTRACTOR is usually done by a specialist without supervision, rather than under the direction of an employer; (d) The skill required in the particular occupation is substantial rather than slight; (e) The CONTRACTOR rather than the COUNTY supplies the instrumentalities, tools and work place; (f) The length of time for which CONTRACTOR is engaged is of limited duration rather than indefinite; (g) The method of payment of CONTRACTOR is by the job rather than by the time; (h) The work is part of a special or permissive activity, program or project, rather than part of the regular business of COUNTY; (i) CONTRACTOR and COUNTY believe they are creating an independent contractor relationship rather than an employer-employee relationship; and (j) The COUNTY conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent contractor relationship, but rather that overall there are significant secondary factors which indicate that CONTRACTOR is an independent contractor.

By their signatures to this Agreement, each of the undersigned certifies that it is his or her considered judgment that the CONTRACTOR engaged under this Agreement is in fact an independent contractor.

9. NONASSIGNMENT. CONTRACTOR shall not assign this Agreement without the prior written consent of the COUNTY.

10. RETENTION AND AUDIT OF RECORDS. CONTRACTOR shall retain records pertinent to this Agreement for a period of not less than five (5) years after final payment under this Agreement or until a final audit report is accepted by COUNTY, whichever occurs first. CONTRACTOR hereby agrees to be subject to the examination and audit by the Santa Cruz County Auditor-Controller, the Auditor General of the State of California, or the designee of either for a period of five (5) years after final payment under this Agreement.

11. PRESENTATION OF CLAIMS. Presentation and processing of any or all claims arising out of or related to this Agreement shall be made in accordance with the provisions contained in Chapter 1.05 of the Santa Cruz County Code, which by this reference is incorporated herein.

12. ATTACHMENTS. This Agreement includes the following attachments (identify by name or write "NONE"):

- Attachment "A" - Operational Agreement
- Attachment "B" - Compensation
- Attachment "C" - Insurance Representations By Contractor

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

COUNTY OF SANTA CRUZ CONTRACTOR- San Lorenzo Valley Unified School District

By: _____ By: Ray Renteria
Address: 6134 Hwy 9, Felton
Telephone: (831) 335-2031

APPROVED AS TO FORM
By: Larry A. Oberhelman Jr
County Counsel 1/4/00

APPROVED AS TO INSURANCES
By: Janet McKinley 1-6-2000
Risk Management

DISTRIBUTION: County Administrative Office
Auditor Controller
County Counsel
Risk Management
Contractor

/SLHS1


OPERATIONAL AGREEMENT

0094

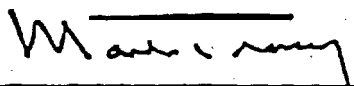
This Operational Agreement stands as evidence that the Santa Cruz County Sheriffs Office and the San Lorenzo Valley Unified School District intend to work together toward the mutual goal of preventing and suppressing drug use and sales on and around school campuses. Both agencies believe that implementation of the project, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating/providing services as outlined below:

1. Regular attendance and participation by **administrative staff** at five (5) annual meetings of the Local Advisory Committee (LAC) convened to oversee and coordinate project activities.
2. Attendance and participation by administrative and teaching staff at all project trainings and workshops, including one mandatory OUR-sponsored training session.
3. SLVUSD will purchase **and inventory** curriculum materials, **including one Here's Looking at You 2000** curriculum kit for use in the 7th and 8th grades.
4. Teaching staff from the Junior High School **and** High School will **attend curriculum** trainings and workshops for the articulation and adaptation of the Here's Looking at You **2000 curriculum** for a total of 26 staff days.
5. SLVUSD will provide office space for the Sheriffs School Resource Officer (SRO) to be stationed at the High School campus. Administrative and campus security staff will coordinate information and activities with the SRO.
5. SLWSD **will** work with Triad **Community** Services, Inc. to establish and maintain a system of **referral** for students identified as being at-risk for or involved with alcohol, tobacco and other drugs, for the purpose of insight classes, **counseling**, treatment and other case management activities.
7. SLVUSD will make available facilities for the production of parent education activities to be produced by the Valley Resource Center, and **will** assist in publicity and promotion of these events.

We, the undersigned, as authorized **representatives** of the Santa Cruz County Sheriffs Office and the San Lorenzo Valley Unified School District, do hereby approve this document.


 Dr. Andrew Meyer, Superintendent
 San Lorenzo Valley Unified School District

4-15-99
 Date


 Mark Tracy, Sheriff
 Santa Cruz County Sheriffs Office

4-24-99
 Date

Attachment "B"**COMPENSATION**

1. **San Lorenzo Valley School District Drug Prevention Materials-**
\$2,599
Drug Prevention Kits - Grades 7-9
SLVSD Drug Prevention Curriculum Development Materials
Drug Prevention Books, Videos, Public Relations Materials
 2. **Teacher Curriculum Training - SLVUSD - \$1,500**
30 hours @ \$50/hr.
 3. **SLVUSD Teacher Release Time- \$2,080**
26 days @ \$80/day.
 4. **OCJP Conference Travel- \$466**
1 staff member
- Total Contracted Amount- \$6,645**

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

0096

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

FROM:

Sheriff Coroner

(Dept.)

(Signature) 12/16/99 (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 Santa Cruz County Sheriff Coroner (Agency)
and San Lorenzo Valley Resource Center, 231 Main St., Ben Lomond, CA (Name & Address)
- The agreement will provide Drug use suppression, diversion, counseling and outreach activities
as part of the State Office Of Criminal Justice Planning Drug Suppression In Schools grant.
- The agreement is needed to comply with the grant award agreement with the State Office Of Criminal Justice Planning.
- Period of the agreement is from 7/1/99 to 6/30/00
- Anticipated cost is \$ 24,127 (Fixed amount; Monthly rate; Not to exceed)
- Remarks: Grant component, Office Of Criminal Justice Planning. Suppression Of Drug Abuse In Schools grant. New contract.
Will Be
- Appropriations are budgeted in 661300 (Index#) 3665 (Subobject)

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

Appropriations are available and have been encumbered. * Contract No. CO 92010 Date 1/11/00
are not will be
* SUBJECT TO APPROVAL OF AUD 60 ATTACHED
GARY A. KNUTSON, Auditor - Controller
By Ronald A. Knutson Deputy.

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

(Agency).

Remarks:

(Analyst)

By BOLW County Administrative Officer Date 1-12-00

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

To Orig. Dept. if rejected.

State of California)
County of Santa Cruz) ss

I, _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz, do hereby certify that the foregoing request for approval of agreement by said Board of Supervisors as recommended by the County Administrative Officer by an action in the minutes of said Board on _____ 19____ By _____ Deputy Clerk

Contract No.

0097

INDEPENDENT CONTRACTOR AGREEMENT

THIS CONTRACT is entered into this 29th of NOVEMBER, 1999, by and between the COUNTY OF SANTA CRUZ, hereinafter called COUNTY, and San Lorenzo Valley Resource Center, hereinafter called CONTRACTOR. The parties agree as follows:

1. **DUTIES.** CONTRACTOR agrees to exercise special skill to accomplish the following result:

See attached Operational Agreement dated 4/20/99 submitted as Attachment A.

2. **COMPENSATION.** In consideration for CONTRACTOR accomplishing said result, COUNTY agrees to pay CONTRACTOR as follows:

See attached Compensation Schedule- Attachment "B".

3. **TERM** The term of this contract shall be:

July 1, 1999 through June 30, 2000

4. **EARLY TERMINATION.** Either party hereto may terminate this contract at any time by giving 30 days written notice to the other party.

5. **INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS.**

A. The San Lorenzo Valley Resource Center shall exonerate, indemnify, defend and hold harmless County from and against any and all claims, demands, losses, damages, or other liability for injury to or death of persons, or property damage as a result of or in any manner connected with the San Lorenzo Valley Resource Center's performance under the terms of this agreement.

B. County shall exonerate, indemnify, defend and hold harmless the San Lorenzo Valley Resource Center from and against any and all claims, demands, losses, damages or other liability for injury to or death of persons, or property damage as a result of or in any manner connected with the County's performance under the terms of this agreement.

C. The San Lorenzo Valley Resource Center is responsible for any and all Federal, State and Local taxes, charges, fees, or contributions required to be paid with respect to CONTRACTOR and CONTRACTOR'S officers, employees and agents engaged in the performance of this Agreement (including, without limitation, unemployment insurance, social security and payroll tax withholding).

0098
6. INSURANCE. CONTRACTOR, at its sole cost and expense, for the full term of this Agreement (and any extensions thereof), shall obtain and maintain at minimum compliance with all of the following insurance coverage(s) and requirements. Such insurance coverage shall be primary coverage as respects COUNTY and any insurance or self-insurance maintained by COUNTY shall be excess of CONTRACTOR'S insurance coverage and shall not contribute to it.

If CONTRACTOR utilizes one or more subcontractors in the performance of this Agreement, CONTRACTOR shall obtain and maintain Independent Contractor's Insurance as to each subcontractor or otherwise provide evidence of insurance coverage for each subcontractor equivalent to that required of CONTRACTOR in this Agreement, unless CONTRACTOR and COUNTY both initial here _____.

A. Types of Insurance and Minimum Limits

(1) Worker's Compensation in the minimum statutorily required coverage amounts. This insurance coverage shall not be required if the CONTRACTOR has no employees and certifies to this fact by initialing here _____.

(2) Automobile Liability Insurance for each of CONTRACTOR's vehicles used in the performance of this Agreement, including owned, non-owned (e.g. owned by CONTRACTOR'S employees), leased or hired vehicles, in the minimum amount of \$500,000 combined single limit per occurrence for bodily injury and property damage. This insurance coverage shall not be required if vehicle use by CONTRACTOR is not a material part of performance of this Agreement and CONTRACTOR and COUNTY both certify to this fact by initialing here _____/_____.

(3) Comprehensive or Commercial General Liability Insurance coverage in the minimum amount of \$1,000,000 combined single limit, including coverage for: (a) bodily injury, (b) personal injury, (c) broad form property damage, (d) contractual liability, and (e) cross-liability.

(4) Professional Liability Insurance in the minimum amount of \$1,000,000 combined single limit, if, and only if, this Subparagraph is initialed by CONTRACTOR and COUNTY
AKB / _____.

B. Other Insurance Provisions

(1) If any insurance coverage required in this Agreement is provided on a "Claims Made" rather than "Occurrence" form, CONTRACTOR agrees to maintain the required coverage for a period of three (3) years after the expiration of this Agreement (hereinafter "post agreement coverage") and any extensions thereof. CONTRACTOR may maintain the required post agreement coverage by-renewal or purchase of prior acts or tail coverage. This provision is contingent upon post agreement coverage being both available and reasonably affordable in relation to the coverage provided during the term of this Agreement. For purposes of interpreting this requirement, a cost not exceeding 100% of the last annual policy premium during the term of this Agreement in order to purchase prior acts or tail coverage for post agreement coverage shall be deemed to be reasonable.

(2) All required Automobile and Comprehensive or Commercial General Liability Insurance shall be endorsed to contain the following clause:

"The County of Santa Cruz, its officials, employees, agents and volunteers are added as an additional insured as respects the operations and activities of, or on behalf of, the named insured performed under Agreement with the County of Santa Cruz."

(3) All required insurance policies shall be endorsed to contain the following clause:

"This insurance shall not be canceled until after thirty (30) days prior written notice has been given to: The Santa Cruz County Sheriff's Office, Attn. Paul Crawford, Sheriff's Fiscal Unit, 701 Ocean Street, Room 340, Santa Cruz, CA 95060.

(4) CONTRACTOR agrees to provide its insurance broker(s) with a full copy of these insurance provisions and provide COUNTY on or before the effective date of this Agreement with Certificates of Insurance for all required coverages. All Certificates of Insurance shall be delivered or sent to: Santa Cruz County Sheriff's Office, Attn: Fiscal Unit, 701 Ocean Street, Room 340, Santa Cruz, CA 95060.

7. **EQUAL EMPLOYMENT OPPORTUNITY.** During and in relation to the performance of this Agreement, CONTRACTOR agrees as follows:

A. The CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, physical handicap or disability, medical condition (cancer related), marital status, sex, sexual orientation, age (over 40), veteran status, or any other non-merit factor unrelated to job duties. Such non-discriminatory action shall include, but not be limited to, the following: recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.

B. If this Agreement provides compensation in excess of \$50,000 to CONTRACTOR and if CONTRACTOR employs fifteen (15) or more employees, the following requirements shall apply:

(1) The CONTRACTOR shall, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, physical handicap or disability, medical condition (cancer related), marital status, sex, sexual orientation, age (over 40), veteran status, or any other non-merit factor unrelated to job duties. In addition, the CONTRACTOR shall make a good faith effort to consider Minority/Women/Disabled Owned Business Enterprises in CONTRACTOR's solicitation of goods and services. Definitions for Minority/Women/Disabled Business Enterprises are available from the COUNTY General Services Purchasing Division.

(2) The CONTRACTOR shall furnish COUNTY Affirmative Action Office information and reports in the prescribed reporting format (PER 4012) identifying the sex, race, handicap or disability, and job classification of its employees and the names, dates and methods of advertisement and direct solicitation efforts made to subcontract with Minority-Women/Disabled Business Enterprises.

(3) In the event of the CONTRACTOR's non-compliance with the non-discrimination clauses of this Agreement or with any of the said rules, regulations, or orders said CONTRACTOR may be declared ineligible for further agreements with the COUNTY.

Equal Employment Opportunity (continued)

(4) The CONTRACTOR shall cause the foregoing provisions of this Subparagraph 7B. to be inserted in all subcontracts for any work covered under this Agreement by a subcontractor compensated more than \$50,000 and employing more than fifteen (15) employees, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

8. INDEPENDENT CONTRACTOR STATUS. CONTRACTOR and COUNTY have reviewed and considered the principal test and secondary factors below and agree that CONTRACTOR is an independent contractor and not an employee of COUNTY. CONTRACTOR is responsible for all insurance (workers compensation, unemployment, etc.) and all payroll related taxes. CONTRACTOR is not entitled to any employee benefits. COUNTY agrees that CONTRACTOR shall have the right to control the manner and means of accomplishing the result contracted for herein.

PRINCIPAL TEST: The CONTRACTOR rather than COUNTY has the right to control the manner and means of accomplishing the result contracted for.

SECONDARY FACTORS: (a) The extent of control which, by agreement, COUNTY may exercise over the details of the work is slight rather than substantial; (b) CONTRACTOR is engaged in a distinct occupation or business; (c) In the locality, the work to be done by CONTRACTOR is usually done by a specialist without supervision, rather than under the direction of an employer; (d) The skill required in the particular occupation is substantial rather than slight; (e) The CONTRACTOR rather than the COUNTY supplies the instrumentalities, tools and work place; (f) The length of time for which CONTRACTOR is engaged is of limited duration rather than indefinite; (g) The method of payment of CONTRACTOR is by the job rather than by the time; (h) The work is part of a special or permissive activity, program or project, rather than part of the regular business of COUNTY; (i) CONTRACTOR and COUNTY believe they are creating an independent contractor relationship rather than an employer-employee relationship; and (j) The COUNTY conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent contractor relationship, but rather that overall there are significant secondary factors which indicate that CONTRACTOR is an independent contractor.

By their signatures to this Agreement, each of the undersigned certifies that it is his or her considered judgment that the CONTRACTOR engaged under this Agreement is in fact an independent contractor.

0102

9. NONASSIGNMENT. CONTRACTOR shall not assign this Agreement without the prior written consent of the COUNTY.

10. RETENTION AND AUDIT OF RECORDS. CONTRACTOR shall retain records pertinent to this Agreement for a period of not less than five (5) years after final payment under this Agreement or until a final audit report is accepted by COUNTY, whichever occurs first. CONTRACTOR hereby agrees to be subject to the examination and audit by the Santa Cruz County Auditor-Controller, the Auditor General of the State of California, or the designee of either for a period of five (5) years after final payment under this Agreement.

11. PRESENTATION OF CLAIMS. Presentation and processing of any or all claims arising out of or related to this Agreement shall be made in accordance with the provisions contained in Chapter 1.05 of the Santa Cruz County Code, which by this reference is incorporated herein.

12. ATTACHMENTS. This Agreement includes the following attachments (identify by name or write "NONE"):

Attachment "A" - Operational Agreement

Attachment "B" - Compensation

Attachment "C" - Insurance Representations By Contractor

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

COUNTY OF SANTA CRUZ

CONTRACTOR- ~~San Lorenzo Valley~~
Resource Center

By: _____

By: Henry J. Bolmer

Address: PO Box 105, Ben Lomond, CA

Telephone: (831) 336-8895

APPROVED AS TO FORM

By: Harry A. Oberhelman, JR.
County Counsel 1/4/00

APPROVED AS TO INSURANCES

By: Janet McKinley 1-6-2000
Risk Management

DISTRIBUTION: County Administrative Office
Auditor Controller
County Counsel
Risk Management
Contractor

/Valley1

OPERATIONAL AGREEMENT

0103

This Operational Agreement stands as evidence that the Santa Cruz County Sheriffs Office and the San Lorenzo Valley Resource Center (VRC) intend to work together toward the mutual goal of preventing and suppressing drug use and sales on and around school campuses. Both agencies believe that implementation of the project, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating/providing services as outlined below:

Regular attendance and participation by VRC administrative staff at five (5) annual meetings of the Local Advisory Committee (LAC) convened to oversee and coordinate project activities.

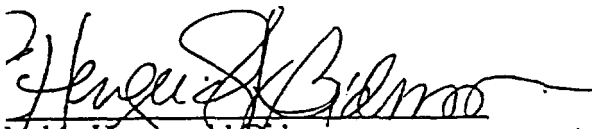
Attendance and participation by VRC administrative and direct service staff at all project trainings and workshops. In addition, a minimum of two VRC staff or volunteers will attend one mandatory OCJP-sponsored training session.

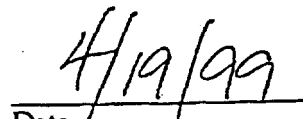
The VRC will provide a Prevention Training Coordinator, at 0.25 F.T.E., to staff the LAC: survey potential training participants, teachers and parents; produce two trainings for school staff and other community professionals; produce two parent education panels and four parenting skills/support groups; and develop, print and distribute 2,000 pieces of informational materials as described in the grant proposal.

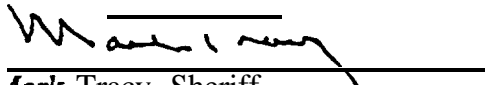
The VRC will provide one Youth Advocate, at 0.25 F.T.E., to conduct outreach and tracking of 40 hard-to-reach youth identified for referral to the Triad On Campus counseling.

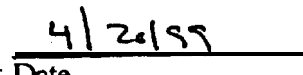
VRC administrative staff will represent the proposed project and make regular reports at the Santa Cruz County Children's Network and the Together for Youth Coalition.

We, the undersigned, as authorized representatives of the Santa Cruz County Sheriffs Office and the San Lorenzo Valley Unified School District, do hereby approve this document.


Evelyn Hengeveld-Bidmon
San Lorenzo Valley Resource Center


Date


Mark Tracy, Sheriff
Santa Cruz County Sheriff's Office


Date

Attachment "B"

0104

COMPENSATION

1. **VRC (Valley Resource Center) Prevention Training Coordinator**
25% of base pay & benefits (\$41,600) - \$10,400
2. **VRC Youth Advocate**
25% of base pay & benefits (\$28,000) - \$7,000
3. **VRC Executive Director**
5% of base pay (\$42,000) - \$2,100
25% of benefits (\$2,100) - \$525
4. **OCJP Conference Travel - \$932**
2 staff @ \$466/ea.
5. **Mileage - \$150**
VRC Prevention Training Coordinator
@ .24/mile(approx. 625 miles).
6. **Facility Rental- \$450**
VRC Prevention Training Coordinator
\$37.50/mo x 12 months
7. **Operational & Office Expenses - \$2,570**
VRC Prevention Training Coordinator
 - * Office Supplies
 - * Telephone Usage
 - * Postage
 - * Training Materials
 - * Parent Education/Drug Information Materials

Total contracted amount- \$24,127



STATE COMPENSATION INSURANCE FUND

P.O. BOX 807, SAN FRANCISCO, CA 94 10 1-0807

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

ISSUE DATE: 11-01-99

POLICY NUMBER: 1165018 - 9 9
CERTIFICATE EXPIRES: 11-01-00

COUNTY OF SANTA CRUZ
ATTN: PLANNING DEPT. GOVERNMENT CENTER
701 OCEAN STREET, ROOM 420
SANTA CRUZ CA 95060

This is to certify that we have issued a valid Workers' Compensation insurance policy in a form approved by the California insurance Commissioner to the employer named below for the policy period indicated.

This policy is not subject to cancellation by the Fund except upon 10 days' advance written notice to the employer.

We will also give you 10 days' advance notice should this policy be cancelled prior to its normal expiration.

This certificate of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policies listed herein. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this certificate of insurance may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.

Kenneth C. Bollier
PRESIDENT

EMPLOYER'S LIABILITY LIMIT INCLUDING DEFENSE COSTS: \$1,000,000.00 PER OCCURRENCE.

EMPLOYER

LEGAL NAME

VALLEY RESOURCE CENTER OF SLV/SV
PO BOX 105
BEN LOMOND CA 95005

VALLEY RESOURCE CENTER OF SAN LORENZO
VALLEY/SCOTTS VALLEY (A NON-PROFIT CORP)



CERTIFICATE OF LIABILITY INSURANCE

11/01/1999

3

Bedell/Nelson/Harbert
PO BOX 1295
SANTA CRUZ, CA 95061

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

A

NONPROFITS' INSURANCE ALLIANCE

B

NONPROFITS' INSURANCE ALLIANCE

C

0106

D

Valley Resource Center
PO Box 105
Ben Lomond, CA 95005

VALLOO

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

DO TR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY	99-4103	05/25/1999	05/25/2000	GENERAL AGGREGATE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				PRODUCTS - COMP/OP AGG	\$ 1,000,000
	<input type="checkbox"/> CLAIMSMADE <input checked="" type="checkbox"/> OCCUR				PERSONAL & ADV INJURY	\$ 1,000,000
	OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE	\$ 1,000,000
					FIRE DAMAGE (Any one fire)	\$ 100,000
					MED EXP (Any one person)	\$ 10,000
B	AUTOMOBILE LIABILITY	99-4103	05/25/1999	05/25/2000	COMBINED SINGLE LIMIT	\$ 1,000,000
	<input type="checkbox"/> ANY AUTO				BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE	\$
	<input checked="" type="checkbox"/> HIRED AUTOS					
	<input checked="" type="checkbox"/> NON-OWNED AUTOS					
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
	<input type="checkbox"/> ANY AUTO				OTHER THAN AUTO ONLY:	\$
					EACH ACCIDENT	\$
					AGGREGATE	\$
	EXCESS LIABILITY				EACH OCCURRENCE	\$
	<input type="checkbox"/> UMBRELLA FORM				AGGREGATE	\$
	<input type="checkbox"/> OTHER THAN UMBRELLA FORM					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
	THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE: <input type="checkbox"/> INCL <input type="checkbox"/> EXCL				EL EACH ACCIDENT	\$
					EL DISEASE - POLICY LIMIT	\$
					EL DISEASE - EA EMPLOYEE	\$
A	OTHER	99-4103	05/25/1999	05/25/2000	PROFESSIONAL LIAB. 1,000,000	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

The County of Santa Cruz, its officials, employees, agents and volunteers are named additional insured as respects the operations of the named insured.

CERTIFICATE HOLDER

COUN

Fiscal Unit
Santa Cruz County Sheriff
701 Ocean Street
Room 340
Santa Cruz, CA 95060

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ~~FORFEIT THE MAIL~~ 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT

BU1XEX00HEX10XMAKXSWAKXKODCESEX1XCNHOKKXCKABUGAXIANKXBRXKXNDXVX3

DE VALUATION OF THE ECONOMIC AGENTS ARE

AUTHORIZED REPRESENTATIVE

ACORD 25-S (1/95)

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