



# County of Santa Cruz 0333

## HEALTH SERVICES AGENCY

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### AGENCY ADMINISTRATIVE DIVISION

August 30, 2000

AGENDA: September 12, 2000

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

### **SUBJECT: Report Back on Fenix Services**

Dear Board Members:

At budget hearings, your Board requested the Health Services Agency (HSA) to report back on or before September 12, 2000 on the status of Fenix Services.

As you may be aware, Fenix has experienced administrative instability owing to an extended vacancy in the Executive Director position and the recent resignation of the Clinical Program Manager. Fenix contracts with Health Services Agency, Human Resources Agency, and the Probation Department for alcohol and drug treatment and prevention services, and counseling for juvenile probationers.

In the winter of 1999/2000, after a thorough administrative and programmatic review of the agency, HSA and Human Resources Agency (HRA) staff worked with Fenix to create and fill the position of an Administrative Manager. Development of this position has helped the agency to maintain fiscal stability and has substantially improved the quality of budgeting, fiscal controls and contract reporting. In addition, Fenix recently installed an up to-date computer system and developed a database to track progress on goals and objectives for all of its grants and funding sources.

HSA and HRA staff also worked with Fenix to conduct a recruitment for the vacant Executive Director position. The recruitment closed on September 1<sup>st</sup>, and there appear to be several promising candidates. HSA staff has worked with Fenix to restructure the agency budget to better leverage outside funding sources and also increase the maximum compensation for the Executive Director position to make it more competitive with current market rates.

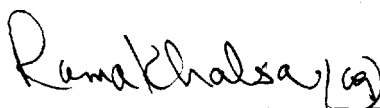
As your Board knows, from time to time the County provides ongoing or interim technical assistance and support to organizations which are providing an essential service in the community. To this end, it is anticipated that staff will provide continued administrative technical assistance and

clinical staff supervision to Fenix until the Executive Director position is filled, or until October 31, 2000. HSA and Fenix have entered into an agreement describing the support services to be provided during the interim transition period and, if the need for staff support exceeds the level currently being provided, or the need for intensive County assistance extends beyond October 31, 2000, the agreement provides for reimbursement to the County for the excess staff time involved. It is anticipated that the current level of assistance will be sufficient to maintain stability in the agency's services until critical staff positions are filled.

It is therefore RECOMMENDED that your Board:

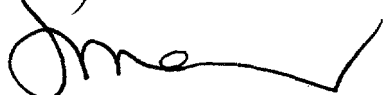
1. Accept and file this report on Fenix Services.

Sincerely,



Rama Khalsa, Ph.D., Administrator  
Health Services Agency

RECOMMENDED:



Susan A. Mauriello  
County Administrative Officer

cc: County Administrative Officer  
Auditor Controller  
County Counsel  
HRA Administration  
HSA Administration  
Alcohol and Drug Program Administrator  
Fenix Services