

County of Santa Cruz

HUMAN RESOURCES AGENCY

Cecilia Espinola, Administrator
1000 Emeline Avenue, Santa Cruz, CA 95060
(831) 454-4130 or 454-4045 FAX: (831) 454-4642

October 29, 2001

Agenda Date: November 20, 2001

BOARD OF SUPERVISORS
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA. 95060

APPROVE AMENDMENT TO CONTRACT WITH SECOND HARVEST FOOD BANK FOR FOOD STAMP OUTREACH AND REFERRAL

Dear Members of the Board:

On November 21, 2000 your Board approved a contract with the Second Harvest Food Bank for Food Stamp Outreach and Referral services for the period December 1, 2000 through November 30, 2001. Outreach for the Food Stamp program is a response to the decline in Food Stamp participation since welfare reform despite continued need and eligibility for the program. The purpose of this letter is to request your Board's acceptance of unanticipated revenue in the amount of \$17,750 and to request your Board's approval of a contract amendment with Second Harvest Food Bank for Food Stamp outreach and referral services. The contract amendment extends the contract period to June 30, 2002 and increases the total contract by \$17,750 for a total contract amount of \$53,200. Funds for this agreement are available at no additional cost to the County.

Among the reasons that eligible participants do not participate in the Food Stamp program are lack of awareness of their eligibility and the complexity of applying and maintaining eligibility for the program. In response, the Human Resources Agency (HRA) has contracted with the Second Harvest Food Bank of Santa Cruz County to provide callers to their Food Bank hotline with Food Stamp program information, eligibility screening and direct connection to a Food Stamp program eligibility worker. Second Harvest Food Bank has received over 1000 calls to their hotline since December of last year. Food Stamp information is provided to all hotline callers as well as food pantry recipients. Over 100 callers were transferred directly to a Food Stamp eligibility worker.

The Food Stamp Hotline Referral program was recently chosen as one of 22 recipients of the 2001 Victory Against Hunger Awards. The Congressional Hunger Center and Victory Wholesale Grocers

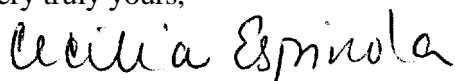
**CONTRACT AMENDMENT WITH SECOND
HARVEST FOOD BANK**

received 51 Congressional nominations for agencies nationwide that are involved in fighting hunger through innovative use of the Food Stamp Program. Congressman Sam Farr nominated the Second Harvest Food Bank of Santa Cruz County for this award. The judges stated that "the program demonstrates an exceptional contribution to poor and hungry people in your community and state."

IT IS THEREFORE RECOMMENDED that your Board:

1. Approve the resolution accepting unanticipated revenue in the amount of \$17,750 and appropriate these funds as described in the attached AUD60;
2. Approve the attached contract amendment with the Second Harvest Food Bank for the period of December 1, 2001 to June 30, 2002 and authorize the Human Resource Agency Administrator to sign the amendment.

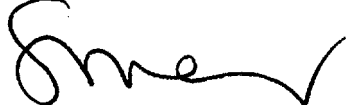
Very truly yours,



CECILIA ESPINOLA
Administrator

CE\rb

RECOMMENDED:



SUSAN A. MAURIELLO
County Administrative Officer

CC: County Administrative Office
Auditor Controller
HRA-Fiscal
Second Harvest Food Bank

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 DSS
_____ for food stamp program; and

WHEREAS, the County is recipient of funds in the amount of \$ 17,750 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 \$ 17,750 into
Department Human Resources Agency

<u>TIC</u>	<u>Index Number</u>	<u>Revenue Subobject Number</u>	<u>Account Name</u>	<u>Amount</u>
001	392100	0530	Cal Works	17,750

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>
021	392100	4500		Food Program	17,750

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

By _____

Department Head

Date _____

COUNTY ADMINISTRATIVE OFFICER / Recommended to Board

 / Not recommended to Board

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

AYES: SUPERVISORS

NOES: SUPERVISORS

ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

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

APPROVED AS TO ACCOUNTING DETAIL:

Alm J. Vela 12/17/97
Auditor-Controller

Distribution:

Auditor-Controller
County Counsel
County Administrative Officer
Originating Department

AUD60 (REV 12/97)

c:\audit\aud60.wpd

Page 2 of 2

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

0299

To: **Board of Supervisors**
County Administrative Office
Auditor Controller

FROM: Human Resources Agency (Department)

BY:

[Signature] (Signature) 9/3/01 (Date)
Signature certifies that appropriations/revenues are available

AGREEMENT TYPE (Check One)

AMMENDMENT

Expenditure Agreement ☒

Revenue Agreement ☐

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

1. Said agreement is between the Santa Cruz County Human Resources Agency (Department/Agency)
and Second Harvest Food Bank (Name/Address)

2. The ~~agreement will provide~~ ^{AMMENDMENT} will extend Food Stamp outreach and referral services to June 30, 2002

3. Period of the agreement is from 12/1/00 to 6/30/2002

4. Anticipated Cost is \$ 53,200 ☐ Fixed ☐ Monthly Rate ☐ Annual Rate ☒ Not to Exceed

Remarks: FY 00/01 encumbrance \$23,783, current FY 01/02 encumbrance \$11,667.00. Additional FY 01/02 encumbrance \$17,750.00

5. Detail: ☐ On Continuing Agreements List for FY 01 - 02, Page CC- 11 Contract No: 12298 OR ☐ 1st Time Agreement
☐ Section II No Board letter required, will be listed under Item 8
☐ Section III Board letter required
☐ Section IV Revenue Agreement

6. Appropriations/Revenues are available and are budgeted in 392100 (Index) 4500 (Sub object)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACHED COMPLETED AUD-74 OR AUD-60

Appropriations are available and will be encumbered.

Contract No: 12298

By: Adm J. Veliz
Auditor-Controller Deputy

Date: 11/7/01

Proposal and accounting detail reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize
HRA Administrator (Dept/Agency Head) to execute on behalf of the County of Santa Cruz

(Department/Agency)

Date: _____

By: _____
County Administrative Office

Distribution:

Board of Supervisors - White
Auditor Controller - **Canary**
Auditor-Controller - Pink
Department - Gold

State of California
County of Santa Cruz

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 ap-
proved by said Board of Supervisors as recommended by the County Administrative Office by an
order duly entered in the minutes of said Board on _____ 20__

ADM - 29 (8/01)
Title I, Section 300 Proc Man

By: Deputy Clerk

AUDITOR-CONTROLLER USE ONLY

CO _____ \$ _____
Document No. JE Amount Lines H/TL Keyed By Date

TC110 _____ \$ _____
Auditor Description Amount Index Sub object User Code

AMENDMENT TO HUMAN RESOURCES AGENCY CONTRACT #2298

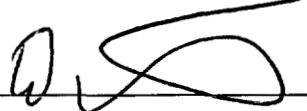
0300

The County of Santa Cruz, by and through the Human Resources Agency, hereinafter referred to as "COUNTY" and the SECOND HARVEST FOOD BANK OF SANTA CRUZ COUNTY, hereinafter referred to as "CONTRACTOR" hereby modify contract #2298 which previously provided a total funding amount of \$35,450. The purpose of this Amendment is to increase the total contract amount to \$53,200. The provisions of this Amendment shall be effective from December 1, 2000 through June 30, 2002. All other provisions of said contract shall remain the same.

(A) Item # 2, paragraph 2 is amended to read:

COUNTY shall pay CONTRACTOR on the basis of appropriate claims submitted to COUNTY in accordance with Attachment B, Expenditures, incorporated herein by reference, to be submitted by CONTRACTOR to COUNTY prior to the release of any payments under this Agreement. The maximum payment made by COUNTY to CONTRACTOR shall not exceed **\$53,200 for the period of December 1, 2000 through June 30, 2002.**

1. CONTRACTOR

By: 

Typed Name: Willy Elliott-McCrea

Address: 15 Errington Road
Watsonville, CA 95077

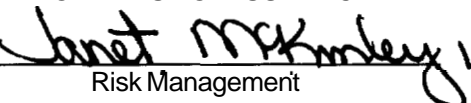
Telephone: 831-722-7110

Tax ID #: 770326685

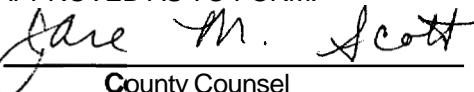
4. COUNTY OF SANTA CRUZ

By: _____

2. APPROVED AS TO INSURANCE:

By:  10-2-2001
Risk Management

3. APPROVED AS TO FORM:

By: 
County Counsel

DISTRIBUTION: County Administrative Office
Auditor-Controller
HRA Fiscal
Second Harvest Food Bank

RECEIVED
PERSONNEL DEPT - 1
01 OCT - 2 PM 2:35