



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

February 15, 2002

AGENDA: March 5, 2002

BOARD OF SUPERVISORS

county of Santa Cruz

701 Ocean Street

Santa Cruz, CA. 95060

CONTRACTS IN SUPPORT OF CHILD WELFARE SERVICES

Dear Members of the Board:

As you are aware, the Human Resources Agency (HRA) administers several federal and state funding streams that are utilized to contract for community-based services to children and families. The purpose of this letter is to request your Board's approval of several actions needed to facilitate the provision of services to abused and neglected children. The proposed actions are: approve an agreement with Santa Cruz Community Counseling Center (SCCCC) in the amount of \$100,000 for services supporting the Independent Living Skills Program (ILSP), approve an amendment increasing the Parents Center FY2001/2002 Title IV-E contract by \$14,000, and provide a letter of intent to the California Department of Social Services (CDSS) to designate HRA as the public agency to administer the Child Abuse Prevention Intervention and Treatment (CAPIT) and Community Based Family Resource and Support (CBFRS) Programs. The proposed contract, contract amendment, and letter of intent are on file with the Clerk of the Board.

Approve Agreement with Santa Cruz Community Counseling Center for ILSP Services

As you know, the California Department of Social Services (CDSS) annually allocates Federal Independent Living Program dollars to individual counties in order to provide life skills education and services to foster youth ages 16 to 21. These funds allow the County to operate an Independent Living Skills Program (ILSP). The ILSP provides services to prepare foster youth to live independently after they age out of the foster care system.

In FY 2000/2001, HRA began contracting a portion of the ILSP allocation to the Santa Cruz Community Counseling Center (SCCCC) to operate a transitional housing program, transportation and supportive services for ILSP participants. As part of HRA's FY 2001/2002 budget, your Board approved funds to continue this important contract. Early in FY 2001/2002, Assembly Bill 427 (AB427) was enacted, potentially altering ILSP service delivery by creating new program elements which counties could elect to adopt. State regulations regarding these new program elements were not available until late in 2001. While awaiting the State regulations, HRA delayed processing of the 2001/2002 contract with SCCC, pending an analysis of the regulations and fiscal impact to determine whether new program elements should be included in the contract. However, since July 1, 2001, the SCCC has continued to provide services without interruption, pending finalization of the 2001/2002 contract. Ultimately, HRA decided not to adopt the new program elements because they would have significantly increased County costs. At this time, HRA requests your Board's approval to execute the agreement with SCCC in the amount of \$100,000, which provides for essential services to ILSP youth from July 1, 2001 through June 30, 2002. No additional County cost is associated with this contract.

BOARD OF SUPERVISORS

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Agenda: February 26, 2002

CONTRACTS IN SUPPORT OF CHILD WELFARE SERVICESDescription of SERVICES

The Human Resources Agency has negotiated a contract with SCCCC in the amount of \$100,000 to provide the following specialized services to foster teens during **FY 2001/2002**:

Housing Services- \$54,495

SCCCC will continue to provide a transitional housing program and housing support services for emancipated youth 18 to 21 years of age.

Transportation Services-\$15,000

SCCCC will continue to supply a van and van drivers to provide specialized transportation services to the participants of the ILSP in Santa Cruz County. Transportation will be provided to school, work, ILSP workshops and activities, community activities, and to other locations approved by ILSP staff.

ILSP Supportive Services-\$30,504

SCCCC will sub-contract with various community providers for services in support of the ILSP, including contracts for specialized workshops and classes to assist youth in developing life skills, payment for work activities/expenses or training, and provision of aftercare support services for emancipated youth that have not attained the age of 21.

Approve Amendment to Parents Center Contract

A portion of HRA's Title IV-E allocation is contracted to the Parents Center in support of HRA's Child Welfare Services (CWS). The Parents Center contract in the amount of \$140,000 includes specialized counseling, family care workers who provide in-home parenting support and education; and the Parental Stress Hotline, which operates after-hours telephone services to prevent child abuse and makes immediate referrals to CWS when necessary. As a result of increased costs associated with the Parental Stress Hotline, HRA requests your Board's approval of an amendment to increase this contract by \$14,000 in FY 2001/2002. Funds for this increase were approved by your Board as part of HRA's FY 2001/2002 budget.

Approve issuance of Notice of Intent to Designate HRA as the Administrator for CAPIT and CBFRS funds

As you may recall, Child Abuse Prevention Intervention and Treatment (CAPIT) services are funded through a revenue agreement with the California Department of Social Services CDSS. At present, funds are contracted to the Parents Center to provide child abuse prevention and intervention services that are mandated by **AB 1733** and **AB 2779**. Community Based Family Resource and Support (CBFRS) funds are currently contracted to Community Bridges, also for prevention services. At the State level, CAPIT and CBFRS have recently been administratively combined for allocation and planning purposes.

Welfare and Institutions Code Section 18962 requires the Board of Supervisors to notify the Office of Child Abuse Prevention OCAP of its intent to contract with private or public non-profit agencies to provide CAPIT and CBFRS services for the next grant cycle, covering FY 2002/2003 through 2004/2005.

At this time, it is requested that your Board approve the attached notice of intent, designating the Human Resources Agency as the public agency to administer the combined CAPIT and **CBFRS** programs and stating that the County intends to contract with private or public non-profit agencies to provide these services. Following the issuance of the notice of intent, a three-year CAPIT/CBFRS plan and request for proposals will be brought to your Board for approval in March 2002.

BOARD OF SUPERVISORS

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Agenda: February 26, 2002

CONTRACTS IN SUPPORT OF CHILD WELFARE SERVICES

IT IS THEREFORE RECOMMENDED that your Board:

1. Approve the contract with Santa Cruz Community Counseling Center in the amount of \$100,000 and authorize the Human Resources Agency Administrator to sign the contract;
2. Approve the Amendment to the Parents Center Title IV-E contract in the amount of \$14,000; and
3. Approve the issuance of a Notice of Intent to the California Department of Social Services to be eligible to receive Child Abuse Prevention Intervention and Treatment and Community Based Family Resource and Support Programs funding after June 30, 2002.

Very truly yours,

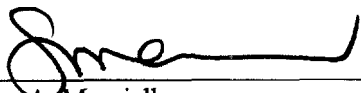


CECILIA ESPINOLA

Administrator

CE/JH

RECOMMENDED:



Susan A. Mauriello

County Administrative Officer

Attachment

cc: County Administrative Office
Auditor-Controller
Santa Cruz Community Counseling Services

Attachment B

STATE OF CALIFORNIA – HEALTH AND HUMAN SERVICES AGENCY CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

NOTICE OF INTENT FOR _____ COUNTY
(STATE FISCAL YEARS 2002 – 2005 GRANT CYCLE)

The undersigned agrees that the County intends to contract or not contract with public or private nonprofit agencies to provide services in accordance with Welfare and Institutions Code Article 4 (Section 18960-et. seq.).

In addition, the undersigned assures that allocations made by the County under the Child Abuse Prevention, Intervention and Treatment Program and Community Based Family Resource and Support Programs will be used in the development, implementation, expansion or enhancement of a local network of child abuse prevention programs.

Please check the appropriate box.

- ☐ The County intends to contract with public or private nonprofit agencies to provide prevention services.
- ☐ The County does not intend to contract with public or private nonprofit agencies to provide prevention services.

The County Board of Supervisors designates _____ as the public agency to administer the combined Child Abuse Prevention, Intervention and Treatment and Community Based Family Resource and Support Programs.

In order to receive funding effective July 1, 2002, please sign and return the Notice of Intent by August 20, 2001 to:

California Department of Social Services
 Office of Child Abuse Prevention
 744 P Street, MS 19-82
 Sacramento, CA 95814

 County Board of Supervisors Authorized
 Signature

 Date

 Print Name

 Title

AMENDMENT TO INDEPENDENT CONTRACTOR AGREEMENT #10962-01
TITLE IV-E CHILD WELFARE SERVICES

0127

The County of Santa Cruz, by and through the Human Resources Agency, hereinafter referred to as "COUNTY," and Parents Center, Inc., hereinafter referred to as "CONTRACTOR," hereby amend Contract Number 10962-01 which provides services from July 1, 2001 through June 30, 2002. The original amount of this agreement was in the sum of \$140,000 per year for two fiscal years. The purpose of this Amendment is to provide an augmentation in the amount of \$14,000 for fiscal year 01/02 only thereby modifying the total contract amount and budget. The provisions of this Amendment shall be in effect from July 1, 2001 through June 30, 2002. All other provisions of said contract shall remain the same.

(A) Section 2 Paragraph A, is amended to read:

A. In consideration of services rendered, COUNTY shall pay CONTRACTOR on the basis of appropriate claims submitted to the Human Resources Agency in accordance with Exhibit "A" (Program Budget), incorporated herein by reference, the claims shall be submitted by CONTRACTOR to COUNTY prior to the release of any payments under this Agreement. In no event shall the maximum payment made by COUNTY to CONTRACTOR under this Agreement exceed the sum of \$140,000 for the period of July 1, 2000 through June 30, 2001 and \$154,000 for the period of July 1, 2001 through June 30, 2002, for a total two-year contract amount not to exceed \$294,000.

(B) Amended Exhibit "A" ("BUDGET") is attached hereto and by this reference incorporated herein.

All other provisions of said contract shall remain the same.

Initials_____/_____
CONTRACTOR/COUNTY

EXHIBIT A

0128

HRA TITLE IVE BUDGET PARENTSCENTER	Specialized Counseling FY 01-02	Family Care Worker FY 01-02	Services Hotline FY 01-02	HRA IVE Program Budget FY 00-01
SALARIES/BENEFITS				
7000 Salaries Total	\$70,100	\$12,900	\$3,646	\$86,646
7100 Employee Health/Retirement	7600	2400	700	\$10,700
7200 Payroll Taxes	7300	1309	360	\$8,969
				\$0
TOTAL SALARIES/BENEFITS:	\$85,000	\$16,609	\$4,706	\$106,315
				\$0
SERVICES/SUPPLIES				\$0
8000 Professional Fees: Audit	1200		200	\$1,400
8010 Indep. Prof. Consultants	2400		12000	\$14,400
8100 Supplies	2400	300		\$2,700
8200 Telephone	1580	600	5800	\$7,980
8300 Postage & Shipping	300	0	300	\$600
8400 Occupancy Total	9600	1200		\$10,800
8500 Rent/Maintenance of Equip.	1200	0	480	\$1,680
8600 Printing & Publications	600	0	1200	\$1,800
8700 Travel & Transportation	1000	1200		\$2,200
8800 Conferences/Meetings	725	300		\$1,025
8900 Assistance to Individ.	0	0		\$0
9000 Membership dues	0	0		\$0
9100 Awards and Grants	0	0		\$0
9200 Interest Expense	0	0		\$0
9300 Insurance/Bond	2400	600	100	\$3,100
9400 Miscellaneous	0	0		\$0
9600 Dist. of Program Costs	0	0		\$0
9691 Payment/Affiliated Orgs.	0	0		\$0
				\$0
TOTAL SERVICES/SUPPLIES:	\$23,405	\$4,200	\$20,080	\$47,685
GRAND TOTAL EXPENSES:	\$108,4051	\$20,8091	\$24,7861	\$4 54,000

Initials _____ / _____
 CONTRACTOWCOUNTY

SIGNATURE PAGE

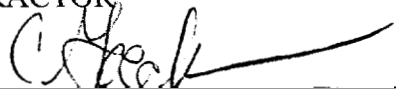
0129

COUNTY OF SANTA CRUZ

DATED: _____

By: _____
Cecilia Espinola
Human Resources Agency Administrator

DATED: 2/12/02

CONTRACTOR
By: 
CONTRACTOR's Authorized Representative
Celia Goeckermann, Executive Director
Typed Name/Title
Parents Center
Organization
530 Soquel Avenue
Address
Santa Cruz, CA 95062
City State Zip
426-7322
Phone
94-2300871
Tax ID #

APPROVED AS TO FORM:


Assistant County Counsel

Distribution: Human Resources Agency
County Administrative Office
Auditor-Controller
Contractor

INDEPENDENT CONTRACTOR AGREEMENT

0130

THIS CONTRACT is entered into this 1st day of July 2001 by and between the COUNTY OF SANTA CRUZ HUMAN RESOURCES AGENCY, hereinafter called COUNTY, and, SANTA CRUZ COMMUNITY COUNSELING CENTER, hereinafter called CONTRACTOR. The parties agree as follows:

1. DUTIES. CONTRACTOR agrees to exercise special skill to accomplish the following result:
- SEE ATTACHMENT "A" SCOPE OF SERVICES

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

Total Cost not to exceed \$100,000 paid in two installments of \$50,000 each upon receipt of contractor invoices. The Human Resources Agency (HRA) contract monitor must approve contractor invoice prior to payment. The contractor will meet monthly with the HRA contract monitor to ensure effective program operation.

Submit invoice for payment to:

Human Resources Agency
Jodie Harris, Senior Analyst
PO Box 1320
Santa Cruz, CA 95061

3. TERM. The term of this contract shall be July 1, 2001 through June 30, 2002,
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.
CONTRACTOR shall exonerate, indemnify, defend, and hold harmless COUNTY (which for the purpose of paragraphs 5 and 6 shall include, without limitation, its officers, agents, employees and volunteers) from and against:
- A. Any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature which COUNTY may sustain or incur or which may be imposed upon it for injury to or death of persons, or damage to property as a result of, arising out of, or in any manner connected with the CONTRACTORS performance under the terms of this Agreement, excepting any liability arising out of the sole negligence of the COUNTY. Such indemnification includes any damage to the person(s), or property (ies) of CONTRACTOR and third persons.
- B. Any and all Federal, State and Local taxes, charges, fees, or contributions required to be paid with respect to CONTRACTOR and CONTRACTORS 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 CONTRACTORS vehicles used in the performance of this Agreement, including owned, non-owned (e.g., owned by CONTRACTOR'S employees), leased or hired vehicles, shall each be covered with Automobile Liability Insurance in the minimum amount of \$500,000.00 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 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. This insurance coverage shall not be required if both the CONTRACTOR and COUNTY acknowledge to this fact by initialing here _____ / _____

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 years after the expiration of the 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."

All the insurance policies shall be endorsed to contain the following clause:

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

Human Resources Agency
Attn: Jodie Harris, Senior Analyst
PO Box 1320
Santa Cruz, CA 95061

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 coverage. All Certificates of Insurance shall be delivered or sent to:

Human Resources Agency
Attn: Jodie Harris, Senior Analyst
PO Box 1320
Santa Cruz, CA 95061

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, creed, religion, national origin, ancestry, disability, medical condition (cancer related and genetic characteristics), marital status, sex, sexual orientation, age (over 18), veteran status, gender, pregnancy, or any other non-merit factor unrelated to job duties. Such 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, creed, religion, national origin, ancestry, disability, medical condition (cancer related and genetic characteristics), marital status, sex, sexual orientation, age (over 18), veteran status, gender, pregnancy, 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 CONTRACTORS 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 Equal Employment Opportunity Office information and reports in the prescribed reporting format (PER 4012) identifying the sex, race, physical or mental 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.
 - 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 (worker's 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 workplace; (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

INDEPENDENT CONTRACTOR AGREEMENT

CONTRACT #

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. ACKNOWLEDGEMENT. Contractor shall acknowledge on any commemorative plaques and in all reports and literature that the Santa Cruz County Board of Supervisors has provided funding to the Contractor.
13. ATTACHMENTS. This Agreement includes the following attachments:
ATTACHMENT "A" SCOPE OF SERVICES
ATTACHMENT "B" BUDGET
ATTACHMENT "C" ASSURANCE OF COMPLIANCE

Initial  /
Contractor/County

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

1. CONTRACTOR

4. COUNTY OF SANTA CRUZ

By:  _____

By: _____

Typed Name: Tery Moriarty, J.D., Ph.D.
Executive Director

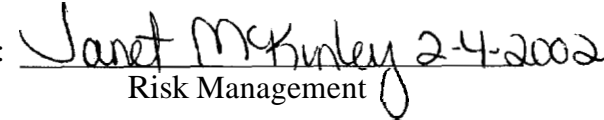
Address: 195-A Harvey West Blvd.

Santa Cruz, CA 95060

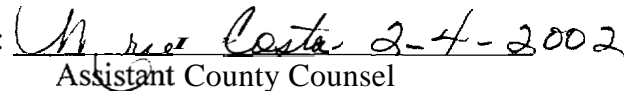
Telephone: (831) 469-1700

Tax ID #: 23-7275290

2. APPROVED AS TO INSURANCE:

By:  2-4-2002
Risk Management

3. APPROVED AS TO FORM:

By:  2-4-2002
Assistant County Counsel

DISTRIBUTION: County Administrative Office
Auditor-Controller
Santa Cruz Community Counseling Center

ATTACHMENT "A"
SCOPE OF SERVICES

FAMILY AND CHILDREN'S SERVICES (FCS)

SANTA CRUZ COMMUNITY COUNSELING CENTER (SCCCC)

Under this Agreement, the SCCCC. agrees to provide the following scope of services:

PROVIDER: Santa Cruz Community Counseling Center, Inc.

PROVIDER NOS.:

PROVIDER TELEPHONE: (831) 469-1700

PROGRAMS: **Community Support Services** – Transportation, Housing, and additional supportive services for the Independent Living Skills Program (ILSP) participants.

PROGRAM ADDRESS: 290 Pioneer Street, Santa Cruz, CA 95060

PROGRAM TELEPHONE: (831) 459-0444

I. PROGRAM INTENT

1.1 Primary Task: The purpose of the ILSP is to provide supportive services to foster teens and young adults, age 16-21, as a means of facilitating a seamless and successful transition from foster care to self sufficiency. The supportive services provided by this contract will support these young adults in acquiring the knowledge, skills, and attitudes necessary to make that transition by providing them with comprehensive independent living services and transportation services.

1.2 Description of Services:

A. Housing Services-

SCCCC will provide housing assistance services for emancipated youth that are at least 18 years old and not yet attained the age of 21.

B. Transportation Services-

Community Support Services (CSS) provides a van and van drivers to provide transportation services to the participants of the ILSP in Santa Cmz County. Transportation services will be provided from 7-10am, and from 4-7pm, Monday through Friday, with the exception of holidays. Transportation will be provided to school, work, ILSP workshops and activities, community activities, and to other locations approved by ILSP staff.

C. ILSP supportive services-

* Contracted services performed in support of the ILSP- This would include contracts for the provision of specialized workshops to ILSP participants with individuals who have expertise in various independent living activities.

- Health Related activities/services or classes for ILSP participants- This could include health insurance, medical emergencies, home health and saftety management, nutrition, family planning, sexuality, drug / alcohol / smoking use, pre-natal drug/alcohol exposure, eating disorders, personal care and any other service related to the health of the youth.

- Work activities/expenses-work or training related costs for ILSP participants. This could include tools, equipment, uniforms, any specialized training to sustain or obtain employment, and job coaches.
- Aftercare- expenses associated with providing aftercare support services for emancipated youth that have not attained the age of 21. This would include educational assistance and counseling, job placement and retention training, vocational training, crisis counseling, legal assistance, emergency assistance and any other service or activity directly related to aftercare for youth.

ATTACHMENT "B"
BUDGET

THPP BUDGET FOR -2002

	PROGRAM COSTS	INDIRECT RATE =11.3%	TOTAL
Transportation	13,477	1,523	15,000
Housing Assistance	48,963	5,533	54,496
Subtotal	62,440	7,056	69,496
Contract Services	9,438	1,066	10,504
Health Services	8,985	1,015	10,000
Aftercare Services	8,985	1,015	10,000
Subtotal	27,408	3,096	30,504
GRAND TOTAL	89,848	10,152	100,000

ATTACHMENT "C"

0139

**ASSURANCE OF COMPLIANCE
WITH THE HUMAN RESOURCES AGENCY****NONDISCRIMINATION IN STATE
AND FEDERALLY ASSISTED PROGRAMS****SANTA CRUZ COMMUNITY COUNSELING CENTER**

HEREBY AGREES THAT it will comply with Title VI and VII of the Civil Rights Acts of 1964 as amended; Section 504 of the Rehabilitation Acts of 1973, as amended; the Age Discrimination Act of 1975, as amended; the Food Stamp Act of 1977 as amended, and in particular Section 272.6; Title II of the Americans with Disabilities Act of 1990; California Civil Code, Section 51 et seq., as amended; California Government Code Section 11135-11139.5, as amended; California Government Code Section 12940(c), (h) (l), (i), and (j); California Government Code, Section 4450; Title 22, California Code of Regulations 98000 - 98413, and other applicable federal and state laws, as well as their implementing regulations (including 45 Code of Federal Regulations (CFR) Parts 80, 84, and 91, 7 CFR Part 15, and 28 CFR Part 42), by ensuring that employment practices and the administration of public assistance and social services programs are nondiscriminatory, to the effect that no person shall because of ethnic group identification, age, sex, color, disability, medical condition, national origin, race, ancestry, marital status, religion, religious creed or political belief be excluded from participation in or be denied the benefits of, or be otherwise subject to discrimination under any program or activity receiving federal or state financial assistance; and HEREBY GIVE ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal and state assistance; and THE VENDOR/RECIPIENT HEREBY GIVES ASSURANCE THAT administrative methods/procedures which have the effect of subjecting individuals to discrimination or defeating the objectives of the California Department of Social Services (CDSS) Manual of Policies and Procedures (MPP) Chapter 21, will be prohibited.

BY ACCEPTING THIS ASSURANCE, the vendor/recipient agrees to compile data, maintain records and submit reports as required, to permit effective enforcement of the aforementioned laws, rules and regulations and permit authorized CDSS and/or federal government personnel, during normal working hours, to review such records, books and accounts as needed to ascertain compliance. If there are any violations of this assurance, CDSS shall have the right to invoke fiscal sanctions or other legal remedies in accordance with Welfare and Institutions Code Section 10605, or Government Code Section 11135-11139.5, or any other laws, or the issue may be referred to the appropriate federal agency for further compliance action and enforcement of this assurance.

THIS ASSURANCE is binding on the vendor/recipient directly or through contract, license, or other provider services, as long as it receives federal or state assistance.

Date 02/12/02


Director's Signature

Address of Vendor/Recipient: 195-A Harvey West Blvd., Santa Cruz, CA 95060

COUNTY OF SANTA CRUZ

REQUEST FOR APPROVAL OF AGREEMENT

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

FROM: Human Resource Agency (Department)

BY: [Signature] (Signature) 2/2/02 (Date)
Signature certifies that appropriations/revenues are available

AGREEMENT TYPE (Check One) ☒ Amendment ☐ 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 Resource Agency (Department/Agency)
and Parents Center, 530 Soquel Ave. Santa Cruz CA 95062 (Name/Address)

2. The agreement will provide amendment to increase contract by \$14,000

3. Period of the agreement is from 7/1/00 to 6/30/2002

4. Anticipated Cost is \$ 294,000 ☐ Fixed ☐ Monthly Rate ☐ Annual Rate ☒ Not to Exceed

Remarks: N 00/01 encumb. \$140,000, Current FY 01/02 encumb. \$140,000 - additional FY 01/02
encumb. of \$14,000 CONTACT: J. Harris X4741

5. Detail: ☐ On Continuing Agreements List for FY - . Page CC- - Contract No: C10962-01 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 AMMENDMENT #1 10962-01

6. Appropriations/Revenues are available and are budgeted in 392100 (Index) 4080 (Sub object)

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

Appropriations are available and will be encumbered.

Contract No: 10962-01

By: [Signature]
Auditor-Controller Deputy

Date: 02/20/02

CC-12, WAS I, NOW III

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 Santa Cruz County

Human Resources Agency (Department/Agency)

Date: 2/2/02

By: [Signature]
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	\$						
27				Amount	Index	Sub object	User Code

COUNTY OF SANTA CRUZ

REQUEST FOR APPROVAL OF AGREEMENT

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

FROM: Human Resource Agency (Department)
BY: [Signature] (Signature) 7/15/02 (Date)
Signature certifies that appropriations/revenues are available

AGREEMENT TYPE (Check One)

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 Santa Cruz Community Counseling Center, 195-A Harvey West Blvd Santa Cruz CA 95060 (Name/Address)
2. The agreement will provide ILSP services to foster teens to facilitate transition from foster care to self-sufficiency
3. Period of the agreement is from 7/1/01 to 6/30/02
4. Anticipated Cost is \$ 100,000 ☐ Fixed ☐ Monthly Rate ☐ Annual Rate ☒ Not to Exceed

Remarks: Contact: J. Harris X4741

5. retail: ☐ On Continuing Agreements List for FY ____ - ____ . Page CC-____ Contract No: ____ 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) 4080 (Sub object)

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

Appropriations are available and have been encumbered.
are not will be

Contract No: 12721

By: [Signature]
Auditor-Controller Deputy

Date: 02/20/02

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 Santa Cruz County

Human Resources Agency

(Department/Agency)

Date: 2/21/02

By: [Signature]
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 beginning request for approval of agreement was approved by said Board of Supervisors as recommended by the County Administrative Office by an order duly entered in the minutes of said Board on _____ 2002

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	
TC:10		8				
Auditor Description		Amount	Index	Sub object	User Code	