



County of Santa Cruz

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PROBATION DEPARTMENT

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JOHN P. RHOADS
CHIEF PROBATION OFFICER

April 4, 2002

Agenda: April 23, 2002

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

Approve and Authorize the County Administrative Officer to sign Authorization of Expenditures for Refreshments in excess of \$250 limit for the Probation Department Reclaiming Futures Program and the Victim Advisory Board's Annual National Crime Victim Rights Week Event

Dear Members of the Board:

The Probation Department is requesting approval for authorization of expenditures for refreshments in excess of the \$250.00 limit specified in Title I, Section 100c.(1)(c) of the County Procedures Manual, which allows the County Administrative Officer to approve such expenditures (excluding alcoholic beverages) when the requests are submitted and approved in advance, and provided a public purpose is served.

The Probation Department was recently awarded a one-year planning grant from the Robert Wood Johnson Foundation's "Reclaiming Futures: Building Community Solutions to Substance Abuse and Delinquency" initiative. The focus of this \$21 million initiative is to develop models of juvenile justice system infrastructure able to deliver comprehensive and effective adolescent treatment and community reintegration services for substance abusing youth. The one year planning project includes in-depth data collection and analysis to fully understand the experience of substance abusing youth offenders and their parents, the types of services they currently receive, and how effective these services are. The project features intensive community involvement and community education, and will help identify promising and innovative pathways for youthful offenders to reintegrate back into the community. The project will utilize numerous neighborhood meetings and public forums for data collection which will require the provision of meals and refreshments for participants, costs of which were included and approved in the grant program budget. Due to the number of participants expected at these meetings and forums, refreshment costs may exceed the \$250 limit.

Included in this request is approval for refreshment costs for costs incurred on March 26 and 27, 2002, when the Robert Wood Johnson National Program staff scheduled a two-day site visit to review the local implementation plan. This visit included a dinner hosted by RWJF staff to meet

project staff and community-based organization partners, and to solicit public comment on the project. Costs for this event were approximately **\$355**, and due to short notice, prior approval was not obtained. All costs for these activities in the project are funded by the grant; there is no county cost associated with this program.

The Probation Department's Victim Advisory Board plans an event each year during National Crime Victim Rights Week. This year they are planning a reception to honor local persons who work with crime victims. This activity is budgeted and completely funded through the Department's Victim Services Program included in the Temporary Assistance to Needy Families (TANF) program plan and allocation. It is anticipated that there will be approximately 70-75 attendees including **13** honorees, **47** public citizens/volunteers, **5** outside agency representatives and 10 county staff. Estimated cost is \$470 for providing party trays, sheet cake, coffee and sodas. Cost per attendee is approximately \$6.00. There is no county cost associated with this activity.

IT IS THEREFORE RECOMMENDED that your Board approve and authorize the County Administrative Officer to sign Authorization of Expenditures for Refreshments in excess of the \$250 limit for the Probation Department Reclaiming Futures Program and the Victim Advisory Board's Annual National Crime Victim Rights Week Event.

Sincerely,



JOHN P. RHOADS
Chief Probation Officer

JPR:FN

RECOMMENDED:



SUSAN A. MAURIELLO
County Administrative Officer

cc: Auditor Controller
Probation