



# County of Santa Cruz

## HUMAN RESOURCES AGENCY

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CECILIA ESPINOLA, ADMINISTRATOR

May 9, 2002

AGENDA: May 21, 2002

### BOARD OF SUPERVISORS

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

## COMMUNITY PROGRAMS' MONITORING REPORTS

Dear Members of the Board:

As you are aware, the Human Resources Agency is responsible for monitoring Community Programs on a biennial basis for contract compliance. The purpose of this letter is to advise you that the monitoring visits for FY 01/02 have been completed, and to provide you with copies of the final reports. A list of the programs that were monitored during the year is attached (Attachment A). The monitoring visits included a review of administrative and programmatic records, and all reports have been reviewed by the respective agencies.

The monitoring reports include details of each agency's major achievements and challenges during the last two fiscal years, corrective actions and recommendations where appropriate. For your information, "corrective actions" refer to issues of contract compliance which require action on the part of the contractor, generally by the end of the fiscal year. "Recommendations" refer to suggested improvements that are not mandatory under the terms of the contract.

In addition, as part of the ongoing evaluation of progress toward equitable distribution of these funds given the demographics of the County, these programs were monitored on adherence to the Standards of Accessibility for Latino Services adopted by your Board, and all programs were asked to submit data on the number of clients, staff, and Board of Directors members who are Latino. Changes and areas needing attention regarding service to the Latino population were noted in the reports.

This year 34 agencies were monitored including a total of 41 programs. A listing of corrective actions and recommendations is attached (Attachment B). Community Programs are doing extremely well in providing services to the community.

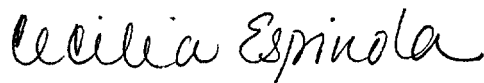
BOARD OF SUPERVISORS  
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Community Programs' Monitoring Reports

In their final quarterly reports for FY 01/02, community programs will report to HRA regarding their progress in addressing any corrective actions identified in the monitoring reports. HRA will provide a report to your Board in September 2002 regarding community programs' responses to corrective actions.

I would like to take this opportunity to thank the staff, directors, and board members of the agencies for continuing to provide critically needed services to the community.

IT IS THEREFORE RECOMMENDED that your Board accept and file this report on the performance of the Community Programs that were monitored in **FY 01/02**.


Very truly yours,



CECILIA ESPINOLA  
Director

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Attachments

RECOMMENDED:



Susan A. Mauriello  
County Administrative Officer

cc: County Administrative Office  
Human Services Commission  
Latino Affairs Commission  
Contractors