

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

|   |   |  |                          |
|---|---|--|--------------------------|
| (1) DEPARTMENT<br>Social Services   | (2) MEETING DATE<br>7/9/2013                      | (3) CONTACT/PHONE<br>Trish Avery Caldwell<br>(805) 781-1831  |                          |
| (4) SUBJECT<br>Request to approve a renewal service contract (Clerk's File) for Direct Family Services and Parent Education with Community Action Partnership of San Luis Obispo County, Inc., for Fiscal Year 2013-2014 in the amount of \$407,098.  |   |  |                          |
| (5) RECOMMENDED ACTION<br>It is recommended that your Board approve, and direct the Chairperson to sign, the renewal service contract with Community Action Partnership of San Luis Obispo County, Inc., for Direct Family Services and Parent Education in the amount of \$407,098 for FY 2013-2014. |   |  |                          |
| (6) FUNDING SOURCE(S)<br>Fed (50%)<br>State (41%)<br>Co (9%)  | (7) CURRENT YEAR<br>FINANCIAL IMPACT<br>\$407,098 | (8) ANNUAL FINANCIAL IMPACT<br><br>\$407,098   | (9) BUDGETED?<br><br>Yes |
| (10) AGENDA PLACEMENT<br><input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___)   |   |  |                          |
| (11) EXECUTED DOCUMENTS<br><input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A  |   |  |                          |
| (12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR)<br>19001260   |   | (13) BUDGET ADJUSTMENT REQUIRED?<br>BAR ID Number: N/A<br><input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A |                          |
| (14) LOCATION MAP<br>N/A  | (15) BUSINESS IMPACT STATEMENT?<br>No             | (16) AGENDA ITEM HISTORY<br><input type="checkbox"/> N/A    Date: <u>Board Approval 6/19/2012</u>  |                          |
| (17) ADMINISTRATIVE OFFICE REVIEW<br><br>Emily Jackson  |   |  |                          |
| (18) SUPERVISOR DISTRICT(S)<br>All Districts -  |   |  |                          |

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Social Services/Trish Avery Caldwell  
(805) 781-1831

DATE: 7/9/2013

SUBJECT: Request to approve a renewal service contract (Clerk's File) for Direct Family Services and Parent Education with Community Action Partnership of San Luis Obispo County, Inc., for Fiscal Year 2013-2014 in the amount of \$407,098.

## **RECOMMENDATION**

It is recommended that your Board approve, and direct the Chairperson to sign, the renewal service contract with Community Action Partnership of San Luis Obispo County, Inc., for Direct Family Services and Parent Education in the amount of \$407,098 for FY 2013-2014.

## **DISCUSSION**

The Community Action Partnership of San Luis Obispo County, Inc. (CAPSLO), previously known as Economic Opportunity Commission of San Luis Obispo County, Inc. (EOC), a private nonprofit, began providing services in San Luis Obispo County in 1965 and offers many services for low-income individuals and families. Services offered include child care, homeless case management, shelter and food, home energy services, adult day care for the elderly or disabled, emergency intervention services, and many other services focused on eliminating the causes of poverty. Specifically, supportive services like Direct Family Services and Parent Education aim at improving the quality of life for young parents and families. Together CAPSLO and the Department of Social Services (DSS) strive to improve the lives of people in the community and provide services that meet federal/state program mandates.

Direct Family Services and Parent Education is a DSS countywide voluntary child abuse prevention program that provides family support services to assist in maintaining child safety and family stability. Child Welfare Services (CWS) staff uses the Structured Decision Making<sup>®</sup> (SDM) Hotline Screening Tool to assess and determine the family's risk level for abuse. The SDM Hotline Screening Tool provides CWS staff with a simple, objective, and reliable tool with which to make the best possible decisions for individual cases. Based on the assessment if the family is at low risk for abuse the CWS Social Worker (SW) refers families who may be struggling to meet their family's basic needs to CAPSLO. To ensure families obtain the appropriate services, a Family Advocate works with the family to evaluate their needs and create a family case plan. Based on the individual family needs and case plan, services are provided such as in-home parent education, assistance with food, household items, infant and toddler clothing, beds or cribs for children, cleaning and hygiene products, utilities, and appliances, as well as assistance with referrals to other community and county programs. In some cases the family has an active California Work Opportunity and Responsibility to Kids (CalWORKs) case and CWS and CalWORKs services are linked to best benefit the participant. Each year over two hundred (200) families receive services that help keep their family safe and together.

Approval of this renewal contract will ensure CAPSLO will continue to provide CWS, CalWORKs and other low-income participants with opportunities to realize long-term achievement and outcomes. These services support both welfare reform goals and the outcomes of Assembly Bill 636 (AB 636), the Child Welfare System

Improvement and Accountability Act (better known as the System Improvement Plan or SIP), which focuses on continuous improvement, interagency partnerships, community involvement and public reporting outcomes. These services support the Department and County goal of ensuring all people in our community enjoy healthy, successful and productive lives, and have access to the basic necessities.

**OTHER AGENCY INVOLVEMENT/IMPACT**

This contract was developed in partnership with CAPSLO and County Counsel has reviewed and approved the contract as to legal form and effect.

**FINANCIAL CONSIDERATIONS**

In FY 2012-2013 the contract amount approved by the Board on June 19, 2012 Agenda Item No. 43 was \$392,967. Using approved County General Services - Purchasing policies this amount was later increased by \$31,398 bringing the total contract amount to \$424,365, due to an increased demand for direct services. It is anticipated the increased need for county-wide direct services will continue into FY 2013-2014 and the renewed contract amount is budgeted at \$407,098 to accommodate this. This is an increase of \$14,131 over last year's approved contract costs and funds are only used if services are needed. This contract is included in the DSS adopted budget for FY 2013-2014 and will require no additional General Fund contribution and includes no increases attributable to a Consumer Price Index (CPI) or Cost of Living Adjustment (COLA).

| Agency  | Actual<br>FY 11-12 | Budgeted<br>FY 12-13 | Budgeted<br>FY 13-14 | Notes                  | Sharing Ratios |     |    |
|---|--------------------|----------------------|----------------------|------------------------|----------------|-----|----|
|   |                    |                      |                      |                        | Fed            | St  | Co |
| Community Action Partnership of SLO County (CAPSLO) | \$391,394          | \$392,967            | \$407,098            | Direct Family Services | 50%            | 41% | 9% |

**RESULTS**

*As of March 31, 2013, a total of two hundred eighty seven (287) participants were served. It is estimated that over three hundred (300) participants will receive services by the end of the 2012-2013 contract year.*

**Fiscal Year 12-13**

CAPSLO met its performance outcome to provide services that resulted in assessing the basic needs of one hundred percent (100%) of families who were referred by Child Welfare Services (CWS) and accepted services and assisting them in meeting their basic needs through Direct Services and Referral Coordination. *As of March 31, 2013, a total of two hundred eighty seven (287) participants received services.*

CAPSLO exceeded its performance outcome to provide services that resulted in improved parenting skills in eighty-five percent (85%) of participants who completed Parent Education sessions as demonstrated by pre- and post- parenting skills assessments. *As of March 31, 2013, ninety five percent (95%), or one hundred two (102) of one hundred eight (108) participants demonstrated improved parenting skills.*

*Based on the final quarterly report for FY 2011-2012 and received on July 20, 2012, one hundred fifty nine (159) of one hundred and seventy (170), or ninety four percent (94%), of participants demonstrated improved parenting skills.*

CAPSLO exceeded its performance outcome to provide services that resulted in ninety percent (90%) of participants being satisfied with service(s) received based on a Client Satisfaction Survey. *As of March 31, 2013, one hundred percent (100%), or one hundred thirty four (134) surveys were returned by participants and all indicated satisfaction with the services they received.*

*Based on the final report received for FY 2011-2012 and received on July 20, 2012, one hundred ninety six (196) of two hundred one (201), or ninety seven percent (97%), of participants indicated satisfaction with the services*

*they received.*

Fiscal Year 13-14

CAPSLO will assess basic needs of one hundred percent (100%) of families who are referred by Child Welfare Services (CWS) and accept services and assist them in meeting their basic needs through Direct Services and Referral Coordination.

CAPSLO will provide services that result in improved parenting skills in eighty-five percent (85%) of participants who complete Parent Education sessions as demonstrated by pre- and post- parenting skills assessments.

CAPSLO will administer Client Satisfaction Surveys that results in ninety percent (90%) of participants indicating satisfaction with service(s) received.

**ATTACHMENTS**

1. CAPSLO Direct Services Clerk's File Statement