



County of Santa Barbara
105 E. ANAPAMU, SANTA BARBARA
HUMAN SERVICES COMMISSION

CONTRACT COMPLIANCE MEETING - ACTION SUMMARY

Date: Thursday, July 30, 2015

Time: 3:00 PM to 4:00 PM

Place: Parlor, St. Mark's Episcopal Church, 2901 Nojoqui Ave., Los Olivos, CA

Call to Order:

Roll Call **Members Present:** Chair Solomon, Vice Chair Mickiewicz, Commissioners Lindner, Aceves, Keator, Siegel and Jensen

Members Absent: Commissioners Fairfield and Ramirez

Staff Present: Susan Foley

Public Comment Period: There was no public comment.

Commissioner Aceves was appointed chair of the Contract Compliance Committee. Commissioner Keator made a motion to appoint Commissioner Aceves. This was seconded by Commissioner Siegel and passed.

The purpose of the Contract Compliance Committee meeting was to have the two Commissioners who conducted a compliance site visit at Valley Haven (re: 2014-15 contract), present their findings and recommendation to the Committee. Commissioners Mickiewicz and Lindner who conducted the site visit and assessment are not members of the Contract Compliance Committee. The site visit was held on July 20, 2015 from 1:00 p.m. until 2:00 p.m. and it was also attended by Susan Foley, the Commission Administrator.

The Commissioners who conducted the site visit prepared a memo to the Committee ahead of time outlining the issues and their recommendation to not fund the fourth quarter of the agency's contract due to non-compliance. The Commissioners also recommended that the 2015-16 award be reported on monthly with frequent site visits if compliance concerns continued. This memo was also shared with Valley Haven staff/board ahead of the meeting.

Ms. Foley noted that the contracts are reimbursable and therefore when services are not performed the agency is not technically "out" the funding. She also pointed out that the Valley Haven program reached an 80% compliance rate on numbers of clients served but only 29% compliance rate on related targets/services/hours for "unduplicated" clients. With duplication they reached 69% compliance. Commission Chair Solomon reminded committee members that the threshold the Commission set fourth for measuring compliance is 85% of their targets. The Valley Haven program was significantly below this threshold.

Chair Aceves read the Commissions contract compliance procedures out loud. The Valley Haven staff and board members were present to hear the procedures and the discussion. Ms. Foley summarized the process that the Commission had gone through with Valley Haven that included a meeting with the full Commission mid-fiscal year about performance concerns and her working extensively with the agency on revised targets that were not met. She noted that any recommendation made at this meeting would go on to the full Commission at their September 10, 2015 retreat which is their next full Commission meeting. There was quite a bit of discussion about the hardship on the agency but also about the importance of the Commissioners maintaining consistency in their decision making regarding performance. The Commission has had to withhold funds in the past for similar compliance concerns.

Commissioners were reminded by the Chair of the Commission that this agency has a 2015 award that is nearly double the current award (\$15k). Commissioners asked how the 2015 program would differ and how it would be successful. Commissioners who attended the site visit assured committee members that the Valley Haven staff and board members were taking a new direction that included providing scholarships which will ensure greater demand for their program. Staff concurred.

Commissioner Keator made a motion to accept Commissioner Lindner and Mickiewicz recommendations to withhold the fourth quarter payment of \$2,206.50 (total contract award was \$8,830). The recommendation was seconded by Commissioner Jensen and passed. Commissioner Keator then made a motion to support the recommendation that the 2015 Valley Haven Grant be reported on monthly rather than quarterly and that monthly site visits be conducted if there are compliance issues below the 85% threshold. This was seconded by Commissioner Jensen and passed.

Ms. Foley informed the Valley Haven attendees that the full Commission would review the funding recommendation at their September 10, 2015 meeting/retreat and that meeting would be a public hearing enabling the agency to address this with the full Commission. She noted that if the full Commission upholds the Committee's recommendation that the agency can appeal to the Board of Supervisors.

I. Adjournment

There being no further business, the meeting was adjourned early at 4:00 p.m.