



County of Santa Cruz HUMAN SERVICES COMMISSION

PH (831) 454-4130 · FAX (831) 454-4642
1000 Emeline Avenue, Santa Cruz, CA 95060
www.hsd.co.santa-cruz.ca.us www.workforcescc.com

AGENDA

Wednesday, September 21, 2022

8:30 a.m. – 10:30 a.m.

This is a Virtual Public Meeting

Pursuant to AB 361 and Cal. Gov. Code section 54953, due to the ongoing COVID 19 state of emergency and upon recommendation of the County Health Officer, public meetings of the Human Services Commission will be conducted in in hybrid/remote format. Members of the public can attend virtually by teleconference (or in-person if hybrid).

There will be no physical location available for this meeting, however access to the meeting and an opportunity to comment live and in real time will be provided. Please follow the meeting instructions listed below. The instructions will also be posted on the Human Services Department webpage at <https://www.santacruzhumanservices.org/Home/HumanServicesCommission>

Virtual Meeting Instructions:
Join on your computer or mobile app
[Click here to join the meeting](#)

Or call in (audio only)
[+1 831-454-2222,,536232985#](tel:+18314542222536232985) United States, Salinas
Phone Conference ID: 536 232 985#

To provide written public comments associated with any agenda item, please submit by email to micki.cocabuss@santacruzcounty.us

For Questions regarding the virtual meeting process, please contact Micki Coca Buss, Administrative Support at 831-454-7505 or micki.cocabuss@santacruzcount.us

The meeting starts at 8:30 a.m. with the first item and proceeds through the items in consecutive order unless otherwise noted.

- | | | |
|-------------|-----------------------|----------------|
| I. | Roll Call | (2 min) |
| II. | Agenda Review | (2 min) |
| III. | Announcements | (5 min) |
| IV. | Public Comment | (5 min) |
- Members of the public may address the Commission on items not on the agenda for a maximum of five minutes each.

As a courtesy to those persons affected, please attend the meeting smoke and scent free. The County of Santa Cruz does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. If you wish to attend this meeting and you will require special assistance in order to participate, please contact Micki Coca Buss at (831) 454-7505 (TDD number 454-2123) at least 72 hours in advance of the meeting to make arrangements. Persons with disabilities may request a copy of the agenda in an alternative format.

- V. Approval of Minutes (Action) (2 min)**
- July 20, 2022
- VI. Approval of Findings Pursuant to Assembly Bill 361 Authorizing Teleconference Meetings (Action) (5 min)**
- VII. Director's Report (30 min)**
- Santa Cruz County Board of Supervisors Agenda Items: Regular and Consent
 - Legislative Items
- VIII. Next Meeting and Agenda Items (2 min)**
November 16, 2022 – Location to be determined.
- IX. Adjournment**

A complete agenda packet will be available for review at the Human Services Department webpage <https://www.santacruzhumanservices.org/Home/HumanServicesCommission>

MATERIALS AND CORRESPONDENCE IN PACKET

From the Board of Supervisors Agenda

Full agenda items on indicated dates available at <https://santacruzcountyca.iqm2.com/Citizens/Calendar.aspx>

BOS Date	Item	Page # in packet
8/09/2022 Item # 29	DOC-2022-666 : Adopt resolution accepting unanticipated revenue in the amount of \$6,425,000 from the California Department of Housing and Community Development for the Project Homekey Veteran's Village project; approve agreement with the Santa Cruz Veteran's Memorial Building Board of Trustees in an amount not-to-exceed \$300,000 as an advance of the project award; authorize transfer of \$50,000 from General Fund contingencies and authorize execution of a contract with a consultant in the same amount to support grant administration compliance, and take related actions, as recommended by the Director of Human Services	4
8/23/2022 Item # 43	DOC-2022-723 : Adopt resolution accepting unanticipated revenue in the amount of \$139,182 from the California Department of Social Services, approve agreement with Parents Center, Inc. in the amount of \$1,074,479 for family reunification and hotline services, and take related actions, as recommended by the Director of Human Services	7
8/23/2022 Item # 44	DOC-2022-724 : Approve agreement with the Santa Cruz County Workforce Development Board Workforce Innovation and Opportunity Act local partners for the operations of the America's Job Center of California delivery system, and take related actions, as recommended by the Director of Human Services	9

COMMISSION COMMITTEE AGENDAS AND MINUTES

- Child Care Planning Council <http://www.childcareplanning.org/>
- IHSS Advisory Commission
<http://www.santacruzhumanservices.org/AdultLongTermCare/InHomeSupportiveServices/AdvisoryCommission.aspx>
- Santa Cruz County Women's Commission <http://www.sccwc.org/Home/Meetings.aspx>
- Santa Cruz County Seniors Commission <http://www.sccseniors.org/Home/Meetings.aspx>
- Santa Cruz County Commission on Disabilities <http://scccod.net/>
- Santa Cruz County Latino Affairs Commission <http://scclatinoaffairs.org>

OTHER MATERIALS

- Meeting Minutes – July 2022 (page 11 of packet)
- AB361 (page 13 of packet)
- Legislative Analyst's Office link: <https://lao.ca.gov/>



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Human Services Department: Housing for Health Division

Subject: Project Homekey Veterans Village

Meeting Date: August 9, 2022

Recommended Action(s):

1. Adopt resolution accepting \$6,425,000 from the California Department of Housing and Community Development for the Project Homekey Veteran's Village project;
2. Approve an agreement with Santa Cruz County Veterans Memorial Building Board of Trustees for \$300,000 as an advance on eligible project expenses and authorize the Director of Human Services to sign the agreement on behalf of the County; and
3. Authorize transfer of \$50,000 from General Fund Contingencies to support administration and compliance of Project Homekey awards with federal and State requirements, and the execution of an agreement for fiscal management and technical assistance for the Veteran's Village project;
4. Direct Human Services to return to the Board on or before October 25, 2022 to ratify the executed consultant contract, Standard Agreement and project Agreement.

Executive Summary

On June 28, 2022, the Board authorized the Human Services Department (HSD) to execute an agreement among the parties involved in the implementation of the Veterans Village Project and to sign Project Homekey standard contractual and funding agreements with the California Department of Housing and Community Development (CA HCD). HSD anticipates the final Standard Agreement from the State will be provided to the County within the next several weeks which will inform the final details of the Agreement between the County, the Veteran's Memorial Building Board of Trustees (Vets Board) and Front Street, Inc.

Board authorization is sought to accept the \$6,425,000 award from CA HCD and to advance of \$300,000 of the \$6,425,000 award to the Santa Cruz Veteran's Memorial Building Board of Trustees. Authorization is also sought for a transfer of \$50,000 from General Fund Contingencies to support administration and compliance of all Homekey awards with federal and State requirements.

A general update on other Project Homekey awards will be presented during the Housing for Health status updated on homelessness that is a separate item on today's agenda.

Background

The Veterans Village project involves the acquisition, rehabilitation, and conversion of a resort style motel into permanent affordable supportive rental housing for veterans with disabilities and long histories of homelessness. On April 25, 2022, HCD notified HSD that the approved Homekey award for the project includes \$6,225,000 in capital funds and \$200,000 in operating funds for a total award of \$6,425,000.

On June 28, 2022, the Board authorized the Human Services Department to execute the Veterans Village Project agreement and reaffirmed the Human Services Department's authority to execute the required CA HCD standard agreements for the project, both with County Counsel review and approval and directed HSD to return back to the Board with the final executed agreements. The State is finalizing the Standard Agreement and the Veteran's Village project agreement cannot be finalized until the Standard Agreement is complete.

The fiscal management requirements associated with the Homekey awards will require additional staffing, technical expertise, and monitoring to ensure appropriate utilization of Homekey funding in accordance with federal and CA HCD expectations.

Analysis

HSD anticipates the final Standard Agreement from the State will be provided to the County within the next several weeks which will inform the final details of the Agreement between the County, the Veteran's Memorial Building Board of Trustees (Vets Board) and Front Street, Inc. In order to ensure the Vets Village project proceeds in the required Homekey development timeframe, an advance on the project award of \$300,000 is requested to cover essential costs critical to launching project construction and rehabilitation consistent with Homekey requirements.

The Standard Agreement terms will require the County to play the primary role in managing and distributing awarded funds in compliance with the administrative requirements, cost principles, and audit requirements for federal awards to non-federal entities, which are set forth at 2 Code of Federal Regulations part 200. Given the complexities related to the fiscal management of this type of grant, additional one-time consultation and fiscal management staffing resources are required.

HSD is obtaining estimates from consultants related to the fiscal and reporting requirements of the grant and \$50,000 for Homekey fiscal management is requested to execute an agreement with a consulting firm..

Approval of the recommended actions will help the Vets Village project remain on schedule with its development timeline and address project-specific cash flow issues. The Homekey fiscal management resources and proposed consultation contract(s) will help ensure adherence to grant requirements and timely disbursement of funding once received.

Financial Impact

The Veteran's Village Project is being funded by an award from CA HCD for

\$6,425,000. The \$300,000 advance to the Vets Board will be funded from the Project Homekey award. General Fund Contingencies of \$50,000 are available, and will be used for fiscal consultation support for this project.

Strategic Plan Element(s)

The recommended actions address the following Strategic Plan elements related to housing and homelessness by increasing the number of affordable permanent supportive housing units in the County.

Attainable Housing, Goal A(ii): Affordable Housing - Pursue local and state funding to support affordable housing projects and rental assistance.

Attainable Housing, Goal D: Homelessness - Expand services to reduce homelessness and increase housing stability.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Agreement 23W4161 Vets Village Advancement Agreement BOS 8.9.22 AMS 13147 (esign)
- b AUD74 H4H 8.9.22
- c Docusigned Resolution AUD-60 Vets Village Award BOS 8.9.22 AMS 13147 (esign)



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Human Services Department: Family and Children's Services
Division

(831) 454-4130

Subject: Accept Revenue and Approve Parents Center Agreement (CAL3
Renewal)

Meeting Date: August 23, 2022

Recommended Actions

- 1) Adopt a resolution accepting and appropriating unanticipated revenue in the amount of \$139,182 into the Fiscal Year (FY) 2022-23 Human Services Department budget; and
- 2) Approve an agreement with Parents Center, Inc., Contract 23W3611, in the amount of \$1,074,479, for provision of family reunification services and crisis hotlines, and authorize the Director of Human Services to execute the agreement.

Executive Summary

The Human Services Department (HSD) Family and Children's Services (FCS) division recommends the Board adopt a resolution accepting and appropriating unanticipated revenue from the California Department of Social Services (CDSS) in the amount of \$139,182 into the FY 2022-23 HSD budget, and approve the Parents Center, Inc. (Parents Center) contract to provide critical child welfare related services including family reunification services and crisis hotlines.

Background

HSD provides a continuum of services to ensure the safety of Santa Cruz County children, including contracting with Parents Center to intervene when children have been abused or neglected and placed in court-mandated, out-of-home care.

Parents Center is a local non-profit partner who has collaborated with HSD for more than a decade to provide the supervised visitation, parenting education and counseling services that support reunification of families involved in dependency court, as well as night and weekend support for the child and adult protective services crisis hotlines. Over two years, 141 children received supervised visitation, 165 parents participated in ongoing family counseling services, and 96 parents received Positive Parenting Program parenting education. Of those participants, satisfaction surveys surpassed the 80% requirement outlined in the agreement. Participants reported that improved parenting skills led to a reduction in trauma-related behaviors in their children. Participants also demonstrated a decrease in stress and improvement in their overall confidence and efficacy in their parenting style.

Analysis

Funds from the CDSS Promoting Safe and Stable Families (PSSF), child welfare and adult protective service funds were included in the HSD FY 2022-23 budget approved by the Board, in an amount not to exceed \$935,297 for the Parents Center agreement. The increase in costs for Parents Center to provide these services is an additional \$139,182, for a new total of \$1,074,479. HSD recommends the Board adopt a resolution to accept and appropriate unanticipated revenue in the amount of \$139,182 from CDSS as identified in the State's allocation revision released in May 2022.

HSD recommends renewing its contract with Parents Center in the amount of \$1,074,479 for FY 2022-23, to continue to provide family reunification and hotline services. The proposed contract will continue to be measured by a reduction in stress among parents, improved parenting skills and a reduction of trauma-related behaviors in children. Additionally, hotline call volume will be provided for calls regarding children and adults. Parents Center has consistently met or exceeded performance measurements as a requirement of this contract and has experienced an increase in costs associated with providing the services. Of note, the costs for the hotline itself increased due to updated technology standards that appropriately address confidentiality.

Financial Impact

The California Department of Social Services Promoting Safe and Stable Families, child welfare and adult protective service and 2011 Realignment will fund the Parent Center contract. The agreement does not result in an additional General Fund contribution.

Parents Center, Inc. Contract 23W3611 - GL Key/Object: 392100/62885 and 392100/62856

Strategic Plan Element(s)

1.D (Comprehensive Health & Safety: Behavioral Health) - The Parents Center contract lessens community impact of child abuse and neglect by providing prevention, intervention, and education services.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Resolution AUD60
- b Agreement - 23W3611 Parents Center, Inc.



**County of Santa Cruz Board of Supervisors
Agenda Item Submittal**

From: Human Services Department: Workforce Development Board
(831) 454-4130

Subject: Approve WIOA partner MOU

Meeting Date: August 23, 2022

Recommended Action(s):

Approve agreement with the Santa Cruz County Workforce Development Board Workforce Innovation and Opportunity Act local partners for the operations of the America's Job Center of California delivery system, authorize the Santa Cruz County Board of Supervisors Chair to sign the agreement, and authorize the Director of Human Services to execute the agreement.

Executive Summary

The Workforce Development Board (WDB) is required under the Workforce Innovation and Opportunity Act (WIOA) to execute an agreement between the local WDB and America's Job Center of California (AJCC) local partners. The Board of Supervisors (Board) is being asked to approve the renewal of the Memorandum of Understanding (MOU) with no substantive changes from previous years. The Human Services Department (HSD) Director will act on behalf of the County in all matters pertaining to this agreement for submission to the California Employment Development Department (EDD).

Background

Enacted in 2015, the WIOA requires an MOU be developed and executed between the local WDB and the AJCC partners concerning the operations of the AJCC delivery system. This agreement established a cooperative working relationship between partners and defined their respective roles and responsibilities in achieving policy objectives. The agreement also served to establish the framework for providing services to employers, employees, job seekers and others needing workforce services.

WIOA requires MOUs be reviewed and updated every three years. The Board last approved the WIOA MOU on September 10, 2019.

Analysis

Using a quarterly Career Center Operator meeting, WDB staff reviews the MOU for partner changes on an annual basis and for the WIOA mandated renewal every three years. This established forum provides the local partners the opportunity to build effective partnerships, make appropriate referrals and cross-train staff on partner services.

Washoe Tribal Temporary Assistance to Needy Families (TANF) program is listed as refusing to sign citing California Department of Social Services All-County letter 16-51

for their exemption to the WIOA MOU. The guidance in the letter indicates Tribal TANF programs are not mandatory partners with AJCCs. Per EDD guidance, the Washoe Tribal TANF program is listed in the MOU for the purposes of demonstrating their local presence in the affiliate AJCC site in Capitola.

On May 25, 2022, the WDB approved the MOU and authorized its chair to execute the agreement with a term through 2025. A fully executed agreement is due to EDD no later than August 30, 2022.

Financial Impact

The California EDD provides an annual WIOA allocation to the Santa Cruz County WDB. In accordance with the WIOA, local areas are mandated to demonstrate how the workforce system is sustained through the use of infrastructure resource sharing agreements. Approval of the Santa Cruz County Workforce Development Board local partner MOU does not result in an additional General Fund contribution.

With two-year flexibility for obligating, the Santa Cruz County WDB WIOA Title I Formula allocation for program year (PY) 2022-23 is \$2,886,447.

Strategic Plan Element(s)

5.A (Dynamic Economy: Regional Workforce) - Santa Cruz County Workforce Development Board WIOA local partner MOU is required to establish a high-quality delivery system and enhanced collaboration among partner programs which supports dynamic local and regional workforce development.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Agreement - 2022 WIOA Santa Cruz County MOU



County of Santa Cruz

HUMAN SERVICES COMMISSION

(831) 454-4130 or 454-4088

FAX (831) 454-4642

1000 Emeline Avenue, Santa Cruz, CA 95060

www.santacruzhumanservices.org www.workforcescc.com

DRAFT

Meeting Minutes

DATE: July 20, 2022
TIME: 8:30 a.m. – 10:30 a.m.
PLACE: Virtual Meeting via Microsoft Teams

Commissioners Present: Lisa Smith (1st District); Danny Keith (2nd District); Monica Martinez (3rd District); Betsy Clark (3rd District); Jennifer Anderson-Ochoa (5th District); Denise Hitzeman (5th District)

Commissioners Excused: Emily Hanson (1st District); Martina Shayn O’Sullivan (2nd District); Stoney Brook (4th District)

Commissioners Unexcused: Felipe Hernandez (4th District)

Commission Seats Vacant: None

Staff Present: Randy Morris, HSD Director; Micki Coca Buss, Administrative Services Manager, Jackie West, Executive Secretary, and Jamie Murray, Child Support Services Director

Guests: none

1. Approval of Minutes (Action): The Commission approved March 16, 2022, meeting minutes. (Keith/Martinez)

AYES: Smith, Keith, Martinez, Clark, Anderson-Ochoa, Hitzeman

NOES: None

ABSTAIN:

ABSENT: Hanson, O’Sullivan, Brook, Hernandez

2. Approval of Minutes (Action): The Commission approved May 18, 2022, meeting minutes. (Hitzeman/Smith)
AYES: Smith, Keith, Martinez, Clark, Anderson-Ochoa, Hitzeman
NOES: None
ABSTAIN:
ABSENT: Hanson, O’Sullivan, Brook, Hernandez

3. AB 361 Findings (Action): The Commission approved to keep meeting virtually. (Martinez/Smith)
AYES: Smith, Keith, Martinez, Clark, Anderson-Ochoa, Hitzeman
NOES: None
ABSTAIN:
ABSENT: Hanson, O’Sullivan, Brook, Hernandez

4. Review current Commission Bylaws and consider next steps. The Commission voted to schedule Bylaw edits for the November 16, 2022, meeting. (Hitzeman/Martinez)
AYES: Smith, Keith, Martinez, Clark, Anderson-Ochoa, Hitzeman
NOES: None
ABSTAIN:
ABSENT: Hanson, O’Sullivan, Brook, Hernandez

5. Review and Approve 2021 Human Services Commission Work Plan (Action)
Item continued November 16, 2022, meeting.



County of Santa Cruz
HUMAN SERVICES COMMISSION

PH (831) 454-4130 · FAX (831) 454-4642
 1000 Emeline Avenue, Santa Cruz, CA 95060
www.hsd.co.santa-cruz.ca.us www.workforcescc.com

**SANTA CRUZ COUNTY HUMAN SERVICES COMMISSION'S
 FINDINGS PURSUANT TO ASSEMBLY BILL 361 AUTHORIZING TELECONFERENCE MEETINGS AS A RESULT OF
 THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY AND HEALTH OFFICER RECOMMENDATION
 FOR SOCIAL DISTANCING**

WHEREAS, THIS HUMAN SERVICES COMMISSION is a legislative body under the Brown Act as defined under Cal. Gov. Code section 54952(b) and Santa Cruz County Code Section 2.38.110; and

WHEREAS, on September 16, 2021, Governor Newsom signed Assembly Bill 361 ("AB 361"), urgency legislation effective immediately, that amended Government Code section 54953 to permit legislative bodies subject to the Brown Act to continue to meet under modified teleconferencing rules provided that they comply with specific requirements set forth in the statute; and,

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(1)(A), a legislative body may meet under the modified teleconferencing rules during a proclaimed state of emergency, and where local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic, and which remains in effect; and

WHEREAS, on September 30, 2021, Santa Cruz County Public Health Officer Dr. Gail Newel strongly recommended that legislative bodies in Santa Cruz County continue to engage in physical/social distancing by meeting via teleconference as allowed by AB 361 and confirmed that she will regularly review and reconsider this recommendation and notify the public when it is no longer recommended; and

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(3), within 30 days of the date the legislative body first holding a teleconferenced meeting under the modified rules, and every 30 days thereafter, a legislative body can continue to hold such teleconference meetings provided it has reconsidered the circumstances of the state of emergency and determined either that the state of emergency continues to directly impact the ability of the members to meet safely in person or that local officials continue to recommend measures to promote social distancing; and

WHEREAS, on July 20, 2022, this Human Services Commission held its teleconference meeting under AB 361; and

WHEREAS, this Human Services Commission has reconsidered the circumstances of the current state of emergency and finds that the COVID-19 pandemic continues to directly impact the ability of members of the public to participate safely in person and further finds that the Santa Cruz County Public Health Officer continues to recommend measures to promote social distancing; and

WHEREAS, in the interest of public health and safety, and due to the emergency caused by the spread of COVID-19, the Human Services Commission deems it necessary to utilize the modified teleconferencing rules set forth in AB 361;

NOW, THEREFORE, the Human Services Commission makes the following findings by a majority vote:

Section 1. The foregoing recitals are true and correct, and adopted as findings of the Human Services Commission.

Section 2. Effective immediately, and for the next 30 days, the Human Services Commission will meet via teleconference as authorized under AB 361 and Government Code section 54953(e)(3).

Section 3. No later than thirty (30) days from making today’s findings, or at the next scheduled meeting, the Commission will reconsider the circumstances of the COVID-19 state of emergency and, if necessary, adopt subsequent findings to continue holding teleconference meetings in accordance with Government Code section 54953(e)(3).

PASSED AND ADOPTED by the Human Services Commission in Santa Cruz, State of California, this 20th day of July 2022, by the following vote:

AYES: Smith, Keith, Martinez, Clark, Anderson-Ochoa, Hitzeman

NOES: None

ABSENT: Hanson, Shayn O’Sullivan, Brook, Hernandez

ABSTAIN: None

ATTEST: Micki Coca Buss
Department Staff

Denise Hitzeman
Chair, Human Services Commission

Approved as to Form:

Office of the County Counsel