



FILED
CLERK OF THE CITY OF OAKLAND
2013 JUL 11 PM 3:59

AGENDA REPORT

TO: DEANNA J. SANTANA
CITY ADMINISTRATOR

FROM: Sean Whent
Interim Police Chief

SUBJECT: Extension of Agreement Appropriation
of Title II Grant Fund

DATE: June 28, 2013

City Administrator
Approval

Date

7-11-13

COUNCIL DISTRICT: City-wide

RECOMMENDATION

Staff recommends that the City Council authorize the City Administrator or her designee to appropriate State of California Corrections Standards Authority Title II Formula Grant Program Funds for Phases 2 and 3 of the Oakland Youth Court Implementation in an amount not to exceed One Hundred Seventy Two Thousand One Hundred Forty One Dollars (\$172,141) Annually for The Period of January 1, 2013 – December 31, 2013 and January 1, 2014 – December 31, 2014 and: 1) authorize the extension of the Professional Services Agreement with CenterForce Corporation (CenterForce), in an amount not to exceed Seventy Six Thousand and Three Hundred Dollars (\$76,300) for the period of January 1, 2013 through December 31, 2013 and January 1, 2014 through December 31, 2014 for the Administration and Operation of the Oakland Youth Court Program; and 2) waive the advertising and Request for Proposals/Qualifications (RFP/Q) Process for the proposed CenterForce Agreement.

EXECUTIVE SUMMARY

In 2012 the Oakland Police Department (OPD) in partnership with CenterForce used Title II funds to enhance Oakland Youth Court as an intervention strategy in order to reduce and prevent serious and habitual juvenile delinquency. This fully operational project has entered into its second year and Title II, Phase 2 funds will continue to supplement the current effort to increase the number of youth served, and augment the overtime for officers assigned to the OPD's School's Unit. The funds used in this second phase will also maintain support for the administration of the project, as well as the monitoring, evaluation, and sustainability

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components. Phase 3 funds, which OPD is requesting for approval in advance, will evaluate the progress of the project, if the goals were met, in addition to its long-term sustainability.

In order to achieve the project goals and maintain the integrity of the program, Centerforce hired a Program Manager (former McCullum Youth Court Program Manager, Darren White), a Program Offender Program Coordinator who has served as the liaison with both internal and external parties (i.e. law enforcement, parents, Offender Case Managers, etc.), and two Youth Offender Case Managers to monitor, enforce, and evaluate youth court sentencing components. The Tide II funds will continue to fund these positions.

Several other collaborative efforts were established in year one of the Oakland Youth Court programs and the intent and outcome of all such collaborations were and will remain, to increase referrals to the program, share knowledge, and resources to better serve the youth population. Agencies that participated in 2012 are; East Oakland Youth, Youth Uprising, Oakland Police Activities (PAL), SAFE PASSAGES, Scotlan Youth and Family Center, Alameda County Probation, Oakland Unified School District, and Positive Communication Practices.

As an ongoing partnership, OPD will continue to refer eligible first time offenders to the Youth Court program in an effort to fortify key elements of OPD's Delinquency Prevention Plan (DPP). In its DPP, OPD established a set of needs, goals, and strategies that are now embodied in the CenterForce Oakland Youth Court program.

The funding agency requires a minimum 15% in-kind match component in Phase 2. OPD's Program Manager's salary will provide an in-kind match in the amount of \$13,685. The remaining match (\$12,136) will be provided in-kind by CenterForce, in the form of professional services (the salary and benefits of the Program Manager). It is anticipated that a 20% in-kind match will be required for Phase 3 and that the same calculation for Phase 2 will be used to cover the in-kind split between OPD and Centerforce in Phase 3.

OUTCOME

As this program enters into its second year and is fully operational, Title II funds will supplement overtime for officers to provide arrest case review and referrals that will increase the number of youth served through CFOYC and Oakland Unified School District (OUSD) School Safety Policing Project. As this project will also assist others in providing referrals to support services through compilation and maintenance of a comprehensive resource directory for local law enforcement, swom officer overtime will be needed to review citations and youth field contact reports and compile and update resource directory information. The Title II funds will be used to provide School Safety Policing Project Officers sufficient overtime to assist in developing collaborative partnerships among law enforcement and community stakeholders.

As stated previously, the Youth and Family Services Commander will continue to oversee the School Safety Policing Project personnel.

It is expected that the Grants Coordinator will spend approximately 15% of her time coordinating deliverables between program staff, community partners, and the Board of State and Community Corrections (BSCC, which the Title II grant is provided by. The Grants Coordinator will assist with the collection of data and ensuring all progress reports and financials are in order and submitted on time.

A contract for an evaluator will be needed to provide external evaluation to determine the effectiveness and impact of the program on the stated goals, and assist in shaping a sustainable model. Centerforce will subcontract with an evaluator to provide this service.

A contract will also be necessary for a skilled professional to develop a webpage that allows access to resource information for OPD and other agencies.

BACKGROUND/LEGISLATIVE HISTORY

The Oakland Youth Court project is an ongoing project and Title II funds will sustain the current effort to increase the number of youth served. Resolution No. 83756 C.M.S., approved October 31, 2012, authorized the City Administrator to accept and appropriate grant funds in an amount not to exceed \$172,141 from the State of California, Corrections Standard Authority, Title II Formula Grant Program to the Police Department; it also waived the competitive request for proposals/qualifications (RFP/Q) process, and entered into a professional services agreement with CenterForce for the period January 1, 2012 – December 31, 2012. Therefore, staff is requesting that the competitive process is waived.

ANALYSIS

Per CenterForce's year-end progress report for Phase 1, the success of this program is supported by the data.

LONG TERM: <i>Measured within 6-12 months after a youth leaves or completes the program</i>	
Number of program youth who have offended or were rearrested (with a new offense) after exiting the program	1
Number of program youth committed to a detention facility after exiting the program	0
Number of program youth who exited the program 6-12 months ago who had the noted behavioral change for decreasing substance abuse	0
Number of program youth who exited the program 6-12 months ago	148
Number of program youth who exited the program 6-12 months ago who had the noted behavioral change for decreasing substance abuse	20

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PUBLIC OUTREACH/INTEREST

This item did not require any additional public outreach other than the required posting on the City's website.

COORDINATION

This report was prepared in coordination with Centerforce and the Commander of the Youth and Family Services Division. The City Attorney's Office and the Budget Office were consulted in preparation of this report.

COST SUMMARY/IMPLICATIONS

Approval of the proposed resolution will authorize the application, acceptance and appropriation of a State of California, Corrections Standards Authority grant in an amount not to exceed \$172,141 annually for Phases 2 and 3 of OPD's Oakland Youth Court Project, which began implementation under the auspices of McCullum Youth Court in 2012 and is now under the auspices of a new fiscal agent, CenterForce. Funding will be appropriated to the State of California, Corrections Standard Authority Grant Fund (2152); Youth and Family Services Division Org. (102350); Youth and Family Services Division Program (PS03), in a Project Account to be determined.

1. **COST ELEMENTS OF AGREEMENT/CONTRACT:**

Budget line Items	Grant Funds	In-Kind Match	Total
Salaries and Benefits	\$ 80,586	\$ 13,685	\$ 94,271
Services and Supplies	\$ 1,000		\$ 1,000
Professional Services & CBO Contracts	\$ 57,300	\$ 12,136	\$ 69,436
Indirect Costs	\$ 6,700		\$ 6,700
Program Evaluation*	\$ 19,000		\$ 19,000
Other (Consultant DMC Training)	\$ 5,000		\$ 5,000
TOTAL AGREEMENT CONTRACT AMOUNT	\$ 172,141	\$ 25,821	\$ 197,962

**Anticipated subcontract through Centerforce*

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FISCAL/POLICY ALIGNMENT

OPD Youth and Family Services Division provide a variety of prevention and intervention programming in an effort to reduce youth delinquency and recidivism. The funding agency requires a minimum 15% in-kind match component for Phase 2. OPD's Youth and Family Services Commander's salary will provide an in-kind match in the amount of \$13,685. The remaining match of \$12,136 will be provided in-kind by CenterForce in the form of professional services. Phase 3 requires a 20% match that is anticipated to be met with the same split between OPD and Centerforce.

EVALUATION AND FOLLOW-UP

Phase two (Year 2) of the Title II Grant Program is the first step towards evaluating the program set in place and devises a plan for sustainability. The Police Department plans to work with BSCC Grant Manager Shalinee Hunter to find an outside evaluator for the program. Data collection continues as designed for Phase I, but assistance is sought in measuring long-term recidivism and effectiveness of Disproportionate Minority Contact (DMC) training for OPD officers and Command Staff. All stakeholders involved in the project will continue to meet quarterly and conduct both internal and external audits to ensure that the grant terms are being met.

A proposed timeline of activities has also been devised that will occur in the "Monitor and Sustain" phase as outlined below. Though the acceptance of funds is pending Council approval, the Oakland Youth Court program is an ongoing program

ACTIVITY	TIMEFRAME
Schedule kick off meeting for all participants;	Month 1
Ensure all administrative processes are complete	Month 2-6
Begin planning evaluation criteria	Months 4-6
Report to Board of State Community Corrections (BSCC)	Months 3,6,9,12
Continued implementation of the program; Evaluation proceeds	Months 3-4
Disproportionate Minority Contact (DMC) Symposium Planning	Months 4-8
CenterForce Summit with DMC session	Month 9
Annual Report and Evaluation Program completed and submitted	Month 12

SUSTAINABLE OPPORTUNITIES

Economic: Oakland Youth Court/CenterForce is based in Oakland and also provides services to clients from the surrounding area. The implementation of the Youth Court Project will serve to benefit and reduce youth recidivism into the juvenile justice system at a cost-savings to taxpayers. The Project also makes youth offenders accountable by having them pay restitution as part of its discretionary sentencing components. Regular Project staff also adheres to the provisions of Oakland's Living Wage Ordinance.

Environmental: Some Oakland Youth Court youth sentences will include community service projects as part of the adjudication process. Their primary focus is the promotion of community and environmental awareness. Participating youth learn to respect their surroundings while making measurable improvements in the quality of their own environments.

Social Equity: Through an extensive network of community organizations, Oakland Youth Court/CenterForce provides enhanced services aimed at Oakland youth empowerment. In focused efforts directed to high risk young people who have not entered the juvenile justice system as first time offenders, program goals are centered on building relationships, skills, physical and emotional safety, youth participation, and community involvement.

CEQA

This report is not a project under CEQA.

For questions regarding this report, please contact ANDREA VAN PETEGHEM, GRANTS COORDINATOR, at 510-238-7140.

Respectfully submitted,



SEAN WHENT
Interim Chief of Police
Oakland Police Department

Prepared by:
Andrea Van Peteghem, Grants Coordinator
Fiscal Services
Oakland Police Department

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FILED
OFFICE OF THE CITY CLERK
OAKLAND

OAKLAND CITY COUNCIL

Amal Soti
City Attorney

2013 JUL 11 3:59 PM RESOLUTION No. _____ C.M.S.

RESOLUTION:

- 1) **AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT AND APPROPRIATE STATE OF CALIFORNIA CORRECTIONS STANDARDS AUTHORITY TITLE II FORMULA GRANT PROGRAM FUNDS IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SEVENTY TWO THOUSAND ONE HUNDRED FORTY ONE DOLLARS (\$172,141) ANNUALLY FOR THE PERIOD OF JANUARY 1, 2013 DECEMBER 31, 2014 FOR IMPLEMENTATION OF THE OAKLAND YOUTH COURT PROGRAM; AND**
- 2) **AUTHORIZING THE CITY ADMNISTRATOR TO AMEND AND EXTEND THE PROFESSIONAL SERVICES AGREEMENT WITH CENTERFORCE CORPORATION (CENTERFORCE) BY INCREASING THE AMOUNT TO BE PAID AT AN AMOUNT NOT TO EXCEED SEVENTY SIX THOUSAND AND THREE HUNDRED DOLLARS (\$76,300) PER YEAR FOR YEARS 2013 AND 2014, BRINGING THE TOTAL AUTHORIZED TO BE PAID UNDER THIS CONTRACT TO \$236,238 FOR THE ADMINISTRATION OF THE OAKLAND YOUTH COURT PROGRAM; AND**
- 3) **WAIVING THE ADVERTISING AND BIDDING REQUIREMENTS AND REQUEST FOR PROPOSALS/QUALIFICATIONS (RFP/Q) PROCESS FOR THE PROPOSED CENTERFORCE AGREEMENT AMENDMENT AND EXTENSION; AND**
- 4) **WAIVING THE CITY OF OAKLAND CENTRAL SERVICES OVERHEAD (CSO) FEES OF APPROXIMATELY \$9,894 ANNUALLY FOR YEARS 2013 AND 2014 ASSOCIATED WITH THE TITLE H FORMULA GRANT PROGRAM FUNDS**

WHEREAS, on March 20, 2012, via Resolution Number 83756 C.M.S., City Council authorized the City Administrator to accept and appropriate State of California Corrections Standards Authority Title II Formula Grant Program funds in an amount not to exceed one hundred seventy two thousand one hundred forty one dollars (\$172,141) and enter into a professional services agreement with the McCullum Youth Court non-profit organization for continued administration and operation of the Oakland Youth Court; and

WHEREAS, on December 4, 2012, through Resolution Number 84117, City Council amended Resolution Number 83756 C.M.S., and authorized the City Administrator to enter into a Professional Services Agreement with CenterForce Corporation (CenterForce) at a cost of \$83,638 for administration of the Oakland Youth Court program from January 1, 2012 through December 31, 2012. This was done in light of the fact that the McCullum Youth Court organization dissolved and could no longer perform the administration of the Oakland Youth Court program; and

WHEREAS, Titie II grant fund terms prohibit the grantees from entering into Professional Services Agreement where such funds will be appropriated to organizations that are not tax exempt non-profit entities; and

WHEREAS, this is the 13th consecutive year the Oakland Police Department (OPD) has participated with the Oakland Youth Court program in the shared effort to divert youth offenders from the juvenile justice system; and

WHEREAS, CenterForce has been a national leader that develops and delivers innovative programs geared toward incarcerated individuals and their families that aim to foster transformative experiences during incarceration, promote successful re-entry, and help reduce the risk of re-incarceration; and

WHEREAS, and Phase 2 of the Title II grant was awarded to the Oakland Police Department in partnership with CenterForce as the operator; and

WHEREAS, CenterForce will maintain the integrity, content and continuity of the preexisting Oakland Youth Court program; and

WHEREAS, CenterForce also maintains a diverse funding stream source from both public and private sources; and

WHEREAS, Oakland Municipal Code section 2.040.051.B permits the City Council to waive the request for proposal/qualifications ("RFP/Q") requirements upon a finding that it is in the best interest of the City to do so; and

WHEREAS, for the reasons stated above and in the City Administrator's report accompanying this resolution, which include the fact that the California Corrections Standards Authority requires that the grant funds be used to fund the proposed work with CenterForce, staff recommends that it is in the best interests of the City to waive the advertising and RFP/Q process so that the City Administrator can amend the Professional Services Agreement with CenterForce by extending performance period of January 1, 2013 up to December 31, 2014 and increasing the amount to be paid to CenterForce at up to seventy six thousand three hundred dollars annually for 2013 and 2014; and

WHEREAS, entering into the proposed Professional Services Agreement with CenterForce shall not result in the loss of employment or salary by any person holding permanent status in the competitive services, as required by Oakland Municipal Code 2.04.020.E.3; and

WHEREAS, the funding agency requires a 15% in-kind match in Phase 2 and 20% in Phase 3. OPD's Program Manager salary will provide an in-kind match in the amount of \$13,685 and the remaining match of \$12,136 will be provided in-kind by CenterForce in the form of professional services in Phase 2 and the same in-kind match calculation will be used to determine the split between OPD and CenterForce in Phase 3; and

WHEREAS, the grant does not cover indirect costs of Central Services Overhead (CSO) the Department requests a waiver of CSO charges; and therefore be it

RESOLVED: That City Administrator or her designee is authorized to accept and appropriate Phase 2 and Phase 3 of the Federal Title II Formula Block Grant Program supported by federal Formula Grant funds and administered by the Corrections Standards Authority (CSA) in an amount not to exceed \$172,141 annually from the period of January 1, 2013 through December 31, 2014; and be it

FURTHER RESOLVED: That the City Administrator or her designee is authorized to amend the professional services agreement with CenterForce Corporation (CenterForce) by increasing the amount to be paid not to exceed seventy six thousand and three hundred dollars (\$76,300) annually for years 2013 and 2014, which in addition to the previously authorized 2012 amount of \$83,638, brings the total authorized amount to be paid under the City's contract with CenterForce at an amount up to \$236,238, and to extend the agreement through December 31, 2014, for the administration of the Oakland Youth Court program; and be it

FURTHER RESOLVED: That the City Council finds that pursuant to Oakland Municipal Code sections 2.04.051.B, for the reasons stated above and in the City Administrator's report accompanying this resolution, that it is in the best interests of the City to waive the advertising and bidding requirements and the request for proposal/qualifications (RFP/Q) for the proposed amendment and extension to the professional services agreement with CenterForce Corporation and so waives such requirements; and be it

FURTHER RESOLVED that federal grant funds received here under shall not be used to supplant expenditures controlled by this body; and be it

FURTHER RESOLVED that OPD and CenterForce agree to abide by the statutes and regulations governing the federal Formula Grants Program as well as the terms and conditions of the Grant Agreement as set forth by the CSA; and be it

FURTHER RESOLVED: That the City Council authorize the City Administrator to conduct all negotiations, applications, agreements, and related actions which may be necessary for the completion of the aforementioned grant and professional services agreement amendment, and a copy of the fully executed agreement shall be placed on file with the Office of the City Clerk; and be it

FURTHER RESOLVED: The 15% in-kind match of \$25,821 for Phase 2 and a 20% in-kind match of \$34,428 in Phase 3 is approved; and be it

FURTHER RESOLVED: That City Central Services Overhead charges of approximately \$9,894 annually are hereby waived for years 2013 and 2014; and be it

FURTHER RESOLVED: that the proposed contract shall be reviewed and approved as to form and legality by the City Attorney and placed on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, GALLO, GIBSON MCELHANEY, KALB, KAPLAN, REID, SCHAAF and PRESIDENT KERNIGHAN

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California