



# CITY OF SAN MATEO

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## Agenda Report

Agenda Number: 6

Section Name: {{section.name}}

Account Number: 10-5141

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**TO:** City Council  
**FROM:** Christina Horrisberger, Interim City Manager  
**PREPARED BY:** Police Department  
**MEETING DATE:** July 17, 2023

**SUBJECT:**  
Juvenile Diversion Program Case Management Services – Amendments

### RECOMMENDATION:

Adopt a Resolution to appropriate \$68,585 to the Police Department's fiscal year 2023-2024 operating budget; approve Amendment No. 1 to the agreement with the YMCA for the Juvenile Diversion Program to incorporate bilingual case management services in the amount of \$68,585; approve Amendment No. 5 to the agreement with the County of San Mateo to extend the term through June 30, 2025, and increase the reimbursement amount by \$353,300 for a new total amount not to exceed \$1,071,431 for the Juvenile Diversion Program; and authorize the Chief of Police to execute the amendments in substantially the form presented.

### BACKGROUND:

In 2013, the San Mateo Police Department created a Youth Services Bureau and assigned personnel to focus on juvenile diversion. Statistics show that once youth are introduced to the juvenile justice system, they are more likely to be involved in future criminal activity, as well as an increased likelihood of school truancy and drop-out. The Police Department is committed to youth and the desire to not unnecessarily introduce them into the system. Our Juvenile Diversion Program targets youth ages 11-17 that have either committed a minor offense or seem predestined to do so by current behavior. Each youth enters into an individualized contract based on specific needs. The contract may consist of school attendance requirements, counseling for the youth and their family, utilization of outside resources such as medical or mental health professions and community service. The goal of this extraordinary program is to intervene and assist at-risk youth, with the hopes of ultimately deterring them from the juvenile justice system, and keep them on track, in school and positively engaged with their family and community.

In 2015, staff initiated a partnership with the Youth Services Bureau of the YMCA and the County of San Mateo for provision of a Juvenile Diversion Capstone Case Manager. The YMCA provides a skilled case manager who performs a multi-disciplinary assessment of the juvenile participants to determine the core cause of issues leading to delinquency, and develops strategies for rehabilitation. The services provided are multi-faceted and offer a culminating "capstone" experience for the youths in the program. The Case Manager has oversight of the juveniles and ensures a comprehensive plan tailored to the unique situation and circumstances is in place to address each participant's individual needs.

Both the YMCA as well as the County of San Mateo have indicated interest in continuing this important effort. In order to better meet the needs of many program participants, the City and YMCA wish to amend the current multi-year service agreement to include the provision of much-needed bilingual case management services for Fiscal Year 23/24. Amendment No. 1 to the agreement with the YMCA incorporates Spanish-speaking clinical case manager services for 20 hours per week at an additional negotiated cost not to exceed \$68,585. Should this updated model prove successful, it could be continued in the future. The revised total cost with the YMCA is detailed in Figure 1 on the following page and totals \$453,300.

Fig 1:	Year 1 FY22/23	Year 2 FY23/24	Year 3 FY24/25	TOTAL
Program Costs	\$123,870	\$128,181	\$132,664	<b>\$384,715</b>
Part time bilingual case mgmt.	-	\$68,585	-	<b>\$68,585</b>
<b>TOTAL</b>	<b>\$123,870</b>	<b>\$196,766</b>	<b>\$132,664</b>	<b>\$453,300</b>

We are grateful the County of San Mateo has recognized the value in the Juvenile Diversion Program as it diverts youth out of their corrections and probation systems, and fills a gap in much needed services. The County has offered reimbursement to the City for expenditures related to the Case Manager since 2015 and had agreed to reimburse the City for an amount not to exceed \$100,000 for the FY22/23. Amendment No. 5 to the agreement with the County will increase the amount of reimbursement offered for FY22/23 by \$23,870 to fully offset the contracted cost; and in addition will provide full reimbursement for remaining contracted years (\$196,766 for FY23/24 and \$132,664 for FY24/25).

**BUDGET IMPACT:**

Funding for the additional cost associated with bilingual case management services was not included in the adopted FY23/24 budget. Council approval is requested to appropriate \$68,585 to the Police Department operating budget to cover the increased cost of service. The cost will be entirely reimbursed by the County of San Mateo, resulting in no net impact to the General Fund.

**ENVIRONMENTAL DETERMINATION:**

This action is not a project subject to CEQA, because it can be seen with certainty that it will not cause a physical change in the environment. (Public Resources Code Section 21065.)

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 – Proposed Resolution

Att 2 – Amendment No. 1 to Agreement with YMCA

Att 3 – Amendment No. 5 to Agreement with County of San Mateo

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