HUMAN SERVICES GRANTS PROGRAM (HSGP)

FY 2022-23 PROGRAM STATUS REPORT

Agency: \_\_\_\_\_\_\_\_\_\_\_\_St. Joseph Center\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Program: \_\_\_\_\_\_\_\_\_\_\_\_\_Youth Resource Team\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **SELECT** |
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###### FY 2022-23 SUBMISSION CALENDAR



**Instructions:**

* This document should be used by HSGP grantees to report on mid-year and year-end outcomes and accomplishments.
* All reports submitted to the City are considered public record. Please note that staff will use the information provided in the mid-year and year-end reports to provide Council and the public with summary reports of agency performance highlighting key outcomes, successes, findings and concerns.
* Some programs or agencies may be subject to additional or different reporting requirements per the program’s Exhibit A, Special Funding Conditions, of your executed Grant Agreement with the City.
* It is important, when preparing this report, to be familiar with the program’s Exhibit B, Program Plan, of your executed Grant Agreement with the City.
* Please insert responses in the spaces provided for Sections I-VII for both the Mid-Year and Year-End Program Status Reports.
* A separate Program Status Report must be prepared for each Program Plan specified in your contract.
* To submit your completed report to the City, upload the file to your agency’s SharePoint folder. A link to your agency’s SharePoint folder as well as instructions on how to use the site will be emailed to your staff separately.

###### SECTION I: PROGRAM ACCOMPLISHMENTS, CHALLENGES, AND CHANGES

Provide a brief summary of your program accomplishments, challenges, and changes that occurred during the reporting period. Please also provide information or observations related to population or service trends.

Accomplishments:

* + Onboarded nine new youth from the YRT waitlist; graduated seven youth and closed six.
  + Safely assisted YRT families that contracted Covid with household needs while they were in isolation.
  + Partnered with SMPD Diversion Program for summer programming for YRT youth who are in Diversion where youth went on a camping retreat, kayaking and paddle boarding classes and held private movie screenings.
  + Provided summer programing for all participants that consisted of, beach days, amusement parks, bowling, arcades and other excursions and activities while continuing with peer support groups in a safe and engaging manner despite the pandemic. Youth expressed an appreciation for the programming and providing a sense of normalcy during uncertain times.
  + Assisted families maintaining their housing vouchers by supporting them with their renewal obligations and paperwork.
  + Collaborated with the City of Santa Monica Housing Authority to ensure successful inspections when housing families.
  + Supported participants in securing employment.
  + Provided crisis intervention in partnership with SMMUSD schools.
  + Provided input and guidance during regular Olympic Partner Meetings and Student Support Team meetings.
  + Provided thanksgiving meals and holiday gifts to 34 youth and their families in partnership with Jimmy Kimmel.
  + Set realistic goals with youth to meet during first half of school year and prepare youth for YRT graduation.
  + Provided youth and families back to school backpacks and supplies.
  + Continued to provide financial assistance to undocumented youth who are currently at SMC to allow them to continue to pursue their higher education goals.
  + Supported families by connecting with them to legal aid to obtain their right to work documents.
  + Continued providing high school and college ages youth with academic planning support.
  + Started two gender specific groups at Santa Monica High School during their lunch period where food is provided. Youth are discussing healthy friendships and relationships and the effect those can have on their schooling.
  + Created Spring Break programing and field trip excursions for youth to participate in and engage in positive outings.
  + Created a partnership with 310 Tutors to allow youth to receive one on one tutoring services in person on various subjects.
  + Three youth graduated high school and seven will be attending college.
  + Successfully advocated for a youth to stay in the SMMUSD district after their school permit was revoked.
  + Assisted a youth in securing a summer internship at Columbia University for the Internship in Building Community Program- a paid internship for undergraduate and graduate students. This professional development internship provides wide-ranging skill development, contributing to the intern’s readiness for the contemporary workplace. Developing skills in Leadership, Communication, Community & Team Building, Conflict Resolution and Self-Management.
  + Collaborated with SMPD LEAD Program and had youth participate in The Youth and Police Initiative (YPI). Which is an innovative prevention program from the North America Family Institute (NAFI), a Boston-based human service agency established in 1974. Whose mission is to build trust and break down stereotypes between youth and police.

Challenges:

* + Since Covid, the program has noticed a rise in intensity of services in terms of supports needed and crisis intervention scenarios with the entire case load which has limited our team's ability to open new cases.
  + Youth that test positive from Covid have no remote learning options during their quarantine period and often fall behind academically.
  + COVID-19 has presented challenges in engaging youth that had already been difficult to engage due to social distancing measures.
  + There was a decrease in attendance of service providers at in person YRT monthly meetings.
  + The network has noticed a trend that youth are engaging in riskier behavior.
  + One youth had to turn themselves to county jail for 90 days after being sentenced for brandishing a weapon at a fast-food restaurant drive thru. YRT advocated for youth to remain enrolled at SMMUSD while they were incarcerated and be allowed to return to school and complete their senior year and graduate upon their release.
  + We experienced a high intensity incident where one youth was involved in a high pursuit police chase that ended in outside of Santa Monica with a car crash, car flipped over, and youth suffered major spine and neck injuries that required youth to be hospitalized for over 2 weeks. Youth are expected to recover smoothly with physical rehabilitation.
  + The program had incidents where youth were hospitalized a lot more for mental health issues. This is a larger trend of youth suffering from serious mental health issues- possibly exacerbated under Covid.
  + There are not enough Mental Health providers. There has been a lot of turnover in staff within partnering agencies and there are extremely long waitlists for agencies all around. This creates a challenge in connecting youth to urgent services.
  + One youth was expelled from the district for not completing SMMUSD contract requirements on time. Youth will have to attend LACOE school for a year to complete SMMUSD contract requirements before being able to return to SMMUSD.
  + The YRT Collaborative noticed an increase in substance use in youth.

Changes during reporting period:

* + YRT was down one staff. MHS left the program on August 28,2022.
  + YRT is down one CM. CM left the program on May 22, 2023.
  + Successfully hired a new MHS who started on June 26, 2023 and filled the vacancy from Aug.

Notable trends:

* + 57% YRT youth are between the ages of 18-24 which is on the older side of YRT eligibility of 15-24.
  + In the last six months five families have had to move out of the state due to economic distress and the destabilization that’s happened because of COVID.
  + Youth in high school and college are struggling with in person school settings and struggling to attend classes regularly.
  + Entire households getting COVID-19 due to not having room to comply with social distancing requirements.
  + Mental health providers reporting that youth symptoms of depression and anxiety have increased under COVID-19 and engagement in services has decreased.
  + Noticed an increase in TAY pregnancy. Two youth are pregnant now and due later this year and one youth had her child earlier this year.
  + Noticed an increase in SMMUSD residency checks where youth are targeted and school staff check to see if they in fact reside where they claim to live due to low attendance.

###### SECTION II: ASSESSMENT, EVALUATION AND PARTICIPANT INVOLVEMENT

Briefly describe or list any program assessment or evaluation efforts during the reporting period and summarize the results achieved. Specifically highlight any program participant involvement in these efforts.

Please highlight any new efforts to collaborate with other service providers and/or leverage services. Please include the agency name(s) and service(s) provided.

The Youth Resource Team collaborative has been providing wrap-around services for youth and families in Santa Monica for the past 11 years and it has maintained strong collaborative ties with all HSGP and non-HSGP network partners. New partnerships include (310 tutors and deepened presence with SMMUSD schools).

**Active-** Youth is engaged regularly and consistently in the program and has contact with CM/MHS at least once a week. Youth has signed consent forms, completed an intake assessment and is working actively with CM/MHS towards goals.

Total Active Youth- 40

**Floating-** Youth is contact with CM/MHS less than once per month and/or is incarcerated. Youth has signed concert forms, completed an intake assessment and may or may/not be working towards goal.

Total Floating Youth- 0

**Outreach-** Outreach being made by Mental Health Specialist to complete intake assessment and sign consent forms. Youth not formally signed on and goals have not been established.

Total Outreach Youth- 3

**Waitlist-** Youth was referred but has not been assigned to Mental Health Specialist for intake assessment. While on waitlist appropriate referrals are made for youth. When a referral is received, we do an initial review and check for urgency and needs. While youth get placed on the waitlist, if and when there are appropriate needs that can be met by network partners, we will connect them as needed.

Total Waitlist Youth- 2

**Graduated/Closed-** Youth has achieved their goals and met YRT outcomes for success and/or youth aged out of YRT program and referred to age-appropriate services and supports.

Total Graduated/Closed Youth- 13

**New Referrals-** Number of referrals received by network partners during the reporting period.

Total New Referrals Youth- 13

YRT continued regular outreach and collaboration with SMMUSD particularly at SAMOHI and Olympic High School which has resulted in an increase of communication with advisors and administration collaborating on best ways to support youth. YRT continues to follow the intake process completing YRT forms and eight-page intake assessment to evaluate needs and set goals. YRT continues to use tracking tool created by HSD data team.

YRT continues to use Exym – the electronic records keeping system for documentation of youth progress and the eight-page assessment tool that covers various areas of functioning including housing, employment, education, metal health, substance use, medical needs, family and relationships and legal needs. YRT facilitates monthly collaborative meetings.

###### SECTION III: BOARD INVOLVEMENT

Please indicate:

* Number of Board meetings conducted during the reporting period – 3 board meetings have occurred this reporting period. The Board met on January 26th, 2023, April 27th, 2023, and June 22nd, 2023. The board met for a retreat on October 15th, 2022, but did not conduct official business. The board is next scheduled to meet on October 14th, 2023.
* Average Board member attendance – The average attendance for the board meetings this period varied between 60%-70% of board members attending.
* Board development activities conducted during the reporting period
  + The board met on January 9th, 2023 and May 30th, 2023 to coordinate and plan out he St. Joseph Center 46th Anniversary fundraising Gala which took place on June 3rd, 2023.
  + No official board meetings were held during the reporting period.
* Significant policy directions or actions taken by the Board during the reporting period
  + With all the transitions that have occurred throughout this reporting period at St. Joseph Center, such as departures of several high-level executive management positions – the boards’ most impactful decision has been appointing LaTonya Smith, Interim President and CEO.
  + No official board meetings were held during the reporting period.
* Number of board members who reside and/or work in Santa Monica
  + 2
* Board vacancies and plans to fill those vacancies, if applicable
  + 3 vacancies and no current plans to fill them.

###### SECTION IV: STAFFING PATTERN

Have there been any staffing changes during the reporting period (i.e., staff vacancies, staff recruitment, changes in FTE)? Please describe. If staff vacancies exist, please provide an anticipated hiring date and explain how caseloads and work have been distributed to ensure service levels are maintained.

Please indicate how volunteers or paid or unpaid interns were used during the reporting period. Provide the total number of volunteers or interns and hours provided. If interns were used, please indicate their program level (e.g. undergraduate, masters).

YRT was down one staff member. The MHS left the program on August 28,2022. The position was posted and recruitment for the position started in September 2022. Originally, out of 15 candidates none of them were qualified for the position. SJC continued to recruit for the position until it was fulfilled.

YRT is one staff member down. CM left program on May 22, 2023. The position has been posted and recruitment for the position started in June 2023.

Update: YRT hired MHS Lizbeth Diaz, MSW and CSUN graduate who started on June 26, 2023. Lizbeth was a MSW intern for SMMUSD the previous year and had already been engaging with YRT youth at her Olympic/OCLC High School internship site.

**SECTION V: SPECIAL FUNDING CONDITIONS**

Provide a status report on how the agency is meeting its funding conditions listed in Exhibit A of your Grant Agreement, clearly addressing each individual funding condition in bullet point format.

Standard Funding Conditions:

1. Participate in the City’s efforts to develop an outcomes measurement system to better track human services program demographics and outcomes. Participation may include, but is not limited to: meeting with City staff, consultants, and; providing information regarding current data systems, technology infrastructure, policies and procedures, needs, opportunities, and concerns; incorporating the City into existing consent for release of information forms; signing and adhering to the City’s data management Agency Agreement; and contributing data to a centralized data management system. Aggregated or de-identified information may be requested for the purposes of analyzing data being collected.

* SJC continues to comply with the City’s efforts to develop an outcomes measurement system to better track program demographics and outcomes. SJC’s data and outcomes team has worked with our administrative assistant and program team to manage data and clean up any discrepancies that are being tracked in our databases.  SJC will continue to work collaboratively with City staff and consultants by attending meetings, trainings, informational sessions as well as provide feedback and actively participate in activities that support the implementation of policies or strategies that further support these efforts.  SJC will continue to remain in compliance with incorporating existing forms and adhering to the City’s data management agency agreement, etc.

1. Detail steps taken to safely reopen facilities and provide services in response to needs emerging from the COVID-19 pandemic, including modifications to service delivery and program facilities to ensure compliance with current public health guidance.

* As a result of COVID-19, SJC has taken the following measures to ensure the safety and well-being of clients and staff:
* Case management is provided via the phone and meeting platforms. Staff are able to work remotely in order to reduce transmission.
* When case management is needed to address crises, staff have been provided with PPE, and are following DPH safety guidelines.
* Basic needs such as food is being provided to clients through vendor delivery, e-gift cards and using a no contact method of food pantry drop off.
* Mental health needs are being met with tele-health or in person by assessed need via DMH outside agencies.
* Transportation is being provided via Lyft and Uber to clients who might typically take public transportation to meet basic needs and get to critical appointments.

1. Agency will assist eligible participants in submitting applications to applicable relief and housing sustainability programs, including local, state, and federal rental assistance programs, including but not limited to: Housing Choice Voucher (HCV) and Below Market Housing (BMH) Waitlists, Preserving Our Diversity (POD), Continuum of Care (CoC), and HOME voucher programs.

* SJC continues to comply with assisting eligible participants in submitting applications to applicable relief and housing sustainability programs. SJC staff members will assist voucher holders with re-certifications and collecting any needed essential documents requested to ensure clients are up to date and in compliance with the Housing Authority and tenant base sites.  In addition, staff continue to educate, inform and direct clients to resources that can support housing sustainability, including support with rental arrears, waitlists for permanent supportive housing through the Housing Authority, and other low-income housing opportunities and/or waitlists in the community.

Youth & Families Agencies:

1. Actively participate in appropriate Santa Monica Cradle to Career (smC2C) collective impact meetings and initiatives, which may include but are not limited to: smC2C work groups, Child and Youth Resource Teams (CYRT), Early Childhood Task Force, and Education Collaborative.

* Agency executive leadership has actively participated in quarterly SMC2C work group meetings and initiatives to align our agency programs with SMC2C initiatives

1. Work with the City and the youth and families network of care to provide coordinated support to individuals and families that might require agency expertise in the aftermath of a serious community crisis. A community crisis may include a traumatic event or emergency condition that creates distress, hardship, fear or grief and has a special significance to the community.

* St. Joseph Center continues to comply with this requirement.  SJC has shown coordination of support for individuals in a crisis as evidenced by the recent pandemic that has affected all of our youth and family participants.  We continued to provide and adapt services to the needs of the clients to ensure they were getting things like food, paying rent, and providing crisis response mental health support.  SJC supports families and youth where they are in a crisis and adapt services to continue to be accessible by providing telehealth and social distant meetings

**SECTION VI: SERVICE NEEDS AND REFERRALS**

The following tables track data on program participant needs and the inter-agency relationships utilized to address them. Please provide this information as completely and accurately as possible for participants entering your program.

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| **ASSESSMENT OF ADDITIONAL SERVICE NEEDS**  **(Santa Monica Participants)** | **FY 2022-23**  **Number Responding “Yes”**  **at Mid-year** | **FY 2022-23**  **Number Responding “Yes”**  **at Year-end** |
| 1. “Do you or anyone in your household have unmet employment needs?” | 7 | 13 |
| 1. ”Have you missed or been late on a home rental or mortgage payment within the last 12 months?” | 3 | 4 |
| 1. “Do you or anyone in your household have an unmet childcare/afterschool need?” | 0 | 1 |

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| **INCOMING PARTICIPANT REFERRALS**  **(Santa Monica Participants)** | **FY 2022-23**  **Number**  **at Mid-year** | **FY 2022-23**  **Number**  **at Year-end** |
| Participants referred by another agency | 5 | 13 |
| **Please list the top 3 referring agencies** |  |  |
| * 1. **St. Joseph Center (ANIMO)** | 2 | 4 |
| * 1. **City of Santa Monica** | 2 | 3 |
| * 1. **Santa Monica Malibu Unified School District** | 1 | 6 |

**SECTION VII: PROGRAM SERVICES AND OUTCOMES**

Provide a status report on the program activity levels and outcomes for Santa Monica program participants as indicated in Section VII of your Program Plan. Examples have been provided for your reference; please insert rows as needed to align with your Program Plan. For outcome achievement not documented in a report, please provide narrative explanation and/or documentation of how outcome data is captured.

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| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Service Category/ Program Goal** | **Activity Type** | **Activity Description** | **Annual Target\*** | **Documentation**  **Method** | **Mid-Year**  **Status Report** | **Year-End**  **Status Report** |
| 1 | Assertive Case Management | Output | Participant receives assertive case management | 40 SMPP | Case File | 34 (85%) | 40 (100%) |
| Outcome | Client goals identified and documented in case file | 100% (40 SMPP) | Case File | 34 (85%) | 40 (100%) |
| 2 | Increase Economic Stability | Output | Participant identifies unmet economic stability need in case plan | No annual target projected. Please document at mid-year and year-end the number of clients with economic stability as an identified need. | Case File | 13/34  (38% identified this as a need) | 19/40  (48% identified this as a need) |
| Outcome | Participant attained one or more of the following: new or improved employment, government benefits | 80% of output total increased economic stability  Provide breakdown of economic stability gained (i.e. SNAP, unemployment benefits, SSI, employment) | Documentation of benefit enrollment, job placement. | New or improved employment: 6/13  (46% met the employment goal) | New or improved employment:  10/19  (53% met the employment goal) |
| 3 | Maintain Housing Stability | Output | Participant identifies housing as unmet need in case plan | No annual target projected. Please document at mid-year and year-end number of clients served in this goal area and apply this to your outcome. | Case File | 16/34  (47% have housing needs) | 17/40  (43% have housing needs) |
| Outcome | Participant attains one or more of the following: housing voucher, permanent housing, temporary housing, rental assistance to stay housed | 40% of total outputs in this service category  Provide breakdown of housing gained (i.e. voucher, permanent, temporary) | Documentation of housing status or voucher | 16/16 (100%) Breakdown:  11/16 Section 8.  5/16  CCSM | 17/17  (100%)  Breakdown:  12/17  Section 8  5/17  CCSM |
| 4 | Education Progression | Output | Participant identifies education progression as unmet need in case plan | No annual target projected. Please document at mid-year and year-end number of clients served in this goal area and apply this to your outcome. | Case File | 21/34  (61% identified this as a need) | 27/40  (66% identified this as a need) |
| Outcome | Participant attained one or more of the following goals: increase GPA, increase attendance, earned diploma, earned certificate. | 80% of total outputs in this service category attained educational progression goal. Provide breakdown of education progress gained (i.e. increased GPA, increased attendance, earned diploma, earned certificate) | Documentation of educational progression | The first semester serves as the baseline; data to be reported at year-end. | 27/27  (100% in high school)  9/27 (33% increased GPA)  3/27 (11% increased attendance)  3/3  (100% graduated high school) |
| 5 | Improved Behavioral Health | Output | Participant identifies behavioral health support as unmet need in care plan | No annual target projected. Please document at mid-year and year-end number of clients served in this goal area and apply this to your outcome. | Case File | 32/34  (94% have a MH need) | 38/40  (95% have a MH need) |
| Outcome | Participant engaged in consistent mental health or substance use treatment | 80% of total outputs in this service category engaged in consistent mental health or substance use services | Documentation of mental health services from mental health/substance use provider | 15/ 32 (46% engaged in MH services) Engaged in consistent mental health: 14 (14/32)  Or substance use services: 1 (1/8) | 19/38  (50% engaged in MH services)  Engaged in consistent mental health: 19/38  Or substance use services:  (1/9) |
| 6 | Improved Legal Status | Output | Participant identifies legal challenges as unmet need in care plan | No annual target projected. Please document at mid-year and year-end number of clients served in this goal area and apply this to your outcome. | Case File | 13 /34  (38% have legal need) | 15/40  (38% have legal need) |
| Outcome | Participant connected to legal support service | 80% of total outputs in this service category connected to legal services and resolve legal challenge | Documentation of mental health services from mental health provider | Immigration: 2  Diversion : 3  Court apparence : 7  Probation : 1 | Diversion : 3  Court Appearance :8  Probation : 2  DCFS : 1  Other : 1 |

**\*SMPP = Unduplicated Santa Monica Program Participants**

###### VARIANCE REPORT:

###### Mid-year: Please identify specific outputs or outcomes not on track for being met by year-end. Provide an explanation of the barriers the program is experiencing and the steps the staff is taking to mitigate the situation.

* Academic- Cannot report on improvements until the end of the academic school year.
* Mental Health- Only 15 out of the 32 in need of mental health services are connected to services due to youth not being ready to start engaging in services. Three of those youth were connected to YRT MHS and decided to wait until new MHS is hired to engage in services with them.

###### Year-end: Please provide an explanation for each output or outcome for which achievement is above or below 10% of the projected target.

* Mental Health- Only 19 out of the 38 in need of mental health services are connected to services due to youth not being ready to start engaging in services.
* Employment goal not met due to clients not being ready to work. These clients have been connected to employment services for coaching and support.

**SECTION VIII: PROPERTY MANAGEMENT**

If this program has entered into a lease agreement with the City of Santa Monica, please provide a status report of facility improvements and routine maintenance performed during the reporting period.

**By submitting this report to the Housing and Human Services Division, I certify that this report is true, complete and accurate to the best of my knowledge and that all disbursements have been made in compliance with the conditions of the Grantee Agreement and for the purposes indicated.**