



Grant Subaward Budget Narrative

Grant Subaward #: VW21 390120

Subrecipient: County of Humboldt

Budget Narrative

The proposed fiscal year (FY) 2021-22 budget supports the activities of this Victim Witness Assistance Program by providing staffing and operating expenses to meet the outlined goals and objectives for the FY 2021-22. This budget has been developed with the intent to respond to the emotional and physical needs of crime victims, help primary and secondary victims of crime to stabilize their lives after victimization, help victims to understand and participate in the criminal justice system and provide victims with a measure of safety and security.

In 2014 Measure "Z" was passed by the citizens of the Humboldt County who agreed upon a ½ cent sales tax increase to be used for improvement in the Humboldt County Services with an emphasis on public safety. After budget negotiations the District Attorney's Office was awarded funding from Measure "Z". Measure Z funding supports the Victim Witness Program Coordinator position at 1.0 FTE. The Program Coordinator is responsible for overseeing day to day operations and has full supervisory responsibility for the staff assigned under this program.



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Candidates for this position must have the equivalent of graduation from a four-year College or university with major course work in psychology or related field and three years crisis Intervention or counseling work. Our current Victim Witness Program Coordinator, Joyce Moser, has been the Program Coordinator for the past (24) years. Prior to her selection, she was a Victim Witness Advocate for approximately (15) years. Ms. Moser has been with the Victim Witness office since its inception in 1982. Ms. Moser has completed both entry and advanced level 40-hour mandated trainings.

The Victim Witness Program Specialists (Advocate) (VWPS) provide direct client support services to victims of crime. This includes crisis intervention, counseling referral, support through the criminal justice process and assistance in filling Victim of Crime Applications. This year Victim Witness Assistance Program was able to fund (4.0 FTE) and (.50 FTE) Extra help VWPS positions. Candidates for these positions must have the equivalent of an AA Degree with major course work in crisis intervention or similar social service work.

One 1.0 FTE VWPS is held by Marybeth Bian, who more than satisfies the educational / experience requirements with a master's Degree in Social Work



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and over 17 years of direct experience as a VWPS. Ms. Bian has completed both entry and advanced level 40-hour mandatory trainings.

Another (1.0 FTE) VWPS position is held by Velda Gooden. Ms. Gooden also more that satisfies the educational / experience requirements with a master's degree in Counseling and over 22 years of experience in Social Work service and (3) years of direct experience as a VWPS. Ms. Gooden has also completed mandatory 40-hour entry level training.

In prior year approval of the Victim Witness Assistance program allowed Humboldt County's Mass Victimization advocate and we were able to hire (1.0 FTE) VWPS who is Nicole Miranda. She has over (11) years direct work experience as a VWPS. Ms. Miranda has completed both entry and advanced level 40-hour mandatory trainings along with all mandatory Mass Victimization trainings.

In FY 2020-21 we hired Michala Pelren as a VWPS. Ms. Pelren, has earned her Bachelors degree in Psychology in May of 2020. She has completed a variety of online victim services training and is currently attending virtual the mandatory 40-hour entry-level training session for entry level candidates.

This year we would like expand knowledge and skill in responding to a Mass Victimization trauma by adding an additional (1.0 FTE) Mass Victimization



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advocate. We also anticipate an additional need for a (1.0 FTE) VWPS position as offices and business begin reopening which allows for more opportunity for victims to have a safe avenue for reporting crimes and receiving comprehensive services. These new positions will require cultural competency training and mandatory 40-hour entry-level training and crisis response training which will be completed as soon as practical from date of hire.

The Coordinator is employed full time with a commitment to this program, to the Cal OES Victim Witness Assistance Program and to the California Victim Compensation Board. The Coordinator provides supervision currently over 4.0 FTE staff members and a .5 FTE Extra-help member under the Cal OES Victim Witness Assistance Program. They do not, however, require continual assistance, as their duties are routine in nature. This allows the coordinator to spend a greater percentage of time interacting with staff and implementing victims' services under this program grant. The VWPS positions may incur salary increases in accordance with Merit System Rules as employees become eligible. These potential increases have been considered while calculating the program budget for FY 2021-22.



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The Victim Witness Program Office is now in a County owned facility which is located on the 5th floor of the County Courthouse and will not incur rental fees for office location. The District Attorney's Office and the County of Humboldt have completed construction for the new office space in the FY 2020-21. All remaining operating allocations represent day to day expenses for services and supplies. \$4,075 is set aside for various office supplies such as paper, toner, ink, etc. \$3,000 will be allocated towards staff development and training which will assist advocates in techniques to help communicate effectively with victims and witness along with learning resources that are available to victims and witness. We are anticipating that only virtual training will be available in the FY 2021-22 which will only require a registration fee.

Our office has applied for a full match waiver due to the COVID-19 pandemic. These funds normally are provided by the general funding which are in the currently under severe budget review for budget cuts for all county departments. Providing a match at this time would severely hamper all other services to all of the community. With these items in place we should be able to reach our goals set out in the Project Narrative.