



# COUNTY of VENTURA

**MELISSA LIVINGSTON**  
Director

June 18, 2024

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, CA 93009

## **HUMAN SERVICES AGENCY**

855 Partridge Drive  
Ventura, CA 93003  
805-477-5100

**JENNIE PITTMAN**  
Deputy Director  
Administrative Services

**VICTORIA JUMP**  
Deputy Director  
Aging & Disability Services

**DAVID SWANSON HOLLINGER**  
Deputy Director  
Children & Family Services

**MARISSA MACH**  
Deputy Director  
Community Access & Engagement

**ELAINE MARTINEZ**  
Deputy Director  
Community Services

**Subject: Approval of, and Authorization for the Human Services Agency Director to Sign, a Memorandum of Understanding with Cottage Home Foundation for a Shelter Home for Foster Youth.**

### **Recommendation:**

Approve, and authorize the Human Services Agency (HSA) Director, or designee, to sign, a Memorandum of Understanding (MOU) with Ventura Downtown Lions Cottage Home Foundation, Inc., dba "Cottage Home Foundation," in support of the Foundation's shelter home for foster youth (Exhibit 1).

### **Fiscal/Mandates Impact:**

There are no fiscal mandates associated with this action.

### **Discussion:**

The Cottage Home Foundation is a not-for-profit corporation that was established in 1969 to create and support the Cottage Home, a shelter home with a family environment that maintains and provides housing for children taken into protective custody aged 0-18, where siblings can remain together in a single-family environment. Cottage Home Foundation and HSA Children & Family Services (CFS) have partnered over many years to ensure the children placed into Cottage Home are provided the care and resources necessary for healing and growth. An approved "Resource Family" (formerly known as a "foster family") who is interested in providing shelter care for foster children resides in the home full-time. Cottage Home Foundation and the Resource Family enter into a private lease agreement separate from the County. As CFS identifies a child or siblings in need of a secure housing environment, including on an emergency basis, CFS works with the Resource Parent to place the children into the shelter home.

This MOU before your Board today defines the roles, responsibilities and information to be shared between the County and Cottage Home Foundation. We ask your Board to approve,

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and authorize the HSA Director to sign, the MOU with Cottage Home Foundation to provide a shelter home for foster youth.

**Strategic Plan:**

Placing foster youth into safe shelter contributes to the Board of Supervisors' 2024-2027 Strategic Plan priority to 'Address Homelessness and Lift Up the Most Vulnerable', Goals (1) Provide short and long-term housing options with wrap-around services to foster well-being and self-sufficiency for individuals experiencing homelessness, and (2) Meet/sustain basic needs and be a reliable safety net for our vulnerable populations.

This item has been reviewed by the County Executive Office, the Auditor-Controller's Office and County Counsel. If you have any questions, please contact me at 805-477-5301, or David Swanson Hollinger, Deputy Director, Children & Family Services at 805-477-5311.

  
Melissa Livingston  
Director

Attachment:

Exhibit 1 – MOU with Cottage Home Foundation