

**DOMESTIC VIOLENCE SHELTER BASED PROGRAM**  
**ANNUAL CERTIFICATION REPORT**  
**August 4, 2016**

**AUTHORITY**

**California Welfare and Institutions Code:**  
Section 18294

**Related California Welfare and Institutions Code Sections:**  
18293, 18295, 18296, 18297, 18298, 18299, 18300

**PURPOSE AND AUTHORITY**

In accordance with the California Welfare and Institutions Code Section 18293 (f), the El Dorado County Board of Supervisors designated the Public Health Department, Alcohol and Drug Programs, as the local agency assigned to administer domestic violence shelter based programs to assure program compliance with the requirements set forth in Section 18294.

On August 3, 2016 the El Dorado County Alcohol and Drug Programs Administrator conducted a site visit of the business offices of **Live Violence Free** for the fiscal year of 2015-2016. Documentation from the Executive Director, Jane Flavin, and Ivette Cortez, Housing Advocate of *Live Violence Free* verified compliance with Welfare and Institutions Code Section 18294 which states:

Domestic Violence shelter-based programs shall provide all of the following basic services to victims of domestic violence and their children.

- (a) Shelter on a 24 hours a day, seven days a week basis.
- (b) A 24 hours a day, seven days a week telephone hotline for crisis calls.
- (c) Temporary housing and food facilities.
- (d) Psychological support and peer counseling in accordance with section 1037.1 of the Evidence code.
- (e) Referrals to existing services in the community.
- (f) A drop in center that operates during normal business hours to assist victims of domestic violence who have a need for support services.
- (g) Arrangements for school age children to continue their education during their stay at the domestic violence shelter-based program.
- (h) Emergency transportation as feasible.

**SITE VISIT AND PROGRAM REVIEW**

Section 18294 (a) Findings:

Live Violence Free provided verification of Shelter operations in South Lake Tahoe on a 24 hours a day, seven days a week basis. Shelter staffing plans, after business hours operational procedures, shelter housing capacity, informational brochures on the program and services offered at the shelter location, copies of shelter rules and regulations, client's rights and responsibilities contracts for staying in the shelter were also provided as verification.

Section 18294 (b) Findings:

Live Violence Free provided current evidence of a 24 hours a day, seven days a week telephone hotline for crisis calls. The crisis staffing plan, answering service procedures, crisis telephone number, and volunteer training requirements were provided as verification.

Section 18294 (c) Findings:

Live Violence Free provided documentation and evidence of temporary housing and food facilities. Food and kitchen facilities are located within the 24 hour Shelter. Motel vouchers are also offered to clients in the event that the 24 hour shelter is full or an inappropriate placement. Live Violence Free has a food closet for clients who come in to the counseling offices or drop in center, they also have the capacity to provide cooked or uncooked meals or groceries to clients.

Section 18294 (d) Findings:

Live Violence Free documentation that psychological support and peer counseling services are provided. Live Violence Free employs three full time licensed therapists who provide individual and group counseling for clients. Four Peer counselors are employed to facilitate domestic violence support groups, parent support groups and adults molested as children support groups in both English and Spanish.

Section 18294 (e) Findings:

Live Violence Free provided satisfactory verification that staff provide referrals to existing services within the community. Each client is provided with individualized case management services to give clients appropriate referrals to meet their specific needs. Each client is also given a community resource list that provides information on existing community services.

Sections 18294 (f) Findings:

Live Violence has a drop in center that operates during normal business hours to assist victims of domestic violence who have a need for support services. The drop in center is located at 2941 Lake Tahoe Blvd and is staffed from 8am to 4pm. This location is where the site visit was conducted.

Section 18294 (g) Findings:

Live Violence Free provided documentation of policies, procedures and current agreements that arrangements are made for school age children to continue their education during their

stay at the domestic violence shelter based program. Lake Tahoe Unified School District has a designated Domestic Violence liaison that works with Live Violence Free to immediately place children in local schools while they stay in the shelter. Special arrangements are made to provide safe and confidential transportation to school and or bus routes for children who are residing at the shelter.

Section 18294 (h) Findings:

Live Violence Free provided satisfactory verification that emergency transportation is available. Documentation of emergency transportation was provided in program brochures, client contracts and agency program plan.