



Tuesday, April 29, 2014 @ 4:00 p.m.
Finley Conference Room, West Modesto Community Center
401 E. Paradise Road, Modesto, CA



Children & Families Commission

1010 10th Street, Suite 5000
Modesto, CA 95354

Phone: 209.558.6218 Fax: 209.558.6225

Commission Meeting Notice

Tuesday, April 29, 2014 @ 4 PM, Finley Conference Room, West Modesto Community Center
410 E. Paradise Road, Modesto, CA 95354

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Community Representative

Denise Hunt
Chair
Community Representative

Mary Ann Lee
Vice Chair
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Community Representative

Madelyn Schlaepfer
Behavioral Health and
Recovery Services

George Skol
Community Representative

John Walker, MD
Public Health Officer

John Sims
Executive Director

The Stanislaus County Children and Families Commission welcomes you to its meetings which are regularly held on the fourth Tuesday of each month. Your interest is encouraged and appreciated.

The agenda is divided into two sections:

CONSENT CALENDAR: These matters include routine financial and administrative actions and are identified with an asterisk (*). All items on the consent calendar will be voted on at the beginning of the meeting under the section titled "Consent Calendar." If you wish to have an item removed from the Consent Calendar, please make your request at the time the Commission Chairperson asks if any member of the public wishes to remove an item from consent.

REGULAR CALENDAR: These items will be individually discussed and include all items not on the consent calendar and all public hearings.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE COMMISSION ON A MATTER ON THE AGENDA: Please raise your hand or step to the podium at the time the item is announced by the Commission Chairperson. In order that interested parties have an opportunity to speak, any person addressing the Commission will be limited to a maximum of 5 minutes unless the Chairperson of the Commission grants a longer period of time.

PUBLIC COMMENT PERIOD: Matters under the jurisdiction of the Commission, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Commission for consideration. However, California law prohibits the Commission from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Children and Families Commission. Any member of the public wishing to address the Commission during the "Public Comment" period shall be permitted to be heard once for up to 5 minutes.

COMMISSION AGENDAS AND MINUTES: Commission agendas, Minutes, and copies of items to be considered by the Children and Families Commission are typically posted on the Internet on Friday afternoons preceding a Tuesday meeting at the following website: www.stanprop10.org.

Materials related to an item on this Agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the Commission office at 1010 10th Street, Suite 5000, Modesto, CA during normal business hours. Such documents are also available online, subject to staff's ability to post the documents before the meeting, at the following website www.stanprop10.org.

NOTICE REGARDING NON-ENGLISH SPEAKERS: Stanislaus County Children & Families Commission meetings are conducted in English and translation to other languages is not provided unless the Commission is notified 72 hours in advance that an interpreter is necessary. Please contact Administration at (209) 558-6218 should you need a translator for this meeting.

Las juntas de la Comision para Niños y Familias son dirigidas en Ingles y no hay traduccion disponible a menos que la Comision sea notificada con 72 horas por avanzado. Si necesita traduccion, por favor contacte a la Comision al (209) 558-6218. (Por favor tome nota, el mensaje es en Ingles pero se le asistara en Español cuando lo pida.)

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Commission at (209) 558-6218. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting.

RECUSALS: California Government Code Section 87100 states that "no public official at any level of state or local government may make, participate in making or in any way use or attempt to use his/her official position to influence governmental decision in which he/she knows or has reason to know he/she has a disqualifying conflict of interest." Likewise, California Government Code section 1090 provides that certain government officials and employees "...shall not be financially interested in any contract made by tem in their official capacity."

These sections of law permit the Stanislaus County Children and Families Commission to execute contracts so long as the Commissioner(s) with the conflict recuses himself or herself from making, participating in making, or in any way attempting to use his or her official position to influence a decision on the contract.



COMMISSION MEETING AGENDA



It's All About The Kids

Children & Families Commission
1010 10th Street, Suite 5000, Modesto, CA
95354

April 29, 2014

Times provided are approximate times.

- 4:00 p.m. I. Welcome & Introductions – Chair Denise Hunt
- 4:05 p.m. II. Pledge of Allegiance
- 4:08 p.m. III. Announcement of Recusals ¹
- 4:10 p.m. IV. Public Comment Period (Limit of 5 minutes per person)
- 4:15 p.m. V. Approval of the Consent Calendar – Agenda items marked by an Asterisk (*)
- VI. Agenda Items
- * A. Approval of the Commission Meeting Minutes of March 25, 2014. p. 4-6
- B. Executive Director's Office
- 4:20 p.m. 1. **Public Hearing** on the 2014-2015 Budget and Long Range Financial Plan p. 7-13
- a. Approval of the 2014-2015 Budget
- b. Adoption of a Long Range Financial Plan
- c. Authorization for Executive Director to Negotiate and Execute Agreements with Service Providers
- Public hearing materials can be accessed on our website under agenda / minutes or by clicking on the following link: <http://www.stanprop10.org/pastmeetings/calendar.shtm>.)*
- 4:45 p.m. 2. Review the Stanislaus County Children and Families Commission Strategic Plan 2012 – 2014 p. 14
(the Strategic Plan in its entirety can be downloaded or viewed at:
<http://www.stanprop10.org/pastmeetings/calendar.shtm>.)
- * 3. Authorization to Purchase a Lanier 3503 Multifunctional Copier/Printer/Fax for \$8,100 from MoCal Office Solutions p. 15-16
- C. Committee Reports
- * 1. Accept the Minutes of the Administrative Committee meeting of April 7, 2014 p. 17
- a. Monthly Contract Financial Report as of March 31, 2014 p. 18
- b. Quarterly Financial Report January to March p. 19
- * 2. Accept the Minutes of the Operations Committee meeting of April 10, 2014. p. 20
- * 3. Accept the Minutes of the Executive Committee meeting of April 14, 2014. p. 21
- VII. Correspondence – None
- VIII. Commissioner Reports
- 4:55 p.m. IX. Staff Reports
- 5:05 p.m. X. Adjourn

¹ Commissioners may publicly announce the item(s) or recommendation(s) from which he/she will recuse himself or herself due to an actual or perceived conflict of interest. The Commissioner will excuse himself or herself from the meeting and leave the room when the specific agenda item comes up for discussion and voting.



Children & Families Commission
 930 15th Street, Modesto, CA 95354
 Phone: 209.558.6218 Fax: 209.558.6225

Commission Meeting Minutes
Tuesday, March 25, 2014
Petersen Event Center
720 12th Street, Modesto, CA

Members Present: Vicki Bauman, Vito Chiesa, David Cooper, Denise Hunt (Chair), Mary Ann Lee (Vice Chair), Nelly Paredes-Walsborn, Madelyn Schlaepfer, George Skol, and Dr. John Walker.

Members Absent: None

Staff Present: John Sims, Executive Director; Erica Inacio, Program Monitor; Tina Jamison, Accountant; Stephanie Loomis, Administration; and Jack Doering, Commission Counsel.

- I. Chair Hunt called the meeting to order at 4:04 p.m. Commission members and attendees recited the Pledge of Allegiance.
- II. Commission members, staff, and attendees were introduced and welcomed.
- III. Announcement of Commissioner Recusals – None.
- IV. Public Comment Period – None.
- V. Consent Calendar
 The Consent Calendar was approved with an amendment to the Administrative Committee minutes. The minutes are to be updated to reflect Commissioner Schlaepfer's attendance at the Administrative Committee meeting.
Moved Skol, Seconded Lee. Unanimously approved.
- VI. Agenda Items
 - A. The Commission approved the Commission Meeting Minutes of December 10, 2013.
Approved on the consent calendar. Moved Skol, Seconded Lee. Unanimously approved.
 - B. Kristin Doud from Stanislaus County Planning Department made a presentation to the Commission regarding its Community Development Block Grant 2-14-2105 Annual Action Plan, including recommended grant recipients. All in attendance were asked to make comments on the Plan by contacting the Planning Department.
 - C. Executive Director's Office
 1. Per Section 130140 of the California Health and Safety Code, the Stanislaus County Children and Families Commission is required to hold a public hearing on the State Commission's Annual Report (which is submitted to the Legislature each January). The report in its entirety can be viewed on the State's website: http://www.cfc.ca.gov/pdf/annual_report_pdfs/Annual_Report_12-13.pdf

 The Commission heard a presentation on the State Commission report's contents and format from Staff. The State report highlighted the results for each of the four result areas for FY 2012-2013 and summarized the intent and impact made by State Initiatives. Staff compared local services provided to children and adults across result areas to the State-wide statistics.

After the presentation, Chair Hunt opened the public hearing at 4:38 p.m. and hearing no comments from the public, the public hearing was closed at 4:39 p.m.
 2. Per Section 130100 of the California Health and Safety Code, the Stanislaus County Children and Families Commission is required to evaluate programs it funds with Proposition 10 funds. The

Commission heard a presentation on the 2012-2013 Program Evaluation Report, prepared by Commission staff. The evaluation covers 21 Commission funded programs.

The presentation outlined the report and the information provided as it pertains to the result areas: (1) Improved Family Functioning, (2) Improved Child Development, (3) Improved Health, and (4) Improved Systems of Care.

In summary, the evaluation answered three questions:

- 1) How much was done?
- 2) How well was it done?
- 3) Is anyone better off?

The report in its entirety can be viewed, downloaded, and printed from the Commission's website: <http://www.stanprop10.org>. The report contains information on each of the programs, and how program activities impacted goals and outcomes (as listed in the Commission's 2012-2014 Strategic Plan). It was noted that the State made changes to the way some information needed to be reported and as such some local historical information was no longer applicable and was not reported this year.

Prior to making a motion to accept the report, the Commission thanked the Contractors and Staff for their efforts in preparing the report.

The Commission took action to accept the 2012-2013 Program Evaluation Report.

Moved Paredes-Walsborn, Seconded Bauman. Unanimously Approved.

3. The Commission updates its Strategic Plan every three years. The current Plan expires at the end of 2014. A timeline was proposed in preparation for the upcoming strategic planning process. The Commission felt it would be beneficial to hear 5 minute presentations from each currently funded program and set aside the regular June meeting for this purpose. The Commission also decided to forgo the regular September meeting in lieu of a half day workshop dedicated to strategic planning. The date for that workshop will be September 6, 2014.
4. Since its inception in 1998, the Stanislaus County Children and Families Commission has conducted itself according to Roberts Rules of Order and according to customs and practices that have evolved over time. In August of 2004, the Commission adopted a set of By-Laws to formalize and memorialize these practices. The Commission's current By-Laws have not been amended since September of 2005.

After reviewing the By-Laws, staff suggested the following changes:

- Changing the adoption date on the title page. (Page 1)
- Clarifying that audio recordings are to be made of Commission meetings. (Page 5)
- Adding "Announcement of Recusals" and "Consent Agenda" to the list of recurring agenda items. (Page 5)
- Specifying that the Commission Counsel, rather than County Counsel, is to review Commission documents. (Page 7)
- Designating five minutes for individual public comments - to be consistent with Commission agenda language. (Page 8)
- Addition of a paragraph restating the Commission's commitment to open government and adherence to State conflict of interest laws and regulations. (Page 10).

The Commission approved the revisions to the By-Laws.

Approved on the consent calendar. Moved Skol, Seconded Lee. Unanimously approved.

4. In June of 2007, in accordance with Section 25843 of the Government Code and the model incentive program of the County Executive's Office, the Stanislaus County Children and Families Commission developed a safety incentive program designed to encourage and reward employees performing their jobs in a safe (and therefore productive) manner. The policy adopted in 2007

permitted an incentive award of \$20 per quarter to be provided to employees if at least 3 safety points were earned during the quarter. Safety Points were earned through attendance at safety meetings, submitting safety suggestions, making safety presentations, attending safety classes, etc. To the extent possible, award items purchased were to be for the employee's personal use: hats, shirts, coffee, juices, movies, etc.

Due to staff's desire to be responsible stewards of public funds and concerns over the taxable nature of award items, employees have declined the monetary awards from the safety incentive program. Consequently, it was recommended that an incentive lunch be awarded to employees after two safety points are earned during a quarter. The cost of the incentive lunch would be limited to \$15 per employee – in accordance with the Commission's travel policy, which mirrors the Stanislaus County travel policy.

The Commission approved the revisions to the Safety Program.

Approved on the consent calendar. Moved Skol, Seconded Lee. Unanimously approved.

- Committee Reports – ***Approved on the Consent Calendar. Moved Skol, Seconded Lee. Unanimously approved.***
 1. The Commission accepted the minutes for the Administrative Committee meeting held on March 10, 2014 – including the Monthly Financial Report as of February 28, 2014.
 2. The Commission accepted the minutes for the Operations Committee held on March 13, 2014.
- VII. Correspondence – ***Approved on the Consent Calendar. Moved Skol, Seconded Lee. Unanimously approved.***
 1. The Commission accepted a letter from Gina Yarbrough and denied her request to fund a lactation counselor class for her to attend.
- VIII. Commissioner Reports – None.
- IX. Staff Reports
 - Erica Inacio provided a summary on the Moving with Math conference the Commission held in conjunction with SCOE in February. The conference was well received by the 252 attendees. Erica shared that Commission costs have gone down despite the Commission now offering two conferences a year instead of one and that this was a direct result of the partnership with SCOE.
 - John Sims shared that the Commission will be receiving the Light of Hope award from CASA on May 10th. John also shared information about an upcoming training being offered on the Protective Factors Framework on April 30th. John informed the Commission that a video celebrating the 15th year anniversary of the creation of California's First 5 movement is available on the homepage of the Commission's website: <http://www.stanprop10.org>. The video was shown.
- X. The Commission meeting adjourned at 5:33 p.m.



It's All About The Kids

Stanislaus County Children and Families Commission

ACTION AGENDA SUMMARY

COMMITTEE ROUTING	
Administrative/Finance	<input checked="" type="checkbox"/>
Operations	<input checked="" type="checkbox"/>
Executive	<input checked="" type="checkbox"/>

AGENDA DATE: April 29, 2014

COMMISSION AGENDA #: VI.B.1 (PUBLIC HEARING)

SUBJECT:

Public Hearing on the 2014-2015 Budget and Long Range Financial Plan

- Approval of the 2014-2015 Budget
- Adoption of a Long Range Financial Plan
- Authorization for the Executive Director to Negotiate and Execute Agreements with Service Providers

BACKGROUND:

State law requires the Commission to annually hold a public hearing before adopting a budget for fiscal year operations (July 1st to June 30th) and before adopting a long-range financial plan. The budget is an estimated spending plan for the funds received by the Stanislaus County Children and Families Commission. Adoption of a budget is the first step in authorizing expenditures to contractors. However, before funds can be disbursed, a contract must be executed between the Commission and the program operator.

By law, the Stanislaus County Board of Supervisors does not have statutory authority to alter, amend, or approve the Commission's budget. The Commission's budget appears in the Stanislaus County budget as an informational item so the Auditor has a legal basis to make Commission expenditures. Any budget approved by the Commission at this meeting or at subsequent meetings will be incorporated into the County's 2014-2015 budget.

Some of the significant features of the 2014-2015 budget and the long range financial plan include:

- Budgeted tobacco tax revenues are estimated to decrease 1% (\$47,511) between 2013-2014 and 2014-2015
- Staffing, at 4.15 full time equivalents, is included in the budget with:
 - Salary and related benefits increased 3% in 2014-2015
 - Retirement and health insurance costs increased 3.5% in 2014-2015
 - Salary and benefit costs increased 2% starting in 2015-2016 for the long term financial plan
- 2014-2015 contracts and programs are budgeted at current amounts except for:
 - Family Justice Center – reduced \$11,430 due to the acquisition of other funding for legal services
 - Shaken Baby Program – reduced to \$0 due to the acquisition of another funding source
- Activities funded by the 2014-2015 budget include:
 - Annual provider conferences (2)
 - Report to the Community
 - Evaluation Report
 - Monitoring
 - Contract development and administration
 - General administration

- For 2014-2015, a \$500,000 contingency has been established. No funds will be spent from Contingency without the approval of the Commission.
- The State’s revenue projections for Stanislaus County have been used in the long range financial plan.
- The long range financial plan assumes contractors will spend 95% of approved allocations.
- The long range financial plan assumes a minimum reserve of six month’s worth of operating costs.

The Administrative and Finance Committee and the Operations Committee met on April 7th and April 10th, respectively, to review and discuss this item. The Executive Committee met on April 14th to review and discuss this item.

STAFF RECOMMENDATIONS:

1. Hear a presentation by staff.
2. Open the Public Hearing and receive comments.
3. Close the Public Hearing.
4. Approve the recommended budget of \$7,490,083 for fiscal year 2014-2015. (During the April 29th Commission meeting, there will be multiple motions to authorize the negotiation and execution of contracts in order to avoid potential conflicts of interest for commission members).
5. Adopt the financial projections for fiscal years 2014-2015 through 2018-2019 as the Commission’s long range financial plan.
6. Authorize staff to submit the proposed budget for inclusion in the County budget.
7. Authorize staff to work with contractors to develop budgets up to the amounts specified on the attached budget summary.
8. Authorize the Executive Director to negotiate and execute an agreement with Brown and Armstrong in the amount of \$11,200, which has been budgeted in 2014-2015, for the 2013-2014 annual audit/administrative compliance review.
9. Direct staff to work with the Administrative and Finance committee to implement the budget.

FISCAL IMPACT:

Approval of the recommended budget will establish a plan to spend \$7,490,083 to support Stanislaus County children 0-5 in fiscal year 2014-2015. Agreements and/or addendums between the Commission and program operators will be negotiated and executed before funds are disbursed to program operators.

COMMISSION ACTION:

On motion of Commissioner _____; Seconded by Commissioner _____

and approved by the following vote:

Ayes: Commissioner(s): _____

Noes: Commissioner(s): _____

Excused or Absent Commissioner(s): _____

Abstaining: Commissioner(s): _____

1) _____ Approved as recommended.

2) _____ Denied.

3) _____ Approved as amended.

Motion: _____

Attest: _____

Stephanie Loomis - Administration

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

2014/2015 CONTRACT/PROGRAM SCHEDULE

Note: Light blue shading indicates request to authorize contract execution up to specified amount.

		FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19
RESULT AREA 1: Improved Family Functioning (Family Support, Education, and Services)						
Community Resource and Referral						
1	211 Project (<i>United Way</i>)	\$ 80,000				
Family Resource Centers:						
2	Ceres Partnership for Healthy Children (<i>CHS</i>)					
3	Hughson Family Resource Center (<i>SV</i>)					
4	N. Modesto/Salida Family Resource Center (<i>SV</i>)					
5	Oakdale/Riverbank Family Resource Center (<i>CHS</i>)	\$ 1,559,357				
6	Parent Resource Center					
7	Turlock Family Resource Center (<i>Aspiranet</i>)					
8	Westside Family Resource Center (<i>CHS</i>)					
9	The Bridge (<i>SV</i>)	\$ 185,000				
10	Healthy Start Sites (<i>SCOE</i>)	\$ 416,020				
Targeted Intensive Parent Support Services						
11	Children's Crisis Center	\$ 460,000				
12	Court Appointed Special Advocates	\$ 30,000				
13	Family Justice Center	\$ 100,000				
14	La Familia Counseling Program (<i>El Concilio</i>)	\$ 98,000				
15	Zero to Five Early Intervention Partnership (<i>BHRS</i>)	\$ 1,523,009				
Service Coordination						
Total Area 1:		\$ 4,451,386				
RESULT AREA 2: Improved Child Development (Child Development Services)						
Kinder Transition Services						
16	Keyes (1)	\$ 10,000				
17	Grayson (1)	\$ 10,000				
18	Riverbank (2)	\$ 20,000				
Quality ECE Investments						
19	First 5 Calif. Child Signature Program (<i>SCOE</i>)	\$ 105,000				
20	Early Care and Education Conference	\$ 12,000				
Total Area 2:		\$ 157,000				
RESULT AREA 3: Improved Health (Health Education and Services)						
Health Access						
21	Healthy Cubs (<i>Health Services Agency</i>)	\$ 325,000				
Maternal & Child Health Care						
22	Perinatal Home Visitations (<i>Health Services Agency</i>)	\$ 1,339,160				
Oral Health						
23	Dental Education (<i>Health Services Agency</i>)	\$ 30,000				
Safety Education and Injury Prevention						
Total Area 3:		\$ 1,694,160				
RESULT AREA 4: Improved Systems of Care						
Service Outreach, Planning, Support, and Management						
24	Healthy Start Support (<i>SCOE</i>)	\$ 82,378				
Total Area 4:		\$ 82,378				
Estimated Services Contracts		\$ 6,384,924	\$ 6,279,923	\$ 6,279,923	\$ 6,279,923	\$ 6,279,923

BHRS=Behavioral Health and Recovery Services

CHS=Center for Human Services

CAPC=Child Abuse Prevention Council

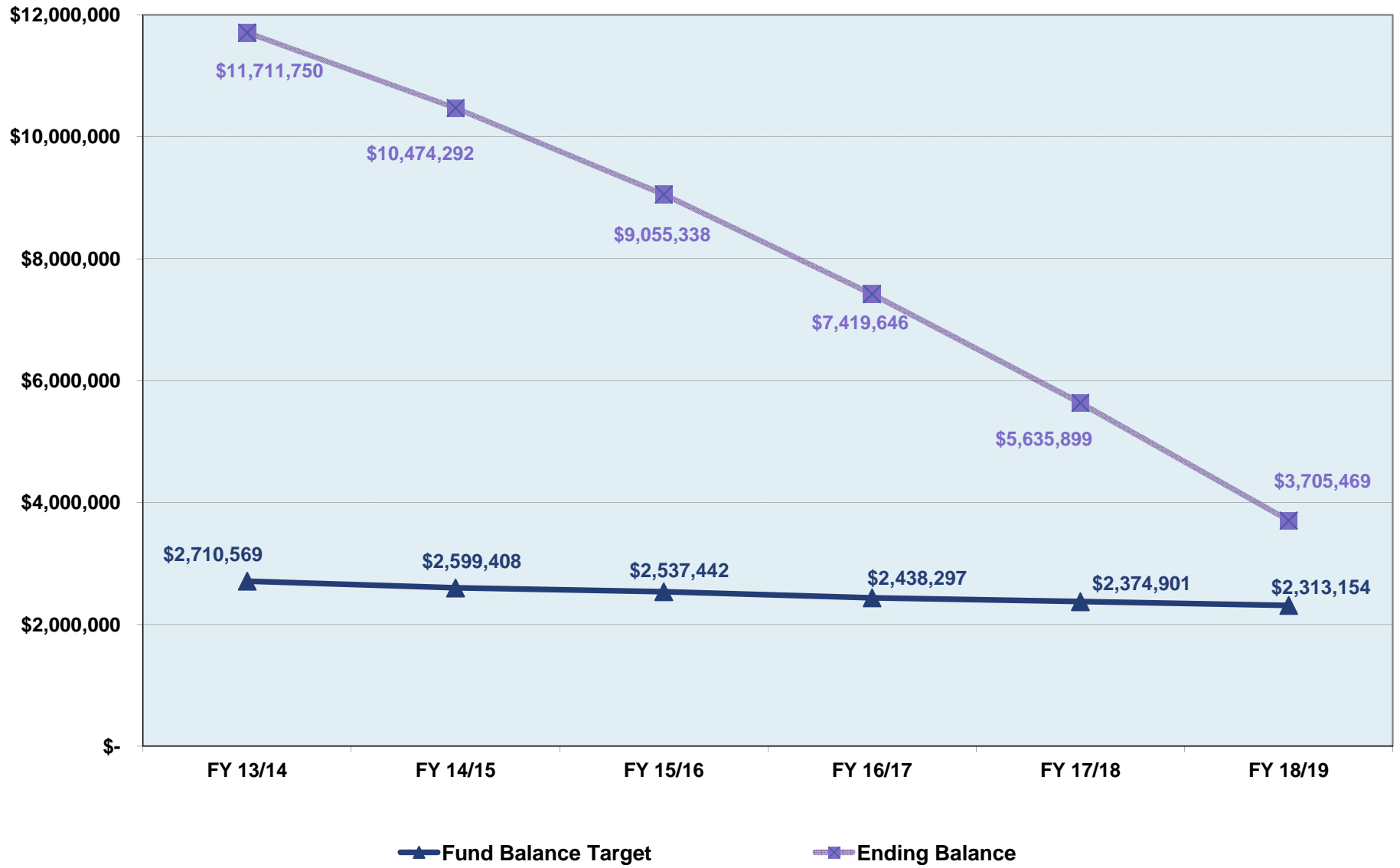
SV=Sierra Vista

SCOE=Stanislaus County Office of Education

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION
LONG RANGE FINANCIAL PLAN - FY 2014/2015 through FY 2018/2019

	FY 13/14 Budget	FY 13/14 Estimate	FY 14/15 Budget	FY 14/15 Projection	FY 15/16 Projection	FY 16/17 Projection	FY 17/18 Projection	FY 18/19 Projection
1 Beginning Fund Balance	\$ 11,829,372	\$ 12,600,660	\$ 11,711,750	\$ 11,711,750	\$ 10,474,292	\$ 9,055,338	\$ 7,419,646	\$ 5,635,899
REVENUE								
2 Interest	\$ 153,782	\$ 122,000	\$ 152,253	\$ 152,253	\$ 136,166	\$ 117,719	\$ 96,455	\$ 73,267
3 Tobacco Tax (Prop 10)	\$ 5,246,327	\$ 5,421,137	\$ 5,198,816	\$ 5,198,816	\$ 5,074,884	\$ 4,876,593	\$ 4,749,802	\$ 4,626,307
4 Child Signature Program	\$ 105,000	\$ 129,421	\$ 105,000	\$ 105,000	\$ -	\$ -	\$ -	\$ -
5 SMIF/Misc.	\$ -	\$ 1,247	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 TOTAL REVENUE	\$ 5,505,109	\$ 5,673,805	\$ 5,456,069	\$ 5,456,069	\$ 5,211,050	\$ 4,994,312	\$ 4,846,257	\$ 4,699,573
EXPENDITURES								
Program								
7 Contracts/Programs	\$ 6,397,353	\$ 6,020,699	\$ 6,384,924	\$ 6,065,678	\$ 5,965,927	\$ 5,965,927	\$ 5,965,927	\$ 5,965,927
8 Contract Adjustments (TBD)	\$ 475,001	\$ -	\$ 500,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
9 Community Conferences (<i>moved to contract schedule</i>)	\$ 24,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10 Salaries & Benefits	\$ 143,920	\$ 137,517	\$ 151,546	\$ 151,546	\$ 154,577	\$ 154,577	\$ 154,577	\$ 154,577
11 Services & Supplies	\$ 13,362	\$ 13,358	\$ 17,536	\$ 16,659	\$ 16,993	\$ 16,993	\$ 16,993	\$ 16,993
12 County Cap Charges	\$ 11,435	\$ 11,902	\$ 11,911	\$ 11,911	\$ 12,149	\$ 12,149	\$ 12,149	\$ 12,149
13 Total Expenditures - Program	\$ 7,065,071	\$ 6,203,477	\$ 7,065,917	\$ 6,295,794	\$ 6,199,646	\$ 6,199,646	\$ 6,199,646	\$ 6,199,646
Evaluation								
14 Salaries & Benefits	\$ 59,160	\$ 17,190	\$ 62,802	\$ 62,802	\$ 64,058	\$ 64,058	\$ 64,058	\$ 64,058
15 Services & Supplies	\$ 5,492	\$ 768	\$ 6,024	\$ 5,723	\$ 5,837	\$ 5,837	\$ 5,837	\$ 5,837
16 County Cap Charges	\$ 4,701	\$ 1,488	\$ 4,936	\$ 4,936	\$ 5,035	\$ 5,035	\$ 5,035	\$ 5,035
17 Total Expenditures - Evaluation	\$ 69,353	\$ 19,446	\$ 73,762	\$ 73,461	\$ 74,930	\$ 74,930	\$ 74,930	\$ 74,930
Administration								
18 Salaries & Benefits	\$ 286,469	\$ 275,035	\$ 288,804	\$ 264,617	\$ 294,580	\$ 294,580	\$ 294,580	\$ 294,580
19 Services & Supplies	\$ 37,596	\$ 40,953	\$ 38,902	\$ 36,957	\$ 37,696	\$ 37,696	\$ 37,696	\$ 37,696
20 County Cap Charges	\$ 22,762	\$ 23,805	\$ 22,698	\$ 22,698	\$ 23,152	\$ 23,152	\$ 23,152	\$ 23,152
21 Total Expenditures - Administration	\$ 346,826	\$ 339,793	\$ 350,404	\$ 324,272	\$ 355,429	\$ 355,429	\$ 355,429	\$ 355,429
22 Total Expenditures	\$ 7,481,250	\$ 6,562,715	\$ 7,490,083	\$ 6,693,527	\$ 6,630,004	\$ 6,630,004	\$ 6,630,004	\$ 6,630,004
23 NET INCREASE (DECREASE) TO FUND BALANCE	\$ (1,976,141)	\$ (888,910)	\$ (2,034,015)	\$ (1,237,458)	\$ (1,418,954)	\$ (1,635,692)	\$ (1,783,747)	\$ (1,930,430)
24 ENDING FUND BALANCE	\$ 9,853,231	\$ 11,711,750	\$ 9,677,735	\$ 10,474,292	\$ 9,055,338	\$ 7,419,646	\$ 5,635,899	\$ 3,705,469

Fund Balance Projection Fiscal Year 2014/2015-2018/2019



MOTIONS TO ADOPT 2014-2015 CONTRACT ALLOCATIONS

April 29, 2014

1. ALL COMMISSIONERS CAN VOTE ON THE FOLLOWING MOTION:

I move that the Commission:

- a. Approve the recommendations on page 8 of the agenda packet
- b. Approve the following contract allocation recommendations on page 9 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Program / Agency	Line	Amount
La Familia Counseling Program (El Concilio)	Line 14	\$98,000
211 Project (United Way of Stanislaus County)	Line 1	\$80,000
The BRIDGE (Sierra Vista)	Line 9	\$185,000
Family Justice Center	Line 13	\$100,000
Kindergarten Readiness Program		
Keyes (Keyes Unified)	Line 16	\$10,000
Grayson (Patterson Unified)	Line 17	\$10,000
Riverbank (Riverbank Unified)	Line 18	\$20,000

2. Commissioner Schlaepfer leaves the room. A motion is made:

I move that the Commission approve the following contract allocation recommendation on page 9 of the agenda packet and authorize the ED to negotiate and execute the contract:

Program / Agency	Line	Amount
Zero to Five Early Intervention Partnership (BHRS)	Line 15	\$1,523,009

3. Commissioner Schlaepfer returns and Commissioner Skol leaves the room:

I move that the Commission approve the following contract allocation recommendations on page 9 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Program / Agency	Line	Amount
Children's Crisis Center	Line 11	\$460,000
Court Appointed Special Advocates (CASA)	Line 12	\$30,000

4. Commissioner Skol returns and Commissioner Bauman leaves the room:

I move that the Commission approve the following contract allocation recommendations on page 9 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Program / Agency	Line	Amount
Healthy Start Sites (SCOE)	Line 10	\$416,020
Healthy Start Support (SCOE)	Line 24	\$82,378
First 5 California Child Signature Program (SCOE)	Line 19	\$105,000

5. Commissioner Bauman returns and Commissioners Lee and Walker leave the room:

I move that the Commission approve the following contract allocation recommendations on page 9 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Program / Agency	Line	Amount
Healthy Cubs (Health Services Agency)	Line 21	\$325,000
Dental Education (Health Services Agency)	Line 23	\$30,000
Perinatal Home Visitation – HBO (Health Services Agency)	Line 22	\$1,339,160

6. Commissioners Lee and Walker return and the meeting continues.



It's All About The Kids

Stanislaus County Children and Families Commission

ACTION AGENDA SUMMARY

COMMITTEE ROUTING	
Administrative/Finance	<input checked="" type="checkbox"/>
Operations	<input checked="" type="checkbox"/>
Executive	<input checked="" type="checkbox"/>

AGENDA DATE: April 29, 2014COMMISSION AGENDA #: VI.B.2**SUBJECT:**

Review the Stanislaus County Children and Families Commission Strategic Plan 2012-2014

BACKGROUND:

Section 130140 of the California State Health and Safety Code states that "the county commission shall, on at least an annual basis, review its county strategic plan and...revise the plan as may be necessary or appropriate". Additionally, State law requires that the Commission hold a Public Hearing on any revision to the Strategic Plan prior to its amendment and adoption.

The original Strategic Plan adopted by the Stanislaus County Children and Families Commission covered the years 2000 through 2005. A second Strategic Plan was adopted by the Commission on June 28, 2005 and covered the years 2005 – 2008. On April 28, 2009, the Commission adopted a Strategic Plan for the years 2009 – 2011. The current Strategic Plan for the years 2012 – 2014 was adopted by the Commission on December 13, 2011.

A review of the 2012 – 2014 Strategic Plan must be completed by June 30, 2014. There is no description in State law of what constitutes a review. And while the Commission's Program Evaluation Report compared actual outcomes to the provisions of the Strategic Plan, this review is being scheduled to ensure the required review is completed.

The Administrative and Finance Committee and the Operations Committee met on April 7th and April 10th, respectively, to review and discuss this item. The Executive Committee met on April 14th to review and discuss this item.

STAFF RECOMMENDATIONS:

1. Hear a presentation on the Stanislaus County Children and Families Commission Strategic Plan 2012 – 2014.
2. Review the Strategic Plan.
3. Provide direction to staff, if any.

FISCAL IMPACT:

There is no fiscal impact associated with the review of the Commission's Strategic Plan 2012 – 2014.

COMMISSION ACTION:

On motion of Commissioner _____; Seconded by Commissioner _____

And approved by the following vote:

Ayes: Commissioner(s): _____

Noes: Commissioner(s): _____

Excused or Absent Commissioner(s): _____

Abstaining: Commissioner(s): _____

1) _____ Approved as recommended.

2) _____ Denied.

3) _____ Approved as amended.

Motion: _____

Attest: _____

Stephanie Loomis - Administration



It's All About The Kids

Stanislaus County Children and Families Commission

ACTION AGENDA SUMMARY

COMMITTEE ROUTING	
Administrative/Finance	<input type="checkbox"/>
Operations	<input checked="" type="checkbox"/>
Executive	<input checked="" type="checkbox"/>

AGENDA DATE: April 29, 2014COMMISSION AGENDA #: VI.B.3**SUBJECT:**

Authorization to Purchase a Lanier 3503 Multifunctional Copier/Printer/Fax for \$8,100 from MoCal Office Solutions

BACKGROUND:

The copier/printer/fax currently being used by the Children and Families Commission was lease purchased in 2006. Following its five year lease, the Commission purchased the copier for its residual value and has used it ever since.

For the last few months, the copier has been breaking down with more frequency and generating copies with significant smudges and streaks. The decision was made to request the purchase of a new copier as a part of next year's budget. Consequently, \$8,100 for a new copier (with similar features as the existing copier) was included in the draft of the 2014-2015 budget.

The problems with the smudges and streaks have suddenly become much worse. Representatives of the company providing copier maintenance and repair services have informed Commission staff that the copier is obsolete and needs a significant number of new parts in order for the copier to continue working to July 1st. (It is estimated that new parts for the existing copier will take 10 days to arrive.) As the existing copier has \$0 value, it does not seem prudent to put new parts into the current copier. Consequently, staff is requesting authorization to use 2013-2014 contingency funds to purchase a Lanier 3503 Multifunctional Copier/Printer/Fax for \$8,100 from MoCal Office Solutions.

Maintenance costs for the new copier are not expected to exceed the maintenance costs of the current copier.

The Stanislaus County Purchasing Department has reviewed and approved this purchase.

STAFF RECOMMENDATIONS:

1. Authorize the Executive Director to purchase a Lanier 3503 Multifunctional Copier/Printer/Fax from MoCal Office Solutions in an amount not to exceed \$8,100 (including tax).
2. Authorize staff to reduce the appropriations of the Contract Adjustments line item by \$8,100 and create a fixed asset expenditure line item for the copier for an identical amount.

FISCAL IMPACT:

Approval of this item will increase planned expenditures in 2013-2014 by \$8,100. As maintenance costs for the new copier will not exceed the maintenance costs of the current copier, approval of this item will have no fiscal impact on copier maintenance costs.

COMMISSION ACTION:

On motion of Commissioner _____; Seconded by Commissioner _____

and approved by the following vote:

Ayes: Commissioner(s): _____

Noes: Commissioner(s): _____

Attest: _____

Stephanie Loomis – Administration

Excused or Absent Commissioner(s): _____

Abstaining: Commissioner(s): _____

1) _____ Approved as recommended.

2) _____ Denied.

3) _____ Approved as amended.

Motion: _____

Attest: _____

Stephanie Loomis – Administration



Children & Families Commission

1010 10th Street, Suite 5000,
Modesto, CA 95354
Phone: 209.558.6218 Fax: 209.558.6225

Administrative Committee

Monday, April 7, 2014

Commissioners Present: Vicki Bauman, Mary Ann Lee, Nelly Paredes-Walsborn and Madelyn Schlaepfer
Commissioners Absent: None
Staff Present: John Sims, Tina Jamison, and Stephanie Loomis

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Community Representative

Denise Hunt
Chair
Community Representative

Mary Ann Lee
Vice Chair
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Community Representative

Madelyn Schlaepfer
Behavioral Health and
Recovery Services

George Skol
Community Representative

John Walker, MD
Public Health Officer

John Sims
Executive Director

1. Staff reviewed the proposed 2014-2015 Budget with the Committee and discussed the assumptions used to prepare the budget and long term financial plan.
2. Staff shared that the Child Abuse Prevention Council (CAPC) had expressed concern over serving as the advisory committee for the Commission as CAPC received funding from the Commission for the Shaken Baby Syndrome (SBS) program. However, staff had been informed earlier in the day that alternative funding has been secured for SBS and this might eliminate CAPC's possible conflict as serving as the Commission's advisory committee.
3. The Committee was informed that annually, by law, the Commission is required to review their Strategic Plan. Staff shared a copy of the current Strategic and Priorities plans and let the Committee know the Commission would conduct the annual review at the April meeting.
4. The Commission's regular June meeting has been set aside to give current Commission contractors the opportunity to make a 5-minute presentation to the Commission on the services offered by their program. The design for the June meeting was discussed with the Committee. Staff shared a sample agenda used the last time contractors made similar presentations. Staff also requested feedback on proposed questions for the contractors to respond to in preparation for their presentations. The Committee requested a question be added to allow contractors to highlight their successes and that two questions be combine into one.
5. The Committee was presented with a Monthly Contract Financial Report as of March 31, 2014.
6. The Committee was presented with a Quarterly Financial Report –January to March.
7. The Commission was informed that the next Commission meeting is scheduled to be held April 29, 2014 in the Finley Conference Room at West Modesto Community Center. Items to be discussed include:
 - a. Adopt 2014-2015 Budget
 - b. Review of 2012-2013 Strategic Plan
 - * c. Monthly Contract Financial Report as of March 31, 2014
 - * d. Quarterly Financial Report –January to March

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION
CONTRACT SCHEDULE
3/31/2014

		<i>Actual</i>	<i>Remaining</i>	<i>% Actual to</i>
	<i>Budget</i>	<i>Expenditures</i>	<i>Budget</i>	<i>Budget</i>
RESULT AREA 1: Improved Family Functioning (Family Support, Education, and Services)				
Community Resource and Referral				
1	211 Project (<i>United Way</i>)	\$ 80,000	\$ 38,175	\$ 41,825 48%
Family Resource Centers:				
2	Ceres Partnership for Healthy Children (<i>CHS</i>)	\$ 184,648	\$ 71,453	\$ 113,195 39%
3	Hughson Family Resource Center (<i>SV</i>)	\$ 118,279	\$ 87,125	\$ 31,154 74%
4	N. Modesto/Salida Family Resource Center (<i>SV</i>)	\$ 323,694	\$ 161,276	\$ 162,418 50%
5	Oakdale/Riverbank Family Resource Center (<i>CHS</i>)	\$ 157,484	\$ 70,095	\$ 87,389 45%
6	Parent Resource Center	\$ 397,310	\$ 225,718	\$ 171,592 57%
7	Turlock Family Resource Center (<i>Aspiranet</i>)	\$ 204,404	\$ -	\$ 204,404 0%
8	Westside Family Resource Center (<i>CHS</i>)	\$ 173,537	\$ 87,514	\$ 86,023 50%
9	The Bridge (<i>Sierra Vista</i>)	\$ 185,000	\$ 124,643	\$ 60,357 67%
10	Healthy Start Sites	\$ 416,020	\$ 141,447	\$ 274,573 34%
Targeted Intensive Family Support Services				
11	Children's Crisis Center	\$ 460,000	\$ 357,336	\$ 102,664 78%
12	Court Appointed Special Advocates	\$ 30,000	\$ 19,332	\$ 10,668 64%
13	La Familia Counseling Program (<i>El Concilio</i>)	\$ 98,000	\$ 55,476	\$ 42,524 57%
14	Family Justice Center	\$ 111,430	\$ 62,308	\$ 49,122 56%
15	Zero to Five Early Intervention Partnership (<i>BHRS</i>)	\$ 1,523,009	\$ 875,524	\$ 647,485 57%
Total Area 1:		\$ 4,462,815	\$ 2,377,420	\$ 2,085,395 53%
RESULT AREA 2: Improved Child Development (Child Development Services)				
Kindergarten Transition Services				
16	Keyes (1)	\$ 10,000	\$ -	\$ 10,000 0%
17	Grayson (1)	\$ 10,000	\$ -	\$ 10,000 0%
18	Riverbank (2)	\$ 20,000	\$ -	\$ 20,000 0%
19	Turlock (3) <i>contract not executed</i>	\$ -	\$ -	\$ - 0%
Quality ECE Investments				
20	First 5 Calif. Child Signature Program (<i>SCOE</i>)	\$ 105,000	\$ 45,785	\$ 59,215 44%
Total Area 2:		\$ 145,000	\$ 45,785	\$ 99,215 32%
RESULT AREA 3: Improved Health (Health Education and Services)				
Health Access				
21	Healthy Cubs (<i>Health Services Agency</i>)	\$ 325,000	\$ 31,706	\$ 293,294 10%
Maternal & Child Health Care				
22	Perinatal Home Visitations (<i>Health Services Agency</i>)	\$ 1,339,160	\$ 745,565	\$ 593,595 56%
Oral Health				
23	Dental Education (<i>Health Services Agency</i>)	\$ 30,000	\$ 10,272	\$ 19,728 34%
Safety Education and Injury Prevention				
24	Shaken Baby Syndrome (<i>CAPC/SV</i>)	\$ 13,000	\$ 1,291	\$ 11,709 10%
Total Area 3:		\$ 1,707,160	\$ 788,834	\$ 918,326 46%
RESULT AREA 4: Improved Systems of Care				
Provider Capacity Building, Training and Support				
25	Healthy Start Support (<i>SCOE</i>)	\$ 82,378	\$ 35,130	\$ 47,248 43%
Total Area 4:		\$ 82,378	\$ 35,130	\$ 47,248 43%
Total Services Contracts		\$ 6,397,353	\$ 3,247,169	\$ 3,150,184 51%

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION
FISCAL YEAR 2013-2014
QUARTERLY FINANCIAL REPORT
March 31, 2014

	FY 13/14 Budget	Actual	Remaining Budget	% Actual to Budget
1 Beginning Fund Balance	\$ 11,829,372	\$ 12,600,660		
REVENUE				
2 Interest	\$ 153,782	\$ 61,008	\$ 92,774	40%
3 Tobacco Tax (Prop 10)	\$ 5,246,327	\$ 3,139,536	\$ 2,106,791	60%
4 Grants and SMIF	\$ 105,000	\$ (1,278)	\$ 106,278	-1%
5 TOTAL REVENUE	\$ 5,505,109	\$ 3,199,266	\$ 2,305,843	58%
EXPENDITURES				
Program				
6 Contracts	\$ 6,397,353	\$ 3,247,169	\$ 3,150,184	51%
7 Contracts-Prior Year	\$ -	\$ (51,201)	\$ 51,201	
8 Contract Adjustments (TBD)	\$ 475,001	\$ -	\$ 475,001	0%
9 Community Conferences	\$ 24,000	\$ 19,934	\$ 4,066	83%
10 Salaries & Benefits	\$ 143,920	\$ 88,182	\$ 55,738	61%
11 Services & Supplies	\$ 13,362	\$ 13,268	\$ 94	99%
12 County Cap Charges	\$ 11,435	\$ 8,460	\$ 2,975	74%
13 Total Expenditures - Program	\$ 7,065,071	\$ 3,325,811	\$ 3,739,260	47%
Evaluation				
14 Salaries & Benefits	\$ 59,160	\$ 11,979	\$ 47,181	20%
15 Services & Supplies	\$ 5,492	\$ 3,894	\$ 1,598	71%
16 County Cap Charges	\$ 4,701	\$ 1,014	\$ 3,687	22%
17 Total Expenditures - Evaluation	\$ 69,353	\$ 16,887	\$ 52,466	24%
Administration				
18 Salaries & Benefits	\$ 286,468	\$ 221,586	\$ 64,882	77%
19 Services & Supplies	\$ 37,596	\$ 33,260	\$ 4,336	88%
20 County Cap Charges	\$ 22,762	\$ 17,302	\$ 5,460	76%
21 Total Expenditures - Administration	\$ 346,826	\$ 272,148	\$ 74,678	78%
22 Total Expenditures	\$ 7,481,250	\$ 3,614,847	\$ 3,866,403	48%
23 NET INCREASE (DECREASE) TO FUND BALANCE	\$ (1,976,141)	\$ (415,581)		
24 ENDING FUND BALANCE	\$ 9,853,231	\$ 12,185,079		



Children & Families Commission

1010 10th Street, Suite 5000,
Modesto, CA 95354
Phone: 209.558.6218 Fax: 209.558.6225

Operations Committee

Thursday, April 10, 2014

Commissioners Present: David Cooper, George Skol, and Dr. John Walker

Commissioners Absent: Denise Hunt

Staff Present: John Sims and Stephanie Loomis

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Community Representative

Denise Hunt
Chair
Community Representative

Mary Ann Lee
Vice Chair
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Community Representative

Madelyn Schlaepfer
Behavioral Health and
Recovery Services

George Skol
Community Representative

John Walker, MD
Public Health Officer

John Sims
Executive Director

1. Staff reviewed the proposed 2014-2015 Budget with the Committee and discussed the assumptions used to prepare the budget and long term financial plan. The Committee was informed that the Commission copier needs replacing and staff is preparing an item for the April agenda requesting approval to purchase a new copier in the '13-'14 fiscal year.
2. Staff shared that the Child Abuse Prevention Council (CAPC) had expressed concern over serving as the advisory committee for the Commission as CAPC received funding from the Commission for the Shaken Baby Syndrome (SBS) program. However, staff had been informed earlier in the day that alternative funding has been secured for SBS and this might eliminate CAPC's possible conflict as serving as the Commission's advisory committee.
3. The Committee was informed that annually, by law, the Commission is required to review their Strategic Plan. Staff shared a copy of the current Strategic and Priorities plans and let the Committee know the Commission would conduct the annual review at the April meeting.
4. The Commission's regular June meeting has been set aside to give current Commission contractors the opportunity to make a 5-minute presentation to the Commission on the services offered by their program. The design for the June meeting was discussed with the Committee. Staff shared a sample agenda used the last time contractors made similar presentations. Staff also requested feedback on proposed questions for the contractors to respond to in preparation for their presentations.
5. The Committee was presented with a Monthly Contract Financial Report as of March 31, 2014.
6. The Committee was presented with a Quarterly Financial Report –January to March.
7. The Commission was informed that the next Commission meeting is scheduled to be held April 29, 2014 in the Finley Conference Room at West Modesto Community Center. Items to be discussed include:
 - a. Adopt 2014-2015 Budget
 - b. Review of 2012-2013 Strategic Plan
 - * c. Monthly Contract Financial Report as of March 31, 2014
 - * d. Quarterly Financial Report –January to March



Children & Families Commission

1010 10th Street, Suite 5000,
Modesto, CA 95354
Phone: 209.558.6218 Fax: 209.558.6225

Executive Committee

Monday, April 14, 2014

Commissioners Present: Vito Chiesa and Denise Hunt
Commissioner Absent: Mary Ann Lee
Staff Present: John Sims and Stephanie Loomis

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Community Representative

Denise Hunt
Chair
Community Representative

Mary Ann Lee
Vice Chair
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Community Representative

Madelyn Schlaepfer
Behavioral Health and
Recovery Services

George Skol
Community Representative

John Walker, MD
Public Health Officer

John Sims
Executive Director

1. Staff reviewed the proposed 2014-2015 Budget with the Committee and discussed the assumptions used to prepare the budget and long term financial plan. The Committee was informed that the Commission copier needs replacing and staff has prepared an item for the April agenda requesting approval to purchase a new copier in the '13-'14 fiscal year.
2. Staff shared that the Child Abuse Prevention Council (CAPC) had expressed concern over serving as the advisory committee for the Commission as CAPC received funding from the Commission for the Shaken Baby Syndrome (SBS) program. However, staff had been informed earlier in the day that alternative funding has been secured for SBS and this might eliminate CAPC's possible conflict as serving as the Commission's advisory committee.
3. The Committee was informed that annually, by law, the Commission is required to review their Strategic Plan. Staff shared a copy of the current Strategic and Priorities plans and let the Committee know the Commission would conduct the annual review at the April meeting.
4. The Commission's regular June meeting has been set aside to give current Commission contractors the opportunity to make a 5-minute presentation to the Commission on the services offered by their program. The design for the June meeting was discussed with the Committee. Staff shared a sample agenda used the last time contractors made similar presentations. Staff also requested feedback on proposed questions for the contractors to respond to in preparation for their presentations.
5. The Committee was presented with a Monthly Contract Financial Report as of March 31, 2014.
6. The Committee was presented with a Quarterly Financial Report –January to March 2014.
7. The Commission was informed that the next Commission meeting is scheduled to be held April 29, 2014 in the Finley Conference Room at West Modesto Community Center. Items to be discussed include:
 - a. Adopt 2014-2015 Budget
 - b. Review of 2012-2013 Strategic Plan
 - * c. Monthly Contract Financial Report as of March 31, 2014
 - * d. Quarterly Financial Report –January to March
 - * e. Approval of Copier Purchase