



Tuesday, May 26, 2015 @ 4:00 p.m.
Finley Conference Room – West Modesto Community Center
401 E. Paradise Road Modesto, CA



Children & Families Commission

930 15th Street

Modesto, CA 95354

Phone: 209.558.6218 Fax: 209.558.6225

Commission Meeting Notice

*Tuesday, May 26, 2015 @ 4:00 PM, Finley Conference Room, West Modesto Community Center
401 E. Paradise Road, Modesto, CA 95354*

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Vice Chair
Community Representative

Denise Hunt
Community Representative

Mary Ann Lee
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



Children & Families Commission

930 15th Street, Modesto, CA 95354
Phone: 209.558.6218 Fax: 209.558.6225

May 26, 2015

Times provided are approximate times.

- 4:00 p.m. I. Welcome & Introductions – Chair Mary Ann Lee
- 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 24, 2015. **p. 4-7**
- B. Executive Director's Office
- 4:20 p.m. 1. **Public Hearing** on the 2015-2016 Budget and Long Range Financial Plan **p. 8-12**
- a. Approval of the 2015-2016 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>.)*
- * 2. Approval of an Amendment to the Policies and Procedure Manual - Section 601: Site Visits **p. 13-14**
(the Manual in its entirety may be viewed at the following link:
<http://www.stanprop10.org/pdf/commission-policies-procedures.pdf>)
- * 3. Accept the 2013-2014 Purchasing Card Charges Audit **p. 15-19**
- C. Committee Reports
- * 1. Accept the Minutes of the Administrative Committee meeting of May 11, 2015. **p. 20**
- a. Monthly Contract Financial Report as of April 30, 2015 **p. 21**
- b. Quarterly Financial Report January 2015 to March 2015 **p. 22-23**
- * 2. Accept the Minutes of the Executive Committee meeting of May 20, 2015. **p. 24**
- VII. Correspondence
- * 1. Accept a Letter from Sierra Vista Children and Family Services RE: Accreditation Through the Joint Commission's Gold Seal Approval **p. 25**
- 4:45 p.m. VIII. Commissioner Reports
- 4:50 p.m. IX. Staff Reports
- 4:55 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 24, 2015
West Modesto Community Center, Finley Conference Room
401 E Paradise Road, Modesto CA 95351

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

Members Absent: Vito Chiesa.

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

Chair Lee called the meeting to order at 4:00 p.m.

- I. Commission members were introduced and attendees were welcomed.
- II. Commission members and attendees recited the Pledge of Allegiance.
- III. Announcement of Commissioner Recusals – None.
- IV. Public Comment Period – None.
- V. Consent Calendar - The Consent Calendar was approved.
Moved Skol, Seconded Schlaepfer. Unanimously approved.
- VI. Agenda Items
 - A. The Commission approved the Commission Meeting Minutes of December 9, 2014.
Approved on the consent calendar. Moved Skol, Seconded Schlaepfer. Unanimously approved.
 - B. The Commission heard a presentation by Marian Kaanon, President/CEO, Stanislaus Community Foundation; Karen Pekarcik, Director, Child & Family Services Stanislaus County Office of Education; and Sue Rich, Assistant Superintendent, Stanislaus County Office of Education on Stanislaus READS!

Stanislaus READS! is a multi-agency, multi-year initiative to uncover solutions to help children read by third grade. Marian explained that third grade is a critical benchmark because it is the last year a child is taught reading as a subject. "In fourth grade, students no longer 'learn to read' but must 'read to learn'." According to the Investing In Our Future: Equipping Children to Read and Succeed in Stanislaus County report, if children have not mastered reading as a core skill by third grade, chances are children will struggle to succeed throughout their academic years. Stanislaus READS! is a community awareness campaign and an investment in small bets at 5 specific pilot schools to develop strategies that can eventually be used

countywide. The campaign focuses on three primary challenge areas: School Readiness, Chronic Absences, and Summer Slide. A fourth focus overlays these three areas together and it's known as Parent Involvement.

The report, released on March 17th, explains each of the challenge areas in depth and provides goals, bright spots, challenges, and indicators for tracking progress.

Marian clarified that this is not a campaign that will deliver results in a year or two – it may be a decade or longer before outcomes show progress.

For more information on Stanislaus READS!, go to www.stanreads.org or the Stanislaus Community Foundation website at www.stanislauscommunityfoundation.org to download the community report.

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.first5california.com/pdf/annual_report_pdfs/Annual_Report_13-14.pdf.

The Commission heard a presentation on the State Commission report's contents and format from the Executive Director. The State report highlighted the results for each of the four result areas (Family Functioning, Child Development, Health, and Sustainable Systems) for FY 2013-2014 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 Lee opened the public hearing at 5:08 p.m.

Jeff Anderson, Sierra Vista Child & Family Services, asked for clarification on the numbers submitted for each of the result areas and how the families served at the family resource centers affected the different areas.

Staff clarified that in order to avoid duplicate numbers, Stanislaus reports families served by the family resource centers under Result Area 1, Community Resource and Referral – the point of entry. Staff acknowledged that reporting services in this manner does not tell the “entire story” since it is recognized that family resource centers do provide more services than just community resource and referrals.

Hearing no other comments from the public, the public hearing was closed at 5:10 p.m.

2. Per Section 130100 of the California Health and Safety Code, the Stanislaus County Children and Families Commission is required to evaluate local programs funded with Proposition 10 funds. The Commission heard a presentation on the 2013-2014 Program Evaluation Report, prepared by Commission staff. The evaluation covers 22 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.

The evaluation answered three questions:

- How much was done?
- How well was it done?
- 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).

Staff shared that the report identified two programs that will require support in addressing variances in services: The BRIDGE and Zero to Five Early Intervention Partnership. The BRIDGE lost another grant that could have been a factor in the decline of services. It has also taken an approach of conducting home visits to deliver services versus using the resource center as a meeting place. The Zero to Five Early Intervention Partnership contract has had significant changes in lead personnel and has had vacant clinical positions, which likely are factors in the decline of services.

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 also recognized that the report identifies the programs, their delivery of services, and challenges and successes. It makes the Commission more transparent as it pertains to program funding and outcomes.

The Commission took action to accept the 2013-2014 Program Evaluation Report. ***Moved Skol, Seconded Paredes-Walsborn. Unanimously approved. Commissioner Bauman left the meeting prior to the vote.***

D. Committee Reports – *Approved on the consent calendar. Moved Skol, Seconded Schlaepfer. Unanimously approved.*

1. The Commission accepted the minutes for the Administrative Committee meeting held on March 9, 2015 – including the Monthly Financial Report as of February 28, 2015 and the Quarterly Financial Report for Quarter Ending December 31, 2014.
2. The Commission accepted the minutes of the Executive Committee meeting held on March 18, 2015.

VII. Correspondence – *Approved on the consent calendar. Moved Skol, Seconded Schlaepfer. Unanimously approved.*

1. The Commission accepted a letter from the California Office of Child Abuse Prevention regarding the cancelation of funding for the Family Development Matrix.

VIII. Commissioner Reports

1. Commissioner Paredes-Walsborn reported on her attendance at the Child Health, Education, and Care Summit: Building Powerful Partnerships. She expressed that she enjoyed the conference and learned a lot. She met several First 5 CA commissioners and appreciates being able to “put a face to the name”. She also learned that the media needs to see the children Stanislaus County is serving; they should be invited to visit the programs.
2. Commissioner Skol also attended the conference and he indicated that his main takeaway was that as Prop 10 funds decrease, the Commission should focus on its legacy – on developing a system that will continue services beyond the existence of Prop 10 – such as services provided by Family Resource Centers.
3. Chair Lee shared that she has had the opportunity to view the documentary Fed Up. The film discusses the obesity epidemic and she strongly encouraged Commissioners to see it if they have the opportunity.

IX. Staff Reports

1. Erica Inacio provided a summary on the RESPECT: Celebrate Diversity Conference the Commission held, in partnership with SCOE, on February 28, 2015.

Based on survey results, the conference was well received. Of the 298 registered, 217 attended (73% attendance) and 78% of those in attendance completed the conference survey.

The surveys confirmed that Ron Mohl was an enthusiastic, interactive, engaging, and humorous Key Note Presenter. Most in attendance found out about the conference through previous conference participation or through Prop 10 partners or the college. Attendees also suggested future topics for the conference, such as challenging behavior, stress, verbal abuse, or brain development.

Costs for the conferences in August 2014 and February 2015 were \$9,983.63 for the Commission and \$11,832.14 for SCOE. This equals to a total cost of \$48.58 per participant (based on 449 participants) or a Commission only cost of \$22.24 per participant.

Commission staff will meet with SCOE staff to confirm the next topic for the August 29, 2015 Conference.

2. John Sims shared with the Commission that the Sacramento Region (9-County Commissions) is planning on having a Commissioner Workshop on or around November 1st. Once additional information becomes available, he will send it to Commissioners.
3. John Sims also announced that most likely there would be no April Commission or Committee meetings. He will confirm with the Executive Committee and send out a notice as soon as it's confirmed. At the May Commission meeting, the Commission will be discussing and approving the 2015-2016 Budget. There most likely won't be another Commission meeting until August 2015.

X. The Commission meeting adjourned at 5:50 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 type="checkbox"/>
Executive	<input checked="" type="checkbox"/>

AGENDA DATE: May 26, 2015COMMISSION AGENDA #: (PUBLIC HEARING) VI.B.1**SUBJECT:**

Public Hearing on the 2015-2016 Budget and a Long Range Financial Plan

- Approval of the 2015-2016 Budget
- Adoption of a Long Range Financial Plan
- Authorization for the Executive Director to Negotiate and Execute Agreements with Service Providers

BACKGROUND:Annual Budget / Long Range Financial Plan

State law requires the Commission to 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 to be 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. The filing date for submitting proposed budgets to the County was April 6, 2015. A budget totaling \$7,287,186 was submitted to the CEO's office in order to meet the County's deadline. The purpose of the budget submitted to the County was to act as a placeholder until the Commission adopts its budget. Any budget approved by the Commission at this meeting or at subsequent meetings will be incorporated into the County's 2015-2016 budget.

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

- Budgeted revenues are reduced 5.1% between 2014-2015 and 2015-2016 due to:
 - Reduced tobacco tax revenues – a decrease of 2.0% (\$104,104)
 - The ending of the Child Signature Program on June 30, 2015 (\$105,000)
 - A \$67,432 reduction in interest earnings due to lower rates and a smaller fund balance
- 2015-2016 contracts and programs are budgeted at current amounts except for:
 - A \$48,722 decrease in the Healthy Cub's allocation to \$126,278 due to the impacts of the Federal Affordable Care Act
 - A \$105,000 decrease due to the State's elimination of the Child Signature Program on June 30th.
 - An increase of \$30,000 to the Court Appointed Special Advocates to enable the program to serve 25 more children 0-5
- For 2015-2016, a \$518,722 contingency has been established. No funds will be spent from Contingency without the approval of the Commission.

Attest: _____

Stephanie Loomis - Administration

- Staff salaries and benefits will increase 4% in 2015-2016 due to 2% in salary restoration negotiated by the County and a .15 FTE increase for an underfilled position. In the long range financial projections, a 2% increase in salary costs is projected for future years.
- Costs for Brown and Armstrong to conduct the 2014-2015 audit will remain at \$11,200.
- 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 their allocations.
- The long range financial plan assumes a minimum reserve of six month's worth of operating costs.

The Administrative and Finance Committee met on May 11th to review and discuss this item. The Executive Committee met on May 20th 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 \$7,287,186 for fiscal year 2015-2016. (During the May 26th 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 2016-2017 through 2019-2020 as the Commission's long range financial plan.
6. Authorize staff to submit the proposed budget for inclusion in the County budget.
7. Authorize the Executive Director to sign an \$11,200 agreement with Brown and Armstrong for audit services.
8. 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 \$7,287,186 to support Stanislaus County children 0-5 in fiscal year 2015-2016. Agreements and/or addendums between the Commission and program operators will be 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
LONG RANGE FINANCIAL PLAN - FY 2015/2016 through FY 2019/2020

		FY 14/15 Budget	FY 14/15 Estimate	FY 15/16 Budget	FY 15/16 Projection	FY 16/17 Projection	FY 17/18 Projection	FY 18/19 Projection	FY 19/20 Projection
1	Beginning Fund Balance	\$ 11,711,750	\$ 11,792,222	\$ 10,602,612	\$ 10,602,612	\$ 9,302,125	\$ 7,852,853	\$ 6,290,791	\$ 4,604,494
REVENUE									
2	Interest	\$ 152,253	\$ 100,000	\$ 84,821	\$ 84,821	\$ 74,417	\$ 62,823	\$ 50,326	\$ 36,836
3	Tobacco Tax (Prop 10)	\$ 5,198,816	\$ 5,200,000	\$ 5,094,712	\$ 5,094,712	\$ 4,996,742	\$ 4,908,843	\$ 4,810,666	\$ 4,714,453
4	Child Signature Program	\$ 105,000	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	SMIF/Misc.	\$ -	\$ 64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	TOTAL REVENUE	\$ 5,456,069	\$ 5,410,064	\$ 5,179,533	\$ 5,179,533	\$ 5,071,159	\$ 4,971,666	\$ 4,860,992	\$ 4,751,289
EXPENDITURES									
Program									
7	Contracts/Programs	\$ 6,234,924	\$ 6,021,254	\$ 6,111,202	\$ 5,805,642	\$ 5,805,642	\$ 5,805,642	\$ 5,805,642	\$ 5,805,642
8	Contract Adjustments (TBD)	\$ 633,500	\$ -	\$ 518,722	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
10	Salaries & Benefits	\$ 151,546	\$ 148,574	\$ 155,639	\$ 155,639	\$ 158,752	\$ 161,927	\$ 165,165	\$ 168,469
11	Services & Supplies	\$ 22,321	\$ 23,123	\$ 31,461	\$ 29,888	\$ 30,486	\$ 31,096	\$ 31,718	\$ 32,352
12	County Cap Charges	\$ 11,911	\$ 9,484	\$ 7,934	\$ 7,934	\$ 8,093	\$ 8,255	\$ 8,420	\$ 8,588
13	Total Expenditures - Program	\$ 7,054,202	\$ 6,202,434	\$ 6,824,959	\$ 6,049,103	\$ 6,052,973	\$ 6,056,919	\$ 6,060,945	\$ 6,065,051
Evaluation									
14	Salaries & Benefits	\$ 62,802	\$ 18,572	\$ 62,436	\$ 62,436	\$ 63,684	\$ 64,958	\$ 66,257	\$ 67,582
15	Services & Supplies	\$ 8,004	\$ 1,883	\$ 9,668	\$ 9,185	\$ 9,369	\$ 9,556	\$ 9,747	\$ 9,942
16	County Cap Charges	\$ 4,936	\$ 1,185	\$ 744	\$ 744	\$ 759	\$ 774	\$ 789	\$ 805
17	Total Expenditures - Evaluation	\$ 75,742	\$ 21,640	\$ 72,848	\$ 72,364	\$ 73,812	\$ 75,288	\$ 76,794	\$ 78,329
Administration									
18	Salaries & Benefits	\$ 288,804	\$ 297,148	\$ 304,251	\$ 276,874	\$ 310,336	\$ 316,543	\$ 322,874	\$ 329,331
19	Services & Supplies	\$ 48,637	\$ 59,486	\$ 69,012	\$ 65,562	\$ 66,873	\$ 68,210	\$ 69,575	\$ 70,966
20	County Cap Charges	\$ 22,698	\$ 18,967	\$ 16,116	\$ 16,116	\$ 16,438	\$ 16,767	\$ 17,103	\$ 17,445
21	Total Expenditures - Administration	\$ 360,140	\$ 375,600	\$ 389,380	\$ 358,552	\$ 393,648	\$ 401,520	\$ 409,551	\$ 417,742
22	Total Expenditures	\$ 7,490,083	\$ 6,599,674	\$ 7,287,186	\$ 6,480,020	\$ 6,520,432	\$ 6,533,727	\$ 6,547,289	\$ 6,561,122
23	NET INCREASE (DECREASE) TO FUND BALANCE	\$ (2,034,015)	\$ (1,189,610)	\$ (2,107,653)	\$ (1,300,487)	\$ (1,449,273)	\$ (1,562,062)	\$ (1,686,297)	\$ (1,809,833)
24	ENDING FUND BALANCE	\$ 9,677,735	\$ 10,602,612	\$ 8,494,959	\$ 9,302,125	\$ 7,852,853	\$ 6,290,791	\$ 4,604,494	\$ 2,794,661

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

2015/2016 CONTRACT/PROGRAM SCHEDULE

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

		FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20
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	\$ 60,000				
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				
	TOTAL AREA 1:	\$ 4,481,386				
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	Early Care and Education Conference	\$ 12,000				
	TOTAL AREA 2:	\$ 52,000				
RESULT AREA 3: Improved Health (Health Education and Services)						
Health Access						
20	Healthy Cubs (Health Services Agency)	\$ 126,278				
Maternal & Child Health Care						
21	Perinatal Home Visitations (<i>Health Services Agency</i>)	\$ 1,339,160				
Oral Health						
22	Dental Education (<i>Health Services Agency</i>)	\$ 30,000				
	TOTAL AREA 3:	\$ 1,495,438				
RESULT AREA 4: Improved Systems of Care						
Service Outreach, Planning, Support, and Management						
23	Healthy Start Support (<i>SCOE</i>)	\$ 82,378				
	TOTAL AREA 4:	\$ 82,378				
Total Contracts		\$ 6,111,202	\$ 6,111,202	\$ 6,111,202	\$ 6,111,202	\$ 6,111,202

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

MOTIONS TO ADOPT 2015-2016 CONTRACT ALLOCATIONS

May 26, 2015

1. ALL COMMISSIONERS CAN VOTE ON THE FOLLOWING MOTION:

I move that the Commission:

- a. Approve the recommendations on page 9 of the agenda packet
- b. Approve the following contract allocation recommendations on page 11 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Program / Agency	Line	Amount
211 Project (United Way of Stanislaus County)	Line 1	\$80,000
The BRIDGE (Sierra Vista)	Line 9	\$185,000
Healthy Start Sites (SCOE)	Line 10	\$416,020
Family Justice Center	Line 13	\$100,000
La Familia Counseling Program (El Concilio)	Line 14	\$98,000
Zero to Five Early Intervention Partnership (BHRS)	Line 15	\$1,523,009
Kindergarten Readiness Program		
Keyes (Keyes Unified)	Line 16	\$10,000
Grayson (Patterson Unified)	Line 17	\$10,000
Riverbank (Riverbank Unified)	Line 18	\$20,000
Healthy Start Support (SCOE)	Line 23	\$82,378

2. Commissioner Skol leaves the room:

I move that the Commission approve the following contract allocation recommendations on page 11 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	\$60,000

3. Commissioner Skol returns and Commissioners Lee and Walker leave the room:

I move that the Commission approve the following contract allocation recommendations on page 11 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Program / Agency	Line	Amount
Healthy Cubs (Health Services Agency)	Line 20	\$126,278
Perinatal Home Visitation – HBO (Health Services Agency)	Line 21	\$1,339,160
Dental Education (Health Services Agency)	Line 22	\$30,000

4. 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 type="checkbox"/>
Executive	<input checked="" type="checkbox"/>

AGENDA DATE: May 26, 2015COMMISSION AGENDA #: VI.B.2**SUBJECT:**

Approval of an Amendment to the Policies and Procedures Manual – Section 601: Site Visits

BACKGROUND:

During a recent review of Section 601 of the Commission's Policies and Procedures Manual, it was noted that the language of the section was imprecise. References were made to a site visit report and a site visit letter. To avoid confusion, staff is recommending the section be reworded to clarify that the site visit letter is to serve as the report documenting the visit. Approval of this revision will confirm the current practices of the Commission and its contractors.

The Administrative and Finance Committee met on May 11th to review and discuss this item. The Executive Committee met on May 20th to review and discuss this item.

STAFF RECOMMENDATIONS:

1. Approve revisions to Section 601 of the Commission's Policies and Procedures Manual regarding site visit reports.

FISCAL IMPACT:

There is minimal fiscal impact associated with the adoption of these revisions to the Policies and Procedures Manual as the changes clarify meaning and intent and do not change the current practices of the Commission or its contractors.

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

Section 601 – Site Visits

Policy:

Site visits will be performed at least twice per year. Commission staff will review information regarding program activities, content, effectiveness, and fiscal processes and will document site visits in writing.

Procedure:

601.1 Commission partners will complete a site visit progress report and submit it to Commission staff prior to the visit. Staff will review program operation documentation provided by the contractor and compare it to the contractual scope of work and the scorecard. Documentation to monitor and evaluate Contractor performance may include:

- ☐ Announcements about training sessions, workshops, seminars
- ☐ Sign in sheets
- ☐ Surveys
- ☐ Reports and data
- ☐ Summaries of clients served
- ☐ Quarterly scorecard reports (SCOARRS)

601.2 Following each site visit, staff will send a letter to the Contractor detailing what was observed and discussed. The letter will include an assessment of the Contractor's efforts to comply with the contract's scope of work and scorecard. The review letter may contain a list of the subjects or items to be reviewed or discussed during the next site visit. Electronic copies of letters sent will be filed in the contractor's folder for future reference. Site visit reports and a log of communications with the Contractor may also be included in an electronic database.

601.3 If a substantial variance exists between planned and actual work, activities, milestones, targets, or outputs, staff may develop a corrective action plan with time specific and measurable goals or activities for the Contractor to perform in order to correct operational or contractual deficiencies. Any such plan developed will focus on activities and services provided by the Contractor and changes needed in order for the Contractor to meet planned contractual obligations. Such a corrective action plan will be filed in the contractor's folder for future reference and may also be included in an electronic database, which will allow all staff to review the progress of the Contractor.

**COMMITTEE ROUTING**

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

Stanislaus County Children and Families Commission

ACTION AGENDA SUMMARYAGENDA DATE: May 26, 2015COMMISSION AGENDA # VI.B.3**SUBJECT:**

Accept the 2013-2014 Purchasing Card Charges Audit

BACKGROUND:

The Stanislaus County Children and Families Commission is an independent unit of local government that is classified as a "County agency" for purposes of State law. The Commission has executed an agreement with Stanislaus County to provide the accounting, administrative, and legal services that it provides to County departments. Commission employees are considered to be County employees for payroll and benefit purposes and the Commission has based its travel and purchasing card policies on County policies for convenience and consistency between the two agencies.

The Board of Supervisors directed the Auditor's Office to conduct an audit of all County departments' purchasing card charges for fiscal year 2013-2014. Because Commission employees use purchasing cards issued through Stanislaus County, the Commission's purchasing card charges were audited under this Board directive. The use of Commission purchasing cards is the preferred method of paying for employee travel costs (mileage, meals, parking, bridge tolls, etc) and for the purchase of supplies (office materials, meeting materials, etc.).

The Executive Summary of the purchasing card audit for 2013-2014, which follows this agenda summary, contains no significant findings and recommendations – so no response to the audit is required. The more detailed Findings Report did note that a tax log was not submitted to the Auditor's Office for two purchases where sales tax was not charged. The Auditor's Office recommended, and Staff concurs, that office procedures be modified to submit tax logs so the appropriate tax can be paid to the State of California.

The Executive Committee met on May 20th to review and discuss this item.

STAFF RECOMMENDATIONS:

Accept the 2013-2014 purchasing card charges audit. (Due to no findings in the Executive Summary, no response is required.)

FISCAL IMPACT:

There is no fiscal impact associated with approval of this recommendation.

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
EXECUTIVE SUMMARY
CHILDREN & FAMILIES COMMISSION
PURCHASING CARD AUDIT**

The Auditor-Controller's Office has completed an audit of the Stanislaus County Purchasing Card Program for fiscal year beginning July 1, 2013 through June 30, 2014. The objective of the audit was to determine whether the Department's use of purchasing cards complies with the County Purchasing Card Policy and Procedures along with the Travel Policy in effect at the time of the purchases. We also considered Department Policy, if applicable and other County policies as they related to the purchasing card transactions. In addition, we assessed the Department's internal controls over the maintenance and use of the County Purchasing Cards.

Stanislaus County implemented the Bank of America Purchasing Card System on October 11, 1996. The Board of Supervisors approved agenda item number 2001-593 on August 7, 2001 directing the Chief Executive Officer and the Auditor-Controller to provide an annual report of the Purchasing Card Program including department-specific findings and recommendations.

All County departments and related agencies utilizing the County purchasing card system are subject to the audit process as required by policy. In consideration of several consecutive years of performance of purchasing card audits along with performance of an annual risk analysis, a determination was made to audit the departments and agencies over a two year time period. A total of 16 department and related agencies were selected for audit covering fiscal year 2013-2014 transactions.

The audit period covered purchasing card activity for Children & Families Commission during fiscal year 2013-2014. All, or 100%, of the Department Head's transactions were tested for this period. The Department Head transactions consisted of 18 transactions totaling 715.92. The test transactions for department personnel were selected randomly at a minimum threshold of 25 purchasing card transactions. Additional transactions were also judgmentally considered for testing, based on dollar amount or transaction type. The purchasing card transactions for department personnel consisted of 63 transactions totaling \$5,076.59. For our engagement, we selected 25 transactions (approximately 40%) in the amount of \$2,222.67 (approximately 44%) from the entire population for testing.

The engagement was conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing*, published by the Institute of Internal Auditors. Accordingly, we examined, on a test basis, evidence supporting the procedures in place and performed such other procedures as we considered necessary.

The audit methodology used to assess each department selected included the following procedures:

- We obtained a list of purchasing card transactions for each department directly from the authorized software application used by Bank of America.
- We verified the transactions were approved and dated by appropriate personnel.

- We verified the charges were appropriate County business expenses, costs appeared reasonable, and did not exceed allowable limits contained in the County Purchasing Card Policies and Procedures along with the Travel Policy.
- We examined the transactions to ensure they complied with all other relevant guidelines contained in the County Purchasing Card, Travel, and other related policies and procedures.

We assessed the internal controls over the purchasing card transactions by:

- Interviewing department personnel and documenting the department's controls over purchasing cards.
- We examined the Purchasing Card Application and Authorization Forms to verify that an application form exists for each employee issued a County purchasing card and the form was approved by an appropriate personnel.
- We examined the Purchasing Card Reconciliation Reports to ensure administrative staff were reviewing and reconciling the monthly transactions to the purchasing card statements from the Bank of America.
- We reviewed the Purchasing Card Transaction Detail Reports to ensure management was reviewing the purchasing card transactions for appropriateness.

It appears the Department's Purchasing Card procedures were materially compliant with the County Purchasing Card Policy and Procedures along with the Travel Policy. While the findings discussed below may not, individually or in the aggregate, impair compliance with the County Purchasing Card Program, they do present risks that can be more effectively controlled. We appreciate the courtesies and cooperation extended to the Auditor-Controller's Office during the audit process.

FINDINGS AND RECOMMENDATIONS

There were no significant findings and recommendations for the Department purchasing card transactions during fiscal year 2013-2014.

FINDINGS REPORT

CHILDREN FAMILIES COMMISSION

Purchasing Card Engagement

Audit Date: January 20, 2015

Audit Period: July 1, 2013 - June 30, 2014

The Auditor-Controller's Office has completed an audit of the Children & Families Commission purchasing card processes and transactions for fiscal year 2013-2014. The Findings Report is primarily for management purposes. This report contains all of the findings we noted during this engagement. Please refer to the Executive Summary Report for those findings deemed significant.

The Department Head's purchasing card transactions were tested separately from those of department personnel. We tested 100% of the Department Head's transactions. The Department Head incurred 18 purchasing card transactions totaling \$715.92 for the period under review.

Department personnel incurred 63 purchasing card transactions totaling \$5,076.59. For our engagement, we selected 25 transactions (approximately 40%) in the amount of \$2,222.67 (approximately 44%) from the entire transaction population for testing.

Listed below are the noted findings and recommendation categorized as they relate to the Department Head or Department.

DEPARTMENT HEAD FINDINGS

- There were no Department Head Findings for the period under review.

DEPARTMENT FINDINGS

- We noted sales tax was not paid on two transactions (totaling \$176.91). A tax log was not submitted to the Auditor-Controller's Office for the unpaid tax as required by policy. This resulted in \$13.50 tax not forwarded to the State Board of Equalization. Subsequent to the audit, the department submitted a Use Tax log to the Auditor-Controller's Office for payment to the Board of Equalization.

RECOMMENDATIONS

- We recommend the department modify its procedures to ensure credit card purchases for which sales tax was not paid are logged on the appropriate tax log and submitted to the Auditor-Controller's Office pursuant to the County of Stanislaus Purchasing Card Procedures.

INTERNAL CONTROL COMMENTS

Our engagement also included a limited assessment of the Department's controls over the purchasing card process. Listed below are control weaknesses we noted during our engagement not specifically addressed in a policy. These areas should be addressed in order to strengthen internal controls over the purchasing cards. Our observations regarding such are as follows:

- There were no internal control comments during fiscal year 2013-2014.



Children & Families Commission

930 15th Street

Modesto, CA 95354

Phone: 209.558.6218 Fax: 209.558.6225

Administrative Committee

Monday, May 11, 2015

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Vice Chair
Community Representative

Denise Hunt
Community Representative

Mary Ann Lee
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

Commissioners Present: Mary Ann Lee, Nelly Paredes-Walsborn, and George Skol

Commissioners Absent: Madelyn Schlaepfer

Staff Present: John Sims, Tina Jamison, and Stephanie Loomis

1. Staff reviewed the proposed 2015-2016 Budget and Long Range Financial Plan with the Committee and discussed the assumptions used to prepare the budget and long term financial plan. Staff shared that CASA has requested a \$30,000 increase in their budget for 2015-2016. It was noted that Healthy Cubs is anticipated to request a decrease in their budget.
2. The Committee reviewed a proposed revision to Section 601 – Site Visits of the Commission Policy and Procedure Manual. The proposed changes re-organize the existing language as well as clarify how program site visits will be documented and archived for future reference.
3. Staff presented the Family Development Matrix Collaborative Report for January 2010 through January 2015 to the Committee. The report highlights (self-reported) improvements managed families experienced while working with Family Resource Center. Commission Skol recommended the report be shared at the next Quarterly Contractor meeting.
4. The Committee was presented with a Monthly Contract Financial Report as of April 30, 2015.
5. The Committee was presented with a Quarterly Financial Report – January 2015 to March 2015.
6. The Committee was informed that the next Commission meeting is scheduled to be held May 26, 2015 in the Finely Conference Room, West Modesto Community Center. Items to be discussed included:
 - a. Public Hearing: 2015-2016 Budget and Long Range Financial Plan
 - * b. Policy and Procedure Manual: Section 601 – Site Visits Update
 - * c. Monthly Contract Financial Report as of April 30, 2015
 - * d. Quarterly Financial Report – January 2015 to March 2015

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

CONTRACT SCHEDULE

4/30/2015

		Budget	Actual Expenditures	Remaining Budget	% Actual to Budget
RESULT AREA 1: Improved Family Functioning (Family Support, Education, and Services)					
Community Resource and Referral					
1	211 Project (<i>United Way</i>)	\$ 80,000	\$ 38,167	\$ 41,833	48%
Family Resource Centers:					
2	Ceres Partnership for Healthy Children (<i>CHS</i>)	\$ 184,648	\$ 93,177	\$ 91,471	50%
3	Hughson Family Resource Center (<i>SV</i>)	\$ 118,279	\$ 69,393	\$ 48,886	59%
4	N. Modesto/Salida Family Resource Center (<i>SV</i>)	\$ 323,694	\$ 126,486	\$ 197,208	39%
5	Oakdale/Riverbank Family Resource Center (<i>CHS</i>)	\$ 157,484	\$ 86,938	\$ 70,546	55%
6	Parent Resource Center	\$ 397,310	\$ 228,936	\$ 168,374	58%
7	Turlock Family Resource Center (<i>Aspiranet</i>)	\$ 204,404	\$ -	\$ 204,404	0%
8	Westside Family Resource Center (<i>CHS</i>)	\$ 173,538	\$ 84,049	\$ 89,489	48%
9	The Bridge (<i>Sierra Vista</i>)	\$ 185,000	\$ 77,390	\$ 107,610	42%
10	Healthy Start Sites	\$ 416,020	\$ 216,330	\$ 199,690	52%
Targeted Intensive Family Support Services					
11	Children's Crisis Center	\$ 460,000	\$ 345,416	\$ 114,584	75%
12	Court Appointed Special Advocates	\$ 30,000	\$ 21,631	\$ 8,369	72%
14	Family Justice Center	\$ 100,000	\$ 43,437	\$ 56,563	43%
14	La Familia Counseling Program (<i>El Concilio</i>)	\$ 98,000	\$ 38,805	\$ 59,195	40%
15	Zero to Five Early Intervention Partnership (<i>BHRS</i>)	\$ 1,523,009	\$ 921,204	\$ 601,805	60%
Total Area 1:		\$ 4,451,386	\$ 2,391,361	\$ 2,060,025	54%
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%
Quality ECE Investments					
19	First 5 Calif. Child Signature Program (<i>SCOE</i>)	\$ 105,000	\$ 51,872	\$ 53,128	49%
20	Early Care and Education Conference	\$ 12,000	\$ 9,475	\$ 2,525	79%
Total Area 2:		\$ 157,000	\$ 61,347	\$ 95,653	39%
RESULT AREA 3: Improved Health (Health Education and Services)					
Health Access					
21	Healthy Cubs (<i>Health Services Agency</i>)	\$ 175,000	\$ 56,066	\$ 118,934	32%
Maternal & Child Health Care					
22	Perinatal Home Visitations (<i>Health Services Agency</i>)	\$ 1,339,160	\$ 885,122	\$ 454,038	66%
Oral Health					
23	Dental Education (<i>Health Services Agency</i>)	\$ 30,000	\$ 9,695	\$ 20,305	32%
Total Area 3:		\$ 1,544,160	\$ 950,884	\$ 593,276	62%
RESULT AREA 4: Improved Systems of Care					
Provider Capacity Building, Training and Support					
24	Healthy Start Support (<i>SCOE</i>)	\$ 82,378	\$ 63,793	\$ 18,585	77%
Total Area 4:		\$ 82,378	\$ 63,793	\$ 18,585	77%
Total Services Contracts		\$ 6,234,924	\$ 3,467,385	\$ 2,767,539	56%

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

FISCAL YEAR 2014-2015 QUARTERLY FINANCIAL REPORT

March 31, 2015

		FY 14/15 Budget	Actual	Remaining Budget	% Actual to Budget
1	Beginning Fund Balance	\$ 11,711,750	\$ 11,792,222		
REVENUE					
2	Interest	\$ 152,253	\$ 49,792	\$ 102,461	33%
3	Tobacco Tax (Prop 10)	\$ 5,198,816	\$ 3,039,783	\$ 2,159,033	58%
4	Grants, SMIF, Misc.	\$ 105,000	\$ 63	\$ 104,937	0%
5	TOTAL REVENUE	\$ 5,456,069	\$ 3,089,639	\$ 2,366,430	57%
EXPENDITURES					
Program					
6	Contracts	\$ 6,234,924	\$ 2,607,700	\$ 3,627,224	42%
7	Contracts-Prior Year	\$ -	\$ 27,854	\$ (27,854)	
8	Contract Adjustments (TBD)	\$ 633,500	\$ -	\$ 633,500	0%
9	Salaries & Benefits	\$ 151,546	\$ 103,575	\$ 47,971	68%
10	Services & Supplies	\$ 22,321	\$ 23,190	\$ (869)	104%
11	County Cap Charges	\$ 11,911	\$ 7,677	\$ 4,234	64%
12	Total Expenditures - Program	\$ 7,054,202	\$ 2,769,996	\$ 4,284,206	39%
Evaluation					
13	Salaries & Benefits	\$ 62,802	\$ 13,779	\$ 49,023	22%
14	Services & Supplies	\$ 8,004	\$ 5,631	\$ 2,373	70%
15	County Cap Charges	\$ 4,936	\$ 1,060	\$ 3,876	21%
16	Total Expenditures - Evaluation	\$ 75,742	\$ 20,470	\$ 55,272	27%
Administration					
17	Salaries & Benefits	\$ 288,804	\$ 234,158	\$ 54,646	81%
18	Services & Supplies	\$ 48,637	\$ 48,577	\$ 60	100%
19	County Cap Charges	\$ 22,698	\$ 15,500	\$ 7,198	68%
20	Total Expenditures - Administration	\$ 360,139	\$ 298,235	\$ 61,904	83%
21	Total Expenditures	\$ 7,490,083	\$ 3,088,702	\$ 4,401,381	41%
22	NET INCREASE (DECREASE) TO FUND BALANCE	\$ (2,034,014)	\$ 937		
23	ENDING FUND BALANCE	\$ 9,677,736	\$ 11,793,159		

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

CONTRACT SCHEDULE

3/31/2015

		Budget	Actual Expenditures	Remaining Budget	% Actual to Budget
RESULT AREA 1: Improved Family Functioning (Family Support, Education, and Services)					
Community Resource and Referral					
1	211 Project (<i>United Way</i>)	\$ 80,000	\$ 18,626	\$ 61,374	23%
Family Resource Centers:					
2	Ceres Partnership for Healthy Children (<i>CHS</i>)	\$ 184,648	\$ 81,764	\$ 102,884	44%
3	Hughson Family Resource Center (<i>SV</i>)	\$ 118,279	\$ 54,618	\$ 63,661	46%
4	N. Modesto/Salida Family Resource Center (<i>SV</i>)	\$ 323,694	\$ 96,970	\$ 226,724	30%
5	Oakdale/Riverbank Family Resource Center (<i>CHS</i>)	\$ 157,484	\$ 73,428	\$ 84,056	47%
6	Parent Resource Center	\$ 397,310	\$ 228,936	\$ 168,374	58%
7	Turlock Family Resource Center (<i>Aspiranet</i>)	\$ 204,404	\$ -	\$ 204,404	0%
8	Westside Family Resource Center (<i>CHS</i>)	\$ 173,538	\$ 71,811	\$ 101,727	41%
9	The Bridge (<i>Sierra Vista</i>)	\$ 185,000	\$ 77,390	\$ 107,610	42%
10	Healthy Start Sites	\$ 416,020	\$ 158,088	\$ 257,932	38%
Targeted Intensive Family Support Services					
11	Children's Crisis Center	\$ 460,000	\$ 268,611	\$ 191,389	58%
12	Court Appointed Special Advocates	\$ 30,000	\$ 16,299	\$ 13,701	54%
14	Family Justice Center	\$ 100,000	\$ 43,437	\$ 56,563	43%
14	La Familia Counseling Program (<i>El Concilio</i>)	\$ 98,000	\$ 30,347	\$ 67,653	31%
15	Zero to Five Early Intervention Partnership (<i>BHRS</i>)	\$ 1,523,009	\$ 601,902	\$ 921,107	40%
Total Area 1:		\$ 4,451,386	\$ 1,822,227	\$ 2,629,159	41%
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%
Quality ECE Investments					
19	First 5 Calif. Child Signature Program (<i>SCOE</i>)	\$ 105,000	\$ 51,872	\$ 53,128	49%
20	Early Care and Education Conference	\$ 12,000	\$ 9,475	\$ 2,525	79%
Total Area 2:		\$ 157,000	\$ 61,347	\$ 95,653	39%
RESULT AREA 3: Improved Health (Health Education and Services)					
Health Access					
21	Healthy Cubs (<i>Health Services Agency</i>)	\$ 175,000	\$ 45,434	\$ 129,566	26%
Maternal & Child Health Care					
22	Perinatal Home Visitations (<i>Health Services Agency</i>)	\$ 1,339,160	\$ 636,705	\$ 702,455	48%
Oral Health					
23	Dental Education (<i>Health Services Agency</i>)	\$ 30,000	\$ 7,050	\$ 22,950	23%
Total Area 3:		\$ 1,544,160	\$ 689,188	\$ 854,972	45%
RESULT AREA 4: Improved Systems of Care					
Provider Capacity Building, Training and Support					
24	Healthy Start Support (<i>SCOE</i>)	\$ 82,378	\$ 34,937	\$ 47,441	42%
Total Area 4:		\$ 82,378	\$ 34,937	\$ 47,441	42%
Total Services Contracts		\$ 6,234,924	\$ 2,607,700	\$ 3,627,224	42%



Children & Families Commission

930 15th Street

Modesto, CA 95354

Phone: 209.558.6218 Fax: 209.558.6225

Executive Committee

Wednesday, May 20, 2015

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Vice Chair
Community Representative

Denise Hunt
Community Representative

Mary Ann Lee
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

Commissioners Present: Vicki Bauman, David Cooper, Denise Hunt, and Dr. Walker

Commissioners Absent: Mary Ann Lee and Vito Chiesa

Staff Present: John Sims, Tina Jamison, and Stephanie Loomis

1. Staff reviewed the proposed 2015-2016 Budget and Long Range Financial Plan with the Committee and discussed the assumptions used to prepare the budget and long term financial plan. Staff shared that CASA has requested a \$30,000 increase in their budget for 2015-2016. It was noted that Healthy Cubs requested their budget be decreased to 126,278.
2. The Committee reviewed a proposed revision to Section 601 – Site Visits of the Commission Policy and Procedure Manual. The proposed changes re-organize the existing language as well as clarifying how program site visits will be documented and archived for future reference.
3. Staff presented the Family Development Matrix Collaborative Report for January 2010 through January 2015 with the Committee. The report highlights (self-reported) improvements managed families experience while working with Family Resource Center.
4. The Committee was presented with a Monthly Contract Financial Report as of April 30, 2015.
5. The Committee was presented with a Quarterly Financial Report – January 2015 to March 2015.
6. Staff shared that there were no findings on the Commission's 2013-2014 purchasing card audit. The Audit report will be on the agenda for the May 26th Commission meeting.
7. The Committee was informed that the next Commission meeting is scheduled to be held May 26, 2015 in the Finely Conference Room, West Modesto Community Center. Items to be discussed included:
 - a. Public Hearing: 2015-2016 Budget and Long Range Financial Plan
 - * b. Policy and Procedure Manual: Section 601 – Site Visits Update
 - * c. Monthly Contract Financial Report as of April 30, 2015
 - * d. Quarterly Financial Report – January 2015 to March 2015
 - * e. 2013-2014 Purchasing Card Charges Audit

- ☐ **ADHD PROGRAM**
916 McHENRY AVENUE
MODESTO, CA 95350
(209) 550-5850
- ☐ **ADULT SERVICES & COMMUNITY COUNSELING**
1030 15TH STREET
MODESTO, CA 95354
(209) 524-6371
- ☐ **BRIDGE COMMUNITY CENTER**
605 CHICAGO AVENUE
MODESTO, CA 95351
(209) 571-8430
- ☐ **CHILDREN'S OUTPATIENT SERVICES**
1400 K STREET, SUITE B
MODESTO, CA 95354
(209) 550-5869
- ☐ **EARLY INTERVENTION**
1400 K STREET
MODESTO, CA 95354
(209) 550-5869
- ☐ **FOSTER CARE & ADOPTION**
101 PARK AVE.
MODESTO, CA 95354
(209) 491-0872
- ☐ **HOME BASED SERVICES**
916 McHENRY AVENUE
MODESTO, CA 95350
(209) 550-5865
- ☐ **HUGHSON FAMILY RESOURCE CENTER**
2413 3RD STREET
P.O. BOX 264
HUGHSON, CA 95326
(209) 883-2125
- ☐ **KIRK BAUCHER NON-PUBLIC SCHOOL**
2524 FINNEY ROAD
MODESTO, CA 95358
(209) 550-5858
- ☐ **MENTORING RESOURCE CENTER**
1414 SCENIC DRIVE
MODESTO, CA 95355
(209) 523-4573
- ☐ **MERCED CHILD & FAMILY SERVICES**
642 W. MAIN STREET
MERCED, CA 95340
(209) 205-1058
- ☐ **NORTH MODESTO FAMILY RESOURCE CENTER**
2020 STANDIFORD AVE., STE C1
MODESTO, CA 95350
(209) 338-0279
- ☐ **FIRST STEP PERINATAL SUBSTANCE ABUSE PROGRAM**
1700 McHENRY VILLAGE WAY
SUITE 16
MODESTO, CA 95350
(209) 527-3270
- ☐ **PUBLIC SCHOOL BASED PROGRAMS**
1336 STONUM ROAD
MODESTO, CA 95351
(209) 550-5879
- ☐ **SIERRA VISTA DROP-IN CENTER**
908 SIERRA DRIVE
MODESTO, CA 95351
(209) 492-9785
- ☐ **SIERRA VISTA LEARNING CENTER**
830 E. MINNESOTA AVENUE
TURLOCK, CA 95382
(209) 216-0101
- ☐ **TURLOCK COUNSELING**
2925 NIAGRA STREET, SUITE 3
TURLOCK, CA 95382
(209) 669-6771



ADMINISTRATION OFFICES ♥ 100 Poplar Ave. ♥ Modesto, CA 95354
Phone: (209) 523-4573 ♥ Fax: (209) 550-5866 ♥ Website: www.sierravistacares.org

"A Commitment to Caring"

March 12, 2015

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

Dear Sierra Vista Partners,

I am proud to announce, Sierra Vista Child & Family Services has earned National Accreditation through The Joint Commission's Gold Seal of Approval® for Behavioral Health Care Accreditation. The Gold Seal of Approval® is a symbol of quality that reflects our commitment to providing safe and effective care.

Sierra Vista underwent a rigorous on-site survey in October. During the review, compliance with behavioral health care standards related to several areas, including care, treatment, and services; environment of care; leadership; and screening procedures for the early detection of imminent harm was evaluated. The process included on-site observations and interviews with staff and clients.

Established in 1969, The Joint Commission's Behavioral Health Care Accreditation program currently accredits more than 2,100 organizations for a three-year period. Accredited organizations provide treatment and services within a variety of settings across the care continuum for individuals who have mental health, addiction, eating disorder, developmental disability, and/or child-welfare related needs.

Sierra Vista is committed to quality care for the more than 20,000 clients we serve each year. Our staff are dedicated to maintaining this standard we have set for our services and we are proud to partner with our County and community based organizations to serve the children and families in Stanislaus and Merced Counties.

Staff from across our organization continue to work together to develop and implement approaches and strategies that have the potential to improve care for those in our community. Thank you for working with us as we strengthen families and communities by transforming lives.

Judy Kindle, Executive Director
Sierra Vista Child & Family Services