



Tuesday, May 23, 2017 @ 4:00 p.m.
Board Room – Stanislaus Office of Education
1100 “H” Street, Modesto, CA



Children & Families Commission

930 15th Street

Modesto, CA 95354

Phone: 209.558.6218 Fax: 209.558.6225

Commission Meeting Notice

Tuesday, May 23, 2017 @ 4:00 PM, Board Room, Stanislaus County Office of Education,
1100 "H" Street, Modesto, CA 95354

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Community Representative

Kathy Harwell
Vice Chair
Community Services Agency

Denise Hunt
Community Representative

Mary Ann Lee
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Community Representative

George Skol
Chair
Community Representative

Julie Vaishampayan, MD
Public Health Officer

David Jones
Executive Director

The Stanislaus County Children and Families Commission welcomes you to its meetings which are regularly held on the fourth Tuesday of most 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 930 15th Street, 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.



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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 traducción, 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.



Children & Families Commission
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COMMISSION MEETING AGENDA

May 23, 2017

Times provided are approximate times.

- 4:00 p.m. I. Welcome & Introductions – Chair Skol
- 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 28, 2017 p. 5-6
 - * B. Approval to Appoint an Executive Director to the Commission p. 7
 - C. Executive Director's Office
- 4:18 p.m. 1. **Public Hearing** to Consider the Adoption of the 2017-2018 Budget, Long Range Financial Plan and Related Actions p. 8-18
(Public hearing materials can be accessed on our website under Agenda & Minutes or by clicking on the following link: <http://www.stanprop10.org/meetings.shtm>.)
- 4:38 p.m. 2. Annual Review of the Stanislaus County Children and Families Commission Strategic Plan 2015-2017 (The Strategic Plan in its entirety can be downloaded or viewed at the following link: <http://www.stanprop10.org/pdf/strategic-plan.pdf>.) p. 19
- D. Committee Reports
 - * 1. Accept the Minutes of the Administrative Committee meeting of May 8, 2017 p. 20-21
 - a. Monthly Financial Report as of March 31, 2017 p. 22
 - b. Quarterly Financial Report as of March 31, 2017 p. 23
 - * 2. Accept the Minutes of the Operations Committee meeting of May 11, 2017 p. 24-25
- VII. Correspondence
- VIII. Commissioner Reports
- IX. Staff Reports
- 4:53 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
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Commission Meeting Minutes
Tuesday, March 28, 2017
Stanislaus County Office of Education, Board Room
1100 "H" Street, Modesto CA 95354

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

Members Absent: None

Staff Present: Stephanie Loomis, Administration, Veronica Ascencio, Accountant, and Jack Doering, Commission Counsel.

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

- I. Commission members were introduced and attendees were welcomed.
- II. Chair Skol noted Commissioner Walker's upcoming retirement and presented him with a plaque recognizing his nearly 17 years of service to the children and families of Stanislaus County.
- III. Commission members and attendees recited the Pledge of Allegiance.
- IV. Announcement of Commissioner Recusals – None.
- V. Public Comment Period – None.
- VI. Consent Calendar - The Consent Calendar was approved.
Motion by Cooper, Second by Harwell. Unanimously approved.
- VII. Agenda Items
 - A. The Commission approved the Commission Meeting Minutes of February 28, 2017 and March 14, 2017.
Approved on the consent calendar. Motioned by Cooper, Seconded by Harwell. Unanimously approved.
 - B. 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:
www.ccfc.ca.gov/pdf/annual_report_pdfs/Annual_Report_15-16.

The Commission heard a presentation on the State Commission Annual Report from Stephanie Loomis. The State report highlighted each of the four result areas (Family Functioning, Child Development, Health, and Sustainable Systems) for FY 2015-2016 and summarized the intent and impact made by State Initiatives. Staff compared statistics of local services provided to children and adults to State-wide statistics.

After the presentation, Chair Skol opened the public hearing at 4:15 p.m. Hearing no comments from the public, the public hearing was closed at 4:16 p.m.

The Commission took action to accept First 5 California's 2014-2015 Annual Report.

Motion by Hunt, Second by Walker. Unanimously approved.

VIII. Correspondence – None

IX. Commissioner Reports – None

X. Staff Reports

1. Stephanie Loomis provided an overview of the Early Care & Education Conference the Commission held in partnership with SCOE on February 25, 2017.

Based on survey results, the conference was well received. Of the 300 people registered, 252 attended (84% attendance) and 86% of those in attendance completed the conference survey.

The surveys showed that the keynote speaker, Angela Russ-Ayon, was relatable, upbeat, and inspiring. Most in attendance found out about the conference through their place of work or received the conference brochure by mail/e-mail. Attendees also suggested future topics for the conference, such as science, brain development, and challenging behavior.

There were two educational conferences held during the fiscal year. Total costs for conferences were \$7,962 for the Commission and \$8,616 for SCOE. This equals to a total cost of \$33.36 per participant based on 497 participants. The Commission share of cost was equal to \$16.02 per participant.

Commission staff will meet with SCOE staff to confirm the next topic for the August 26, 2017 Conference.

XI. At 4:28 p.m., the Commission moved into Closed Session.

A. Public Employee Appointment, Title: Executive Director, Government Code Section: 54957 (b).

VII. The Commission reconvened at 7:03 p.m. and Chair Skol announced no reportable action was taken in the Closed Session. The meeting was adjourned at 7:04 p.m.



It's All About The Kids

Stanislaus County Children and Families Commission

ACTION AGENDA SUMMARY**COMMITTEE ROUTING**

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

AGENDA DATE: May 23, 2017COMMISSION AGENDA #: VI-B-1**SUBJECT:**

Approval to Appoint an Executive Director to the Commission

BACKGROUND:

The Executive Director position of the Children and Families Commission of Stanislaus County has been vacant since January 7, 2017, with the retirement of the previous Executive Director, John Sims. The Commission, in coordination with the County Human Resources Division, conducted an open recruitment to identify potential candidates for the position. On March 28, 2017, the Commission interviewed potential candidates for the Executive Director position, and upon conclusion of the interviews, directed staff to make a conditional offer of employment to David Jones. The offer was subject to: (1) reaching agreement with the candidate regarding salary and benefits within parameters set by the Commission, and a start date; (2) satisfactory completion of a background check, and (3) obtaining approval of the Board of Supervisors as may be required. The first two contingencies were resolved satisfactorily, and on April 18, 2017, the Board of Supervisors approved the annual starting salary above the mid-point of the salary band at \$122,000, retroactively effective April 15, 2017, which is the negotiated start date for Mr. Jones.

The Commission's May 23, 2017, meeting is the Commission's first regular meeting after completion of the contingencies for the Commission to formally appoint Mr. Jones as the Executive Director of the Children & Families Commission. Although the Commission, Commission staff, and partners are aware that David Jones was selected as the Executive Director effective April 15, 2017, this recommended action formally makes that appointment retroactive to April 15, 2017.

RECOMMENDATIONS:

1. Appoint David Jones to serve as the Executive Director retroactively effective to April 15, 2017, and approve the starting salary at \$122,000 per year, plus department head benefits as set forth in the attached benefit summary.

FISCAL IMPACT:

Approval of this agenda item has no budget impact since funding for the Executive Director position is already budgeted.

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

AGENDA DATE: May 23, 2017

COMMISSION AGENDA #: VI – C – 1 (PUBLIC HEARING)

SUBJECT:

Public Hearing to Consider the Adoption of the 2017-2018 Budget, Long Range Financial Plan and Related Actions

BACKGROUND:

Annual Budget

Background:

State law requires the Commission to annually hold a public hearing before adopting a budget for fiscal year operations (July 1 to June 30) 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. The filing date for submitting proposed budgets to the County was March 27, 2017. An expense budget totaling \$7,207,107 was submitted to the Chief Executive Office 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 2017-2018 budget.

Highlights:

Some important elements and assumptions of the budget and long range financial plan include:

- Budgeted revenues are estimated to decrease 10% (\$477,323) between the 2016-2017 budget and the 2017-2018 budget. The decrease is estimated to be 16.8% (\$850,780) below the projected 2016-2017 year end actual revenue. The projected decrease is due to:
 - The impact of Proposition 56 which created an additional \$2 tax on a pack of cigarettes, and to the change of the legal age to purchase tobacco products from 18 to 21. It is anticipated the backfill of this significant decrease of revenue will be received from the State during the 2018-2019 budget year, as backfill is based on the prior year's actual revenue. Declines in revenue are projected to continue in the long range model.
- Budgeted expenses remain relatively flat with a slight increase of \$28,333, from \$7,178,774 in the 2016-2017 budget to \$7,207,107 in the 2017-2018 budget. This would allow the Commission to maintain current service levels.
 - For 2017-2018, a \$508,470 contingency has been established. No funds will be spent from Contingency without the approval of the Commission.
 - Staff salaries are projected to increase by 2.3% in 2017-2018.
- Total 2017-2018 contracts and programs are budgeted at \$6,036,454, which is the same as the fiscal year 2016-2017 budget.

- The Commission will have 20 contracts with service providers. This is one fewer than the prior year as the Patterson Unified School District will continue to provide Kinder transition services, but without a contract with the Commission. They are not seeking Commission reimbursement for their program services.
- While not impacting the Children and Families Commission budget, it is important to note our partners at the Community Services Agency (CSA) are investing an additional \$400,000 per year over the next three-years toward Family Resource Center Differential Response services.

Family Resource Center (FRC)/Differential Response (DR) Contract Awards:

The Children and Families Commission, in partnership with CSA, issued Request for Proposal (RFP) #17-17-FQ on March 2, 2017, for the provision of services to children by Family Resource Centers (FRCs) in seven geographic areas of Stanislaus County for a three-year period. The RFP was designed to identify contractors who will provide family support, strengthen program services at the community or neighborhood level, and promote child abuse/neglect prevention and early intervention programs through the Differential Response (DR) approach.

CSA is allocating \$900,000 annually (a total of \$2,700,000) to fund FRC/DR services for a three-year period. This is an increase from the \$500,000 annual contribution they have been making. The Children and Families Commission will contribute up to \$1,559,357 per year (a total of up to \$4,678,071) for a three-year period. The CFC contribution is consistent with previous annual contract commitments. The combined total funding for the three-year contract period is up to \$7,378,071 to provide services in seven geographic areas covering all of Stanislaus County for FRC/DR services.

Priority was given to proposals promoting, encouraging, and developing collaboration between community-based organizations in targeted areas. A review panel of three members reviewed each proposal based on the information set forth in the Request for Proposals packet.

The following table summarizes successful proposers and the amount recommended for appropriations for proposer for each of the next three fiscal years. The contracts authorized will be three party contracts between the Commission, CSA, and the contractor.

<u>AGENCY</u>	<u>AREA</u>	<u>TOTAL AWARD</u>	<u>COMMISSION SHARE</u>
AspiraNet	Turlock	\$ 286,518*	\$ 190,415
Center for Human Services	Westside	\$ 294,057*	\$ 237,938
Center for Human Services	Ceres	\$ 264,431*	\$ 163,418
Parent Resource Center	Central Modesto	\$ 619,124*	\$ 350,457
Sierra Vista	North Modesto/Salida	\$ 560,523*	\$ 311,147
Sierra Vista	Hughson	\$ 202,201*	\$ 147,135
Center for Human Services	Oakdale/Riverbank	\$ 232,503*	\$ 158,847
TOTAL		\$2,459,357	\$1,559,357**

* These amounts reflect the maximum contract value for each agency.

** The total of the Commission's share is the maximum amount that will be spent on the FRC/DR program by the Commission. Individual contractor amounts are estimates. While actual contractor expenses paid by the Commission may vary from these estimates, total Commission expenditures will not exceed \$1,559,357 annually.

Attest: _____
Stephanie Loomis - Administration

Long Range Financial Plan

Some important elements and assumptions of the Long Range Financial Plan include:

- The Plan is a “working” document and is to guide long-range planning.
- The State Department of Finance/First 5 California revenue projections for Stanislaus County have been used in the Long Range Financial Plan for the years they were available (2017-2018 through 2019-2020). Stanislaus County Children and Families Commission assumptions were used for 2020-2021 and 2021-2022.
- The Plan highlights increasing volatility in actual revenue received and projected revenue.
- The Plan shows significant revenue swings in fiscal years 2017-2018 and 2018-2019, with revenue volatility projected to stabilize in out-years. Revenue is projected to decrease between 3%-4% over each of the last three fiscal years of the Long Range Financial Plan time frame.
- The Plan assumes contractors will spend 95% of their allocations.
- The Plan assumes a minimum reserve of at least six months of operating costs per Commission policy.

The Administrative and Finance Committee and the Operations Committee met on May 8 and May 11, respectively, to review and discuss this item.

STAFF RECOMMENDATIONS:

1. Accept the 2017-2018 budget from the Executive Director.
2. Conduct the Public Hearing to receive comment and input on the proposed spending plan.
3. Adopt the 2017-2018 budget.
4. Authorize the Executive Director to implement the 2017-2018 budget including negotiating and executing agreements with service providers.
5. Adopt the financial projections for fiscal years 2017-2018 through 2021-2022 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. Designate the following agencies in the specified geographical areas as successful proposers under Request for Proposal (RFP) #17-17-DQ:

<u>AGENCY</u>	<u>AREA</u>
AspiraNet	Turlock
Center for Human Services	Westside
Center for Human Services	Ceres
Parent Resource Center	Central Modesto
Sierra Vista	North Modesto/Salida
Sierra Vista	Hughson
Center for Human Services	Oakdale/Riverbank

9. Authorize the Executive Director to sign an \$11,200 agreement with Brown and Armstrong for audit 2016-2017 services.

FISCAL IMPACT:

The 2017-2018 budget contains projected revenue of \$4,302,869 with expenses of \$7,207,107 and a \$2,904,238 use of fund balance. The projected 2017-2018 year-end fund balance is \$5,767,255. Agreements and/or addendums between the Commission and program operators will be executed before funds are disbursed to program operators.

Attest: _____
 Stephanie Loomis - Administration

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 and Families Commission

2017-2018 Budget



STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION
LONG RANGE FINANCIAL PLAN - FY 2017/2018 through FY 2021/2022

		FY 16/17 Budget	FY 16/17 Estimate	FY 17/18 Budget	FY 17/18 Projection	FY 18/19 Projection	FY 19/20 Projection	FY 20/21 Projection	FY 21/22 Projection
1	Beginning Fund Balance	\$ 9,292,904	\$ 9,792,803	\$ 8,671,493	\$ 8,671,493	\$ 6,653,911	\$ 5,237,586	\$ 3,594,085	\$ 2,351,186
REVENUE									
2	Interest	\$ 74,343	\$ 101,000	\$ 98,048	\$ 98,048	\$ 66,539	\$ 52,376	\$ 35,941	\$ 23,512
3	Tobacco Tax (Prop 10)	\$ 4,705,849	\$ 5,052,649	\$ 4,204,821	\$ 4,204,821	\$ 4,876,561	\$ 4,675,263	\$ 4,534,250	\$ 4,397,489
4	SMIF/Misc.	\$ -	\$ -	\$ -	\$ -	-	-	-	-
5	TOTAL REVENUE	\$ 4,780,192	\$ 5,153,649	\$ 4,302,869	\$ 4,302,869	\$ 4,943,100	\$ 4,727,639	\$ 4,570,190	\$ 4,421,001
EXPENDITURES									
Program									
6	Contracts/Programs	\$ 6,036,083	\$ 5,731,079	\$ 6,026,454	\$ 5,725,131	\$ 5,723,678	\$ 5,723,678	\$ 5,153,678	\$ 3,800,000
7	Contract Adjustments (TBD)	\$ 498,841	\$ -	\$ 508,470	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
8	Salaries & Benefits	\$ 193,023	\$ 127,503	\$ 199,366	\$ 107,882	\$ 110,039	\$ 112,240	\$ 114,485	\$ 116,775
9	Services & Supplies	\$ 24,669	\$ 21,486	\$ 29,636	\$ 28,154	\$ 28,717	\$ 29,292	\$ 29,877	\$ 30,475
10	County Cap Charges	\$ 6,079	\$ 6,671	\$ 6,332	\$ 6,332	\$ 6,459	\$ 6,588	\$ 6,720	\$ 6,854
11	Total Expenditures - Program	\$ 6,758,695	\$ 5,886,739	\$ 6,770,257	\$ 5,917,499	\$ 5,918,893	\$ 5,921,797	\$ 5,354,760	\$ 4,004,104
Evaluation									
12	Salaries & Benefits	\$ 56,371	\$ 15,938	\$ 58,474	\$ 58,474	\$ 59,644	\$ 60,836	\$ 62,053	\$ 63,294
13	Services & Supplies	\$ 19,229	\$ 15,376	\$ 12,887	\$ 12,243	\$ 12,488	\$ 12,737	\$ 12,992	\$ 13,252
14	County Cap Charges	\$ 3,293	\$ 3,613	\$ 1,266	\$ 1,266	\$ 1,292	\$ 1,318	\$ 1,344	\$ 1,371
15	Total Expenditures - Evaluation	\$ 78,893	\$ 34,927	\$ 72,628	\$ 71,983	\$ 73,423	\$ 74,891	\$ 76,389	\$ 77,917
Administration									
16	Salaries & Benefits	\$ 256,874	\$ 265,093	\$ 260,272	\$ 231,329	\$ 265,477	\$ 270,787	\$ 276,202	\$ 281,727
17	Services & Supplies	\$ 68,356	\$ 70,690	\$ 86,221	\$ 81,910	\$ 83,548	\$ 85,219	\$ 86,923	\$ 88,662
18	County Cap Charges	\$ 15,957	\$ 17,510	\$ 17,730	\$ 17,730	\$ 18,084	\$ 18,446	\$ 18,815	\$ 19,191
19	Total Expenditures - Administration	\$ 341,187	\$ 353,293	\$ 364,222	\$ 330,968	\$ 367,109	\$ 374,451	\$ 381,940	\$ 389,579
20	Total Expenditures	\$ 7,178,775	\$ 6,274,959	\$ 7,207,107	\$ 6,320,451	\$ 6,359,425	\$ 6,371,140	\$ 5,813,089	\$ 4,471,600
21	NET INCREASE (DECREASE) TO FUND BALANCE	\$ (2,398,583)	\$ (1,121,310)	\$ (2,904,238)	\$ (2,017,582)	\$ (1,416,325)	\$ (1,643,501)	\$ (1,242,899)	\$ (50,599)
22	ENDING FUND BALANCE	\$ 6,894,321	\$ 8,671,493	\$ 5,767,255	\$ 6,653,911	\$ 5,237,586	\$ 3,594,085	\$ 2,351,186	\$ 2,300,587

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

2017/2018 CONTRACT/PROGRAM SCHEDULE

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

		FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
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:	\$ 1,559,357				
2	Ceres Partnership for Healthy Children (<i>CHS</i>)	\$ 163,418				
3	Hughson Family Resource Center (<i>SV</i>)	\$ 147,135				
4	N. Modesto/Salida Family Resource Center (<i>SV</i>)	\$ 311,147				
5	Oakdale/Riverbank Family Resource Center (<i>CHS</i>)	\$ 158,847				
6	Central Modesto - Parent Resource Center	\$ 350,457				
7	Turlock Family Resource Center (<i>Aspiranet</i>)	\$ 190,415				
8	Westside Family Resource Center (<i>CHS</i>)	\$ 237,938				
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	\$ 101,530				
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:	\$ 4,482,916				
RESULT AREA 2: Improved Child Development (Child Development Services)						
Kinder Transition Services						
16	Keyes (1)	\$ 10,000				
17	Riverbank (2)	\$ 20,000				
Quality ECE Investments						
18	Early Care and Education Conference	\$ 12,000				
	TOTAL AREA 2:	\$ 42,000				
RESULT AREA 3: Improved Health (Health Education and Services)						
Health Access						
19	Healthy Cubs (Health Services Agency)	\$ 50,000				
Maternal & Child Health Care						
20	Perinatal Home Visitations (<i>Health Services Agency</i>)	\$ 1,339,160				
Oral Health						
21	Dental Education (<i>Health Services Agency</i>)	\$ 30,000				
	TOTAL AREA 3:	\$ 1,419,160				
RESULT AREA 4: Improved Systems of Care						
Service Outreach, Planning, Support, and Management						
22	Healthy Start Support (<i>SCOE</i>)	\$ 82,378				
	TOTAL AREA 4:	\$ 82,378				
Total Contracts		\$ 6,026,454	\$ 6,024,924	\$ 6,024,924	\$ 5,424,924	\$ 4,000,000

BHRS=Behavioral Health and Recovery Services

CHS=Center for Human Services

CAPC=Child Abuse Prevention Council

SV=Sierra Vista

SCOE-Stanislous County Office of Education

Fiscal Year 17/18 Budget Assumptions

Estimating Fiscal Year 16-17 Actual

- Contracts – Estimating 95% of funds will be expended.
- Revenue:
 - Interest-trending similar to prior year
 - Year end revenue is projected to be slightly higher than budgeted based on state projections.
- Estimated actual expenditures for services/supplies, salaries, and cap costs were broken down using quarterly salary and benefit allocations

Budget Estimates for 17-18

- Revenue
 - Revenue projections from the State Department of Finance (DOF) are utilized for FY 17/18 through 19/20. FY 20/21 and 21/22 are estimated to decline by 3% based on local projections.
 - Revenues are estimated to drop 16.8% in 17/18 due to the new legislative changes (\$2 tax and increase in smoking age)
 - The Backfill to compensate for the decrease in revenue will flow back in 18/19 (This is not an increase in revenue)
- Salaries and Benefits - 4.5 positions
 - 1 Executive Director
 - 1 Confidential Assistant
 - 1 Accountant III
 - 0.5 Account Clerk III
 - 1 Staff Services Coordinator-Vacant
- Shared costs are spread accordingly:
 - Administration 70%
 - Evaluation 5%
 - Program 25%

The allocation is based on an average of staff FTE in each category for the last 2 quarters of 15/16 and first 2 quarters of 16/17. The allocation is slightly higher in Administration than prior years due to reduction of staff in 15/16 and the spread of program duties to administrative staff.
- Administration includes Brown & Armstrong audit fees of \$11,200
- Family Justice Center includes a onetime true-up of \$1,530 for a FY 15/16 encumbrance issue paid out of 16/17

Long Range Financial Plan

- Revenue appears to be volatile for a four year window from FY 15/16 through 18/19. This makes longer term projections more difficult. Actual revenue for 15-16 was ahead of budget and revenue for 16-17 is projected by Department of Finance (DOF) to end the year ahead of budget as well.

- Revenue projections from the DOF are utilized for FY 16/17 through 19/20. FY 20/21 and FY 21/22 are projected to decline by 3% based on staff projections.
- Interest income is estimated at less than 1% of beginning fund balance.
- Revenue and Expense break-even is projected to occur in FY 21/22.
- Contracts are estimated at a 95% expenditure rate of full allotment.
- The Contracts cliff now begins a 2-year roll off with a \$570,000 reduction in FY 20/21 and a \$1.4 million reduction in FY 21/22 to maintain the Commission's 50% of revenue policy. (previous cliff was projected at \$2.1 million in FY 20-21)
- Salaries & Benefits- Vacant positions (SSC and Acct Clerk III) are not included in out-years.
- Salaries/Benefits, Services, and CAP charges are projected at 2% increase each year.

MOTIONS TO ADOPT 2017-2018 CONTRACT ALLOCATIONS

May 23, 2017

1. ALL COMMISSIONERS CAN VOTE ON THE FOLLOWING MOTION:

I move that the Commission:

- a. Approve the recommendations on page 10 of the agenda packet
- b. Approve the concept of a \$2,459,357 FRC/DR initiative with CSA - with the Commission's share of the program not to exceed \$1,559,357 in 2017-2018
- c. Approve the following contract allocation recommendations on page 14 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Program / Agency	Line	Amount
The BRIDGE (Sierra Vista)	Line 9	\$185,000
Family Justice Center	Line 13	\$101,530
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
Riverbank (Riverbank Unified)	Line 17	\$20,000

- d. Approve a \$2,459,357 FRC /DR initiative with the Community Services Agency (CSA), with the Commission's share of the program not to exceed \$1,559,357 in 2017-2018. Authorize the ED to sign 3-way contracts with CSA and the following agencies in the following contract amounts:

Program / Agency	Total Contract Amount	Commission Share
Ceres Partnership for Healthy Children (Center for Human Services)	\$264,431	\$163,418
Hughson FRC (Sierra Vista)	\$202,201	\$147,135
N. Modesto / Salida FRC (Sierra Vista)	\$560,523	\$311,147
Oakdale / Riverbank FRC (Center for Human Services)	\$232,503	\$158,847
Parent Resource Center for Central Modesto	\$619,124	\$350,457
Turlock FRC (AspiraNet)	\$286,518	\$190,415
Westside FRC (Center for Human Services)	\$294,057	\$237,938
Total	\$2,459,357	\$1,559,357

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

I move that the Commission approve the following contract allocation recommendation on page 14 of the agenda packet and authorize the ED to negotiate and execute the contract:

Program / Agency	Line	Amount
211 Project (United Way of Stanislaus County)	Line 1	\$80,000

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

I move that the Commission approve the following contract allocation recommendations on page 14 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

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

I move that the Commission approve the following contract allocation recommendations on page 14 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 22	\$82,378

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

I move that the Commission approve the following contract allocation recommendations on page 14 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Program / Agency	Line	Amount
Healthy Cubs (Health Services Agency)	Line 19	\$50,000
Perinatal Home Visitation – HBO (Health Services Agency)	Line 20	\$1,339,160
Dental Education (Health Services Agency)	Line 21	\$30,000

6. Commissioners Lee returns 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 type="checkbox"/>

AGENDA DATE: May 23, 2017COMMISSION AGENDA #: VI-C-2**SUBJECT:**

Annual Review of the Stanislaus County Children and Families Commission Strategic Plan 2015-2017

BACKGROUND:

Section 130140 of the California Health and Safety Code requires that each county Commission conduct an annual review of their strategic plan. Should a Commission decide to adopt a strategic plan or amend its existing strategic plan, at least one public hearing is to be held before a plan or an amendment to a plan is adopted.

The Stanislaus County Children and Families Commission Strategic Plan 2015-2017 was adopted by the Stanislaus County Children and Families Commission on December 9, 2014. Staff is recommending that the current Strategic Plan be reviewed. The Commission's discussion during this review could result in a future Commission agenda item to consider amendments to the 2015-2017 Strategic Plan.

The Administrative and Finance Committee and the Operations Committee met on May 8 and May 11, respectively, to review and discuss this item.

STAFF RECOMMENDATIONS:

1. Conduct an annual review of the Stanislaus County Children and Families Commission Strategic Plan 2015-2017 and provide necessary direction to staff.

FISCAL IMPACT:

The adopted Stanislaus County Children and Families Commission Strategic Plan 2015-2017 will guide Commission decision-making on the funding of services, service providers, and service locations.

COMMISSION ACTION: No Action Necessary

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



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

Administration Committee

Monday, May 8, 2017

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Community Representative

Kathy Harwell
Vice Chair
Community Services Agency

Denise Hunt
Community Representative

Mary Ann Lee
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Community Representative

George Skol
Chair
Community Representative

John Walker, MD
Public Health Officer

John Sims
Executive Director

Commissioners Present: Vicki Bauman, Kathy Harwell, Mary Ann Lee

Commissioners Absent: Nelly Paredes-Walsborn

Staff Present: David Jones, Veronica Ascencio, Stephanie Loomis

1. Staff shared that due to the Auditor's Office delaying when they closed their books for April, staff was unable to prepare the Monthly Contract Financial Report for April. The Committee was presented a Monthly Contract Financial Report as of March 31, 2017.
2. The Committee was presented with a Quarterly Financial Report for July 2016 to March 2017.
3. Staff discussed the proposed 2017-2018 Budget and Long Range Financial Plan with the Committee and discussed the assumptions used to prepare the documents.
4. The Committee was presented with updated statistical and financial information for the Commission's 2015-2017 Strategic Plan. Staff shared they will be making a presentation highlighting the updated information at the Commission meeting on May 23 as part of the Commission's annual Strategic Plan review.
5. Staff shared that the 2015-2016 Local Program Evaluation would be published in June and a presentation on the report would be made at the Commission's June meeting.
6. Staff shared they were reviewing the Policies and Procedures Manual and planned to bring suggested changes to the Commission in June.
7. The Committee was informed that it was time to update the Commission's Strategic Plan for 2018-2020. A proposed timeline for the process was shared.
8. The Committee was informed the next Commission meeting is scheduled to be held in the Board Room of the Stanislaus County Office of Education office at 1100 H St., in Modesto on May 23, 2017. Items to be discussed include:
 - a. Public Employee Appointment

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Community Representative

Kathy Harwell
Vice Chair
Community Services Agency

Denise Hunt
Community Representative

Mary Ann Lee
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
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- b. Public Hearing on the 2017-2017 Budget and Long Range Financial Plan
 - c. Annual Review of the Stanislaus County Children and Families Commission Strategic Plan 2015-2017
 - d. Monthly Contract Financial Report as of March 31, 2017
 - e. Quarterly Financial Report – July 2016 through March 2017
9. Executive Director shared an update on various Commission office items, including a technology refresh and invoicing policies.

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

CONTRACT SCHEDULE

3/31/2017

		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>)	\$ 81,159	\$ 16,522	\$ 64,637	20%
	Family Resource Centers:				
2	Ceres Partnership for Healthy Children (<i>CHS</i>)	\$ 184,648	\$ 56,748	\$ 127,900	31%
3	Hughson Family Resource Center (<i>SV</i>)	\$ 118,279	\$ 47,655	\$ 70,624	40%
4	N. Modesto/Salida Family Resource Center (<i>SV</i>)	\$ 323,694	\$ 134,741	\$ 188,953	42%
5	Oakdale/Riverbank Family Resource Center (<i>CHS</i>)	\$ 157,484	\$ 59,350	\$ 98,134	38%
6	Parent Resource Center	\$ 397,310	\$ 170,006	\$ 227,304	43%
7	Turlock Family Resource Center (<i>Aspiranet</i>)	\$ 204,404	\$ 30,090	\$ 174,314	15%
8	Westside Family Resource Center (<i>CHS</i>)	\$ 173,538	\$ 58,176	\$ 115,362	34%
9	The Bridge (<i>Sierra Vista</i>)	\$ 185,000	\$ 68,459	\$ 116,541	37%
10	Healthy Start Sites	\$ 416,020	\$ -	\$ 416,020	0%
Targeted Intensive Family Support Services					
11	Children's Crisis Center	\$ 460,000	\$ 309,523	\$ 150,477	67%
12	Court Appointed Special Advocates	\$ 60,000	\$ 28,124	\$ 31,876	47%
14	Family Justice Center	\$ 100,000	\$ 23,915	\$ 76,085	24%
15	La Familia Counseling Program (<i>El Concilio</i>)	\$ 98,000	\$ 21,733	\$ 76,267	22%
16	Zero to Five Early Intervention Partnership (<i>BHRS</i>)	\$ 1,523,009	\$ 324,824	\$ 1,198,185	21%
	Total Area 1:	\$ 4,482,545	\$ 1,349,865	\$ 3,132,680	30%
RESULT AREA 2: Improved Child Development (Child Development Services)					
Kindergarten Transition Services					
17	Keyes (1)	\$ 10,000	\$ -	\$ 10,000	0%
18	Grayson (1)	\$ 10,000	\$ -	\$ 10,000	0%
19	Riverbank (2)	\$ 20,000	\$ -	\$ 20,000	0%
Quality ECE Investments					
20	Early Care and Education Conference	\$ 12,000	\$ 8,203	\$ 3,797	68%
	Total Area 2:	\$ 52,000	\$ 8,203	\$ 43,797	16%
RESULT AREA 3: Improved Health (Health Education and Services)					
Health Access					
21	Healthy Cubs (<i>Health Services Agency</i>)	\$ 50,000	\$ 14,971	\$ 35,029	30%
Maternal & Child Health Care					
22	Healthy Birth Outcomes (<i>Health Services Agency</i>)	\$ 1,339,160	\$ 61,173	\$ 1,277,987	5%
Oral Health					
23	Dental Education (<i>Health Services Agency</i>)	\$ 30,000	\$ 14,973	\$ 15,027	50%
	Total Area 3:	\$ 1,419,160	\$ 91,117	\$ 1,328,043	6%
RESULT AREA 4: Improved Systems of Care					
Provider Capacity Building, Training and Support					
24	Healthy Start Support (<i>SCOE</i>)	\$ 82,378	\$ 18,240	\$ 64,138	22%
	Total Area 4:	\$ 82,378	\$ 18,240	\$ 64,138	22%
	Total Services Contracts	\$ 6,036,083	\$ 1,467,425	\$ 4,568,658	24%

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

FISCAL YEAR 2016-2017

QUARTERLY FINANCIAL REPORT

3/31/17

		FY 16/17 Budget	Actual	Remaining Budget	% Actual to Budget
1	Beginning Fund Balance	\$ 9,292,904	\$ 9,792,803		
REVENUE					
2	Interest	\$ 74,343	\$ 51,612	\$ 22,731	69%
3	Tobacco Tax (Prop 10)	\$ 4,705,849	\$ 2,918,101	\$ 1,787,748	62%
4	Grants, SMIF, Misc.	\$ -	\$ -	\$ -	0%
5	TOTAL REVENUE	\$ 4,780,192	\$ 2,969,713	\$ 1,810,479	62%
EXPENDITURES					
Program					
6	Contracts	\$ 6,036,083	\$ 1,467,425	\$ 4,568,658	24%
7	Contracts-Prior Year		\$ 1,568	\$ (1,568)	
8	Contract Adjustments (TBD)	\$ 498,841	\$ -	\$ 498,841	0%
9	Salaries & Benefits	\$ 193,023	\$ 53,885	\$ 139,138	28%
10	Services & Supplies	\$ 24,669	\$ 18,752	\$ 5,917	76%
11	County Cap Charges	\$ 6,079	\$ 1,423	\$ 4,656	23%
12	Total Expenditures - Program	\$ 6,758,695	\$ 1,543,053	\$ 5,215,642	23%
Evaluation					
13	Salaries & Benefits	\$ 56,371	\$ 10,744	\$ 45,627	19%
14	Services & Supplies	\$ 19,229	\$ 9,121	\$ 10,108	47%
15	County Cap Charges	\$ 3,293	\$ 1,145	\$ 2,148	35%
16	Total Expenditures - Evaluation	\$ 78,893	\$ 21,010	\$ 57,883	27%
Administration					
17	Salaries & Benefits	\$ 256,874	\$ 142,611	\$ 114,262	56%
18	Services & Supplies	\$ 68,356	\$ 64,833	\$ 3,523	95%
19	County Cap Charges	\$ 15,957	\$ 13,688	\$ 2,268	86%
20	Total Expenditures - Administration	\$ 341,186	\$ 221,133	\$ 120,054	65%
21	Total Expenditures	\$ 7,178,774	\$ 1,785,195	\$ 5,393,579	25%
22	NET INCREASE (DECREASE) TO FUND BALANCE	\$ (2,398,582)	\$ 1,184,518		
23	ENDING FUND BALANCE	\$ 6,894,322	\$ 10,977,321		



Children & Families Commission
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Operations Committee

Thursday, May 11, 2017

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Community Representative

Kathy Harwell
Vice Chair
Community Services Agency

Denise Hunt
Community Representative

Mary Ann Lee
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Community Representative

George Skol
Chair
Community Representative

John Walker, MD
Public Health Officer

John Sims
Executive Director

Commissioners Present: David Cooper, Denise Hunt, George Skol, Dr. Julie Vaishampayan
 Commissioners Absent: None

Staff Present: David Jones, Veronica Ascencio, Stephanie Loomis

1. Staff shared that due to the Auditor's Office delaying when they closed their books for April, staff was unable to prepare the Monthly Contract Financial Report for April. The Committee was presented a Monthly Contract Financial Report as of March 31, 2017.
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- b. Public Hearing on the 2017-2017 Budget and Long Range Financial Plan
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 - d. Monthly Contract Financial Report as of March 31, 2017
 - e. Quarterly Financial Report – July 2016 through March 2017
9. Veronica and Stephanie left the meeting. Executive Director shared an update on various Commission office items, including a technology refresh and invoicing policies.