



**February 27, 2018 at 4:00 p.m.**

**Board Room – Stanislaus County Office of Education  
1100 “H” Street, Modesto, CA**



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

## Commission Meeting Notice

Tuesday, February 27, 2018 at 4:00 PM, Board Room, Stanislaus County Office of Education  
1100 "H" Street, Modesto, CA 95354

**MEMBERS:**

Vicki Bauman  
School Representative

Ignacio Cantu Jr.  
Community Representative

Vito Chiesa  
County Supervisor

David Cooper  
Community Representative

Kathy Harwell  
Chair  
Community Services Agency

Mary Ann Lee  
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.  
Vice Chair  
Community Representative

George Skol  
Community Representative

Julie Vaishampayan, MD  
Public Health Officer

\*\*\*\*\*

David T. 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](http://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 15<sup>th</sup> 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](http://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 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.



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## COMMISSION MEETING AGENDA

**February 27, 2018**

**Times provided are approximate times.**

- 4:00 p.m. I. Welcome & Introductions – Chair Harwell
- 4:05 p.m. II. Pledge of Allegiance
- 4:08 p.m. III. Announcement of Recusals <sup>1</sup>
- 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 December 12, 2017 p. 5-7
  - B. Executive Director’s Office
- 4:18 p.m. 1. Approval to Authorize a Name Change for the Stanislaus County Children and Families Commission to First 5 Stanislaus p. 8-9
- 4:33 p.m. 2. Approval of One-Year Contract Awards for Fiscal Year 2018-2019 and One-Year Contract Reductions for Existing Differential Response Family Resource Center Contracts in Fiscal Year 2018-2019 p. 10-21
- 4:53 p.m. 3. Approval to Issue a Request for Proposal for Strategic Direction/Planning p. 22-25
- C. Committee Reports
  - \* 1. Accept the Minutes of the Administrative Committee Meeting of January 8, 2018 p. 26
    - a. Monthly Financial Report as of December 31, 2017 p. 27
    - b. Quarterly Financial Report July 2017 – December 2017 p. 28
  - \* 2. Accept the Minutes of the Operations Committee Meeting of January 11, 2018 p. 29
  - \* 3. Accept the Minutes of the Administrative Committee Meeting of February 12, 2018 p. 30-31
    - a. Monthly Financial Report as of January 31, 2018 p. 32
  - \* 4. Accept the Minutes of the Operations Committee Meeting of February 15, 2018 p. 33-34
  - \* 5. Accept the Minutes of the Executive Committee Meeting of February 21, 2018 p. 35
- VII. Correspondence
- VIII. Commissioner Reports
- 5:08 p.m. IX. Staff Reports
- 5:13 p.m. X. Adjourn

<sup>1</sup> 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.



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**Commission Meeting Minutes**  
**Tuesday, December 12, 2017**  
**Stanislaus County Office of Education**  
**Board Room**  
**1100 "H" Street, Modesto, CA**

**Members Present:** Vicki Bauman, Ignacio Cantu Jr., Vito Chiesa, David Cooper, Kathy Harwell (Chair), Mary Ann Lee, Nelly Paredes-Walsborn (Vice Chair), George Skol, Dr. Julie Vaishampayan.

**Members Absent:** None

**Staff Present:** David Jones, Executive Director; Veronica Ascencio, Accountant; Stephanie Loomis, Administration; and Jack Doering, Commission Counsel.

- I. Chair Harwell called the meeting to order at 4:00 p.m. Commission members, staff, and attendees were introduced and 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.  
**Motion by Bauman, Second by Skol. Unanimously approved.**
- VI. Agenda Items
  - A. The Commission approved the Commission Meeting Minutes of October 24, 2017.  
**Approved on the consent calendar. Motion by Bauman, Second by Skol. Unanimously approved.**
  - B. Executive Director's Office
    1. The Commission heard a presentation by Moira Kenney from First 5 Association. She shared the Association is working on building a First 5 Network Strategy to achieve greater unity, influence and impact across First 5, leading to more funding, and greater outcomes for children 0-5 and their families. The Commission thanked her for the presentation.
    2. Section 130140 of the California Health and Safety Code requires that "the county commission conduct at least one public hearing on its proposed county strategic plan before the plan is adopted." The Commission is considering adoption of a strategic plan for calendar years 2018-2020. This plan is consistent with the current strategic plan for 2015-2017 and would serve as the guiding document for the Commission for the next three years until amended or replaced.

The Commission closely monitors State revenues and creates long-range financial models based on State revenue assumptions as well as Commission priorities and spending assumptions. Annual State revenue for the Commission has decreased from a high of nearly \$7.1 million in 2004-2005 to the Fiscal Year 2017-2018 budget projection of \$4.3 million. There have been several factors, including the increased tax on tobacco products

and the increase in legal smoking age in California, that are influencing the trend of decreased revenue.

Commission staff has clearly communicated to its funded partners for nearly 10 years that current levels of funding are not sustainable and that the Commission at some point will need to take action to make changes to funding levels. With continued decreasing State revenue and a decreasing fund balance, the Commission is preparing to take action on its strategic priorities, budget and long-range model and has been communicating with funded partners through multiple channels over the past six months that this process will be taking place.

Aside from the declining State revenue available for the work of the Commission, there are also multiple additional factors impacting the future strategic direction of the Commission. These adaptive challenges and opportunities include things like the significant collective impact work occurring in Stanislaus County to create broad-based systems of change through movements like Focus on Prevention. Also, there is a strong willingness of key stakeholders to participate in collaborative work for the improvement of the community. There is a need for greater 0-5 and family systems development and coordination in our community and the need for stronger data systems surrounding the work of children and families. The historical relevance and leadership of the Children and Families Commission is a tremendous strength that needs to continue to be utilized. And the financial capacity of the Commission to drive change for population health indicators - as well as program-based indicators – needs to be considered. These are just some of the forces and factors at work locally that will form any future strategic process the Commission engages.

It is the intention of the Commission over the next 12 months to consider a Request for Proposal (RFP) process for a strategic direction and planning process. It is anticipated this RFP and planning process will require a significant investment of time and financial resources. Engaging this effort would allow for an intensive process of data collection and analysis, as well as a thorough process for strategic reflection and establishing future Commission priorities, taking into account the multiple factors impacting the operating environment. The result of this process would be the groundwork for an updated strategic plan. A new Strategic Plan with updated Commission priorities, would provide the framework for long-term spending into the future through an updated long-range financial model. Upon completion of the draft Strategic Plan at this future point in time, the Commission would then consider this updated Strategic Plan for adoption and implementation.

The Commission heard a detailed presentation on the 2018-2020 Strategic Plan that is referenced above. A Public Hearing was opened at 4:56 p.m. by Chair Harwell and, hearing no comments, the Public Hearing was closed at 4:57 p.m.

The Commission adopted the 2018-2020 Strategic Plan and instructed staff to place the Plan on the Commission website.

***Motion by Skol, Second by Paredes-Walsborn. Unanimously approved.***

3. The Commission approved the 2018 Meeting calendar.

***Approved on the Consent Calendar. Motion by Bauman, Second by Skol. Unanimously approved.***

- C. Committee Reports – ***Approved on the Consent Calendar. Motion by Bauman, Second by Skol. Unanimously approved.***

1. The Commission accepted the minutes for the Operations Committee meeting held on November 16, 2017.
2. The Commission accepted the minutes for the Administrative Committee meeting held on December 4, 2017, including the Monthly Financial Report as of October 31, 2017.

II. Correspondence – None

III. Commissioner Reports – None

IV. Staff Reports

- David shared site visits with Commission funded partners continue to occur and are going well.
- David shared he attended Brown Act training offered by Stanislaus County Office of Education. He noted the Commission is compliant with Brown Act requirements.
- David shared he attended a meeting held by Valley Children’s Hospital where they shared their intent to build a significant outpatient specialty health facility in the community.
- David shared the Commission office would be closed Tuesday, December 26.
- David shared a Family Resource Center (FRC) Leadership Team was started and the group has begun developing a 2018 training schedule for FRC staff.
- David shared he meet with Dave White from Opportunity Stanislaus. He shared information regarding an upcoming workforce training program offered by Opportunity Stanislaus, Stanislaus County Department of Workforce Development and the VOLT Institute.
- David shared Commission, Community Services Agency and FRC staff met recently to discuss proposed process improvement changes regarding the Family Development Matrix used by FRCs for client case management. The group reached consensus and the proposed process improvements will be implemented in the future.
- In light of the continued decrease of Commission revenue, as mentioned during the Strategic Plan presentation, David made a recommendation for the Commission to consider evaluating contract reductions for 2018-2019. The Commission directed staff to begin working with funded partners to determine whether budget reductions were feasible by July 1, 2018 and to discuss impacts. Partner organizations have advised that the sooner they receive notice of possible the changes the better as they will begin going into their own budget processes during the first part of 2018. Staff will bring an update back to the Commission and a possible agenda item related to proposed budget reductions based on feedback and discussion.

V. The Commission meeting adjourned at 5:27 p.m.



It's All About The Kids

Stanislaus County Children and Families Commission

**ACTION AGENDA SUMMARY**

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

AGENDA DATE: February 27, 2018

COMMISSION AGENDA #: VI.B.1

**SUBJECT:**

Approval to Authorize a Name Change for the Stanislaus County Children and Families Commission to First 5 Stanislaus

**BACKGROUND:**

On November 3, 1998, the voters of California passed Proposition 10, known as the California Children and Families Act of 1998. The Act recognized a need in the State to create and implement a comprehensive system of information and services to support childhood development from the prenatal stage to five (5) years of age.

On December 8, 1998, the Stanislaus County Board of Supervisors approved Board Action 98-950 which approved urgency ordinance CS-687 adding Chapter 9.70 to the Stanislaus County Code entitled "Stanislaus County's Children and Families First Commission." This action served as the formation of the County's Commission.

Over time, changes have occurred in the names of the State Commission and local Commissions. The California Children and Families Commission is called First 5 California and only three local Commissions (Orange, Stanislaus, and Sutter counties) have not adopted the State nomenclature using First 5 in their name. Also, the state member association name is First 5 Association of California and they are completing an extensive planning process that hopes to bring greater support and influence for the work of local First 5 organizations. Leadership from the First 5 Association of California presented at the Commission's December 2017 meeting on their recent work and plans for the future in representing local Commissions.

First 5 California does an extensive amount of advertising promoting the Talk, Read, Sing campaign and many people in Stanislaus County do not understand, or even know, there is a relationship between the Stanislaus County Children and Families Commission and First 5 California because of the different nomenclature.

Commissioners on the Stanislaus County Children and Families Commission in committee meetings have discussed the topic of adopting the nomenclature for First 5 organizations used commonly throughout the State.

Changing the name of the Stanislaus County Children and Families Commission to First 5 Stanislaus would align the Commission more closely with the work of First 5 California and the First 5 Association of California as well as mirror the name changes of local First 5 organizations around the state. The name change also reflects a progressive move of the Commission to adopt change where members believe change is necessary for future success.

The County Board of Supervisors would need to approve this name change. As part of the name change process, appropriate sections of County Ordinance section 9.70, which governs the Commission, would need to be updated through an act of the Stanislaus County Board of Supervisors. The Executive Director of the Commission would work with County Counsel to facilitate the necessary ordinance changes. The Executive Director would also need to facilitate appropriate official notifications for the name change. As part of the name change, a new logo would be created for the Commission. It is projected the new name and logo would be implemented on July 1, 2018, at the beginning of the new fiscal year.

This subject has been discussed at the February 2018 Administrative and Finance Committee, Operations Committee and Executive Committee meetings.



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**STAFF RECOMMENDATIONS:**

1. Approval to authorize the name change from the Stanislaus County Children and Families Commission to First 5 Stanislaus.
  2. Authorize the Executive Director to take necessary steps to implement the name change.
- 

**FISCAL IMPACT:**

There will be minimal fiscal impact as a result of the name change as there are few places where the Commission logo currently appears other than on materials. A new logo for the organization will be created to reflect this progressive move as well as the energy and commitment of the organization to children and families. The new logo will be funded using existing Fiscal Year 2017-2018 appropriations. For cost-effectiveness, partners that produce materials using the Stanislaus County Children and Families Commission logo can use existing materials they have in inventory with the old Commission logo and implement the new logo when producing or replacing materials in the future.

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**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: \_\_\_\_\_  
Denae Davis - Confidential Assistant IV



It's All About The Kids

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

Stanislaus County Children and Families Commission

**ACTION AGENDA SUMMARY**

AGENDA DATE: February 27, 2018

COMMISSION AGENDA #: VI.B.2

**SUBJECT:**

Approval of One-year Contract Awards for Fiscal Year 2018-2019 and One-Year Contract Reductions for Existing Differential Response Family Resource Center Contracts for Fiscal Year 2018-2019

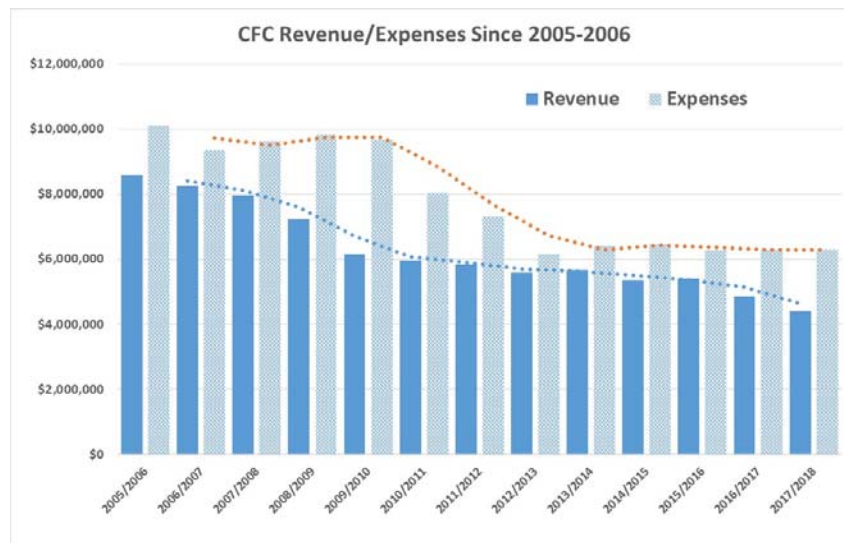
**BACKGROUND:**

On November 3, 1998, the voters of California passed Proposition 10, known as the California Children and Families Act of 1998. The Act recognized a need in the State to create and implement a comprehensive system of information and services to support childhood development from the prenatal stage to five (5) years of age.

On December 8, 1998, the Stanislaus County Board of Supervisors approved Board Action 98-950 which approved urgency ordinance CS-687 adding Chapter 9.70 to the Stanislaus County Code entitled "Stanislaus County's Children and Families First Commission." This action served as the formation of the County's Commission.

Since that time, over nearly 20 years the Commission has implemented various strategies to provide information and services to the community to give children 0-5 their best start in life. The Commission has used its long-range strategic plan as a guiding document for investing more than \$120 million of resources into the community.

The Commission has faced multiple threats to available revenue for its funded partners since early in its history. After accumulating a fund balance that exceeded more than \$20 million in the early years of the Commission, the Commission purposefully implemented a deficit spending strategy in April 2008 to bring down the fund balance of the Commission and to provide stable funding to community partners. The Commission is now at the tail-end of this long-term funding strategy that is linked to its strategic plan.



The Fiscal Year 2006-2007 long-range financial model anticipated completely running out of fund balance as early as Fiscal Year 2011-2012 based on the spending methodology. Fund balance projections have varied since that time and the Commission and its partners have enjoyed the benefit of the fund balance being preserved much longer than initially projected.

In 2009, the Commission went through a significant strategic planning process where it considered how to address what was going to be a future financial crossroads – the day when it would no longer be able to deficit spend based on available revenue and fund balance. A major driver of the discussion at that point in time was the threat of Proposition 1D which would have eliminated more than 50% of the Commission’s funding for the next five years. While the proposition did not pass, the Commission had significant discussion over three scenarios of handling their fiscal future: a cliff scenario; a slope scenario; and a level scenario. The Commission also recognized there would be a time when they would no longer be able to continue the pace of deficit spending based on fund balance availability. Since that time period, all funded partners have heard numerous times about the cliff and the need to prepare for when Commission funding might no longer be available.

Through the crisis of the recession, the Commission recognized the importance of having partner organizations that were effective, vital and sustainable. As a result, the Commission contracted for \$176,615 with Social Entrepreneurs, Inc. (SEI) to provide training for funded partners on Strategies for Sustainability and to help them develop plans. The initial training was conducted in June 2008 and provided a step-by-step process for sustainability planning and proven strategies to consider for each step. Sustainability was defined as what results/outcomes are needed for children and their families and what should be sustained over time, what services are essential to sustain in order to support those results/outcomes, and what actions will be taken to sustain those services (and results) regardless of the extent to which Prop 10 funding continues to be available. As a result of the training and the full-scale assistance of SEI to help each partner create a customized written sustainability plan, 16 partner organizations developed sustainability plans, including many which continue to be funded by the Commission including:

- Center for Human Services (Family Resource Centers)
- Children’s Crisis Center
- El Concilio
- Parent Resource Center
- Sierra Vista Child and Family Services (Family Resource Centers)
- Stanislaus County Behavioral Health and Recovery Services (0-5 EIP)
- Stanislaus County Health Services Agency (Healthy Cubs and Healthy Birth Outcomes)
- Stanislaus County Office of Education (Healthy Start)
- United Way (211 Program)

SEI also provided facilitation to the Commission during their March 2009 strategic planning retreat and conducted a full-day capacity building seminar with the Commission’s funded partners in June 2009. The seminar covered current information in the economic environment, multiple ideas for capacity building within partner organizations including detailed strategies and tips for maximizing funding, how to leverage funding and much more.

The Commission fund balance has continued to decline as expected over the past 10 years. Changes in sales tax law, State policies and tobacco consumption have impacted revenue to First 5 Commissions statewide. Long-term reductions in Prop 10 tax revenue continue to be projected by the State over the next four years.

The Commission’s Fiscal Year 2017-2018 budget and long-range financial model projected a \$2.9 million use of fund balance which would bring the total remaining fund balance down to a projected \$5.7 million at year end.

The model showed a use of \$1.4 million in fund balance projected for Fiscal Year 2018-2019, then growing to a use of \$1.6 million in 2019-2020.

Fiscal prudence and good stewardship of public funds have been two of the many priorities of the Commission since inception. Open communication with partners has been another.

During the first eight months of Fiscal Year 2017-2018, Commission staff have made a focused effort to inform all of its funded partners, through multiple communication channels, that the fiscal cliff is arriving and that change will be coming. The Commission discussed the possibility of Fiscal Year 2018-2019 contract reductions during its December 2017 meeting. While there is no guarantee of a future contract for any service provider for the Commission, the Commission directed staff to work with funded partners to identify impacts of several contract reduction scenarios in the event contracts were to be approved for Fiscal Year 2018-2019. Staff conducted telephone and in-person meetings with funded partners to discuss reduction scenarios and to solicit feedback.

Feedback from funded partners indicated that partners would need as much advance notice as possible in the event of contract changes for Fiscal Year 2018-2019. The Commission has taken this feedback into account and is moving much sooner than ordinary to approve contract funding allocation for the upcoming fiscal year. Ordinarily, contract allocations would be voted on with the proposed budget during the month of May. In order to accommodate partner needs, the Commission is bringing a vote on contract allocations for Fiscal Year 2018-2019 to its February 27, 2018 meeting.

The Commission has placed a high value on maintaining partnerships with community service providers and understands the significance of any funding decisions that are made. The Commission has awarded more than \$95 million in contracts to its current funded partner organizations and has maintained a high degree of support and collaboration over the years. The Commission takes very seriously the process of any funding changes to its partners.

Because of the multiple factors impacting the level of funding sustainability for the Commission, action must be taken to reduce contract financial obligations for Fiscal Year 2018-2019.

It is recommended for the Commission to approve one-year contracts for its existing one-year contract partners at a reduced amount for Fiscal Year 2018-2019, and for it to approve a one-year contract reduction for its DR FRC partners that would only be applied to year two of their three-year contracts. Approval of these contract allocations for Fiscal Year 2018-2019 would become part of the Fiscal Year 2018-2019 budget and authorization would be given to the Executive Director to negotiate and execute these contracts and contract amendments.

This strategy would provide continuity for the providers during the coming fiscal year and also allow time for the Commission to proceed through an in-depth strategic direction/planning process to set priorities for future funding allocations and strategies. Funded and non-funded partners and various stakeholders would have the opportunity to participate in this planning process and to be aware of the final priorities for the Commission at the end of the process. It is anticipated this planning process would be completed by the end of December 2018.

Various reduction methodologies were looked at for Fiscal Year 2018-2019, but ultimately after significant interaction with funded partners and analysis, general recommendations were made for reductions: organizations with contracts greater than \$1 million would receive a 20% reduction; organizations from \$60,001 to \$999,999 would receive a 10% reduction; and organizations \$60,000 and below would receive a 5% reduction. Exceptions were made if an organization offered to take an additional reduction above the target amount.

## One-Year Contracts with Service Providers

The Commission currently has 13 one-year contracts with service providers during Fiscal Year 2017-2018. These contracts are:

FY 2017-2018 One-Year Contracts		FY 2017-2018	Total Award
Agency	Program Name	Amount	Since Start
Children's Crisis Center	Respite Shelter Program	\$460,000	\$6,827,387
Court Appointed Special Advocates (CASA)	CASA	\$60,000	\$240,000
El Concilio	La Familia Counseling Program	\$98,000	\$1,684,000
Keyes Union School District	Keyes Kindergarten Readiness Program	\$10,000	\$60,000
Riverbank Unified School District	Riverbank Kindergarten Readiness Prog.	\$20,000	\$120,000
Sierra Vista Child & Family Services	The Bridge	\$185,000	\$2,005,000
Stan Co Behavioral Health & Recovery Services	Zero to Five Early Intervention Partnership	\$1,523,009	\$20,244,178
Stan Co Health Services Agency	Dental Disease Prevention	\$30,000	\$190,000
Stan Co Health Services Agency	Healthy Birth Outcomes/Perinatal H. V.	\$1,339,160	\$19,066,676
Stan Co Health Services Agency	Healthy Cubs	\$50,000	\$12,310,528
Stanislaus County Office of Education	Healthy Start	\$498,398	\$7,535,433
Stanislaus Family Justice Center	Stanislaus Family Justice Center	\$101,530	\$835,640
United Way of Stanislaus	211 Program	\$80,000	\$1,401,159
<b>Total</b>		<b>\$4,455,097</b>	<b>\$72,520,001</b>

The Commission has invested more the \$72.5 million with the current funded partners who are receiving one-year contracts. The current investment for Fiscal Year 2017-2018 is \$4,455,097. There is a tremendous positive history with these funded partners and it is important to note the significant funding priority the Commission has placed on these partners and agreements over many years.

It is recommended the following list of one-year contracts totaling \$3,674,493 be approved for Fiscal Year 2018-2019. If approved, these contracts would appear in the Fiscal Year 2018-2019 budget. Of note, the Stanislaus County Health Services Agency has requested the Commission to discontinue funding for the Healthy Cubs program for Fiscal Year 2018-2019, so this contract request has been removed. This program has been a very important strategy for the Commission over the years with more than \$12.3 million in cumulative funding. However, with health policy changes at the state and federal level, the need for program financial support has significantly lessened. The Commission extends its appreciation to the staff of the Health Services Agency for their tremendous work.

<b>Proposed 2018-2019 One-Year Contracts</b>		<b>FY 2018-2019</b>	<b>Total Award</b>
<b>Agency</b>	<b>Program Name</b>	<b>Amount</b>	<b>Since Start</b>
Children's Crisis Center	Respite Shelter Program	\$414,000	\$ 7,241,387
Court Appointed Special Advocates (CASA)	CASA	\$57,000	\$ 297,000
El Concilio	La Familia Counseling Program	\$88,200	\$ 1,772,200
Keyes Union School District	Keyes Kindergarten Readiness Program	\$9,500	\$ 69,500
Riverbank Unified School District	Riverbank Kindergarten Readiness Prog.	\$19,000	\$ 139,000
Sierra Vista Child & Family Services	The Bridge	\$166,500	\$ 2,171,500
Stan Co Behavioral Health & Recovery Services	Zero to Five Early Intervention Partnership	\$1,218,407	\$ 21,462,585
Stan Co Health Services Agency	Dental Disease Prevention	\$20,000	\$ 210,000
Stan Co Health Services Agency	Healthy Birth Outcomes/Perinatal H. V.	\$1,071,328	\$ 20,138,004
Stanislaus County Office of Education	Healthy Start	\$448,558	\$ 7,983,991
Stanislaus Family Justice Center	Stanislaus Family Justice Center	\$90,000	\$ 925,640
United Way of Stanislaus	211 Program	\$72,000	\$1,473,159
<b>Total</b>		<b>\$3,674,493</b>	<b>\$ 63,883,966</b>

#### **Differential Response Family Resource Center (DR FRC) Contract Reductions:**

The Children and Families Commission has seven three-year contracts with organizations providing family support services, including Differential Response services. These contracts are partly funded by the Commission and partly funded by the Community Services Agency. The Community Services Agency funding is for differential response work and is \$900,000 per year of the total contract amount for all DR FRC contracts. Commission funding is \$1,559,357 per year. Total combined contract funding is \$2,459,357 per year.

These three-year contracts commenced on July 1, 2017 and continue through June 30, 2020. The existing contracts are for the following dollar amounts on an annual basis:

<b>FY 2017-2018 DR Family Resource Center Contracts</b>		<b>Total Contract</b>	<b>FY 2017-2018</b>
<b>Agency</b>	<b>Program Name</b>	<b>Amount</b>	<b>Prop 10 Amount</b>
Aspiranet	Turlock Family Resource Center	\$286,518	\$190,415
Center for Human Services	Ceres Partnership for Healthy Children	\$264,431	\$163,418
Center for Human Services	Oakdale Family Resource Center	\$232,503	\$158,847
Center for Human Services	Westside Family Resource Center	\$294,057	\$237,938
Parent Resource Center	Parent Resource Center	\$619,124	\$350,457
Sierra Vista Child & Family Services	Hughson Family Resource Center	\$202,201	\$147,135
Sierra Vista Child & Family Services	North Modesto Family Resource Center	\$560,523	\$311,147
<b>Totals</b>		<b>\$2,459,357</b>	<b>\$1,559,357</b>

Commission staff are recommending a 10% contract reduction in Fiscal Year 2018-2019 with each of the DR FRC providers for **Commission funding only** as part of their total contract amount. There is no reduction of funding proposed for Fiscal Year 2018-2019 for the contract amount funded by Community Services Agency for Differential Response services. The 10% reduction of Commission funding for the contract would be for Fiscal Year 2018-2019 only.

Commission staff has recommended the following list of contract reductions be approved for Fiscal Year 2018-2019. Total reductions would equal approximately \$155,936. If approved, these contract reductions would

appear in the Fiscal Year 2018-2019 budget and would require a contract amendment for the second year of the three-year contract only.

<b>Proposed 2018-2019 DR Family Resource Center Contracts</b>		<b>Total Contract</b>	<b>FY 2018-2019</b>
<b>Agency</b>	<b>Program Name</b>	<b>Amount</b>	<b>Prop 10 Amount</b>
Aspiranet	Turlock Family Resource Center	\$267,477	\$171,374
Center for Human Services	Ceres Partnership for Healthy Children	\$248,089	\$147,076
Center for Human Services	Oakdale Family Resource Center	\$216,618	\$142,962
Center for Human Services	Westside Family Resource Center	\$270,263	\$214,144
Parent Resource Center	Parent Resource Center	\$584,078	\$315,411
Sierra Vista Child & Family Services	Hughson Family Resource Center	\$187,488	\$132,422
Sierra Vista Child & Family Services	North Modesto Family Resource Center	\$529,408	\$280,032
<b>Totals</b>		<b>\$2,303,421</b>	<b>\$1,403,421</b>

This subject has been discussed at the February 2018 Administrative and Finance Committee, Operations Committee and Executive Committee meetings.

**STAFF RECOMMENDATIONS:**

1. Authorize the Executive Director to negotiate and execute contract amendments for the existing DR FRC Contracts for a 10% funding reduction in Fiscal Year 2018-2019.
2. Authorize the Executive Director to negotiate and execute one-year agreements for Fiscal Year 2018-2019 with service providers.
3. Authorize staff to work with contractors to develop budgets up to the amounts specified on the attached contract schedules.
4. Designate the following agencies as contractors for Fiscal Year 2018-2019:

<u>AGENCY</u>	<u>AMOUNT OF CONTRACT</u>
Children's Crisis Center	\$414,000
Court Appointed Special Advocates	\$57,000
El Concilio (La Familia Counseling)	\$88,200
Keyes Union School District (Kindergarten Readiness Prog.)	\$9,500
Riverbank Unified School District (Kindergarten Readiness Prog.)	\$19,000
Sierra Vista Child & Family Services (The Bridge	\$166,500
Stan. Co. Behavioral Health & Recovery Svc. (0-5 EIP)	\$1,218,407
Stan. Co. Health Services Agency (Dental Disease Prevention)	\$20,000
Stan. Co. Health Services Agency (HBO Program)	\$1,071,328
Stanislaus County Office of Education (Healthy Start)	\$448,558
Stanislaus Family Justice Center	\$90,000
United Way (211 Project)	\$72,000

5. Designate the following DR FRC agencies for 10% reductions in Commission funding during Fiscal Year 2018-2019 only:

<u>AGENCY</u>	<u>TOTAL AMOUNT</u>	<u>COMMISSION</u>
Aspiranet (Turlock)	\$267, 477	\$171,374
Center for Human Services (Ceres)	\$248, 089	\$147,076
Center for Human Services (Oakdale/Riverbank)	\$216,618	\$142,962
Center for Human Services (Westside)	\$270, 263	\$214,144
Parent Resource Center (Central Modesto)	\$584, 078	\$315,411

Sierra Vista Child & Family Services (Hughson)	\$187,488	\$132,422
Sierra Vista Child & Family Svcs. (N. Modesto/Salida)	\$529,408	\$280,032

**FISCAL IMPACT:**

The approved one-year contracts for Fiscal Year 2018-2019 and the reduced DR FRC contracts for Fiscal Year 2018-2019 would result in a budgeted \$935,010 reduction in Commission contract expenses in Fiscal Year 2018-2019.

**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: \_\_\_\_\_

Denae Davis – Confidential Assistant IV



<b>STANISLAUS COUNTY CHILDREN &amp; FAMILIES COMMISSION</b>					
<b>FY 2018-2019 Contract Schedule</b>					
		<b>2017-2018</b>	<b>2018-2019</b>	<b>Reduction</b>	
<b>Agency</b>	<b>Program Name</b>	<b>Contract Award</b>	<b>Contract Proposal</b>	<b>Amount</b>	
United Way of Stanislaus	211 Program	\$ 80,000	\$ 72,000	\$ 8,000	<b>10%</b>
<i>Family Resource Centers:</i>					
Center for Human Services	Ceres Partnership for Healthy Children	\$ 163,418	\$ 147,076	\$ 16,342	<b>10%</b>
Sierra Vista Child & Family Services	Hughson Family Resource Center	\$ 147,135	\$ 132,422	\$ 14,713	<b>10%</b>
Sierra Vista Child & Family Services	North Modesto Family Resource Center	\$ 311,147	\$ 280,032	\$ 31,115	<b>10%</b>
Center for Human Services	Oakdale Family Resource Center	\$ 158,847	\$ 142,962	\$ 15,885	<b>10%</b>
Parent Resource Center	Parent Resource Center	\$ 350,457	\$ 315,411	\$ 35,046	<b>10%</b>
Aspiranet	Turlock Family Resource Center	\$ 190,415	\$ 171,374	\$ 19,041	<b>10%</b>
Center for Human Services	Westside Family Resource Center	\$ 237,938	\$ 214,144	\$ 23,794	<b>10%</b>
Sierra Vista Child & Family Services	The Bridge	\$ 185,000	\$ 166,500	\$ 18,500	<b>10%</b>
Stanislaus Office of Education	Healthy Start Support	\$ 498,398	\$ 448,558	\$ 49,840	<b>10%</b>
Children's Crisis Center	Respite Shelter Program	\$ 460,000	\$ 414,000	\$ 46,000	<b>10%</b>
Court Appointed Special Advocates	Court Appointed Special Advocates	\$ 60,000	\$ 57,000	\$ 3,000	<b>5%</b>
Stanislaus Family Justice Center*	Stanislaus Family Justice Center	\$ 101,530	\$ 90,000	\$ 10,000	<b>10%</b>
El Concilio	La Familia Counseling Program	\$ 98,000	\$ 88,200	\$ 9,800	<b>10%</b>
Stanislaus County Behavioral Health & Recovery Services	Zero to Five Early Intervention Partnership	\$ 1,523,009	\$ 1,218,407	\$ 304,602	<b>20%</b>
Keyes Union School District	Keyes Kindergarten Readiness Program	\$ 10,000	\$ 9,500	\$ 500	<b>5%</b>
Riverbank Unified School District	Riverbank Kindergarten Readiness Program	\$ 20,000	\$ 19,000	\$ 1,000	<b>5%</b>
Stanislaus County Health Services Agency	Healthy Cubs	\$ 50,000	\$ -	\$ 50,000	<b>100%</b>
Stanislaus County Health Services Agency	Healthy Birth Outcome/Perinatal Home Visitations	\$ 1,339,160	\$ 1,071,328	\$ 267,832	<b>20%</b>
Stanislaus County Health Services Agency	Dental Disease Prevention Program	\$ 30,000	\$ 20,000	\$ 10,000	<b>33%</b>
<b>Totals</b>		<b>\$ 6,014,454</b>	<b>\$ 5,077,914</b>	<b>\$ 935,010</b>	<b>15.5%</b>

## STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

### FY 2018-2019 Contract Amendment Schedule

Family Resource Centers (3 Year Contract)		FY 2018-2019	
Agency	Program Name	Amended Contract Amount	Contract Amount for Year 2
1 Aspiranet	Turlock Family Resource Center	\$267,477	\$171,374
2 Center for Human Services	Ceres Partnership for Healthy Children	\$248,089	\$147,076
3 Center for Human Services	Oakdale Family Resource Center	\$216,618	\$142,962
4 Center for Human Services	Westside Family Resource Center	\$270,263	\$214,144
5 Parent Resource Center	Parent Resource Center	\$584,078	\$315,411
6 Sierra Vista Child & Family Services	Hughson Family Resource Center	\$187,488	\$132,422
7 Sierra Vista Child & Family Services	North Modesto Family Resource Center	\$529,408	\$280,032
<b>Totals</b>		<b>\$2,303,421</b>	<b>\$1,403,421</b>

# STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

## FY 2018-2019 Contract Schedule

		FY 2018-2019	
	Agency	Program Name	
		Contract Award	
1	Children's Crisis Center	Respite Shelter Program	\$414,000
2	Court Appointed Special Advocates	Court Appointed Special Advocates	\$57,000
3	El Concilio	La Familia Counseling Program	\$88,200
4	Keyes Union School District	Keyes Kindergarten Readiness	\$9,500
5	Riverbank Unified School District	Riverbank Kindergarten Readiness	\$19,000
6	Sierra Vista Child & Family Services	The Bridge	\$166,500
7	Stan Co Behavioral Health & Recovery Services	Zero to Five Early Intervention Partnership	\$1,218,407
8	Stan Co Health Services Agency	Dental Disease Prevention	\$20,000
9	Stan Co Health Services Agency	Healthy Birth Outcome/Perinatal H. V.	\$1,071,328
10	Stanislaus County Office of Education	Healthy Start Support	\$448,558
11	Stanislaus Family Justice Center	Stanislaus Family Justice Center	\$90,000
12	United Way of Stanislaus	211 Program	\$72,000
<b>Totals</b>		<b>\$3,674,493</b>	

## MOTIONS TO ADOPT 2018-2019 CONTRACT ALLOCATIONS February 27, 2018

**1. ALL COMMISSIONERS CAN VOTE ON THE FOLLOWING MOTION:**

I move that the Commission:

- a. Approve the following FRC /DR initiative contract reduction recommendations on page 18 for 2018-2019 with the Community Services Agency (CSA) and authorize the ED to sign 3-way contract amendments with CSA and the following agencies in the following contract amounts:

Agency	Program	Amended Contract Amount	Commission Share for 2018-2019
Aspiranet	Turlock Family Resource Center	\$267,477	\$171,374
Center for Human Services	Ceres Partnership for Healthy Children	\$248,089	\$147,076
Center for Human Services	Oakdale Family Resource Center	\$216,618	\$142,962
Center for Human Services	Westside Family Resource Center	\$270,263	\$214,144
Parent Resource Center	Parent Resource Center	\$584,078	\$315,411
Sierra Vista Child & Family Services	Hughson Family Resource Center	\$187,488	\$132,422
Sierra Vista Child & Family Services	North Modesto Family Resource Center	\$529,408	\$280,032
<b>Totals</b>		<b>\$2,303,421</b>	<b>\$1,403,421</b>

- b. Approve the following contract allocation recommendations on page 189 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Agency	Program	Line	Amount
El Concilio	La Familia Counseling Program	Line 3	\$88,200
Keyes Union School District	Keyes Kindergarten Readiness Program	Line 4	\$9,500
Riverbank Unified School District	Riverbank Kindergarten Readiness Program	Line 5	\$19,000
Sierra Vista Child & Family Services	The BRIDGE	Line 6	\$166,500
Stanislaus County Behavioral Health & Recovery Services	Zero to Five Early Intervention Partnership	Line 7	\$1,218,407
Stanislaus Family Justice Center	Stanislaus Family Justice Center	Line 11	\$90,000

**2. Commissioner Skol leaves the room. A motion is made:**

I move that the Commission approve the following contract allocation recommendation on page 19 of the agenda packet and authorize the ED to negotiate and execute the contract:

Agency	Program	Line	Amount
Children's Crisis Center	Children's Crisis Center	Line 1	\$414,000
Court Appointed Special Advocates	Court Appointed Special Advocates	Line 2	\$57,000

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

I move that the Commission approve the following contract allocation recommendations on page 19 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Agency	Program	Line	Amount
Stanislaus County Health Services Agency	Dental Disease Prevention Program	Line 8	\$20,000
Stanislaus County Health Services Agency	Healthy Birth Outcomes/Perinatal Home Visitations	Line 9	\$1,071,328

**4. Commissioners Lee and Vaishampayan return and Commissioner Bauman leaves the room:**

I move that the Commission approve the following contract allocation recommendations on page 19 of the agenda packet and authorize the ED to negotiate and execute the contract:

Agency	Program	Line	Amount
Stanislaus County Office of Education	Healthy Start	Line 10	\$448,558

**5. Commissioner Bauman returns and Commissioner Harwell leaves the room:**

I move that the Commission approve the following contract allocation recommendations on page 19 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Agency	Program	Line	Amount
United Way of Stanislaus	211 Program	Line 12	\$72,000

**6. Commissioner Harwell returns and the meeting continues.**



It's All About The Kids

Stanislaus County Children and Families Commission

### ACTION AGENDA SUMMARY

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

AGENDA DATE: February 27, 2017

COMMISSION AGENDA #: VI.B.3

**SUBJECT:**

Approval to Issue a Request for Proposal for Strategic Direction/Planning

**BACKGROUND:**

Section 130140 of the California Health and Safety Code requires that each county commission “adopt an adequate and complete county strategic plan for the support and improvement of early childhood development within the county.”

The first strategic plan adopted by the Stanislaus County Children and Families Commission covered the years 2000 through 2005. A second strategic plan was adopted by the Commission on June 28, 2005 and covered the years 2005-2008. On April 28, 2009, the Commission adopted a strategic plan for the years 2009-2011. A fourth strategic plan for the years 2012-2014 was adopted by the Commission on December 13, 2011. The 2015-2017 strategic plan was adopted by the Commission on December 9, 2014.

On December 12, 2017, the Commission adopted a three-year strategic plan for calendar years 2018-2020. The plan was consistent with the previous strategic plan for the period of 2015-2017 and serves for compliance with State requirements. At the December 12 meeting it was also made clear it was the intention of the Commission over the next 12 months to pursue a Request for Proposal (RFP) process for an in-depth strategic direction and planning effort. The plan was adopted by the Commission as a placeholder document that would remain in effect while the Commission commenced on, and completed, this process. The plan was approved knowing that the current strategic plan for 2018-2020 could be amended or replaced as a result of this future in-depth planning process.

It is the intent of the Commission to pursue this Request for Proposal (RFP) process for a strategic direction/planning consultant.

*Historical Context*

The Stanislaus County Children and Families Commission was formed by action of the Stanislaus County Board of Supervisors on December 8, 1998. Over nearly 20 years, the Commission has invested more than \$120 million in resources into the community with the mission of giving children 0-5 their best start in life. The Commission has invested in children and families through multiple programs and services. At one point, the Commission invested more than \$13.5 million (FY 2008-2009) into the community. The Fiscal Year 2017-2018 expenditure budget is a little over \$7 million and this will continue to decrease into the future.

The Commission has adopted different funding strategies over the years and has adapted, changed or eliminated those strategies as it felt appropriate. The Commission has taken a very strong position on program outcomes over the years and has used results based accountability as a standard, along with multiple program indicators tailored to each program.

As a result of the strategic planning process during the recession, and in a declining revenue environment, the Commission made strong position statements on the need for investments that are cost effective, impact systems of care and are likely to have the biggest overall impact and outcomes. The Commission has in its history funded individual community programs as well as funded and promoted complex systems of care such as the family resource centers.

It is well-known that the tobacco tax revenue for the Commission is a declining revenue stream. The Commission has adopted for over 10 years an investment strategy that involves deficit spending and using fund balance to balance its budget. This has been a planned strategy and consistent with many First 5 commissions across the state who also accumulated larger fund balances in the early years of formation, and used that as an opportunity to fund more services on an annual basis than actual revenue inflows into the organization might ordinarily allow.

It has been clearly communicated to the Commission's funded partners for more than 10 years that this deficit spending strategy is not sustainable and will end at some point. That is also the reason the Commission has focused so heavily on sustainability with funded partners, even to the point of hiring Social Entrepreneurs, Inc., (SEI) in 2008 – 2009 to provide training for funded partners on strategies for sustainability and to help them develop personalized organizational plans for sustainability into the future. This investment of \$176,615 by the Commission with SEI showed the commitment of the Commission to promoting sustainability; but, also the clear direction the Commission gave to partners on preparing for sustainability and that someday, it was very likely Commission funding for their programs could discontinue.

The Commission called this the "fiscal cliff," which became a term used to describe when the stable funding from the Commission would need to be severely cut back or completely eliminated based on revenue and fund balance analysis as well as strategic priorities for the Commission.

Through the years, funded partners have become well-familiar with the "fiscal cliff" phrase and the need for sustainability when the cliff came.

The Commission closely monitors State revenues and creates long-range financial models based on State revenue assumptions as well as Commission priorities and spending assumptions. State tax revenue has become less consistent on a monthly basis and can make significant swings from month-to-month. Annual State Prop 10 tax revenue for the Commission has decreased from a high of nearly \$7.1 million in 2004-2005 to the Fiscal Year 2017-2018 budget projection of \$4.2 million. Commission revenue decreased by approximately \$500,000 in Fiscal Year 2016-2017 and is projected to decrease by slightly over \$500,000 in 2017-2018. There have been several factors, including the increased tax on tobacco products and the increase in legal smoking age in California, that are influencing the trend of decreased revenue. It is projected for Commission revenue to be backfilled by the State and to increase through this adjustment in Fiscal Year 2018-2019, but State tax revenue continues to be projected to continue its declining trend into the future. The Commission is also significantly using fund balance to balance its budget with a projected use of \$2.9 million in the current year's budget. This would bring the total remaining fund balance down to a projected \$5.7 million with continued significant projected reductions in fund balance into future years if action is not taken by the Commission.

With these financial pressures, the Commission has been communicating with its funded partners through multiple channels during Fiscal Year 2017-2018 that the fiscal cliff issue is real and that the Commission needs to take actions to plan for the future.

Concomitant with the fiscal pressure facing the Commission, there are many additional adaptive challenges and opportunities that have become environmental drivers of change.

These adaptive challenges and opportunities include things like the significant collective impact work occurring in Stanislaus County to create broad-based systems of change through movements like Focus on Prevention and the burgeoning Cradle to Career program. Also, there is a strong willingness of key stakeholders to participate in collaborative work for the improvement of the community. There is no single agency pulling together all 0-5 partners from across the County. There is a need for greater 0-5 and family systems development and coordination in our community and the need for stronger data systems surrounding the work of children and families. While the national economy continues to grow, the poverty, jobs and ongoing economic challenges facing the local community continue to be significant. The economy is well-overdue historically for a recession and this will have significant local impacts. The demographics of the population served by the Commission and its partners is changing, including how they are influenced and how they process information.

The historical relevance and leadership of the Children and Families Commission is a tremendous strength that needs to continue to be utilized. And the financial capacity of the Commission to drive change for population health indicators - as well as program-based indicators – needs to be considered. These are just some of the forces and factors at work locally that will inform any future strategic process the Commission engages.

Even with a declining State revenue stream, it is estimated there could be more than \$40 million of additional revenue for investment into the community over the next 10 years. This is a significant level of possible local resource availability. The Commission can and should remain a viable and powerful force for change in Stanislaus County. While the total amount of Prop 10 tax revenue investment might be less, the impact has the potential to be even greater.

Based on the significance and impact of the past local investment and leadership of the Commission, the significance of the future work of the Commission through leadership and investment, and the gravity of the implications of Commission actions, it is anticipated the strategic direction/planning process will, and should, require a significant investment of time and resources over the next year.

#### *Process*

Deeply engaging this strategic direction/planning effort would allow for process activities such as: data collection and analysis; survey, interview and focus group work with stakeholders, community members and customers/clients in a culturally competent manner; and a facilitated process for strategic reflection and discussion to create Commission priorities and strategies, taking into account the multiple factors impacting the operating environment. Finally, a detailed strategic plan would be created with priorities for strategic investment, and specific and measurable benchmarks, objectives and tasks to achieve goals and implement the priorities of the Commission. The plan will include relevant analysis, narrative and attachments.

The result of this process will be a new strategic plan. The new strategic plan with updated Commission priorities, would provide the framework for long-term spending into the future through an updated long-range financial model. Upon final completion of the draft strategic plan, the Commission would then consider this updated plan for adoption and implementation through a public hearing. The target goal for completion of the planning process is the end of calendar year 2018.

The Commission will use the Stanislaus County's procedures for the Request for Proposal process as a competitive bid process and will work closely with the County's Purchasing Department. The RFP includes requests for a significant level of detail for qualifications/experience of contractors, a detailed project plan approach, the capacity of the proposer, pricing and project deliverables. The RFP evaluation team members will include: two (2) Commissioner representatives from the Stanislaus County Children and Families Commission; the Executive Director of the Stanislaus County Children and Families Commission; and two (2) representatives from other First 5 organizations. Through its Committee structure, Commissioners have reviewed and given feedback to the Scope of the RFP, as well as the Scoring mechanism. The evaluation team will score proposals that have passed baseline RFP screening criteria, references will then be checked of the top scoring candidates and interviews of top scoring candidates will then be conducted by the Evaluation team.

The winning proposal will be brought before the Commission for consideration and action. It is anticipated the RFP process will be completed, have Commission approval and an executed contract by June 1, 2018.

Previous discussions of the strategic direction/planning process have taken place at multiple Administrative and Finance Committee, Operations Committee and Executive Committee meetings over the past several months.

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#### **STAFF RECOMMENDATIONS:**

1. Authorize the Purchasing Agent, on behalf of the Stanislaus County Children and Families Commission, to issue a Request for Proposal for the provision of strategic direction/planning services for the potential contract period of June 1, 2018 – May 31, 2019.



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**FISCAL IMPACT:**

The total cost for the strategic direction/planning agreement is estimated to be \$75,000. Funding for the strategic direction/planning agreement would come from a use of contingency funding the Commission would consider at the time of contract approval at a future Commission meeting.

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**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: \_\_\_\_\_

Denae Davis, Confidential Assistant IV



**Children & Families Commission**  
 930 15<sup>th</sup> Street,  
 Modesto, CA 95354  
 Phone: 209.558.6218 Fax: 209.558.6225

## *Administrative Committee Minutes*

*Monday, January 8, 2018*

### **MEMBERS:**

Vicki Bauman  
School Representative

Ignacio Cantu Jr.  
Community Representative

Vito Chiesa  
County Supervisor

David Cooper  
Community Representative

Kathy Harwell  
Chair  
Community Services Agency

Mary Ann Lee  
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.  
Vice Chair  
Community Representative

George Skol  
Community Representative

Julie Vaishampayan, MD  
Public Health Officer

\*\*\*\*\*

David T. Jones  
Executive Director

Commissioners Present: Vicki Bauman, Ignacio Cantu Jr., Mary Ann Lee  
 Commissioners Absent: Kathryn Harwell  
 Staff Present: David Jones

1. Monthly Contract Financial Report for December will be shared when completed.
2. Quarterly Financial Report October through December 2017 will be shared when completed.
3. Strategic Direction and Planning – a draft scope of services for the Request for Proposal for a Strategic Direction and Planning process was distributed for review and discussion. The Committee reviewed in detail and no changes made.
4. Budget Reduction Analysis – Staff gave a verbal update on the process and discussion taking place. Information for consideration and action will be brought to the Commission at their February 27, 2018. A significant amount of communication is taking place between CFC staff and partner organizations.
5. 2018 Training Calendar – Staff reported on the training calendar established by the FRC Leadership team for 2018. The calendar provides a range of training opportunities for partner organizations that are free of charge.
6. Draft February 27, 2018 Commission Meeting – **Board Room, Stanislaus County Office of Education**
  - a. Presentation
  - b. Strategic Direction and Planning
  - c. Budget Reduction Analysis
  - d. Monthly Contract Financial Report as of December 31, 2017
  - e. Quarterly Financial Report – July 2017-December 2017
  - f. Staff Report
7. Executive Director Report – Staff reported on the upcoming February 3, 2018, Early Care & Education Conference taking place in partnership with SCOE. The topic is Picasso Meets Einstein: Discovering Math & Science Through Art. Also, registration is open for the April Child Health, Education and Care Summit. Staff will be reaching out to Commissioners to confirm attendance and schedules.
8. Adjournment

## STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION CONTRACT SCHEDULE 12/31/2017

	Budget	Actual Expenditures	Remaining Budget	% Actual to Budget	
<b>RESULT AREA 1: Improved Family Functioning (Family Support, Education, and Services)</b>					
<b>Community Resource and Referral</b>					
1	211 Project ( <i>United Way</i> )	\$ 80,000	\$ 18,345	\$ 61,655	23%
Family Resource Centers:					
2	Ceres Partnership for Healthy Children ( <i>CHS</i> )	\$ 163,418	\$ 52,537	\$ 110,881	32%
3	Hughson Family Resource Center ( <i>SV</i> )	\$ 147,135	\$ 51,498	\$ 95,637	35%
4	N. Modesto/Salida Family Resource Center ( <i>SV</i> )	\$ 311,147	\$ 106,684	\$ 204,463	34%
5	Oakdale/Riverbank Family Resource Center ( <i>CHS</i> )	\$ 158,847	\$ 54,609	\$ 104,238	34%
6	Parent Resource Center	\$ 350,457	\$ 132,955	\$ 217,502	38%
7	Turlock Family Resource Center ( <i>Aspiranet</i> )	\$ 190,415	\$ 59,810	\$ 130,605	31%
8	Westside Family Resource Center ( <i>CHS</i> )	\$ 237,938	\$ 70,076	\$ 167,862	29%
9	The Bridge ( <i>Sierra Vista</i> )	\$ 185,000	\$ 59,461	\$ 125,539	32%
10	Healthy Start Sites	\$ 416,020	\$ -	\$ 416,020	0%
<b>Targeted Intensive Family Support Services</b>					
11	Children's Crisis Center	\$ 460,000	\$ 164,990	\$ 295,010	36%
12	Court Appointed Special Advocates	\$ 60,000	\$ 22,398	\$ 37,602	37%
13	Family Justice Center	\$ 101,530	\$ 19,322	\$ 82,208	19%
14	La Familia Counseling Program ( <i>El Concilio</i> )	\$ 98,000	\$ 22,773	\$ 75,227	23%
15	Zero to Five Early Intervention Partnership ( <i>BHRS</i> )	\$ 1,523,009	\$ 393,857	\$ 1,129,152	26%
<b>Total Area 1:</b>		<b>\$ 4,482,916</b>	<b>\$ 1,229,316</b>	<b>\$ 3,253,600</b>	<b>27%</b>
<b>RESULT AREA 2: Improved Child Development (Child Development Services)</b>					
<b>Kindergarten Transition Services</b>					
16	Keyes (1)	\$ 10,000	\$ -	\$ 10,000	0%
17	Riverbank (2)	\$ 20,000	\$ -	\$ 20,000	0%
<b>Quality ECE Investments</b>					
18	Early Care and Education Conference	\$ 12,000	\$ 2,674	\$ 9,326	22%
<b>Total Area 2:</b>		<b>\$ 42,000</b>	<b>\$ 2,674</b>	<b>\$ 39,326</b>	<b>6%</b>
<b>RESULT AREA 3: Improved Health (Health Education and Services)</b>					
<b>Health Access</b>					
19	Healthy Cubs ( <i>Health Services Agency</i> )	\$ 50,000	\$ 10,280	\$ 39,720	21%
<b>Maternal &amp; Child Health Care</b>					
20	Healthy Birth Outcomes ( <i>Health Services Agency</i> )	\$ 1,339,160	\$ 311,980	\$ 1,027,180	23%
<b>Oral Health</b>					
21	Dental Education ( <i>Health Services Agency</i> )	\$ 30,000	\$ 10,887	\$ 19,113	36%
<b>Total Area 3:</b>		<b>\$ 1,419,160</b>	<b>\$ 333,148</b>	<b>\$ 1,086,012</b>	<b>23%</b>
<b>RESULT AREA 4: Improved Systems of Care</b>					
<b>Provider Capacity Building, Training and Support</b>					
22	Healthy Start Support ( <i>SCOE</i> )	\$ 82,378	\$ 14,035	\$ 68,343	17%
<b>Total Area 4:</b>		<b>\$ 82,378</b>	<b>\$ 14,035</b>	<b>\$ 68,343</b>	<b>17%</b>
<b>Total Services Contracts</b>		<b>\$ 6,026,454</b>	<b>\$ 1,579,172</b>	<b>\$ 4,447,282</b>	<b>26%</b>

**STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION**  
**FISCAL YEAR 2017-2018**  
**QUARTERLY FINANCIAL REPORT**  
**10/1/17-12/31/17**

	FY 17/18 Budget	Actual	Remaining Budget	% Actual to Budget
1 <b>Beginning Fund Balance</b>	\$ 8,671,493	\$ 8,371,067		
<b>REVENUE</b>				
2 Interest	\$ 98,048	\$ 23,936	\$ 74,112	24%
3 Tobacco Tax (Prop 10)	\$ 4,204,821	\$ 1,671,804	\$ 2,533,017	40%
4 Grants, SMIF, Misc.	\$ -	\$ 75,071	\$ (75,071)	0%
5 <b>TOTAL REVENUE</b>	<b>\$ 4,302,869</b>	<b>\$ 1,770,810</b>	<b>\$ 2,532,059</b>	<b>41%</b>
<b>EXPENDITURES</b>				
<b>Program</b>				
6 Contracts/Programs	\$ 6,026,454	\$ 1,579,172	\$ 4,447,282	26%
7 Contracts-Prior Year		\$ (7,004)	\$ 7,004	
8 Contract Adjustments (TBD)	\$ 508,470		\$ 508,470	0%
9 Salaries & Benefits	\$ 199,366	\$ 72,971	\$ 126,395	37%
10 Services & Supplies	\$ 29,636	\$ 40,377	\$ (10,741)	136%
11 County Cap Charges	\$ 6,332	\$ 7,004	\$ (672)	111%
12 <b>Total Expenditures - Program</b>	<b>\$ 6,770,258</b>	<b>\$ 1,692,520</b>	<b>\$ 5,077,738</b>	<b>25%</b>
<b>Evaluation</b>				
13 Salaries & Benefits	\$ 58,474	\$ (1,746)	\$ 60,220	-3%
14 Services & Supplies	\$ 12,887	\$ 4,534	\$ 8,353	35%
15 County Cap Charges	\$ 1,266	\$ -	\$ 1,266	0%
16 <b>Total Expenditures - Evaluation</b>	<b>\$ 72,627</b>	<b>\$ 2,787</b>	<b>\$ 69,840</b>	<b>4%</b>
<b>Administration</b>				
17 Salaries & Benefits	\$ 260,272	\$ 141,727	\$ 118,545	54%
18 Services & Supplies	\$ 86,221	\$ 35,720	\$ 50,501	41%
19 County Cap Charges	\$ 17,730	\$ 7,218	\$ 10,512	41%
20 <b>Total Expenditures - Administration</b>	<b>\$ 364,223</b>	<b>\$ 184,664</b>	<b>\$ 179,559</b>	<b>51%</b>
21 <b>Total Expenditures</b>	<b>\$ 7,207,108</b>	<b>\$ 1,879,971</b>	<b>\$ 5,327,137</b>	<b>26%</b>
22 <b>NET INCREASE (DECREASE) TO FUND BALANCE</b>	<b>\$ (2,904,239)</b>	<b>\$ (109,161)</b>		
23 <b>ENDING FUND BALANCE</b>	<b>\$ 5,767,254</b>	<b>\$ 8,261,906</b>		



**Children & Families Commission**  
 930 15<sup>th</sup> Street,  
 Modesto, CA 95354  
 Phone: 209.558.6218 Fax: 209.558.6225

## Operations Committee Minutes

Thursday, January 11, 2018

### MEMBERS:

Vicki Bauman  
 School Representative

Ignacio Cantu Jr.  
 Community Representative

Vito Chiesa  
 County Supervisor

David Cooper  
 Community Representative

Kathy Harwell  
 Chair  
 Community Services Agency

Mary Ann Lee  
 Health Services Agency

Nelly Paredes-Walsborn, Ph.D.  
 Vice Chair  
 Community Representative

George Skol  
 Community Representative

Julie Vaishampayan, MD  
 Public Health Officer

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David T. Jones  
 Executive Director

Commissioners Present: David Cooper, Nelly Paredes-Walsborn, George Skol,  
 Julie Vaishampayan,  
 Commissioners Absent: None  
 Staff Present: David Jones

1. Monthly Contract Financial Report for December will be shared when completed.
2. Quarterly Financial Report October through December 2017 will be shared when completed.
3. Strategic Direction and Planning – a draft scope of services for the Request for Proposal for a Strategic Direction and Planning process was distributed for review and discussion. The Committee reviewed in detail and no changes made.
4. Budget Reduction Analysis – Staff gave a verbal update on the process and discussion taking place. Information for consideration and action will be brought to the Commission at their February 27, 2018. A significant amount of communication is taking place between CFC staff and partner organizations.
5. 2018 Training Calendar – Staff reported on the training calendar established by the FRC Leadership team for 2018. The calendar provides a range of training opportunities for partner organizations that are free of charge.
6. Draft February 27, 2018 Commission Meeting – **Board Room, Stanislaus County Office of Education**
  - a. Presentation
  - b. Strategic Direction and Planning
  - c. Budget Reduction Analysis
  - d. Monthly Contract Financial Report as of December 31, 2017
  - e. Quarterly Financial Report – July 2017-December 2017
  - f. Staff Report
7. Executive Director Report – Staff reported on the upcoming February 3, 2018, Early Care & Education Conference taking place in partnership with SCOE. The topic is Picasso Meets Einstein: Discovering Math & Science Through Art. Also, registration is open for the April Child Health, Education and Care Summit. Staff will be reaching out to Commissioners to confirm attendance and schedules.
8. Adjournment.



**Children & Families Commission**

930 15<sup>th</sup> Street,  
Modesto, CA 95354  
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## *Administrative Committee Minutes*

*Monday, February 12, 2018*

**MEMBERS:**

Vicki Bauman  
School Representative

Ignacio Cantu Jr.  
Community Representative

Vito Chiesa  
County Supervisor

David Cooper  
Community Representative

Kathy Harwell  
Chair  
Community Services Agency

Mary Ann Lee  
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.  
Vice Chair  
Community Representative

George Skol  
Community Representative

Julie Vaishampayan, MD  
Public Health Officer

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David T. Jones  
Executive Director

Commissioners Present: Vicki Bauman, Ignacio Cantu Jr., Kathryn Harwell, Mary Ann Lee

Commissioners Absent: None

Staff Present: Veronica Ascencio, Denaé Davis, David Jones, Stephanie Loomis

1. Monthly Contract Financial Report as of January 31, 2017 – Staff updated the Committee on the invoice processing. Invoices are being processed in a timely manner.
2. Fiscal Update – Prop. 10 revenue for December was \$104,000. The decrease occurs annually when the state takes Prop 99 backfill funding and administrative fees.
3. Two-year Budget Process – The County is implementing a new two-year budgeting process for improved planning purposes. This upcoming budget (March 2018) will include two fiscal years (Fiscal Year 18/19, and 19/20). Fiscal Year 2018-2019 will include actual budget assumptions for the Commission. The second year of the budget (Fiscal Year 2019-2020) will be a carryover budget submittal as it will not yet be known what strategies the Commission will be adopting for Fiscal Year 2019-2020. The plan would be to accurately update the 2019-2020 budget projections in March 2019 when the new strategies and financial model of the Commission are identified.
4. Early Care and Education Conference Wrap Up – Theme of ECE was Picasso Meets Einstein. Topic was well received with very high survey scores. There was an 82% attendance rate.
5. Discussion of Commission Name Change – An agenda item will be brought to the February 27 Commission meeting to authorize changing the organization name. The Executive Director would work with other County staff to facilitate an update to the County ordinance to get Board of Supervisors approval of the name change. The cost of implementing a new logo will be minimal as partners can use existing materials and then use the new logo when reprinting materials.
6. Strategic Direction and Planning – The Commission is using the County purchasing process for the Request for Proposal. The scoring sheet was discussed and clarified. Scoring weights were revised based on Committee feedback. The RFP is for a \$75,000 one-year contract. Evaluation team will consist of five members: (2) Commissioners, (2) from other First 5 agencies, (1) David Jones. Kathy Harwell agreed to be one of the evaluators if needed.
7. Budget Reduction Analysis & Contract Allocation Approvals – There was discussion of the budget reduction proposal. Commission staff are working diligently with partners to discuss impacts of contract reductions and to maintain open communications.

8. Draft February 27, 2018 Commission Meeting – ***Board Room, Stanislaus County Office of Education***
  - a. Budget Reduction Analysis & Contract Allocation Approvals
  - b. Strategic Direction and Planning
  - c. Approval to Change Commission Name
  - d. Monthly Contract Financial Report as of January 31, 2017
  - e. Staff Report
9. Executive Director Report – The Director reported on a vehicle break-in in the rear parking lot. This was reported to the County security officer and the Modesto Police Department. The Annual Program Evaluation is underway and this is a very busy time for staff.
10. Adjournment

# STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

## CONTRACT SCHEDULE

### 1/31/2018

	Budget	Actual Expenditures	Remaining Budget	% Actual to Budget	
<b>RESULT AREA 1: Improved Family Functioning (Family Support, Education, and Services)</b>					
<b>Community Resource and Referral</b>					
1	211 Project ( <i>United Way</i> )	\$ 80,000	\$ 18,345	\$ 61,655	23%
Family Resource Centers:					
2	Ceres Partnership for Healthy Children ( <i>CHS</i> )	\$ 163,418	\$ 66,810	\$ 96,608	41%
3	Hughson Family Resource Center ( <i>SV</i> )	\$ 147,135	\$ 78,195	\$ 68,940	53%
4	N. Modesto/Salida Family Resource Center ( <i>SV</i> )	\$ 311,147	\$ 157,738	\$ 153,409	51%
5	Oakdale/Riverbank Family Resource Center ( <i>CHS</i> )	\$ 158,847	\$ 83,744	\$ 75,103	53%
6	Parent Resource Center	\$ 350,457	\$ 173,899	\$ 176,558	50%
7	Turlock Family Resource Center ( <i>Aspiranet</i> )	\$ 190,415	\$ 77,793	\$ 112,622	41%
8	Westside Family Resource Center ( <i>CHS</i> )	\$ 237,938	\$ 88,916	\$ 149,022	37%
9	The Bridge ( <i>Sierra Vista</i> )	\$ 185,000	\$ 92,491	\$ 92,509	50%
10	Healthy Start Sites	\$ 416,020	\$ -	\$ 416,020	0%
<b>Targeted Intensive Family Support Services</b>					
11	Children's Crisis Center	\$ 460,000	\$ 238,528	\$ 221,472	52%
12	Court Appointed Special Advocates	\$ 60,000	\$ 26,683	\$ 33,317	44%
13	Family Justice Center	\$ 101,530	\$ 19,322	\$ 82,208	19%
14	La Familia Counseling Program ( <i>El Concilio</i> )	\$ 98,000	\$ 39,893	\$ 58,107	41%
15	Zero to Five Early Intervention Partnership ( <i>BHRS</i> )	\$ 1,523,009	\$ 552,393	\$ 970,616	36%
<b>Total Area 1:</b>		<b>\$ 4,482,916</b>	<b>\$ 1,714,750</b>	<b>\$ 2,768,166</b>	<b>38%</b>
<b>RESULT AREA 2: Improved Child Development (Child Development Services)</b>					
<b>Kindergarten Transition Services</b>					
16	Keyes (1)	\$ 10,000	\$ -	\$ 10,000	0%
17	Riverbank (2)	\$ 20,000	\$ -	\$ 20,000	0%
<b>Quality ECE Investments</b>					
18	Early Care and Education Conference	\$ 12,000	\$ 5,065	\$ 6,935	42%
<b>Total Area 2:</b>		<b>\$ 42,000</b>	<b>\$ 5,065</b>	<b>\$ 36,935</b>	<b>12%</b>
<b>RESULT AREA 3: Improved Health (Health Education and Services)</b>					
<b>Health Access</b>					
19	Healthy Cubs ( <i>Health Services Agency</i> )	\$ 50,000	\$ 14,953	\$ 35,047	30%
<b>Maternal &amp; Child Health Care</b>					
20	Healthy Birth Outcomes ( <i>Health Services Agency</i> )	\$ 1,339,160	\$ 608,458	\$ 730,702	45%
<b>Oral Health</b>					
21	Dental Education ( <i>Health Services Agency</i> )	\$ 30,000	\$ 17,861	\$ 12,139	60%
<b>Total Area 3:</b>		<b>\$ 1,419,160</b>	<b>\$ 641,272</b>	<b>\$ 777,888</b>	<b>45%</b>
<b>RESULT AREA 4: Improved Systems of Care</b>					
<b>Provider Capacity Building, Training and Support</b>					
22	Healthy Start Support ( <i>SCOE</i> )	\$ 82,378	\$ 14,035	\$ 68,343	17%
<b>Total Area 4:</b>		<b>\$ 82,378</b>	<b>\$ 14,035</b>	<b>\$ 68,343</b>	<b>17%</b>
<b>Total Services Contracts</b>		<b>\$ 6,026,454</b>	<b>\$ 2,375,121</b>	<b>\$ 3,651,333</b>	<b>39%</b>





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

Operations Committee Minutes

Monday, February 15, 2018

MEMBERS:

Vicki Bauman
School Representative

Ignacio Cantu Jr.
Community Representative

Vito Chiesa
County Supervisor

David Cooper
Community Representative

Kathy Harwell
Chair
Community Services Agency

Mary Ann Lee
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Vice Chair
Community Representative

George Skol
Community Representative

Julie Vaishampayan, MD
Public Health Officer

\*\*\*\*\*

David T. Jones
Executive Director

Commissioners Present: David Cooper, Nelly Paredes-Walsborn, George Skol, Julie Vaishampayan
Commissioners Absent: None
Staff Present: Veronica Ascencio, Dena Davis, David Jones, Stephanie Loomis

- 1. Monthly Contract Financial Report as of January 31, 2017 – Staff updated the Committee on the invoice processing. Invoices are being processed in a timely manner.
2. Fiscal Update – Prop. 10 revenue for December was \$104,000. The decrease occurs annually when the state takes Prop 99 backfill funding and administrative fees.
3. Two-year Budget Process – The County is implementing a new two-year budgeting process for improved planning purposes. This upcoming budget (March 2018) will include two fiscal years (Fiscal Year 18/19, and 19/20). Fiscal Year 2018-2019 will include actual budget assumptions for the Commission. The second year of the budget (Fiscal Year 2019-2020) will be a carryover budget submittal as it will not yet be known what strategies the Commission will be adopting for Fiscal Year 2019-2020. The plan would be to accurately update the 2019-2020 budget projections in March 2019 when the new strategies and financial model of the Commission are identified.
4. Early Care and Education Conference Wrap Up – Theme of ECE was Picasso Meets Einstein. Topic was well received with very high survey scores. There was an 82% attendance rate.
5. Discussion of Commission Name Change – An agenda item will be brought to the February 27 Commission meeting to authorize changing the organization name. The Executive Director would work with other County staff to facilitate an update to the County ordinance to get Board of Supervisors approval of the name change. The cost of implementing a new logo will be minimal as partners can use existing materials and then use the new logo when reprinting materials.
6. Strategic Direction and Planning – The Commission is using the County purchasing process for the Request for Proposal. The scoring sheet was discussed and clarified.. The RFP is for a \$75,000 one-year contract. Evaluation team will consist of five members: (2) Commissioners, (2) from other First 5 agencies, (1) David Jones. Kathy Harwell agreed to be one of the evaluators if needed.
7. Budget Reduction Analysis & Contract Allocation Approvals – There was discussion of the budget reduction proposal. Commission staff are working diligently with partners to discuss impacts of contract reductions and to maintain open communications.

8. Draft February 27, 2018 Commission Meeting – ***Board Room, Stanislaus County Office of Education***
  - a. Budget Reduction Analysis & Contract Allocation Approvals
  - b. Strategic Direction and Planning
  - c. Approval to Change Commission Name
  - d. Monthly Contract Financial Report as of January 31, 2017
  - e. Staff Report
9. Executive Director Report – The Director reported on a vehicle break-in in the rear parking lot. This was reported to the County security officer and the Modesto Police Department. The Annual Program Evaluation is underway and this is a very busy time for staff.
10. Adjournment



**Children & Families Commission**  
930 15<sup>th</sup> Street,  
Modesto, CA 95354  
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## *Executive Committee Minutes*

*Wednesday, February 21, 2018*

**MEMBERS:**

Vicki Bauman  
School Representative

Ignacio Cantu Jr.  
Community Representative

Vito Chiesa  
County Supervisor

David Cooper  
Community Representative

Kathy Harwell  
Chair  
Community Services Agency

Mary Ann Lee  
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.  
Vice Chair  
Community Representative

George Skol  
Community Representative

Julie Vaishampayan, MD  
Public Health Officer

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David T. Jones  
Executive Director

Commissioners Present: Kathryn Harwell, Nelly Paredes-Walsborn  
Commissioners Absent: Vito Chiesa  
Staff Present: Veronica David Jones

1. The Monthly Contract Financial Report as of January 31, 2017 was reviewed.
2. Prop. 10 revenue for December was discussed.
3. The County's Two-year Budget process was reviewed.
4. A wrap up of the Early Care and Education Conference was provided.
5. There was discussion of the proposed Commission name change. An agenda item will be taken to the Commission on February 27.
6. Strategic Direction and Planning – The Commission is using the County purchasing process for the Request for Proposal and this was discussed.
7. Budget Reduction Analysis & Contract Allocation Approvals – There was discussion of the budget reduction proposal. Commission staff have worked diligently with partners to discuss impacts of contract reductions and to maintain open communications.
8. Draft February 27, 2018 Commission Meeting – **Board Room, Stanislaus County Office of Education**
  - a. Budget Reduction Analysis & Contract Allocation Approvals
  - b. Strategic Direction and Planning
  - c. Approval to Change Commission Name
  - d. Monthly Contract Financial Report as of January 31, 2017
  - e. Staff Report
9. Executive Director Report – Nothing to report.
10. Adjournment