



Tuesday, December 9, 2014 @ 4:00 p.m.
Board Room – Stanislaus County 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, December 9, 2014 @ 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
Vice Chair
Community Representative

Denise Hunt
Community Representative

Mary Ann Lee
Chair
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Community Representative

Madelyn Schlaepfer
Behavioral Health and
Recovery Services

George Skol
Community Representative

John Walker, MD
Public Health Officer

John Sims
Executive Director

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

The agenda is divided into two sections:

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

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

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

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

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

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

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

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

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

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

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

COMMISSION MEETING AGENDA

December 9, 2014

Times provided are approximate times.

- 4:00 p.m. I. Welcome & Introductions – Chair Mary Ann Lee
- 4:05 p.m. II. Pledge of Allegiance
- 4:08 p.m. III. Announcement of Recusals ¹
- 4:10 p.m. IV. Public Comment Period (Limit of 5 minutes per person)
- 4:15 p.m. V. Approval of the Consent Calendar – Agenda items marked by an Asterisk (*)
- VI. Agenda Items
- 4:20 p.m. * A. Approval of the Commission Meeting Minutes of October 28, 2014. (p. 4-6)
- B. Executive Director's Office
- 4:30 p.m. 1. **Public Hearing on** and Adoption of the Policies and Procedure Manual (the current Manual (p. 7-15) its entirety can be downloaded or viewed at:
<http://www.stanprop10.org/pdf/commission-policies-procedures.pdf>)
- * 2. Approval of the 2015 Commission Meeting Schedule (p. 16)
- 4:45 p.m. 3. **Public Hearing on** the Proposed Stanislaus County Children and Families Commission (p. 17-38) Strategic Plan 2015-2017 / Approval of the Stanislaus County Children and Families Commission Strategic Plan 2015-2017 (the Plan in its entirety can be downloaded or viewed at:
<http://www.stanprop10.org/pastmeetings/calendar.shtm>)
- * 4. Approval of an Agreement Designating the Stanislaus County Child Abuse Prevention (p. 39-40) Council as the Commission's Advisory Committee
- C. Committee Reports
- * 1. Accept the Minutes of the Administrative Committee meeting of November 17, 2014. p. 41
- * 2. Accept the Minutes of the Operations Committee meeting of November 25, 2014. p. 42
 - a. Monthly Contract Financial Report as of October 31, 2014 p. 43
- VII. Correspondence – None
- 5:00 p.m. VIII. Commissioner Reports
- 5:05 p.m. IX. Staff Reports
- 5:10 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

1010 10th Street, Suite 5000, Modesto, CA 95354
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**Commission Meeting Minutes
Tuesday, October 28, 2014
Stanislaus County Office of Education
Board Room
1100 "H" Street, Modesto, CA**

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

Members Absent: Vito Chiesa

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

- I. Chair Lee called the meeting to order at 4:00 p.m. Commission members and attendees recited the Pledge of Allegiance.
- II. Commission members were introduced and attendees were welcomed.
- III. Announcement of Commissioner Recusals – None
- IV. Public Comment Period – None.
- V. Consent Calendar
The Consent Calendar was approved.
Moved Skol, Seconded Bauman. Unanimously approved.
- VI. Agenda Items
 - The Commission approved the Commission Planning Session Minutes of September 6, 2014.
Approved on the consent calendar. Moved Skol, Seconded Bauman. Unanimously approved.
 - Cindy Duenas from Center for Human Services made a presentation to the Commission on the Strengthening Families Initiative and the Five Protective factors. Cindy highlighted the ways current Commission programs align with and support the Five Protective factors.
 - Executive Director's Office

1. Section 9.70.090 of the County Code, which established the Commission, prescribes that the members of the Commission shall annually elect a Chairperson who shall serve for a term of one year. The Commission By-Laws indicate that the terms of the Chair and Vice-Chair are from September 1st to August 31st.

According to the Commission's By-Laws, the Executive Committee serves as the Nominating Committee to develop a slate of candidates for the office of Vice-Chair. Chair Lee, an Executive Committee member, reported that Commissioner Cooper was the recommended candidate for the Office of Vice-Chair.

The recommendation to elect David Cooper as Vice Chair was approved.
Moved Skol, Seconded Walker. Abstained Cooper. Unanimously approved.

2. In a September 29th letter to the Commission, the Stanislaus County Auditor Controller provided notice that the Commission will have to find new office space by January 1, 2015.

Commission staff has looked at space in Tenth Street Place and has looked at commercial space in the downtown Modesto area. The former offices of the Commission at 930 15th Street in Modesto, which have been vacant since the move to Tenth Street Place, are still available. Staff is

recommending that a 5 year lease for office space at 930 15th Street be approved by the Commission for the following reasons:

1. The space is known to the Commission and is known to be workable. The offices have good access and plenty of parking.
2. The furniture owned by the Commission can be used at 930 15th Street.
3. The location is centrally located in Modesto and Stanislaus County.
4. Commercial properties in the downtown Modesto rent for \$1.10 to \$1.65 per square foot. The lease at 930 15th Street will start at \$.72 per square foot, with 5% increases in the 3rd, 4th, and 5th years.

In 2012, when it moved from 930 15th Street, the Commission was paying \$1.16 per square foot (plus utilities) for a 3,200 square foot space. At Tenth Street Place, the Commission has been paying \$1.15 per square foot (including utilities) for 1,092 square feet (common areas included). The new rate for 930 15th Street will be \$.72 per square foot (plus utilities) for 3,200 square feet with a 5% adjustment in years 3, 4, and 5. It is more space than is currently needed, but the reduced square footage charge brings the cost of this larger space in line with smaller commercial spaces with higher square footage costs. (The extra space will permit adjustments in usage if unanticipated changes in Commission functions occur in future years. Additionally, the lease at 930 15th Street will contain a provision to permit the Commission to end the lease should revenues decrease unexpectedly or dramatically.)

The recommendation to authorize the Executive Director to negotiate and execute an agreement for office space at 930 15th Street and to authorize staff to reduce the 2014-2015 appropriations of the Contract Adjustments line item by \$16,500 and increase budgeted expenditures in the same amount for lease costs, utilities, and one-time relocation costs was approved.

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

3. California Health and Safety Code Section 130150 requires local Children and Families Commission to conduct a public hearing on the Annual Audit and to submit the audit to the State by November 1st of each year.

The Commission contracted with Brown and Armstrong to perform the annual audit.

The Commission heard a presentation from John Sims on the audit. The audit had no findings or recommendations for the 2013-2014 fiscal year. The Commission thanked Tina Jamison and staff for delivering a clean audit.

The public hearing on the audit was opened at 4:35 p.m. and hearing no comments, the Public Hearing was closed at 4:36 p.m.

The Commission accepted the 2013-2014 audit report. The Executive Director will submit the 2013-2014 audit report to the California First 5 Commission.

Moved Bauman, Seconded Hunt. Unanimously approved.

4. Provisions of Proposition 10 were codified into California State Law as Sections 130100-130155 of the California Health and Safety Code. Section 130150 requires local Children and Families Commissions to conduct a public hearing on the Annual Report and to submit the report to the California First 5 Commission by November 1st of each year. The report shows the progress towards and achievement of the goals and objectives of the Proposition.

The Commission heard a presentation from John Sims on the 2013-2014 Local Annual Report. Chair Lee opened the Public Hearing for the 2013-2014 Local Annual Report at 4:43 p.m. Members from the audience were asked to make comments. Hearing no comments, Chair Lee closed the hearing at 4:44 p.m.

The Commission accepted the 2013-2014 Local Annual Report and authorized the Executive Director to submit the report to the California First 5 Commission.

Moved Walker, Seconded Schlaepfer. Unanimously approved.

- Staff presented the Commission with a proposed matrix of prioritized services for the 2015-2017 Commission Strategic Plan. It was noted that a new service, Father/Male Involvement, was suggested to be added to the matrix. The Commission approved the addition but asked staff to present at some future date how this new service would be implemented.

Other changes to the matrix include:

1. Adding materials to the health and safety classes service
2. Lowering the priority of health insurance enrollment services due to fewer children lacking coverage
3. Lowering the priority of public awareness campaigns for health, safety and early child care education

The Commission directed staff to prepare a draft Strategic Plan and to present it at the December Commission meeting.

- Committee Reports – ***Approved on the Consent Calendar. Moved Skol, Seconded Bauman. Unanimously approved.***
 1. The Commission accepted the minutes for the Administrative Committee meeting held on October 13, 2014 – including the Monthly Contract Financial Report as of September 30, 2014 and the Quarterly Financial Report July 2014 to September 2014.
 2. The Commission accepted the minutes for the Operations Committee meeting held on October 16, 2014.

VII. Correspondence – ***Approved on the Consent Calendar. Moved Skol, Seconded Bauman. Unanimously approved.***

1. Accept a letter from the California State Controller re: Acceptance of the '12-'13 Audit Report
2. Accept a letter from Stanislaus County Auditor Controller re: Notice of Intent to Terminate Office Space Rental Agreement

VIII. Commissioner Reports

- Commissioner Hunt felt that Stanislaus County's Focus on Prevention 2015 aligned well with what the Commission is already doing and she's looking forward to the Commission participating in the new initiative.
- Commissioner Skol acknowledged Tina's work on preparing a clean audit again.
- Commissioner Bauman thanked Commissioner Lee and John for their presentation to the Stanislaus County Board of Supervisors on the Commission's accomplishments in 2013-2014.

IX. Staff Reports

- Erica Inacio shared a recap on the August Provider Conference with the Commission. The Commission provided funding for food and staff assisted with logistics at the event. Approximately 232 individuals attended the conference. The topic was the importance of math in child development. The keynote speaker was Laura Conley.
- John Sims presented the Report to the Community and shared Report distribution information.
- John Sims shared there would be a State-wide Commissioner Conference on February 10, 2015 in Sacramento and that more information would be shared as it became available.
- John Sims provided a status update to the Commission regarding the discussion with the Stanislaus County Chief Executive Officer, the Stanislaus County Auditor Controller, and Commission Counsel to define the Commission's relationship with Stanislaus County. John shared that it was determine the Commission was a department of the County with independent powers. Further research is being conducted to determine who has appointing authority for the Commission's Executive Director position. Commissioner Hunt recommended the discussion be documented in a memorandum.

X. At 5:18 p.m., the Commission moved into closed session – Public Employee Evaluation – Executive Director, Government Code 54957(b).

XI. The Commission reconvened at 5:39 p.m. and Chair Lee announced no action was taken in the Closed Session. The meeting adjourned at 5:40 p.m.



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

Stanislaus County Children and Families Commission

ACTION AGENDA SUMMARY

AGENDA DATE: December 9, 2014

COMMISSION AGENDA # VI.B.1

SUBJECT:

Public Hearing on the Policies and Procedures Manual
Adoption of the Policies and Procedures Manual

BACKGROUND:

After being formed, the Children and Families Commission adopted a series of administrative, operational, monitoring, and financial policies to govern Commission and contractor operations. In order to make its policies and procedures more user-friendly and easier to locate, policies and procedures were combined into one document and the document was approved by the Commission as a Policies and Procedures Manual. (The current Manual can be found on the Commission website under Publications.)

To ensure the consistency and accuracy of the Manual, staff annually reviews the document and recommends that the Commission readopt the Manual. Periodically readopting the Manual ensures that its provisions have been reviewed and eliminates any question about what is the most recent version of the document.

Attached to this summary are pages of the Policies and Procedures Manual with suggested changes highlighted. The suggested changes to the Manual can be summarized as follows:

- Minor changes, including formatting changes, that serve to enhance readability and consistency, but not change the meaning of the section. (Pages 17, 18, and 20.)
- Changes to the Safety Incentive Program section that were originally approved by the Commission at its March 25, 2014 meeting. (Page 24)

The Administrative and Finance Committee and the Operations Committee reviewed and discussed this item on November 17th and November 25st, respectively.

RECOMMENDATIONS:

1. Conduct a public hearing on the Policies and Procedures Manual and recommended revisions.
2. Adopt the Policies and Procedure Manual as presented.
3. Instruct staff to place the manual on the Commission website.

FISCAL IMPACT:

There is minimal fiscal impact associated with the adoption of the Policies and Procedures Manual as the Commission and its contractors are currently operating under the provisions of the Manual.

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.

Attest: _____

Stephanie Loomis - Administration

3) _____ Approved as amended.

Motion: _____

Attest: _____
Stephanie Loomis – Administration



**STANISLAUS COUNTY
CHILDREN AND FAMILIES COMMISSION**

POLICIES AND PROCEDURES MANUAL

Last Revised: ~~March 25~~December 9, 2014

Program Overview	4
OPERATIONAL POLICIES (SECTIONS 1-199)	5
Section 1 - Confidentiality	6
Section 2 – Commission Committees	7
Section 3 – Commission Meetings	9
Section 4 – Annual Review of Strategic Plan / Monitoring Compliance with the California Children & Families Commission Act of 1998	11
Section 5 – Amending These Policies and Procedures.....	12
Section 6 – Media Relations.....	13
Section 7 – Use of Commission Logo.....	14
ADMINISTRATIVE POLICIES (SECTIONS 200-399).....	15
Section 200 – Intended Use of Funds	16
Section 201 – Priority in the Use of Childcare Funds.....	17
Section 202 – Unsolicited Funding Proposals	18
Section 203 – Documentation by Contractors	19
Section 204 – Conflict of Interest Code	20
Section 205 – Purchasing and Procurement	22
Section 206 – Establishing the Salaries and Benefits of Commission Employees	23
Section 207 – Safety Incentive Program for Commission Employees.....	24
Section 208 - Commission Records Retention / Destruction.....	256
FINANCIAL POLICIES (SECTIONS 400-599)	2728
Section 400 – Credit Cards.....	2829
Section 401 – Travel Reimbursement	2930
Section 402 – Advance Payments to Contractors	3132
Section 403 – Submission of Billing Invoices by Contractors.....	3233
Section 404 – Recovery of Payments to Contractors.....	3334
Section 405 – Appropriation of Funds / Unused Appropriations	3435

Section 406 – Budget Amendments by Contractors.....	3536
Section 407 – Commission Budget	3637
Section 408 – Encumbrances	3738
Section 409 – Invoice Preparation, Review, and Approval.....	3940
Section 410 – Allowable Expenditures by Contractors	4142
Section 411 – Funds for Capital Improvements	4344
Section 412 – Reserves	4445
Section 413 – Administrative, Program, Evaluation Expenditure Categories and Limitations on Expenditures	4546
Section 414 – Annual Audit of Financial Condition	4748
MONITORING AND EVALUATION POLICIES (SECTIONS 600-799).....	4849
Section 600 – Monitoring and Evaluation of Contractors	4950
Section 601 – Site Visits	5051
Section 602 – Corrective Action by Contractors.....	5152
Section 603 – Audits of Contractors	5354

Section 201 – Priority in the Use of Childcare Funds

Policy:

In the area of childcare, licensed providers in licensed facilities shall receive priority in the allocation of childcare funds over unlicensed facilities and providers.

Procedure:

- 201.1** In order to increase the capacity of childcare and expand the quality of childcare, it is the intent of the Stanislaus County Children & Families Commission to expend the Commission's childcare funds to support licensed childcare providers, facilities, homes, and centers.
- 201.2** Exceptions to this policy may include, but are not limited to, funds for training, educational stipends, and other funds that will enhance quality and lead facilities towards licensure.

Section 202 – Unsolicited Funding Proposals

Policy:

Unsolicited funding proposals are proposals from agencies or individuals that were not invited or requested by the Stanislaus County Children and Families Commission. The proposals usually take the form of plans, budgets, or narratives that request funding from the Commission.

Unsolicited funding proposals must target children (0 through 5 years of age) and their families and must be consistent with the Commission's strategies / initiatives, as amended:

- | | |
|--|---|
| <input type="checkbox"/> Improved Family Functioning | <input type="checkbox"/> Improved Health |
| <input type="checkbox"/> Improved Child Development | <input type="checkbox"/> Improved Systems of Care |

Procedure:

- 202.1** Individuals or organizations wishing to submit an unsolicited funding proposal should deliver the proposal to.

Executive Director
Children & Families Commission
~~1010 10th Street, Suite 500~~ 930 15th Street
Modesto, CA 95354
Phone: (209) 558-6218

- 202.2** Committees may evaluate the proposals and may make a recommendation about possible funding.
- 202.3** Committees may forward their recommendation to the Commission for its consideration.
- 202.4** Individuals or organizations submitting an unsolicited funding proposal will be notified within 10 business days following any Commission action involving the proposal.

Section 204 – Conflict of Interest Code

Policy:

The Political Reform Act, Government Code Section 81000 et seq., and California Health and Safety Code Section 130140 (d)(4)(A) require the Commission to adopt a conflict of interest code for its members. When considering matters, Commission members who have a financial interest or a conflict, as defined by law, or appear to have a financial interest or conflict, are to abstain from discussions and votes on the matter.

Procedure:

204.1 The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations, Section 18730, containing the terms of the Standard Conflict of Interest Code. The terms of this Code, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the Commission's policies by this reference.

204.2 Under the provisions of the Standard Code, designated employees shall file Statements of Economic Interest on a form commonly known as "Form 700". Listed below are the disclosure categories:

- | | |
|------------|--|
| Category 1 | All sources of income, interest in real property and investments and business entities located in or doing business in Stanislaus County. |
| Category 2 | Investments and business positions in business entities and sources of income which provide services, supplies, materials, machinery or equipment of the type utilized by the Stanislaus County Children and Families Commission. |
| Category 3 | Consultants shall disclose, as set forth in Category 1, subject to the following limitation. The Executive Director may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such a written determination shall include a description of the Consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination shall be a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. |

204.3 In recognition that the Commission is administered by a nine-member policy making body with an Executive Director, the following employees and others constitute the designated and disclosure categories described in the State Code.

<u>Designated Positions</u>	<u>Category</u>
Commissioners	1
Executive Director	1
Attorney	2
Consultant(s)	3

Section 207 – Safety Incentive Program for Commission Employees

Policy:

Employees shall work safely in environments where observed hazards are reported and corrected. Utilizing the County of Stanislaus' Safety Incentive Program and in compliance with Government Code Section 25843, the Commission provides a safety incentive program to encourage employees to establish and maintain safe work environments and habits.

Procedure:

207.1 The Safety Incentive Program is an approach to encourage and reward employees performing their jobs in a safe (and therefore productive) manner. The program provides for a system of rewards to acknowledge and promote the safe efforts of employees, with a goal of improving the attitude and morale of the workforce. This policy is also designed to set the stage for long-term reductions in worker compensation costs in the County.

207.2 As a safety incentive, the Commission will purchase lunch (in accordance with the Purchasing Card Policy) in the following quarter for each employee who is employed by the Commission for more than half of the previous quarter and who earned 2 or more safety points in the previous quarter. Safety points can be earned in the following manner:

- The employee sustains no injuries in the quarter – 1 Point.
- The employee sustains an injury, files a report, and attends a County sponsored safety class approved by the Executive Director – 1 Point.
- The employee attends a non-mandatory County sponsored safety class approved by the Executive Director – 1 Point.
- The employee files an incident/accident/near miss report along with a suggestion to avoid future similar incidents – 1 Point.
- The employee makes one or more safety improvement suggestions that are reasonable and workable – 1 Point.
- The employee performs a written safety inspection of the office. (Only one report can be submitted per quarter by Commission employees.) – 1 Point.
- The employee participates in safety meetings in the following ways – a maximum of 2 Points:
 - i. Making a presentation at a safety meeting – 1 Point.
 - ii. Organizing and leading the safety meeting and producing minutes – 1 Point.
 - iii. Attending all departmental safety meetings and drills in the quarter – 1 Point.

207.3 To assist in the maintenance of a safe work place, the department will annually, at a minimum, hold 4 safety meetings (1 each quarter), participate in two building evacuations, and perform a department safety inspection.

207.4 The overall objective of the Commission's safety program is to ensure that all employees recognize that safety is everyone's job.

2015

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NOVEMBER						
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DECEMBER						
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Administrative Committee (Noon)
Operations Committee (Noon)
Executive Committee (1:30 PM)

Commission Meeting (4:00 PM)
Holiday - Office Closed
Quarterly Contractor Meeting (10:00 AM)

Commission Meeting Locations
All Commission meetings have been scheduled at the West Modesto Community Center (Finley room)

All contractor meetings have been scheduled at SCOE (Patterson Room) with the exception of 1/13 (location is to be determine)

All committee meetings have been scheduled at the Commission Office



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: **December 9, 2014**COMMISSION AGENDA #: **VI.B.3****SUBJECT:**

Public Hearing on the Proposed Stanislaus County Children and Families Commission Strategic Plan 2015-2017.
Approval of the Stanislaus County Children and Families Commission Strategic Plan 2015-2017.

BACKGROUND:

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 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 following timeline was used to develop the 2015-2017 strategic plan:

March 25, 2014	Strategic Plan timeline established by Commission
April 29, 2014	Annual review of 2012-2014 Strategic Plan and 2012-2014 Priorities Plan
June 24, 2014	Contractor Presentations at June Commission meeting
August 22, 2014	Commissioner survey conducted regarding priorities for services, providers, and service locations
September 6, 2014	Commission Strategic Planning Workshop (half-day)
October 28, 2014	A draft service priorities list is discussed by the Commission

The Commission's December 9th agenda has listed a public hearing as a part of this agenda item and it is recommended that a public hearing be held prior to adoption of the 2015-2017 Strategic Plan.

The Administrative and Finance Committee and the Operations Committee reviewed and discussed this item on November 17th and November 25st, respectively.

STAFF RECOMMENDATIONS:

1. Hear a presentation on the Stanislaus County Children and Families Commission Strategic Plan for 2015-2017.
2. Open the Public Hearing and receive comments from the community.
3. Close the Public Hearing.
4. Adopt the 2015-2017 Strategic Plan.

FISCAL IMPACT:

During the next three calendar years, the adopted 2015-2017 Strategic Plan will guide Commission decision making on the funding of services, service providers, and service locations.

COMMISSION ACTION:

On motion of Commissioner _____; Seconded by Commissioner _____
and approved by the following vote:

Ayes: Commissioner(s): _____

Noes: Commissioner(s): _____

Attest: _____

Stephanie Loomis – Administration

Excused or Absent Commissioner(s): _____

Abstaining: Commissioner(s): _____

1) _____ Approved as recommended.

2) _____ Denied.

3) _____ Approved as amended.

Motion: _____

Attest: _____

Stephanie Loomis – Administration



2015-2017 Strategic Plan

***Adopted on
December 9, 2014***

Table of Contents

Mission / Vision	3
Introduction / The Critical First 5 Years	4
Proposition 10 – California’s Children and Families Act	5
About Stanislaus County’s Commission	6
About Stanislaus County and Its Young Children	7 – 8
Areas of Focus, Results, and Objectives	9
What is the Strengthening Families Approach?	10
Funding Criteria	11
Prioritizing Locations for the Delivery of Services	12
Planned Expenditures for 2015 – 2017	13 – 14
Matrix of Prioritized Services, Providers, and Locations	15 – 17
Evaluation	18 – 19
Final Comment	20



Mission

Promoting the development and well-being of children 0 through 5



Vision

All of Stanislaus County's children will thrive in supportive, safe, nurturing, and loving environments; are healthy, eager, and ready learners; and become productive well-adjusted members of society.

Introduction / The Critical First 5 Years

The first 5 years of a child's life are critical because early experiences shape how a child's brain grows and develops. Early childhood development research shows that a child's brain develops more rapidly during those first 5 years than at any other time. The environment in which a child lives, plays, and learns has an enormous effect on the rest of his or her life.

The Stanislaus County Children and Families Commission is dedicated to promoting children's development and well-being by supporting programs that make a difference in the emotional, physical, and intellectual experiences in a child's first 5 years. Every year, the Commission invests millions of dollars in vital services for children 0 through 5 and their families in the areas of health, safety, family support, and child development.



Coordinated, long range, strategic decisions need to be made about the areas where Proposition 10 resources can best be used. A Strategic Plan is the vehicle used by the Stanislaus County Children and Families Commission to express its focus, direction, and desired results. An effective strategic plan takes into account the environmental factors that inevitably affect the implementation of the strategic plan and the progress towards countywide goals. The Commission recognizes that Stanislaus County and its population are unique, and the following sections of this Plan reflect the distinctive qualities and challenges of our county:

- 📌 Proposition 10 and the Stanislaus County Children and Families Commission formed under the law
- 📌 The county and its children – including race/ethnicity and languages spoken
- 📌 Areas of focus, results, and objectives
- 📌 Utilizing a Strengthening Families approach
- 📌 Funding criteria
- 📌 Planned expenditures
- 📌 Matrix of prioritized services, providers, and locations
- 📌 How programs will be evaluated

The purpose of this Strategic Plan is to express, explain, and describe the Commission's mission and vision in a manner that will guide future operational and funding decisions.

Proposition 10 – California's Children and Families Act

In November of 1998, California voters passed Proposition 10, an initiative popularly known as the California Children and Families Act. The initiative's goal is simple: to help ensure that our youngest children, from prenatal through five years of age, get the best possible start in life. The ballot measure added a tax of 50 cents per pack on all cigarettes purchased in the state and a comparable tax on other tobacco products. The revenues collected are used to create and supplement education, health, and childcare programs that promote early childhood development.

The purpose, intent, and duties of the Commission (which were codified as Sections 130100 through 130155 of the State of California Health and Safety Code) are as follows:

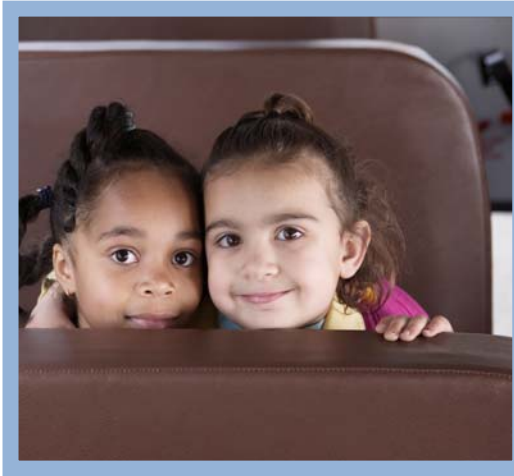
- ✎ Facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development and to ensure children are ready to enter school
- ✎ Provide greater local flexibility in designing delivery systems and to eliminate duplicate administrative systems
- ✎ Use outcome-based accountability systems to determine future expenditures

Revenues generated by the Proposition 10 tax are deposited into the State California Children and Families Trust Fund. It is estimated that \$420 million will be collected in 2014-2015, and Stanislaus County's share of the collections will be approximately \$5,100,000. Future revenues are expected to decrease as a result of decreased tobacco usage and decreased interest income (due to a smaller reserve).



About Stanislaus County's Commission

Following voter approval of Proposition 10 in November 1998, the Stanislaus County Children and Families Commission was established by the Stanislaus County Board of Supervisors on December 8, 1998, pursuant to Ordinance #687. The ordinance provides that the Commission shall operate as an independent "County agency". The governing board of the Commission, which is appointed by the Board of Supervisors, is comprised as follows:



- 1 Member of the Commission shall be a member of the Board of Supervisors
- 1 Member of the Commission shall be a County Health Officer
- 2 Members of the Commission shall be two of the following County Department Heads: Health Services Agency Director, Behavioral Health and Recovery Services Director, Community Services Agency Director
- 1 Member shall be a representative of a local school district
- 4 Members shall be community representatives

The Commission, which meets on the 4th Tuesday of the month, adopts a strategic plan, establishes policy direction, and exercises general oversight of the programs and contracts funded with Proposition 10 funds. It relies on its appointed Executive Director to conduct day-to-day operations and supervise Commission staff. At least annually, the Commission reviews its:

- Strategic plan
- Priorities, results, and objectives
- Internal Evaluator's report on the progress Stanislaus programs have made towards attaining the mission and vision of the Commission as expressed through the strategic plan

Commission Membership as of December 2014

<u>Name</u>	<u>Position</u>	<u>Date of Original Appt.</u>	<u>Current Term Expires</u>
Vicki Bauman	School Representative	June 2005	August 2016
Vito Chiesa	Board of Supervisors	January 2009	December 2014
David Cooper, Vice-Chair	Community Representative	September 2006	August 2015
Denise Hunt	Community Representative	September 2011	August 2017
Mary Ann Lee, Chair	Health Services Agency	November 2007	Permanent
Nelly Paredes-Walsborn	Community Representative	September 2004	August 2016
Madelyn Schlaepfer	Behavioral Health and Recovery	November 2012	Permanent
George Skol	Community Representative	June 2002	August 2017
John Walker, MD	Public Health Officer	November 2000	Permanent

About Stanislaus County and Its Young Children

Stanislaus County is located in the heart of Central California in the San Joaquin Valley. There are diverse geographic and cultural areas within the county, ranging from urban to rural and metropolitan to isolated. The communities vary in population size from under 1,000 to more than 200,000 people.¹ The county's rich soil and mild climate make it ideal for agricultural production, an industry with a value of over \$3.6 billion in 2013.² Agribusiness is a large component of the County's economy, and includes those businesses that are connected to agricultural production (e.g., food packing and shipping). Stanislaus County also employs a large percentage of people in education and social services, and the increasingly developing health care industry.



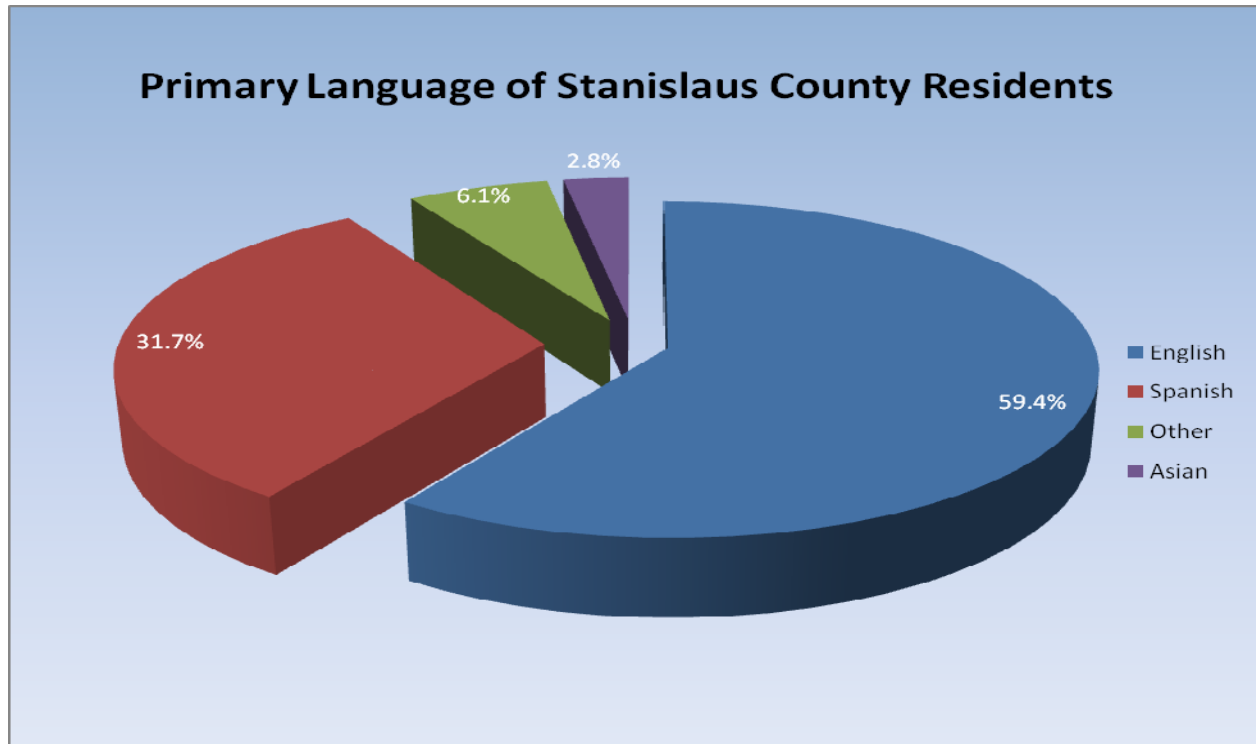
Language and Race/Ethnicity Distribution

The county is home to over 525,000 people of diverse race/ethnicities. It is expected that Hispanic population growth will continue to outpace other races/ethnicities. By 2030, the general population percentage of Whites is projected to decrease to 40% while the percentage of Hispanics will increase to 48%. Asian (6%), Black (2%), American Indian (.5%), Pacific Islander (.5%), and Multi-Race (2%) populations are expected to remain fairly consistent.³

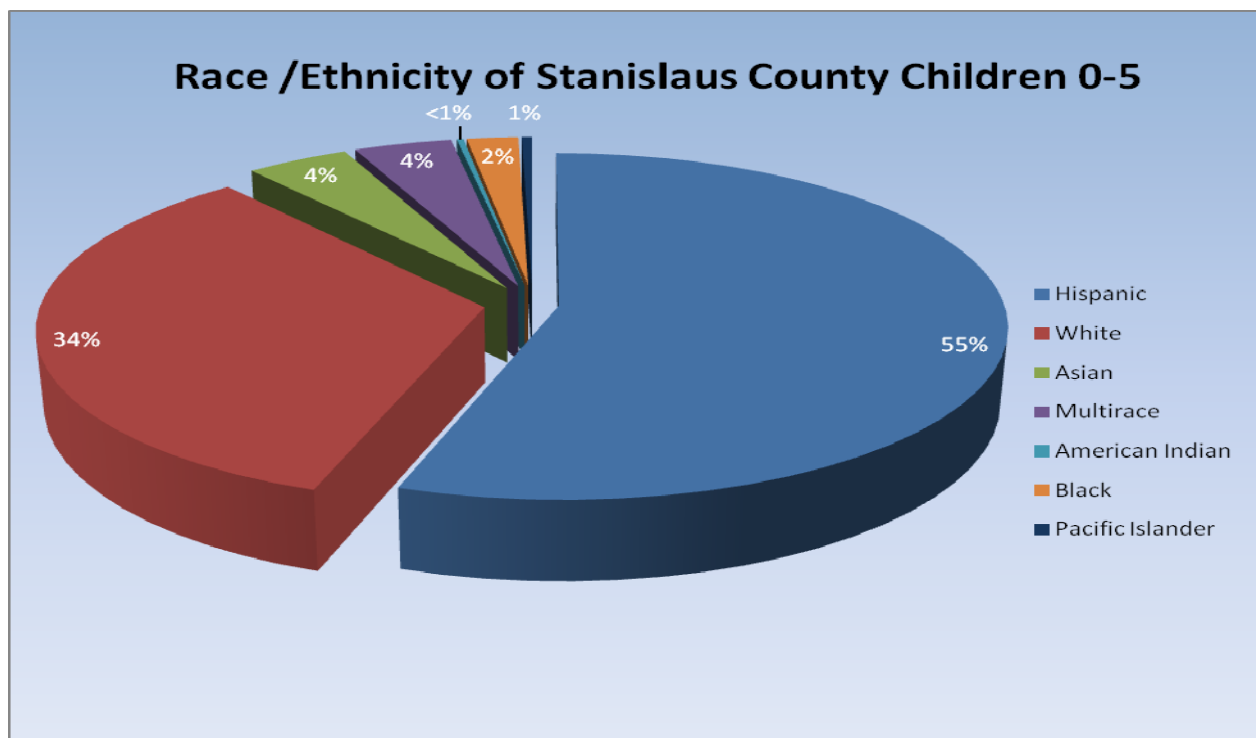
¹ State of California, Dept. of Finance, E-1 Population Estimates for Cities, Counties, and the State – January 1, 2013 and 2014: Sacramento, CA, May 2014;

² The Stanislaus County Agricultural Crop Report 2013. www.stanag.org/ag/croprpts/croppdf/2013-crop-report.pdf

³ State of California Department of Finance, Race/Ethnic Population with Age and Sex Detail, 2010-2060, Sacramento, CA, July 2007. <http://www.dof.ca.gov/research/demographic/reports/projections/P-3/>



Language spoken at home; U.S. Census Bureau, 2013 American Community Survey



State of California, Department of Finance, *Race/Ethnic Population with Age and Sex Detail, 2010–2060*. Sacramento, CA, May 2014.

Areas of Focus, Results, and Objectives

Using the Strengthening Families approach (which is described on the next page), the Commission focuses on providing services and producing results in the areas of family functioning, health, child development, and sustainable systems. In these areas of focus, the Commission's desired results for children 0-5 in Stanislaus County are listed below with corresponding objectives:

- 📌 Families are supported and safe in communities that are capable of supporting safe families
 - ✓ Maintain positive trends in the reduction of repeat child maltreatment reports
 - ✓ Decrease incidents of child abuse and maltreatment
 - ✓ Increase positive social support for families
 - ✓ Increase family resilience capacity (knowledge, skills, and awareness) to promote healthy development and safety
- 📌 Children are eager and ready learners
 - ✓ Increase families' ability to get their children ready for school
 - ✓ Increase the number of children who are cognitively and socially-behaviorally ready to enter school
- 📌 Children are born healthy and stay healthy
 - ✓ Increase the number of healthy births resulting from high-risk pregnancies
 - ✓ Increase community awareness and response to child health and safety issues
 - ✓ Increase / maintain enrollments in health insurance products
 - ✓ Maintain access and maximize utilization of children's preventive and ongoing health care
- 📌 Sustainable and coordinated systems are in place that promote the well-being of children 0-5
 - ✓ Improve collaboration, coordination, and utilization of limited resources
 - ✓ Increase the resources* and community assets leveraged within the county
 - ✓ Increase in resources coming into Stanislaus County, as a result of leveraged dollars



Each service that the Commission will fund is expected to contribute to one or more of these results by impacting the lives of program participants.

**The term resources, as used in this plan, is inclusive of people (human capital), money, and facilities.*

What is the Strengthening Families Approach

Five Protective Factors are the foundation of the Strengthening Families Approach: parental resilience, social connections, concrete support in times of need, knowledge of parenting and child development, and social and emotional competence of children. Because research studies support the common-sense notion that when these Protective Factors are well established in a family the likelihood of negative outcomes diminishes, the Commission's funded services are to be focused in one or more of these areas:

Parental Resilience - Resilience is the ability to manage and bounce back from all types of challenges that emerge in every family's life. It means finding ways to solve problems, building and sustaining trusting relationships including relationships with your own child, and knowing how to seek help when necessary.

Social Connections - Friends, family members, neighbors and community members provide emotional support, help solve problems, offer parenting advice and give concrete assistance to parents. Networks of support are essential to parents and also offer opportunities for people to "give back", an important part of self-esteem as well as a benefit for the community.

Concrete Support in Times of Need - Basic economic needs like food, shelter, clothing and health care are essential for families to thrive. Likewise, when families encounter a crisis such as domestic violence, mental illness or substance abuse, adequate services and supports need to be in place to provide stability, treatment and help for family members to get through the crisis.

Knowledge of Parenting and Child Development - Accurate information about child development and appropriate expectations for children's behavior at every age help parents see their children and youth in a positive light and promote their healthy development. Studies show information is most effective when it comes at the precise time parents need it to understand their own children.

Social and Emotional Competence of Children - A child or youth's ability to interact positively with others, self-regulate their behavior and effectively communicate their feelings has a positive impact on their relationships with their family, other adults, and peers. Challenging behaviors or delayed development create extra stress for families, so early identification and assistance for both parents and children can head off negative results and keep development on track.

The services listed in the Matrix of Priorities on pages 16 and 17 of this Plan address each of these Protective Factors. To integrate the Strengthening Families initiative into the Commission's framework of services, each service listed on the Matrix is classified under the Protective Factors it is most closely associated with. The purpose of including the Strengthening Families Approach in the Commission's Strategic Plan is to bring attention to the type of work performed by contractors, promote a community conversation about supporting families, and encourage the use of a "common language" when collaborating with other agencies and providing services to clients.

Funding Criteria

As the availability of funds diminishes, the Commission will make decisions about services and providers / organizations to be funded based on the following criteria.

When making funding decisions, the Commission will give priority to services that:

- ☒ balance prevention and long term results with immediate intervention impacts.
- ☒ are delivered at the local, community level and build community, organizational or collaborative structure capacity.
- ☒ can be delivered in various parts of the county either by different organizations in multiple communities or by one organization throughout the county.
- ☒ have a reasonable unit cost, based on similar programs and services.
- ☒ are closely related to the Commission's desired results and objectives.
- ☒ the Commission can invest in responsibly.
- ☒ are evidence-based (promising or best practice models).
- ☒ are considered high priority for the community.
- ☒ demonstrate significant participant results.
- ☒ in combination with other services, result in a viable project.
- ☒ are responsive to Commission strategies.
- ☒ are not readily available from other programs.

When making funding decisions, the Commission will give priority to providers / organizations that:

- ☒ have demonstrated the ability to leverage a broad range of resources.
- ☒ have a high level of adherence to contract terms and Commission policies and procedures, and a history of delivering on projects as contracted.
- ☒ are responsible and are prepared to efficiently deliver services as contracted.
- ☒ have clearly stated, realistic objectives with measureable program results.
- ☒ show stewardship and have the capacity to implement services.
- ☒ create viable projects by combining Commission funds with other resources.
- ☒ the Commission can invest in responsibly.
- ☒ use evidence-based program designs (promising or best practice models).
- ☒ are capable of developing and delivering services in a culturally proficient manner.
- ☒ demonstrate evidence of strong collaborations.
- ☒ are responsive to Commission strategies.
- ☒ have demonstrated successful sustainability efforts.

Prioritizing Locations for the Delivery of Services



To prioritize where services are delivered, the Children and Families Commission will consider a variety of factors, including:

- ☒ Accessibility of location
- ☒ Availability of public transportation
- ☒ Availability of related or coordinated services at the location
- ☒ Proximity to community centers
- ☒ Geographical coverage
- ☒ Ease/cost effectiveness delivering services at the location
- ☒ Opportunities for economies of scale

When making prioritization decisions for locations, the Commission will consider information from evaluation reports, collaboration and leveraging reports, contractor reports, and other information related to services, programs, and community needs.

Planned Expenditures for 2015-2017

Overview

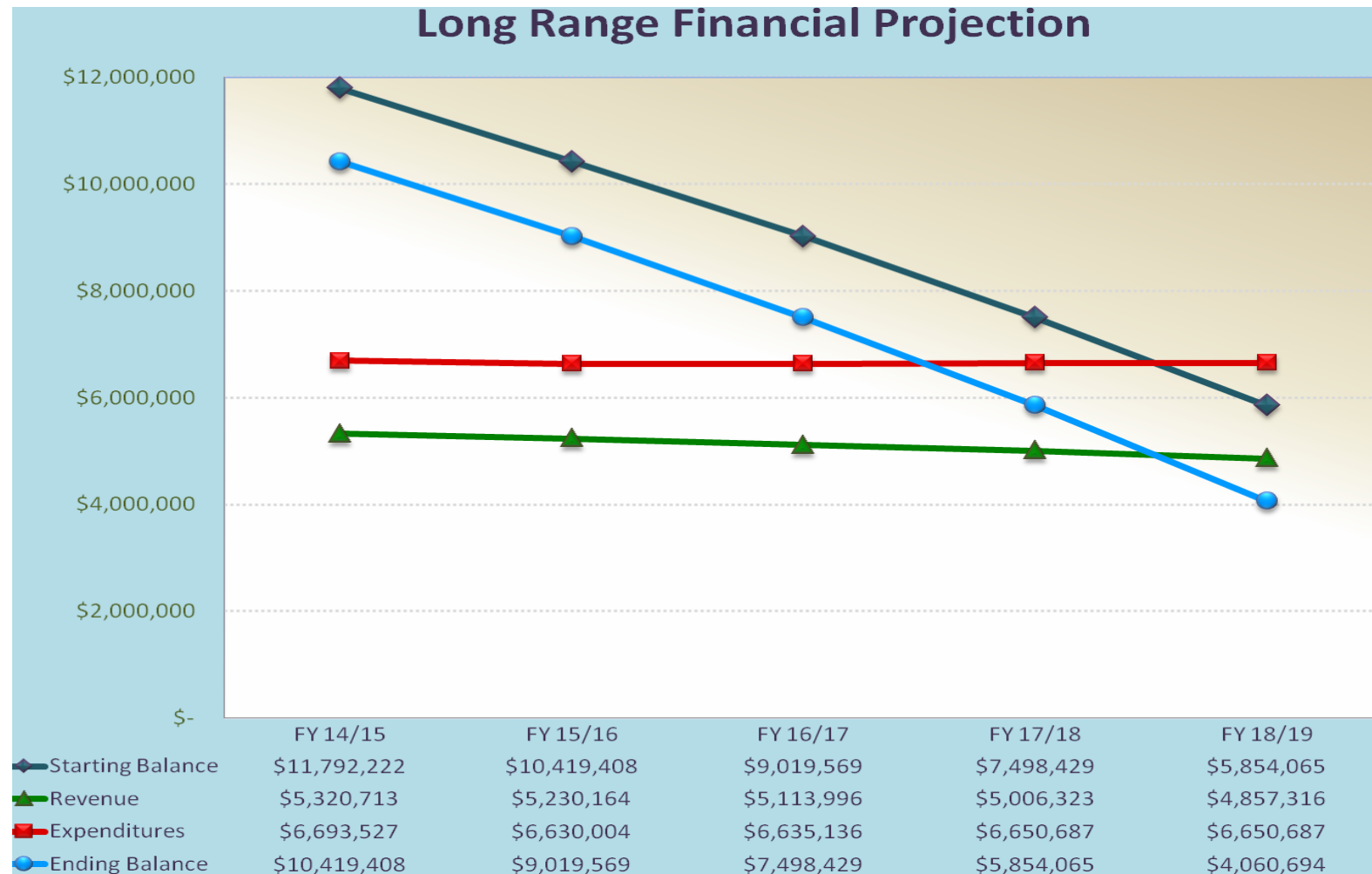
The balance in the Stanislaus County Children and Families Trust Fund (as of June 30, 2014) is over \$11,000,000. This amount represents, as of the end of the 2013-2014 fiscal year, periodic allocations received from the State Trust Fund plus accumulated interest less actual expenses.

It is important to note that the Commission's financial policies require a six month operating reserve be set aside from this reserve balance amount. The amount to be set aside for the six month operating reserve will vary each year and decrease over time since the amount is based on the Commission's decreasing annual revenue stream.



Projections Under This Strategic Plan

During this Strategic Plan, the Commission will use fund balance and anticipated revenues to create a stable, consistent funding level for the three years covered by this plan. The following chart illustrates this strategy.



As can be seen, starting balances are expected to decrease as a result of decreased tobacco tax revenues and a planned spend down of reserves.

Matrix of Prioritized Services, Providers, and Locations

The following matrix is a compilation of the prioritized list of services, prioritized providers for each service, and prioritized locations for service delivery. This matrix will be used to guide staff recommendations and Commission decisions regarding services to be funded, the providers to be offering the services, and the locations where services are to be delivered. Budget constraints and fiscal considerations will determine the number of services, providers, and locations that can be supported with Commission funds.

How to read the Matrix (found on pages 16 and 17 of this document):

- Column 1 on the left hand side of the page is the priority number for the service listed in the second column (between the first two vertical blue lines). For example, the second service priority for the Commission is parenting classes.
- Columns 3-7 (between the 2nd and 3rd vertical blue lines) contain the preferred providers for the identified service. For example, the Commission prefers that parenting classes (service priority #2) be provided by the following providers (listed in priority order): 1. DR/FRC staff, 2. CBO staff, and 3. School staff.
- Columns 8-16 (to the right of the 3rd vertical blue line) contain the preferred location where an identified service is to be delivered. For example, the Commission prefers that parenting classes (service priority #2) be provided at the following locations (listed in priority order): 1. DR/FRC sites, 2. CBO sites, and 3. School sites and other learning sites (tie).
- Column 17 (the farthest column to the right) indicates which of the five protective factors are most closely associated with the service being provided. Using the key at the bottom of pages 16 and 17, parenting classes (priority #2) addresses the social connections and knowledge of parenting and child development protective factors.

Factors such as agency capacity, the cost of providing services, staff availability, economies of scale, location accessibility, etc. will be taken into account as funding decisions are made. This means that not all of the staff service providers and service delivery locations of a particular service will or must be funded before a lower priority service is funded. This permits the Commission to blend a combination of lower cost/wide impact programs with higher cost programs serving a smaller number of participants.



Matrix of Prioritized Services, Providers, and Locations

	Service Priorities	CBO Staff	DR/FRC Staff	Health Staff	Mental Health Staff	School Staff	Community Based Organizations (CBO)	DR / FRCs	Medical Clinic	Mental Health Clinic	School Sites	Other Early Learning Sites	Mobile or Home Locations	Countywide (no specific location)	Campaign	Protective Factor
1	Case management	3	1	2	4		3	1		4		4	2			A,B,C,D,E
2	Parenting classes	2	1			3	2	1			3	3				B,D
3	Pregnancy / infant intense services			1									1			B,C,D
4	Family / child crisis support services	2	1		3		2	1		3						A,B,C,E
5	Pregnancy / infant support groups	1	1	1		2	1	1			2					B,D
6	Resource and referral services	1	1	1	1	2	1	1			2		2	1		A,B,C
7	Behavioral health consultation				1		1	1			3	2				A,D,E
8	Developmental screenings	2	1		1	3	2	1		1	3	2	3			D,E
9	Interim outpatient health care			1					1							C
10	Children's book distribution	1	2			3	1	2			4		3			E
11	Family literacy	2	1			3	2	1			3					D
12	Kindergarten readiness services					1					1					D,E
13	Child literacy classes	1	2			1	1	2			1					D,E
14	Community outreach	1	1	1	1	1								1		B

A – Parental Resilience

B- Social Connections

C- Concrete Support in Times of Need

D- Knowledge of Parenting & Child Development

E- Social & Emotional Competence of Children

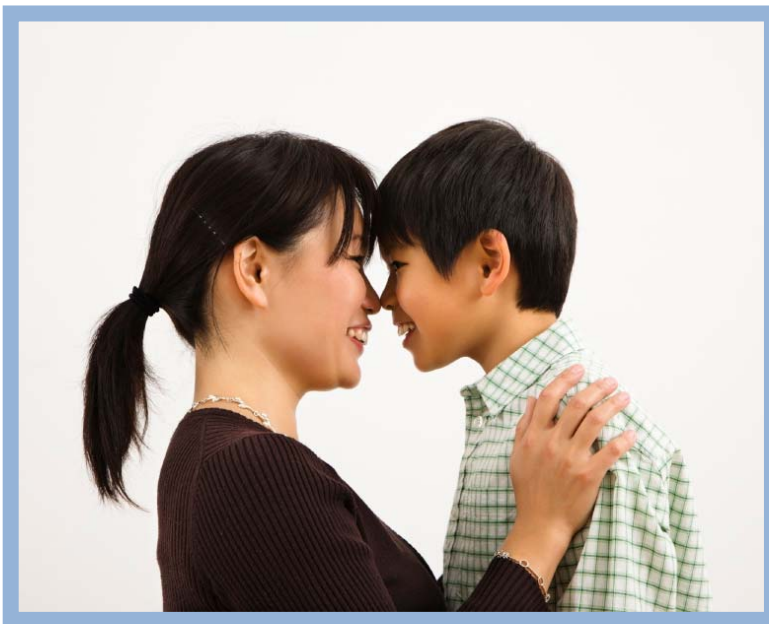
	Service Priorities	CBO Staff	DR/FRC Staff	Health Staff	Mental Health Staff	School Staff	Community Based Organizations (CBO)	DR/FRCs	Medical Clinic	Mental Health Clinic	School Sites	Other Early Learning Sites	Mobile or Home Locations	Countywide (no specific location)	Campaign	Protective Factor
15	Individual mental / behavioral health services				1		2	2		1	2		1			A,C,D,E
16	Group mental / behavioral health services				1		2	1			2					A,C,D,E
17	Depression screenings	1	1	1	1		1	1		1	1		1			A,C
18	Oral health education			1			2	1			1					B,C
19	Health and safety classes and materials	1	2	1		2	1	2			2					B,D,E
20	Oral health screenings and varnish			1			2	1			1					C,D
21	Health insurance enrollment services	2	1	1		3	2	1	1				1	1		A,C
22	Promoting caregiver-child interaction	1	1		2		1	1			2					A,D,E
23	Adult literacy classes	2	1				2	1								A,B
24	Child development classes				1						1					D,E
25	Resources and trainings for child care providers	1					1	2			1					A,B,D
26	Health screenings	2		1			2						1			C
27	Public awareness campaigns for health, safety, and early child care education	1		1	1										1	B

A – Parental Resilience B- Social Connections C- Concrete Support in Times of Need D- Knowledge of Parenting & Child Development E- Social & Emotional Competence of Children

Evaluation

The Stanislaus County Children and Families Commission is dedicated to the ongoing and comprehensive evaluation of its work and that of Prop 10 funded programs in order to ensure accountability and progress towards results for children 0-5 and their families.

The California Children & Families Commission developed a results-based accountability (RBA) system in 2002. This system tracks progress and results in the areas of family functioning, child development, maternal and child health, and systems change in order to support improvement in program planning and policies, and to assist in more effective funding decisions on state and local levels. In an effort to support the State's accountability efforts, as well as the County's, the Commission established a structure to evaluate its programs in alignment with the state's result areas framework.



Evaluation Purpose and Goals

Effective evaluation incorporates information, reflection, learning, and action. It is the systematic acquisition and analysis of information to provide useful feedback to a funded program and to support decision making about continuing or altering program operations. Evaluation is also an ongoing process in which questions are selected, framed, and answered in order to assess the value and effectiveness of programs, as well as to further strengthen and build the capacity of programs when utilized in a meaningful way.

The evaluation process is intended to answer the questions “how much was done, how well it was done, and is anyone is better off”? During the evaluation process, the Commission acquires, reports, and analyzes information, and shares that information with stakeholders (i.e., programs, community, funders, legislators). The information is also used as a basis for decisions and action to improve programs and results.

Evaluation Approach

The evaluation is a cooperative process between the Commission and funded contractors, each having specific responsibilities. The contractors are accountable for collecting, compiling, analyzing, and reporting data regarding their programs. The Commission is also responsible for collecting, compiling, analyzing, and reporting data from the multiple contractors, and then sharing that information with stakeholders. Additionally, the Commission is responsible for providing technical assistance for programs during this process.

Several methods, using both qualitative and quantitative data sources, are employed to evaluate programs and the Commission's progress towards results. The analysis of data, site visits and interviews

are examples of techniques used for evaluation. The following are sources of data that the programs and Commission utilize throughout the evaluation process:

- 📌 Outcome-based scorecards (SCOARRS)
- 📌 Budgets
- 📌 Invoices
- 📌 Demographic Data Sheet (DDS)
- 📌 Family Development Matrix
- 📌 Contracts
- 📌 Scopes of work
- 📌 Site visit reports and discussions
- 📌 Program correspondence
- 📌 Annual reports



Evaluation Deliverables

The evaluation framework allows the Commission to share important information with stakeholders, both local and statewide, illustrating accountability, effectiveness and impacts on children 0-5, their families, and their communities. The Commission publishes a Local Annual Report and an Annual Program Evaluation, holding public hearings for both. This information is used to assist in decision-making and continuous improvement, directing the Commission and programs to repeat and enhance effective strategies, as well as to serve as a catalyst for improvement where appropriate. Ultimately, evaluation assists the Stanislaus County Children and Families Commission in knowing it is making the best investments possible to promote the development and well-being of children 0 – 5.

A Final Comment

The Stanislaus County Children and Families Commission has a solid track record of promoting the health and development of the county's population aged 0 through 5. The recent downturn in the economy has caused tobacco tax revenues to decrease at the very same time demands for children's services have increased. The Commission has spent years preparing itself and its contractors for anticipated tobacco-tax revenue decreases. However, regardless of any change in its resources, the Commission will continue to promote the development and well-being of the county's youngest residents and will continue to use the resources available to it to maintain and improve the positive impacts made by funded programs in recent years.

In regards to implementation of this Plan, adoption of a 2015-2016 budget will be the first step in that process. The Commission will consider adoption of a 2015-2016 budget in the late spring of 2015. Subsequent budgets implementing this Plan will be considered by the Commission in the late spring of 2016 and 2017.

This strategic plan refines the Commission's priorities so limited resources are expended in areas where the greatest benefit for children and their families can be generated. Throughout the period covered by this Strategic Plan, the Commission plans to provide consistent support to its highest priority programs. The health and well being of the County's youngest residents depends on the Commission's ability to balance competing needs while making effective and consistent investments.





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: **December 9, 2014**COMMISSION AGENDA #: **VI.B.4****SUBJECT:**

Approval of an Agreement Designating the Stanislaus County Child Abuse Prevention Council as the Commission's Advisory Committee

BACKGROUND:

Section 130145 of the California Health and Safety Code requires the Commission to establish an advisory committee in order to receive technical and professional expertise and support. The Stanislaus County Children's Council served as the advisory committee to the Commission from the inception of the Commission in 1999 until the Council was disbanded in November of 2013.

The Stanislaus County Child Abuse Council (CAPC) was authorized by the California Legislature through the passage of California Welfare and Institutions Code Section 18980, Chapter 12.5: Child Abuse prevention Coordinating Council Act. The mission of CAPC is to increase public awareness of child abuse, coordinate action, and procure resources for child abuse prevention in Stanislaus County and to coordinate the community's efforts, through the use of Children's Trust Fund monies, to prevent and respond to child abuse.

Using the Memorandum of Understanding (MOU) the Commission executed with the Children's Council as a guide, an agreement has been prepared that would designate CAPC as the Commission's advisory committee. This agreement was approved by CAPC on December 4th. If the draft agreement is approved by the Commission, CAPC will:

1. Assist the Commission with the formation of new partnerships and collaborative efforts among groups and agencies whose missions target children (0-5) and their families in Stanislaus County
2. Provide recommendations on the delivery and availability of services to children (0-5) and their families in Stanislaus County
3. Assist and support the Commission in the development, implementation, and operation of its initiatives and programs
4. Advise the Stanislaus County Board of Supervisors on local policy issues of mutual interest with the Commission related to services and service delivery to children and their families in Stanislaus County
5. Participate, when requested, in the review of proposals, programs and services submitted to the Commission that concern service delivery to children (0-5) and their families

The Administrative and Finance Committee and the Operations Committee reviewed and discussed this item on November 17th and November 25st, respectively.

STAFF RECOMMENDATIONS:

1. Approve an Agreement Designating the Stanislaus County Child Abuse Council as the Commission's Advisory Committee
2. Authorize the Commission Chair, Mary Ann Lee, to sign the attached agreement

FISCAL IMPACT:

There is no fiscal impact associated with the approval of this agenda item.

COMMISSION ACTION:

Attest: _____
Stephanie Loomis – Administration

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

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

Administrative Committee

Monday, November 17, 2014

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Vice Chair
Community Representative

Denise Hunt
Community Representative

Mary Ann Lee
Chair
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Community Representative

Madelyn Schlaepfer
Behavioral Health and
Recovery Services

George Skol
Community Representative

John Walker, MD
Public Health Officer

John Sims
Executive Director

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

Commissioners Absent: None

Staff Present: John Sims and Stephanie Loomis

1. The Committee was presented with proposed revisions to the current Policies and Procedure Manual. Most revisions were minor formatting changes. The Committee was made aware that a public hearing on the document would need to be conducted at the November Commission meeting.
2. The Committee was presented with the proposed Commission meeting schedule for 2015.
3. The Committee was informed that the Monthly Contract Financial Report as of October 31, 2014 was not printed for today's meeting and would be e-mailed to the Committee prior to the November Commission meeting.
4. The Committee was presented with a draft of the Commission's 2015-2017 Strategic Plan. Staff shared how the draft Plan differed from the current plan, including updating demographic information and adding information on the Strengthening Families Protective Factors. Staff shared that a public hearing would be held when the Plan was discussed at the November Commission meeting and the Commission could vote to approve the Plan then or request staff make additional changes.
5. The Committee was made aware that the Commission was required to have an advisory committee and has not had one since the Children's Council disbanded earlier in the year. Staff has been working with the Stanislaus County Child Abuse Prevention Council (CAPC) to identify the group as the Commission's advisory committee. Staff shared an MOU between the Commission and CAPC that the Commission will be asked to approve at the November Commission meeting. The Committee recommended a termination clause be added to the MOU allowing either party to cancel the agreement with 30 days notice to the other party. Staff agreed to add the termination clause.
6. The Committee was informed that 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 December 9, 2014. Items to be discussed include:
 - a. Public Hearing and Re-adoption of the Policies and Procedure Manual
 - b. 2015 Meeting Schedule
 - c. Public hearing and Adoption of the Strategic Plan
 - d. MOU with CAPC to Serve as Advisory Committee



Children & Families Commission

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

Operations Committee

Tuesday, November 25, 2014

MEMBERS:

Vicki Bauman
School Representative

Vito Chiesa
County Supervisor

David Cooper
Vice Chair
Community Representative

Denise Hunt
Community Representative

Mary Ann Lee
Chair
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Community Representative

Madelyn Schlaepfer
Behavioral Health and
Recovery Services

George Skol
Community Representative

John Walker, MD
Public Health Officer

John Sims
Executive Director

Commissioners Present: David Cooper and Denise Hunt
Commissioners Absent: Vicki Bauman and Dr. John Walker
Staff Present: John Sims and Stephanie Loomis

1. The Committee was presented with proposed revisions to the current Policies and Procedure Manual. Most revisions were minor formatting changes. The Committee was made aware that a public hearing on the document would need to be conducted at the November Commission meeting.
2. The Committee was presented with the proposed Commission meeting schedule for 2015.
3. The Committee was presented with the Monthly Contract Financial Report as of October 31, 2014.
4. The Committee was presented with a draft of the Commission's 2015-2017 Strategic Plan. Staff shared how the draft Plan differed from the current plan, including updating demographic information and adding information on the Strengthening Families Protective Factors. Staff shared that a public hearing would be held when the Plan was discussed at the November Commission meeting and the Commission could vote to approve the Plan then or request staff make additional changes.
5. The Committee was made aware that the Commission was required to have an advisory committee and has not had one since the Children's Council disbanded earlier in the year. Staff has been working with the Stanislaus County Child Abuse Prevention Council (CAPC) to identify the group as the Commission's advisory committee. Staff shared an MOU between the Commission and CAPC that the Commission will be asked to approve at the November Commission meeting. Staff shared that a termination clause had been added to the MOU allowing either party to cancel the agreement with 30 days notice to the other party (based on feedback from the Administrative Committee).
6. The Committee was informed that 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 December 9, 2014. Items to be discussed include:
 - a. Public Hearing and Re-adoption of the Policies and Procedure Manual
 - b. 2015 Meeting Schedule
 - c. Public hearing and Adoption of the Strategic Plan
 - d. MOU with CAPC to Serve as Advisory Committee

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

CONTRACT SCHEDULE

10/31/2014

		Budget	Actual Expenditures	Remaining Budget	% Actual to Budget
RESULT AREA 1: Improved Family Functioning (Family Support, Education, and Services)					
Community Resource and Referral					
1	211 Project (<i>United Way</i>)	\$ 80,000	\$ -	\$ 80,000	0%
Family Resource Centers:					
2	Ceres Partnership for Healthy Children (<i>CHS</i>)	\$ 184,648	\$ 12,849	\$ 171,799	7%
3	Hughson Family Resource Center (<i>SV</i>)	\$ 118,279	\$ 8,935	\$ 109,344	8%
4	N. Modesto/Salida Family Resource Center (<i>SV</i>)	\$ 323,694	\$ -	\$ 323,694	0%
5	Oakdale/Riverbank Family Resource Center (<i>CHS</i>)	\$ 157,484	\$ 5,913	\$ 151,571	4%
6	Parent Resource Center	\$ 397,310	\$ 84,407	\$ 312,903	21%
7	Turlock Family Resource Center (<i>Aspiranet</i>)	\$ 204,404	\$ -	\$ 204,404	0%
8	Westside Family Resource Center (<i>CHS</i>)	\$ 173,538	\$ 9,965	\$ 163,573	6%
9	The Bridge (<i>Sierra Vista</i>)	\$ 185,000	\$ 10,561	\$ 174,439	6%
10	Healthy Start Sites	\$ 416,020	\$ -	\$ 416,020	0%
Targeted Intensive Family Support Services					
11	Children's Crisis Center	\$ 460,000	\$ 76,839	\$ 383,161	17%
12	Court Appointed Special Advocates	\$ 30,000	\$ 7,225	\$ 22,775	24%
14	Family Justice Center	\$ 100,000	\$ -	\$ 100,000	0%
14	La Familia Counseling Program (<i>El Concilio</i>)	\$ 98,000	\$ 7,603	\$ 90,397	8%
15	Zero to Five Early Intervention Partnership (<i>BHRS</i>)	\$ 1,523,009	\$ 136,432	\$ 1,386,577	9%
Total Area 1:		\$ 4,451,386	\$ 360,729	\$ 4,090,657	8%
RESULT AREA 2: Improved Child Development (Child Development Services)					
Kindergarten Transition Services					
16	Keyes (1)	\$ 10,000	\$ -	\$ 10,000	0%
17	Grayson (1)	\$ 10,000	\$ -	\$ 10,000	0%
18	Riverbank (2)	\$ 20,000	\$ -	\$ 20,000	0%
Quality ECE Investments					
19	First 5 Calif. Child Signature Program (<i>SCOE</i>)	\$ 105,000	\$ -	\$ 105,000	0%
20	Early Care and Education Conference	\$ 12,000	\$ 3,016	\$ 8,984	25%
Total Area 2:		\$ 157,000	\$ 3,016	\$ 153,984	2%
RESULT AREA 3: Improved Health (Health Education and Services)					
Health Access					
21	Healthy Cubs (<i>Health Services Agency</i>)	\$ 175,000	\$ 12,488	\$ 162,512	7%
Maternal & Child Health Care					
22	Perinatal Home Visitations (<i>Health Services Agency</i>)	\$ 1,339,160	\$ 123,360	\$ 1,215,800	9%
Oral Health					
23	Dental Education (<i>Health Services Agency</i>)	\$ 30,000	\$ -	\$ 30,000	0%
Total Area 3:		\$ 1,544,160	\$ 135,848	\$ 1,408,312	9%
RESULT AREA 4: Improved Systems of Care					
Provider Capacity Building, Training and Support					
24	Healthy Start Support (<i>SCOE</i>)	\$ 82,378	\$ -	\$ 82,378	0%
Total Area 4:		\$ 82,378	\$ -	\$ 82,378	0%
Total Services Contracts		\$ 6,234,924	\$ 499,593	\$ 5,735,331	8%