



Agenda

FAMILY & HUMAN SERVICES COMMITTEE

October 30, 2017

10:30 A.M.

651 Pine Street, Room 101, Martinez

Supervisor John Gioia, Chair
Supervisor Candace Andersen, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).
3. CONSIDER recommending to the Board of Supervisors the appointments of Denise Clarke to the Consumer 2 - Central/South seat, Phelicia Lang to the Community 4 - East County seat, and Edirle Menezes to the Public Agency 2 - Central/South seat on the Local Planning and Advisory Council for Early Care and Education, as recommended by the County Office of Education. (Ruth Fernandez, LPC Coordinator/Manager)
4. RECOMMEND to the Board of Supervisors the appointment of LaMar Anderson to the At-large 2 seat on the Arts and Culture Commission of Contra Costa County (AC5), as recommended by AC5.
5. RECOMMEND to the Board of Supervisors the appointments of Ed Benson to the Member At-large 3 seat, Jagjit Bhambra to the Member At-large 11 seat, and Steven Birnbaum to the Member At-large 19 seat on the Advisory Council on Aging, as recommended by the Council.
6. ACCEPT the report from the Employment and Human Services Department on the oversight and activities of the Community Services Bureau, as recommended by the Employment and Human Services Director.
7. CONSIDER accepting the report from the Health Services Department addressing various mental health service issues and concerns raised by the Family and Human Services Committee, the Board of Supervisors, the Mental Health Commission's White Paper, the Civil Grand Jury, and members of the public. (Matthew Luu, Deputy Director of Behavioral Health; Vern Wallace, Mental Health Program Chief)

8. CONSIDER accepting the report from the Employment and Human Services Department on Children and Family Services funding and prevention services, as recommended by the Employment and Human Services Department. (Kathy Gallagher, EHSD Director; Kathy Marsh, CFS Bureau Director; Emilia Gabriele, EHS Chief Financial Officer)
9. The next meeting is currently scheduled for November 13, 2017.
10. Adjourn

The Family & Human Services Committee will provide reasonable accommodations for persons with disabilities planning to attend Family & Human Services Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Family & Human Services Committee less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor, during normal business hours.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Enid Mendoza, Committee Staff
Phone (925) 335-1039, Fax (925) 646-1353
enid.mendoza@cao.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE - Special Meeting

3.

Meeting Date: 10/30/2017

Subject: Appointments to the Local Planning and Advisory Council for Early Care and Education (LPC)

Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,

Department: County Administrator

Referral No.: 25

Referral Name: Child Care Planning/Development Council Membership

Presenter: Ruth Fernandez, LPC Coordinator/Manager, **Contact:** Enid Mendoza, (925) 335-1039
Educational Services

Referral History:

The review of applications for appointments to the Contra Costa Local Planning Council for Child Care and Development was originally referred to the Family and Human Services Committee by the Board of Supervisors on April 22, 1997.

The Local Planning and Advisory Council for Early Care and Education (LPC) coordinates programs and services affecting early child care and education, including recommendations for the allocation of federal funds to local early child care and education programs.

The LPC consists of 20 members: 4 consumer representatives - a parent or person who receives or has received child care services in the past 36 months; 4 child care providers - a person who provides child care services or represents persons who provide child care services; 4 public agency representatives - a person who represents a city, county, city and county, or local education agency; 4 community representatives - a person who represents an agency or business that provides private funding for child care services or who advocates for child care services through participation in civic or community based organizations; and 4 discretionary appointees - a person appointed from any of the above four categories or outside of those categories at the discretion of the appointing agencies.

Referral Update:

There are currently 12 seats filled and there are 8 vacancies on the LPC. These vacancies are in the following seats: Child Care Provider 3 - Central/South, Public Agency 2 - Central/South, Community 1 - West County, Community 3 - Central/South, Community 4 - East County, Consumer 2 - Central/South, Consumer 3 - Central/South, and Consumer 4 - East County,

New applicants Denise Clarke and Ms. Phelicia Lang, and renewal applicant Edirle Menezes submitted their applications for consideration and their appointments and reappointment was approved by the LPC. Please see that attached memo and correspondence for additional information.

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the appointments of Denise Clarke to the Consumer 2 - Central/South seat and Phelicia Lang to the Community 4 - East County seat and the reappointment of Edirle Menezes to the Public Agency 2 - Central/South seat on the Local Planning and Advisory Council for Early Care and Education, as recommended by the County Office of Education.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

LPC Memo with Recommendations and Candidate Applications

MEMORANDUM

DATE: October 20, 2017

TO: Family and Human Services Committee
Supervisor John Gioia, District I, Chair
Supervisor Candace Andersen, District II, Vice Chair

Contra Costa County Office of Education
Karen Sakata, Contra Costa County Superintendent of Schools
Dr. Pamela Comfort, Deputy Superintendent of Schools

FROM: Ruth Fernández, LPC Coordinator/Manager, Educational Services

SUBJECT: Referral #25 – LPC APPOINTMENT and RESIGNATION
Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC)

RECOMMENDATION(S):

1) **APPOINT** the following new members to the Contra Costa Local Planning and Advisory Council for Early Care and Education, as recommended by the LPC:

Name	Seat	Area
Denise Clarke	Consumer 2	Central/South County
Phelicia Lang	Community 4	East County

2) **ACCEPT** application renewal for the following member due to term expiration:

Name	Seat	Area
Edirle Menezes	Public Agency 2	Central/South County

REASON/S FOR RECOMMENDATION:

The Contra Costa County Local Planning Council for Child Care and Development (LPC) was established in April 1998. Required by AB 1542, which was passed in 1993, thirty members of the LPC were appointed by the County Board of Supervisors and the County Superintendent of Schools. Childcare consumers and providers, public agency representatives, and community representatives each comprise 20% of the LPC. The remaining 20% are discretionary appointees. Membership is for a three-year term. On January 7, 2003, membership was decreased from 30 to 25 members, due to the difficulty being experienced in filling all of the seats.

On September 19, 2012 membership was decreased from 25 to 20, due to continued difficulty to fill vacant seats. Official reduction of appointed seats provides flexibility to ensure quorum is met in order to conduct Council business.

Membership consists of the following:

- Four consumer representatives - a parent or person who receives or has received child care services in the past 36 months;
- Four child care providers - a person who provides child care services or represents persons who provide child care services;
- Four public agency representatives - a person who represents a city, county, city and county, or local education agency;
- Four community representatives - a person who represents an agency or business that provides private funding for child care services or who advocates for child care services through participation in civic or community based organizations;
- Four discretionary appointees - a person appointed from any of the above four categories or outside of those categories at the discretion of the appointing agencies.

Appointments to the Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC) are subject to the approval of the Board of Supervisors and County Superintendent of Schools, Karen Sakata. The Board of Supervisors designated the Family and Human Services Committee to review and recommend appointments on their behalf. Dr. Pamela Comfort, Deputy Superintendent of Schools, Contra Costa County has been designated to review and recommend appointments on behalf of the County Superintendent of Schools.

DENISE E. CLARKE, M.A.

• Benicia, CA 94510 •

September 15, 2017

Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC)
Attn. Ruth Fernandez, Coordinator
Contra Costa County Office of Education
77 Santa Barbara Road
Pleasant Hill, CA 94523

RE: Interest in LPC Council Membership

Dear Local Planning and Advisory Council Members,

It is with great interest and enthusiasm that I respectfully submit my application to serve on the Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC).

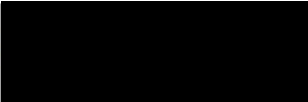
My interest in early care and education began when I was volunteering in home-based child care centers during summers as a teen. As I continued on in my education and career pathway I always had a strong interest early childhood, which lead me to complete an AA degree in Early Childhood development, a Bachelor's degree in English and ultimately a Master's degree in Psychology with a concentration in early childhood development.

Early in my career I was fortunate enough to serve as Program Director for two state-funded child care and development centers in Southern California. I went on to become a training coordinator for state-wide mandated reporter training for early childhood providers. Currently, I am a Program Supervisor with the Youth Development Services Department of the Contra Costa County Office of Education. I am also the mother to two wonderful boys, who are ages 3 and 5.

With this background and knowledge, I believe I would serve as a strong advisor to your council. I would be honored to have the opportunity to serve on your counsel and put my knowledge and previous experience in early childhood education programs to use. I believe it would be an excellent opportunity to continue my involvement in early childhood education.

Thank you for your consideration of my application.

Sincerely,


Denise Clarke

DENISE E. CLARKE, M.A

██████████ BENICIA CA 94510 • ██████████ • ██████████

EDUCATION

Master of Arts, Psychology

California State University, San Bernardino, CA 2004

Bachelor of Arts, English

Sonoma State University, Rohnert Park, CA 1998

Associate of Arts, Liberal Sciences

Ventura College, Ventura, CA 1998

EMPLOYMENT HISTORY

Youth Development Services SUPERVISOR, Contra Costa County Office of Education, Pleasant Hill CA

September 2015 – Present

- Program supervisor for the Education for Homeless Children and Youth Program.
- Provide technical assistance and training to school districts around the educational rights of homeless children and youth.
- Serve as the employer engagement coordinator for the Workforce Innovation and Opportunity Act program.
- Attend and participate in various meetings and deliver presentations on program information and data.
- Research and prepare grant applications for youth programs in the Youth Development Services Department.

Youth Development Services Specialist I, Contra Costa County Office of Education, Pleasant Hill CA

October 2008 – Present

- Recruit and enroll eligible youth for participation in the in-school youth Workforce Investment Act program.
- Coordinated the Homeless Education Program and Foster Youth Tutoring programs in 2008-2012.
- Interview families and students to assess needs and coordinate the provision of supportive services.
- Attend and participate in various meetings and deliver presentations on program information and data.
- Prepare Requests for Applications and ensure completion of grant reporting requirements.
- Assist in the development of program budgets and monitoring of expenditures.

Case Manager II, Regional Center of the East Bay, Concord, CA

November 2007-October 2008

- Provided case management for over 70 children diagnosed with qualifying special needs.
- Facilitated the planning process, developed the Individual Program Plans (IPP), and coordinated services for assigned clients.
- Attended school and parent meetings and advocated on behalf of consumers to protect their rights under the law and ensured that they received those services and benefits to which they were entitled.

Project Specialist, Sonoma State University, California Institute on Human Services, Rohnert Park, CA

November 2005-July 2007

- Provided project leadership, performed administrative functions and directed support staff.
- Developed project training materials and coordinated all aspects of training events.
- Monitored project timelines and budget and made changes as appropriate.
- Conducted research and provided written material and data as necessary for grants.
- Prepared contractual agreements and documentation of services.

Program Director, Redlands Day Nursery Child Development Center, Redlands, CA

December 2000-October 2005

- Managed two child development centers with 60 staff and 200 children ages 0 to 5 years.
- Ensured programs were in compliance with the California Department of Education and Community Care Licensing standards and conducted annual program and staff evaluations.
- Developed and monitored fiscal budget and prepared and submitted quarterly reports CDE.



Contra
Costa
County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Local Planning and Advisory Council for Early Car

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Clarke Denise Elaine
(Last Name) (First Name) (Middle Name)

2. **Address:** [Redacted] Benicia CA 94510
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** [Redacted]
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** [Redacted]

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Master of Arts

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) CSU San Bernardino	Psychology, Child Dev.	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MA	12/2004
B) Sonoma State University	English	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	5/1998
C) Crafton Hills College	Child Development	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			AA	6/2002
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded:			
Ventura College	Liberal Studies	AA degree	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 60px; text-align: center;">9/2015</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 60px; text-align: center;">present</div> Total: <u>Yrs.</u> <u>Mos.</u> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 40px; text-align: center;">2</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 40px; text-align: center;"></div> Hrs. per week <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 30px; text-align: center;">40</div> . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <div style="border: 1px solid black; padding: 2px; text-align: center;">Youth Development Services Supervisor</div> <hr/> <p style="text-align: center;">Employer's Name and Address</p> <div style="border: 1px solid black; padding: 2px;"> Contra Costa County Office of Education 77 Santa Barbara Road Pleasant Hill, CA 94523 </div>	<p style="text-align: center;">Duties Performed</p> <div style="border: 1px solid black; padding: 2px;"> Program supervisor for the Education for Homeless Children and Youth Program. Provide technical assistance to school districts around the educational rights of homeless youth. Also serve as the employer engagement coordinator the the Workforce innovation and Opportunity Act Program. </div>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 60px; text-align: center;">10/2008</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 60px; text-align: center;">8/2015</div> Total: <u>Yrs.</u> <u>Mos.</u> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 40px; text-align: center;">6</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 40px; text-align: center;">10</div> Hrs. per week <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 30px; text-align: center;">40</div> . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <div style="border: 1px solid black; padding: 2px; text-align: center;">Youth Development Services Specialist I</div> <hr/> <p style="text-align: center;">Employer's Name and Address</p> <div style="border: 1px solid black; padding: 2px;"> Contra Costa County Office of Education 77 Santa Barbara Road Pleasant Hill, CA 94523 </div>	<p style="text-align: center;">Duties Performed</p> <div style="border: 1px solid black; padding: 2px;"> Provided case management for youth under the Workforce Investment Act program. Also provided program support for the homeless education and foster youth services programs. </div>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 60px; text-align: center;">11/2007</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 60px; text-align: center;">10/2008</div> Total: <u>Yrs.</u> <u>Mos.</u> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 40px; text-align: center;">1</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 40px; text-align: center;">1</div> Hrs. per week <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 30px; text-align: center;">40</div> . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <div style="border: 1px solid black; padding: 2px; text-align: center;">Case Manager II</div> <hr/> <p style="text-align: center;">Employer's Name and Address</p> <div style="border: 1px solid black; padding: 2px;"> Regional Center of the East Bay 2151 Salvio Street, Suite 365. Concord, CA 94520 </div>	<p style="text-align: center;">Duties Performed</p> <div style="border: 1px solid black; padding: 2px;"> Provided case management for over 70 children diagnosed with qualifying special needs. Facilitated the planning process, developed the Individual Program Plans and coordinated services for clients. </div>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 60px; text-align: center;">11/2005</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 60px; text-align: center;">7/2007</div> Total: <u>Yrs.</u> <u>Mos.</u> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 40px; text-align: center;">1</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 40px; text-align: center;">8</div> Hrs. per week <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 30px; text-align: center;">40</div> . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <div style="border: 1px solid black; padding: 2px; text-align: center;">Program Specialist</div> <hr/> <p style="text-align: center;">Employer's Name and Address</p> <div style="border: 1px solid black; padding: 2px;"> Sonoma State University California Institute on Human Services 1801 E. Cotati Ave. Rohnert Park, CA 94928 </div>	<p style="text-align: center;">Duties Performed</p> <div style="border: 1px solid black; padding: 2px;"> Provided project leadership and developed project training materials. Coordinated state-wide trainings on mandated reporting and childhood abduction. Tracked data and prepared project reports for funders. </div>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other LPC Coordinator

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: [REDACTED] Date: 9/15/17

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

THIS FORM IS A PUBLIC DOCUMENT

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

IN THE MATTER OF ADOPTING A POLICY MAKING FAMILY MEMBERS OF THE BOARD OF SUPERVISORS INELIGIBLE FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE APPOINTING AUTHORITY

WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;
NOW, THEREFORE, BE IT RESOLVED THAT the following policy is hereby adopted:

- I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.
- II. POLICY: A person will not be eligible for appointment if he/she is related to a Board of Supervisors' Member in any of the following relationships:
1. Mother, father, son, and daughter;
 2. Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 3. Great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, and great-granddaughter;
 4. First cousin;
 5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouse's grandson;
 7. Registered domestic partner, pursuant to California Family Code section 297.
 8. The relatives, as defined in 5 and 6 above, for a registered domestic partner.
 9. Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.



APPLICATION FOR MEMBERSHIP

Name: Denise Clarke
Home Address: [Redacted] City: Benicia Zip: 94510
Business/Agency/Affiliation: Contra Costa County Office of Education
Address: 77 Santa Barbara Road City: Pleasant Hill Zip: 94523
Type of Organization: Education Services Position: Youth Development Services Supervisor
Day Phone: (925) 942-3322 FAX: (925) 942-3490 Email: dclarke@cccocoe.k12.ca.us

A. CATEGORIES FOR APPOINTMENT

The County Board of Supervisors and the Superintendent of Schools make appointments to the Early Care and Education Planning Council. Members must live or work in Contra Costa County. Twenty percent of the Planning Council members are to be drawn from each of the following categories described below: Child Care Consumer, Child Care Provider, Community Representative, Public Agency Representative, and All Other. Please indicate which categories you could represent.

[X] 1. Consumer of Child Care Services - using childcare or have used it within the past 36 months.
Are you currently utilizing Child Care? [X] Yes ___ No Date you last used it:
Type of Care: Relative Caregiver Location: Benicia
Length of Time as a Consumer: 5 Years

[] 2. Child Care Provider- please check the types of care you provide and note the number of children:
Licensed family care provider # of children licensed for
Licensed & publicly funded child care center # of children licensed for
Licensed, private for profit, or private non-profit child care center # of children licensed for
Subsidized Child Care Program # of children licensed for
License exempt child care provider # of children cared for
Location of your facility: Program/Center Name:

[] 3. Community Representative: Includes civic or community based agencies or business that advocate for child care but do NOT provide child care or contract with the California Department of Education to provide child care and developmental services.

Organization: Service Provided:
Location: Service Area:

[] 4. Public Agency Representative - Including city, county and local education agencies.
Agency: Service Area:

[] 5. All Other- Please describe:

B. GEOGRAPHIC, ETHNIC, AND CULTURAL DIVERSITY REPRESENTATION

CalWORKS legislation AB 1542 (Education Code 8499.3 d) states, "Every effort shall be made to ensure that the ethnic racial, and geographic composition of the local planning council is reflective of the ethnic, racial, and geographic distribution of the population of the county"

Please indicate your ethnic origin: _____ Which region of the County would you represent: Central

- White (non-Hispanic)
- Black (Includes African, Jamaican, Trinidad and West Indian)
- Hispanic (includes Mexican, Puerto Rican Cuban, Latin American or Spanish)
- Asian or Pacific Islander (includes Pakistani, East Indian, Japanese, Tongan, Filipino, Laotian, or Vietnamese)
- American Indian or Alaskan Native (includes persons who identify themselves or are known as such by virtue or tribal association)
- Other _____

C. CURRENT COUNCIL INVOLVEMENT:

Are you currently an active participant on a Council Committee? X No ___ Yes
Which Committee: _____ What is your participation? _____

D. INTERESTS: Personal/Professional areas of interest/experience/skills that could benefit the Council:

I have vast educational and career experience in early childhood education and have completed both site supervisor and program director permits through the California Commission on teacher credentialing. I've also provided training and technical assistance to child care providers and worked with the early childhood environment rating scales and teacher career initiatives in the past.

I am interested in becoming a Council representative because: _____

I would like to be more involved in the field of early childhood education and stay up to date with current trends and initiatives in the field as they relate to local programs and services.

E. MEMBER RESPONSIBILITIES: Members are expected to attend regular meetings on the fourth Monday of July, September, November, January, March, and May from 3:00 p.m. to 5:00 p.m. and participate in at least one committee. Additional meetings may be scheduled for training and council business.

Are you able to commit to regular participation, given this schedule: x Yes _____ No


If needed, do you have the support of your agency/employer to be an active member of the Council?
x Yes _____ No

F. How did you hear about the Planning Council?

Ruth Fernandez, LPC Coordinator

Please attach your resume and a letter of interest with this application. Mail completed application, resume and letter of interest to the Contra Costa County Local Planning and Advisory Council (LPC) Coordinator at the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523.

For more information please call the LPC Coordinator at (925) 942-3413.

Signature:  Date: 9/15/17

To Whom It May Concern,

This letter serves as my desired intent to participate on the Local Planning and Advisory Council for Early Care and Education. I am currently actively involved in promoting early literacy programs that either prevent or offset the achievement gaps of our most needy students in Antioch, CA.

For the past five years I've participated on Antioch Unified School District's Local Control and Planning Committee (LCAP), and one of its sub committees: The African American Male Achievement Initiative. I oversee Bright Beginning's summer program which provides an intensive summer preparation program to students entering kindergarten in the fall, as well as a kindergarten orientation for parents of the attending students.

In addition, I work as a full time reading teacher with a focus on early literacy interventions. My goals as a member of the council would involve being informed of current policies and solutions regarding early literacy; to be a part of the change making process to better early literacy; to influence existing programs that support early literacy and to work towards implementing new programs to support early literacy.

Thank you for our careful consideration of my application to participate with Contra Costa's Local Planning and Advisory Council for Early Care and Education.

Sincerely,


Phelicia Lang 7/26/2017

Phelicia Lang

Objective To obtain a reading leadership position in a student centered environment where my knowledge, experience and strong literacy background will be used to the maximum potential. In addition, I desire to be a support to a district where I can continue to grow professionally and improve student achievement

Education

Reading Recovery Certification
2015 Saint Mary's College, CA

Masters of Art in Education – Reading Leadership
2009 Saint Mary's College CA

Reading/Specialist Credential
2008 St. Mary's College Moraga, CA

CLAD
2003 University San Diego San Diego CA

Multiple Subject Teaching Credential
1994-1995 Patten College Oakland CA

Bachelor of Arts Psychology minor in Business 1982-1986 San Jose State University San Jose CA

Professional Experience

Reading Recovery Teacher
2014-present Antioch Provided intensive reading intervention for first grade students

Teacher
2006- present Antioch USD CA

- K-1stnd-3rd self contained, Reading Intervention, and computer s1-5th grades

Virtual Academy Teacher
2005-2006 CA Virtual Academy Charter School Sonoma

- Gave academic and technology support and guidance to families using the K-12 curriculum. SAT/6 Site, and Open House Coordinator.

Reading Teacher
2005-2007 Carmen Dragon Elementary Antioch USD

CT (Credentialed Teacher)
2002- 2005 Visions In Education Charter School San Juan USD

Developed individualized curriculum plans for home school families and assured students made progress towards State Standards. SAT/CAT6 coordinator/Administrator

Advising Teacher
2001-2002 ENCORE Home Schooling Antioch USD

- Partner to parent in educating Home school students

APPLICATION FOR MEMBERSHIP

Name: Phelicia E. Lang
 Home Address: [REDACTED] City: Antioch Zip: 94531
 Business/Agency/Affiliation: Circle
 Address: _____ City: _____ Zip: _____
 Type of Organization: _____ Position: _____
 Day Phone: () _____ FAX: () _____ Email: _____

A. CATEGORIES FOR APPOINTMENT

The County Board of Supervisors and the Superintendent of Schools make appointments to the Early Care and Education Planning Council. Members must live or work in Contra Costa County. Twenty percent of the Planning Council members are to be drawn from each of the following categories described below: Child Care Consumer, Child Care Provider, Community Representative, Public Agency Representative, and All Other. Please indicate which categories you could represent.

- 1. Consumer of Child Care Services** - using childcare or have used it within the past 36 months.
 Are you currently utilizing Child Care? __ Yes __ No Date you last used it: _____
 Type of Care: _____ Location: _____
 Length of Time as a Consumer: _____

- 2. Child Care Provider**- please check the types of care you provide and note the number of children:

_____ Licensed family care provider	# of children licensed for _____
_____ Licensed & publicly funded child care center	# of children licensed for _____
_____ Licensed, private for profit, or private non-profit child care center	# of children licensed for _____
_____ Subsidized Child Care Program	# of children licensed for _____
_____ License exempt child care provider	# of children cared for _____

 Location of your facility: _____ Program/Center Name: _____

- 3. Community Representative:** Includes civic or community based agencies or business that advocate for child care but do NOT provide child care or contract with the California Department of Education to provide child care and developmental services.
 Organization: _____ Service Provided: _____
 Location: _____ Service Area: _____

- 4. Public Agency Representative** - Including city, county and local education agencies.
 Agency: _____ Service Area: _____

- 5. All Other**- Please describe:
Discretionary Appointee - East County

B. GEOGRAPHIC, ETHNIC, AND CULTURAL DIVERSITY REPRESENTATION

CalWORKS legislation AB 1542 (Education Code 8499.3 d) states, "Every effort shall be made to ensure that the ethnic racial, and geographic composition of the local planning council is reflective of the ethnic, racial, and geographic distribution of the population of the county"

Please indicate your ethnic origin: _____ Which region of the County would you represent: East

- White (non-Hispanic)
- Black (Includes African, Jamaican, Trinidad and West Indian)
- Hispanic (includes Mexican, Puerto Rican Cuban, Latin American or Spanish)
- Asian or Pacific Islander (includes Pakistani, East Indian, Japanese, Tongan, Filipino, Laotian, or Vietnamese)
- American Indian or Alaskan Native (includes persons who identify themselves or are known as such by virtue or tribal association)
- Other _____

C. CURRENT COUNCIL INVOLVEMENT:

Are you currently an active participant on a Council Committee? No Yes
Which Committee: _____ What is your participation? _____

D. INTERESTS: Personal/Professional areas of interest/experience/skills that could benefit the Council:

I'm an experienced Reading teacher and I advocate for early literacy interventions through a Summer pre-Kindergarten program. Our program is extending to the school year through a Parent Literacy Project.

I am interested in becoming a Council representative because: I'd like to be a part of the change making process to benefit early literacy in my city's County. I'd also like to use my influence to impact existing programs and be a part of teams that work to implement new ones.

E. MEMBER RESPONSIBILITIES: Members are expected to attend regular meetings on the fourth Monday of July, September, November, January, March, and May from 3:00 p.m. to 5:00 p.m. and participate in at least one committee. Additional meetings may be scheduled for training and council business.

Are you able to commit to regular participation, given this schedule: Yes No

If needed, do you have the support of your agency/employer to be an active member of the Council?
 Yes No

F. How did you hear about the Planning Council?

Through a friend who's currently on the LPC.

Please attach your resume and a letter of interest with this application. Mail completed application, resume and letter of interest to the Contra Costa County Local Planning and Advisory Council (LPC) Coordinator at the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523.

For more information please call the LPC Coordinator at (925) 942-3413.

Signature:  Date: 7-24-17



**Contra
Costa
County**

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Local Planning and Advisory Council
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

Discretionary Seat East County
PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Lang Phelicia Elaine
(Last Name) (First Name) (Middle Name)

2. **Address:** [Redacted] Antioch CA 94531
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** [Redacted]
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** [Redacted]

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved: Masters

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Saint Mary's College	Reading Recovery Certificate	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	10		Certif	2015
B) Saint Mary's College	Masters Read Lang Arts Read Specialist Credent	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	34		Masters	2009
C) Patten College	Teacher Education	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	27		Credent	1995
D) Other schools / training completed: San Jose State	Course Studied Psychology Degree	Hours Completed BA Diploma	Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			

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6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) From To 9-2013 present Total: Yrs. Mos. 6 7 Hrs. per week <input type="text"/> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title Community Representative Employer's Name and Address Antioch Unified School District 501 G. Street Antioch, CA 94509</p>	<p>Duties Performed Participated in creating, revising and implementing plans and programs to support our students as out lined in the Local Control Accountability Formula.</p>
<p>B) Dates (Month, Day, Year) From To 12-2006 present Total: Yrs. Mos. 10 7 Hrs. per week <input type="text"/>40 . Volunteer <input type="checkbox"/></p>	<p>Title Teacher Employer's Name and Address Antioch Unified School District 501 G. Street Antioch, CA 94509</p>	<p>Duties Performed Reading teacher and staff developer; K/1, First and Third Grades classroom teacher</p>
<p>C) Dates (Month, Day, Year) From To 2004 2006 Total: Yrs. Mos. 1 5 Hrs. per week <input type="text"/>40 . Volunteer <input type="checkbox"/></p>	<p>Title Credentialed Teacher Employer's Name and Address CA Virtual Adacdemy K-12 Simi Valley, CA</p>	<p>Duties Performed Credentialed teacher to home school families: collected attendance, provided advisory, curriculum and tutorial support to students and their at home teaching parent. Supervised state testing locally.</p>
<p>D) Dates (Month, Day, Year) From To 8-2002 1-2004 Total: Yrs. Mos. 2 4 Hrs. per week <input type="text"/>24 . Volunteer <input type="checkbox"/></p>	<p>Title Credentialed Teacher Employer's Name and Address Visions In Education Home School San Juan, CA</p>	<p>Duties Performed Credentialed teacher to home school families: collected attendance, provided advisory, curriculum and tutorial support to students and their at home teaching parent. Supervised state testing locally.</p>

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7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name:  Date: 7-24-17

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at 651 Pine Street, Room 106, Martinez, CA 94553.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

September 15, 2017

Contra Costa Local Planning Council Committee Members:

Please accept this letter, resume, and required forms as my application packet for Contra Costa Local Planning Council Member. With over fifteen years of experience holding diverse positions of increasing responsibility in the fields of early childhood education and developmental psychology, I possess the skills, knowledge, and personality to help LPC in its mission to promote quality childcare through advocacy, resource development, strong partnership with other organizations.

I have a strong base of program design, implementation, evaluation experience and technical skills, while working with flexibility, efficiency, and diplomacy both individually and as part of a complex team effort.

As First 5 Contra Costa ECE Program Officer, I'm responsible for implementing a number of activities to promote the professional development of ECE providers and the quality of ECE programs, including the IMPACT, PDP (in partnership with LPC), Early Literacy Programs, amongst other programs.

As the Early Learning Systems Specialist at First 5 San Mateo County (F5SMC), I was able to successfully provide quality improvement support for the Child Signature Program (CSP) participating classrooms. While collaboratively developing improvement plans for F5SMC CSP classrooms, I was responsible to directly provide training and technical assistance in a multi-faceted fashion to help insure high quality services and continued strong leadership in early childhood education. My leadership in the CSP Program has helped bring systemic, cross-disciplinary change to improve quality child care for young children and their families.

As San Francisco CARES Manager I was responsible for designing and implementing CARES program policy that promoted ECE workforce professional development. In addition to that, as a roundtable member, for five years, for Santa Clara County CARES I helped create and implement professional development education plans for CARES participants in that county.

As a center director in San Francisco, I was mainly responsible for the following: 1) organization, budget management, and supervision of a community-based preschool program that served 50 children; 2) design and implementation of assessment strategies that aimed at understanding cognitive and socio-emotional development of children from diverse cultural, linguistic, ethnic and socioeconomic backgrounds; 3) provide ongoing technical assistance and mentorship to teaching staff to further enhance their skills in the areas of Desired Results Developmental Profile and Environmental Rating Scales; family partnerships; implementation of developmentally appropriate practices for young children; children's socio-emotional guidance; and inclusion of children with varying abilities.

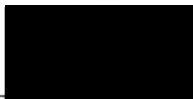
In addition to that, as a member of the Executive Cabinet for Santa Clara County Race to the Top Consortium, I was able to provide input on that initiative from the initial design up to the current stages of the initiative with the following areas as special foci of interest: professional development opportunities, policy and systems change, program assessment, and Quality Rating and Improvement System (QRIS).

In my role as Department Chair for the Child Development Program at the National Hispanic University (NHU), I was responsible for leading faculty committees, grant and scholarships administration, program budget management, curriculum development and revision, teaching and advising child development students, staffing of child development courses, program review, and development of partnerships with various local agencies to develop projects relevant to ECE workforce development. My contributions to the internal functioning of the institution have ranged from program development to strategic planning and implementation of program review to reaffirm its WASC accreditation.

Working with culturally and linguistically diverse populations, I am sensitive and adept in seeking to understand the goals and needs of the constituents, how to best communicate and to facilitate productive and collaborative partnerships.

The opportunity to serve as a member of the Contra Costa LPC is compelling. I hope that you will favorably consider my application and I would enjoy the opportunity to meet with the committee, if needed, to discuss this further.

Sincerely,

A black rectangular redaction box covering the signature of Edirle Menezes.

Edirle Menezes, Ph.D.
Early Childhood Education Program Officer
First 5 Contra Costa



Contra
Costa
County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Local Planning Council

Public Agency 2 - Contra/South

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Menezes (Last Name) Edirle (First Name) (Middle Name)

2. **Address:** [Redacted] Concord, CA 94520 (No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** [Redacted] (Home No.) (Work No.) (Cell No.)

4. **Email Address:** [Redacted]

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Doctorate in Psychology, Specialization in Child Development

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Clark University, Worcester, MA, USA	Doctorate in Psychology	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			Ph.D.	2003
B) Universidade Federal Pernambuco, Brazil	Master's in Cognitive Psychology	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			M.A.	1999
C) Universidade Federal Ceara, Brazil	Bachelor's in Psychology	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			B.A.	1995
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">4/9/2013</div> <div style="border: 1px solid black; padding: 2px;">Present</div> </div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">3</div> <div style="border: 1px solid black; padding: 2px;">5</div> </div> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p> </p></p>	<p style="text-align: center;"><u>Title</u></p> <div style="border: 1px solid black; padding: 2px;">ECE Program Officer</div> <p style="text-align: center;"><u>Employer's Name and Address</u></p> <div style="border: 1px solid black; padding: 2px;"> First 5 Contra Costa 1485 Civic Court, Suite 1200 Concord, CA 94520 </div>	<p style="text-align: center;"><u>Duties Performed</u></p> <div style="border: 1px solid black; padding: 2px;"> - Oversight of Contra Costa QRIS, including coaching, assessments, and oversight of rating and monitoring, WELS database. - Management of Contra Costa PDP - Oversight of numerous early literacy projects in the County </div>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">9/7/2005</div> <div style="border: 1px solid black; padding: 2px;">4/6/2013</div> </div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">7</div> <div style="border: 1px solid black; padding: 2px;">5</div> </div> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p> </p></p>	<p style="text-align: center;"><u>Title</u></p> <div style="border: 1px solid black; padding: 2px;">Department Chair, Nat'l Hispanic Univ</div> <p style="text-align: center;"><u>Employer's Name and Address</u></p> <div style="border: 1px solid black; padding: 2px;"> National Hispanic University 14271 Story Road San Jose, CA 95127 </div>	<p style="text-align: center;"><u>Duties Performed</u></p> <div style="border: 1px solid black; padding: 2px;"> - Oversight of Child Development B.A. and M.A. programs - Curricula revision - Child Development courses scheduling and staffing - Faculty </div>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">10/5/2004</div> <div style="border: 1px solid black; padding: 2px;">08/1/2005</div> </div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">0</div> <div style="border: 1px solid black; padding: 2px;">10</div> </div> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p> </p></p>	<p style="text-align: center;"><u>Title</u></p> <div style="border: 1px solid black; padding: 2px;">Mission YMCA Preschool Director</div> <p style="text-align: center;"><u>Employer's Name and Address</u></p> <div style="border: 1px solid black; padding: 2px;"> 4080 Mission St. San Francisco, CA 94112 </div>	<p style="text-align: center;"><u>Duties Performed</u></p> <div style="border: 1px solid black; padding: 2px;"> - Oversight of overall daily operations of the preschool, including instruction and curriculum, child observation instruments, child assessment, and budget planning and implementation </div>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">08/01/2008</div> <div style="border: 1px solid black; padding: 2px;">01/15/2009</div> </div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">0</div> <div style="border: 1px solid black; padding: 2px;">6</div> </div> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p> </p></p>	<p style="text-align: center;"><u>Title</u></p> <div style="border: 1px solid black; padding: 2px;">SF CARES Manager</div> <p style="text-align: center;"><u>Employer's Name and Address</u></p> <div style="border: 1px solid black; padding: 2px;"> Wu Yee Children's Services 827 Broadway San Francisco, CA 94113 </div>	<p style="text-align: center;"><u>Duties Performed</u></p> <div style="border: 1px solid black; padding: 2px;"> - Design and implementation of various SF CARES Policies. - SF CARES Program Oversight. </div>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name:  Date: 9/15/2017

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at **651 Pine Street, Room 106, Martinez, CA 94553**.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

THIS FORM IS A PUBLIC DOCUMENT

RECEIVED
 9.20.17

APPLICATION FOR MEMBERSHIP

Name: Edirle Meneses
 Home Address: [REDACTED] City: San Ramon Zip: 94583
 Business/Agency/Affiliation: First 5 Contra Costa
 Address: 1485 Civic Ct. City: Concord, CA Zip: 94583
 Type of Organization: Public Agency Position: ECE Program Officer
 Day Phone: [REDACTED] FAX: (925) 771-6083 Email: [REDACTED]

A. CATEGORIES FOR APPOINTMENT

The County Board of Supervisors and the Superintendent of Schools make appointments to the Early Care and Education Planning Council. Members must live or work in Contra Costa County. Twenty percent of the Planning Council members are to be drawn from each of the following categories described below: Child Care Consumer, Child Care Provider, Community Representative, Public Agency Representative, and All Other. Please indicate which categories you could represent.

- 1. Consumer of Child Care Services** - using childcare or have used it within the past 36 months.

Are you currently utilizing Child Care? Yes No Date you last used it: _____
 Type of Care: _____ Location: _____
 Length of Time as a Consumer: _____

- 2. Child Care Provider**- please check the types of care you provide and note the number of children:

_____ Licensed family care provider	# of children licensed for _____
_____ Licensed & publicly funded child care center	# of children licensed for _____
_____ Licensed, private for profit, or private non-profit child care center	# of children licensed for _____
_____ Subsidized Child Care Program	# of children licensed for _____
_____ License exempt child care provider	# of children cared for _____

Location of your facility: _____ Program/Center Name: _____

- 3. Community Representative:** Includes civic or community based agencies or business that advocate for child care but do NOT provide child care or contract with the California Department of Education to provide child care and developmental services.

Organization: _____ Service Provided: _____
 Location: _____ Service Area: _____

- 4. Public Agency Representative** - Including city, county and local education agencies.
 Agency: First 5 Contra Costa Service Area: Central (location). Services are provided Countywide.

- 5. All Other**- Please describe:

B. GEOGRAPHIC, ETHNIC, AND CULTURAL DIVERSITY REPRESENTATION

CalWORKS legislation AB 1542 (Education Code 8499.3 d) states, "Every effort shall be made to ensure that the ethnic racial, and geographic composition of the local planning council is reflective of the ethnic, racial, and geographic distribution of the population of the county"

Please indicate your ethnic origin:

Which region of the County would you represent:

Central/South

- White (non-Hispanic)
- Black (Includes African, Jamaican, Trinidad and West Indian)
- Hispanic (includes Mexican, Puerto Rican Cuban, Latin American or Spanish)
- Asian or Pacific Islander (includes Pakistani, East Indian, Japanese, Tongan, Filipino, Laotian, or Vietnamese)
- American Indian or Alaskan Native (includes persons who identify themselves or are known as such by virtue or tribal association)
- Other _____

C. CURRENT COUNCIL INVOLVEMENT:

Are you currently an active participant on a Council Committee? No Yes

Which Committee: Workforce Development

What is your participation? Participation in meetings as a guest

D. INTERESTS: Personal/Professional areas of interest/experience/skills that could benefit the Council:

- Workforce Development
- Quality improvement for early learning settings
- ECE Policy & Advocacy

I am interested in becoming a Council representative because: I resonate with LPC goals of: a) supporting training & professional development of ECE workforce b) promoting access to quality child care; and c) collaborate with community organizations to provide families with high quality child care

E. MEMBER RESPONSIBILITIES: Members are expected to attend regular meetings on the fourth Monday of July, September, November, January, March, and May from 3:00 p.m. to 5:00 p.m. and participate in at least one committee. Additional meetings may be scheduled for training and council business.

Are you able to commit to regular participation, given this schedule: Yes No

If needed, do you have the support of your agency/employer to be an active member of the Council? Yes No

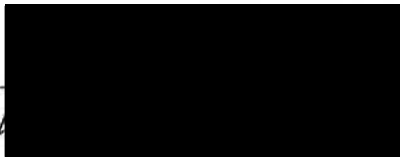
F. How did you hear about the Planning Council?

Through LPC Website

Please attach your resume and a letter of interest with this application. Mail completed application, resume and letter of interest to the Contra Costa County Local Planning and Advisory Council (LPC) Coordinator at the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523.

For more information please call the LPC Coordinator at (925) 942-3413.

Signature: _____



Date: _____

9/15/2017

Terms of Office									
Seat Title	Expires	Name	Business/Affiliation Address	Home Address	Email	Work #	Home #	Fax #	Cell or Alternate #
Consumer 1 West County	4/30/2019	Dr. Crystal McClendon-Gourdine	Baby Love Child Development Services 845 Meadow View Drive Richmond, CA 94806	[REDACTED]	[REDACTED]	510-799-9003	[REDACTED]	[REDACTED]-799-9013	[REDACTED]0
Consumer 2 Central/South County	4/30/2019	Vacant							
Consumer 3 Central/South County	4/30/2017	Vacant							
Consumer 4 East County	4/30/2018	Vacant	Genentech Inc. 1 DNA Way South San Francisco, CA	[REDACTED]	[REDACTED]		7 [REDACTED]		
Child Care Provider 1 West County	4/30/2019	Silvana Mosca-Carreon (<i>Second Vice-chair</i>)	ICRI-EI Nuevo Mundo Children's Center Director 1707 Pennsylvania Ave Richmond, CA 94801	[REDACTED]	silvana@icrichild.org	510-233-2329	[REDACTED]	510-965-1771	
Child Care Provider 2 Central/South County	4/30/2019	Brenda Brown	Concord Child Care Center, Inc. 1360 Detroit Ave Concord, CA 94520	[REDACTED]	brenda.b@concordchildcare.org	925-689-5151 x201	[REDACTED]		[REDACTED]
Child Care Provider 3 Central/South County	4/30/2019	Vacant							
Child Care Provider 4 East County	4/30/2018	Stacie Cooper-Roundtree	Training Children Childcare and Learning Center 4716 Parkland Court Antioch, CA 94531		[REDACTED]	925-628-1150			
Public Agency 1 West County	4/30/2018	Carolyn Johnson	Contra Costa County Community Services Bureau 3068 Grant Street Concord, CA 94520	[REDACTED]	cjohnson@ehsd.cccounty.us	925-646-5797	[REDACTED]	925-646-5815	[REDACTED]5
Public Agency 2 Central/South County	4/30/2017	Edirle Menezes	First 5 Contra Costa 1485 Civic Court, Suite 1200 Concord, CA 94520		emenezes@first5coco.org	925-771-7333			
Public Agency 3 Central/South County	4/30/2019	Joan Means	Diablo Valley College Adjunct Faculty Early Childhood Education 321 Golf Club Road Pleasant Hill, CA 94523	[REDACTED]	[REDACTED]	925-685-1230 ext. 1870	[REDACTED]		[REDACTED]
Public Agency 4 East County	4/30/2018	Doug Rowe (<i>First Vice-chair</i>)	Los Medanos College 2700 E Leland Rd Pittsburg, CA 94565	[REDACTED]	[REDACTED]		[REDACTED]		[REDACTED]
Community 1 West County	4/30/2019	Eric Peterson	Contra Costa Child Care Council Area Director 1035 Detroit Avenue, #200 Concord, CA 94518	[REDACTED]	eric.peterson@cocokids.org	(925) 676-6610	[REDACTED]	925-265-6510	[REDACTED]6
Community 2 Central/South County	4/30/2019	Dr. Deborah Penry	CARE Parent Network Early Education Coordinator 1340 Arnold Drive, #115 Martinez, CA 94553	[REDACTED]	[REDACTED]	(925)313-0999 ext. 107	[REDACTED]	925-370-8651	[REDACTED]
Community 3 Central/South County	4/30/2018	Vacant							
Community 4 East County	4/30/2019	Vacant							
Discretionary 1 East County	4/30/2018	Eran Perera		[REDACTED]	[REDACTED]		[REDACTED]		[REDACTED]
Discretionary 2 Central/South County	4/30/2018	Vacant							
Discretionary 3 Central/South County	4/30/2018	Cathy Roof (<i>Chair</i>)	Martinez Early Childhood Center 615 Arch Street Martinez, CA 94553	[REDACTED]	[REDACTED]	925-229-2000	[REDACTED]	925-229-2088	[REDACTED]
Discretionary 4 West County	4/30/2019	Aurora Ruth		[REDACTED]	[REDACTED]				[REDACTED]
LPC Coordinator		Ruth Fernández	77 Santa Barbara Road Pleasant Hill, CA 94523		rfernandez@cccoe.k12.ca.us	925-942-3413		925-942-3480	[REDACTED]
Administrative Assistant		Melody Yee	77 Santa Barbara Road Pleasant Hill, CA 94523		myee@ccoe.k12.ca.us	925-942-5313		925-942-3480	
CCCOE Deputy Superintendent of Schools		Dr. Pamela Comfort	77 Santa Barbara Road Pleasant Hill, CA 94523		pcomfort@cccoe.k12.ca.us	925-942-3358		925-942-5319	



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE - Special Meeting

4.

Meeting Date: 10/30/2017
Subject: Appointments to the Arts and Culture Commission
Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,
Department: County Administrator
Referral No.: N/A
Referral Name: Appointments to Advisory Bodies
Presenter: N/A **Contact:** Enid Mendoza, (925)
335-1039

Referral History:

On December 6, 2011 the Board of Supervisors adopted Resolution No. 2011/497 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was the requirement that applications for at large/countywide seats be reviewed by a Board of Supervisors sub-committee.

Referral Update:

The Arts and Culture Commission advises the Board of Supervisors in matters and issues relevant to Arts and Culture, to advance the arts in a way that promotes communication, education, appreciation and collaboration throughout Contra Costa County; to preserve, celebrate, and share the arts and culture of the many diverse ethnic groups who live in Contra Costa County; to create partnerships with business and government; to increase communications and understanding between all citizens through art. Most importantly, the Commission will promote arts and culture as a vital element in the quality of life for all of the citizens of Contra Costa County.

The Arts and Culture Commission (AC5) is comprised of one representative from each of the five supervisorial districts, two at-large representatives and one alternate for a total of eight seats. Appointment are for a four year period with terms expiring on June 30 of alternating odd numbered years.

The current roster is listed in the attached memo. There is currently one vacant seat and five candidates applied for seats on the Commission. All five applicants' applications are attached. At their September meeting, AC5 voted to appoint Mr. Anderson.

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the appointment of LaMar Anderson to the At-large 2 seat on the Arts and Culture Commission of Contra Costa County (AC5), as recommended by AC5.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

AC5 Recommending Memo for L.Anderson Appointment

Candidate Applications

AC5 2017 Attendance Log



ARTS AND CULTURE COMMISSION OF CONTRA COSTA COUNTY

651 PINE STREET, 10TH FLOOR, MARTINEZ, CA 94553
STAFF@AC5.CCCOUNTY.US (925) 646-2278 **AC5.ORG**

September 22, 2017

Family and Human Services Committee

Appointment Recommendations for Arts and Culture Commission of Contra Costa County

Please consider the appointment of:

Mr. **LaMar Anderson** Concord, District IV At-Large 2

This appointment will fill a vacant At-Large seat the Commission seeks to fill to support meeting quorum.

Current Commission Seats:

Commissioner Silvia Ledezma	Richmond, District I
Commissioner Marija Nelson Bleier	Danville, District II
Commissioner Petural Shelton	Danville, District III
Commissioner Elizabeth Wood	Concord, District IV
Commissioner Teresa Snook O’Riva	Rodeo, District V
Commissioner Y’Anad Burrell	Richmond, At-Large 1
VACANT	At-Large 2
Commissioner Cindy McCann	Pleasanton, Alternate

After reviewing five applications and careful consideration of issues relevant to Arts and Culture in Contra Costa County, including advancing the arts in a way that fosters creatively within the community and celebrates our diverse cultural expression, the Commission recommends LaMar Anderson to fill the At-Large Seat 2.

Working with the current AC5 Commissioners, these new Commissioners will promote the Arts and culture as a vital element in the quality of life for all of the citizens of Contra Costa County.

Recruitment efforts including four months of posting on the CCTV Bulletin board, news releases sent to many news outlets, posting on Supervisors newsletter, emails sent on Constant Contact and posting on the AC5 website.

Also considered were applications from Bill Burns, Pleasant Hill; Nicole Hess Diestler, Moraga; and AndreAnna Jovan, Concord (see redacted applications, attachment see attachment 5 *Applications for AC5 Seats 2017*).

Sincerely,

Roger Renn, AC5 Managing Director

Application Form

Profile

This application is used for all boards and commissions

AndreAnna

First Name

Jovan

Last Name

Middle Initial

[Redacted]

Email Address

[Redacted]

Home Address

Suite or Apt

[Redacted]

City

CA

State

[Redacted]

Postal Code

Home: [Redacted]

Primary Phone

Self Employed

Employer

Owner

Job Title

Education

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

Yes No

Is a member of your family (or step-family) employed by Contra Costa Co.?

Yes No

Interests & Experiences

Which Boards would you like to apply for?

Arts & Culture Commission: Submitted

Please describe your interest in serving as a member of the board(s) you have selected and if applicable which seat you are applying for.

I believe the Arts are essential to the well-being of all ages of our citizens. It provides a critical basis for our culture in the community. My son is in charge of instituting the VAPA program (Visual Arts and Performing Arts) for the Mount Diablo Unified School District and I help him establish the Mount Diablo Music Education Foundation, and served as Secretary on the Board. And my granddaughters also perform several different instruments. I have been immersed in music for many years and am committed to Cultural development in our county.

Have you previously served on a government or non-profit board or committee?

Over the years I have served on many non-profit boards and committees, including San Diego Small Business Association as member and President, President and Founding member of Womens' Political Caucus in San Diego, Rotary Club of San Rafael as a member. As mentioned above, Founding member and Secretary for the Mt. Diablo Music Education Foundation.

Please describe how your education, work experience, or other activities have prepared you to serve on the board or commission you have selected.

I am a Dr of Education, major is Organization and Leadership. I have been Professor of Business Department at Dominican University, San Rafael, and University of San Francisco, and Adjunct Professor at UC Davis, and National University. Additionally, I was recognized for my Volunteer Work connect with the Music Department at Concord High School.

Upload a Resume

Education History

Select the highest level of education you have received:

Other

Ed.D, Dr. Of Education

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

University of San Francisco

Name of College Attended

Organization and Leadership

Course of Study / Major

All required

Units Completed

Type of Units Completed

- Semester
- Quarter

Degree Awarded?

- Yes No

Ed.D.

Degree Type

1989

Date Degree Awarded

College/ University B

National University

Name of College Attended

Master of Business, Business Law

Course of Study / Major

All required

Units Completed

Type of Units Completed

- Semester
- Quarter

Degree Awarded?

- Yes No

MBA

Degree Type

1982

Date Degree Awarded

College/ University C

National University

Name of College Attended

Business, Quantitative Analysis

Course of Study / Major

All required

Units Completed

Type of Units Completed

Semester

Degree Awarded?

Yes No

BBA

Degree Type

1980

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

Yes No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

2011-2017

Dates (Month, Day, Year) From - To

6 hrs.

Hours per Week Worked?

Volunteer Work?

Yes No

Assistant Co-ordinator

Position Title

Employer's Name and Address

Animal Rescue Foundation, Walnut Creek, Ca.

Duties Performed

Administrative work, FoodShare Program

2nd

1976-Present

Dates (Month, Day, Year) From - To

20hr

Hours per Week Worked?

Volunteer Work?

Yes No

Owner/operator

Position Title

Employer's Name and Address

Living Arts, 1876 Lynwood Dr, Concord, ca

Duties Performed

Administrative, and Landscape Deign

3rd

1995-1997

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

Volunteer Work?

Yes No

Chair, Business Department

Position Title

Employer's Name and Address

Dominican University, San Rafael, Ca

Duties Performed

Professor and Chair for Business and International Studies

Final Questions

How did you learn about this vacancy?

Newspaper Advertisement

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

Yes No

If Yes, please identify the nature of the relationship:

Application Form

Profile

This application is used for all boards and commissions

Nicole

First Name

Middle Initial

Hess Diestler

Last Name

Email Address

Home Address

Suite or Apt

City

CA
State

Postal Code

Mobile: (619) 249-8874

Primary Phone

Diablo Valley College/ Cross
Culture, Inc.

Employer

Drama Department Chair/ Co-
Owner; Founder

Job Title

Professor/ Non-Profit Founder

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

Yes No

Is a member of your family (or step-family) employed by Contra Costa Co.?

Yes No

Interests & Experiences

Which Boards would you like to apply for?

Arts & Culture Commission

Please describe your interest in serving as a member of the board(s) you have selected and if applicable which seat you are applying for.

As an actress/professor/playwright, I've always considered myself to be an arts advocate and have been blessed to spend my adult life as a working professional in the arts. My focus has always been Theatre for Social Change. I believe that the arts transform the society in which they exist.

Have you previously served on a government or non-profit board or committee?

I am currently the co-founder/board member for Cross Culture, The Bay Area Street Church. We are an organization that serves the homeless and disenfranchised on the streets of the Bay Area. We serve 200 people per week, providing home cooked meals and developing relationship that link our street family to local organizations, rehabs and transitional housing opportunities. This fall I am forming, under the umbrella of Cross Culture, Inc., The Ghostlight Theatre Project, as a 501c(3) organization will research topical issues and then devise new works, producing street theatre with a mission and raising awareness and funding for various issues and impact organizations: A Social Justice Theatre company.

Please describe how your education, work experience, or other activities have prepared you to serve on the board or commission you have selected.

I joined the Diablo Valley College family in 2006, relocating from the cement and glitter of the LA scene, to join the stellar faculty, in the lush green, Bay Area. I began my college teaching career as an adjunct faculty member at San Diego State University, and has worked as an acting coach, organizational manager, workshop lead, vocal coach and auditioning and business prep advisor. I am a published playwright and a former Theatre Spotlight columnist for the City Of Pleasant Hill. I host a Backstage Theatre show which airs on the City Channel Of Pleasant Hill. I am an active member of Actor's Equity, a Founder of Living Truth Christian Center, a Respondent, workshop presenter, and coach for Region 7: K.C.A.C.T.F. (The Kennedy Center American College Theatre Festival) I serve on a variety of industry, social and academic programs: Intercity Alliance, The Homeless Church of San Francisco, Foster/Adopt S.F., Rancho De Sus Ninos, The Bay Area Street Church, and A New Day For Children. I am currently developing a Juvenile Corrections outreach program, aimed at encouraging young offenders to draw from their past experiences, and use dramatic performance and writing projects, to give them a voice to their pain and struggles. I hold several degrees and certificates, among them a BA in Theatre Performance (SDSU) and an MFA in Acting (FSU/Asolo Conservatory). I am the Department Chair for DVC Drama, the Dramatic Society's Club Co-Advisor and serve on various campus/community committees, that allow me to cultivate and seek admission/transfer/internship/work opportunities and experiences for DVC drama alumni, current students and prospects.

[Upload a Resume](#)

Education History

Other

Select the highest level of education you have received:

M.F.A.

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

Florida State University/ Asolo
Conservatory

Name of College Attended

Acting

Course of Study / Major

Units Completed

Type of Units Completed

Degree Awarded?

Yes No

M.F.A.

Degree Type

2003

Date Degree Awarded

College/ University B

San Diesgo State University

Name of College Attended

Theatre Performance

Course of Study / Major

Units Completed

Semester

Type of Units Completed

Degree Awarded?

Yes No

B.A. Theatre Arts

Degree Type

2000

Date Degree Awarded

College/ University C

Grossmont Community College

Name of College Attended

**Theatre/ Gerontology / Criminal
Justice**

Course of Study / Major

Units Completed

Semester

Type of Units Completed

Degree Awarded?

Yes No

AA

Degree Type

1996/7

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

Yes No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

8/2016- current

Dates (Month, Day, Year) From - To

100's

Hours per Week Worked?

Volunteer Work?

Yes No

Drama Dept. Chair

Position Title

Employer's Name and Address

Diablo Valley College 321 Golf Club Road Pleasant Hill, Ca. 94523

Duties Performed

2nd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

3rd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

Final Questions

Other

How did you learn about this vacancy?

friend suggested

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

Yes No

If Yes, please identify the nature of the relationship:



Contra
Costa
County

RECEIVED
FEB 16 2016
CLERK BOARD OF SUPERVISORS
CONTRA COSTA

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 109
Martinez, California 94533-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Arts & Culture Commission

Current Vacancy

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Davis Neal
(Last Name) (First Name) (Middle Name)

2. Address: [Redacted] CA 94805
(No.) (Street) (Apt.) (State) (Zip Code)

3. Phones: [Redacted]
(Home No.) (Work No.) (Cell No.)

4. Email Address: [Redacted]

5. EDUCATION: Check appropriate box if you possess one of the following:



High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Ed.M.

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Oberlin College	English (conc. writing)	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	1980
B) Brooklyn College	Television Production	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MS	1983
C) Harvard Grad. School of Education	Teaching and Curriculum	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			Ed.M.	1990
D) Other schools / training completed:	Course Studied Teaching Credential	Hours Completed	Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> 9/30/07 Present</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 8 years, 5 months</p> <p>Hrs. per week <u>40+</u> . Volunteer <input type="checkbox"/></p>	<p>Title Writer/Producer/Director</p> <p>Employer's Name and Address Group 5 Media </p>	<p>Duties Performed All areas of video design and production. I write scripts, direct video crews during shoots, edit video, and deliver programs to my clients. I design and build graphics and simple animations. I work with clients to conceptualize programs and series. I also perform all areas of client support and business development.</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 01/05/08 Present</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 7 years, 1 month</p> <p>Hrs. per week <u>as ne</u> . Volunteer <input type="checkbox"/></p>	<p>Title Editor/Director</p> <p>Employer's Name and Address Story Lines </p>	<p>Duties Performed Story Lines is an oral history company. My role is mostly to edit any video projects, and on occasion direct a video shoot. I do this on an as-needed basis.</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Employer's Name and Address</p>	<p>Duties Performed</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Employer's Name and Address</p>	<p>Duties Performed</p>

THIS FORM IS A PUBLIC DOCUMENT

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other _____

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/58, attached): No Yes

If Yes, please identify the nature of the relationship: _____

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name:  Date: 2/11/16

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: 651 Pine Street, Room 106, Martinez, CA 94553.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

THIS FORM IS A PUBLIC DOCUMENT

Application Form

Profile

This application is used for all boards and commissions

Bill	R	Burns
First Name	Middle Initial	Last Name

		
Email Address		

		
Home Address		Suite or Apt

	CA	
City	State	Postal Code

Home: 	
Primary Phone	

Williams Sonoma inc.	Senior Designer	Designer /Artist
Employer	Job Title	Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

Yes No

Is a member of your family (or step-family) employed by Contra Costa Co.?

Yes No

Interests & Experiences

Which Boards would you like to apply for?

Arts & Culture Commission

Please describe your interest in serving as a member of the board(s) you have selected.

I am passionate about all of the arts and their many benefits to our community and culture. I want to be part of the team that can highlight the importance of the arts in our community and for the enrichment of our citizens.

Have you previously served on a government or non-profit board or committee?

No

Please describe how your education, work experience, or other activities have prepared you to serve on the board or commission you have selected.

I have been a professional designer for Pottery Barn for over 16 years and have 20 years experience in the arts. BFA degree in industrial design from CCA. I am also a teacher of design courses at CCA. I am very familiar with creating with a group input and crafting a plan to achieve success. From vision to finished product I am very well versed in the process to make dreams come true.

[Bill Burns Resume.pdf](#)

Upload a Resume

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

1/15/2001, present

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

Volunteer Work?

Yes No

Senior Designer

Position Title

Employer's Name and Address

Williams Sonoma inc. 141 union Street San Francisco, CA, 94111

Duties Performed

See resume

2nd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

3rd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

Application Form

Arts & Culture Commission: Submitted

Profile

This application is used for all boards and commissions

LaMar

First Name

Anderson

Last Name

Middle Initial

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

City

Suite or Apt

CA

State

[Redacted]

Postal Code

Home: [Redacted]

Primary Phone

Transamerica life Insurance

Employer

Certified Estate and Trust
Specialist

Job Title

Estate Planning

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

Yes No

Is a member of your family (or step-family) employed by Contra Costa Co.?

Yes No

Interests & Experiences

Which Boards would you like to apply for?

Arts & Culture Commission

Please describe your interest in serving as a member of the board(s) you have selected and if applicable which seat you are applying for.

Former Vice Chair Concord Pavilion and 2 years Concord Planning Commissioner and 4 years economic opportunity Commission. The Concord Pavilion is the largest arts and entertainment facility in Contra Costa County.

Have you previously served on a government or non-profit board or committee?

yes. Temporary and short lived appointment to Trans pac.

Please describe how your education, work experience, or other activities have prepared you to serve on the board or commission you have selected.

My experience and education has prepared me for public service. B.A. Degree from California Polytechnical University in Public Administration, my Graduate Estate Certification from the Institute of Business and Finance and Community Program completion Certificate from Crime Prevention through environmental Design sponsored by the Concord Police Department

Upload a Resume

Education History

Other

Select the highest level of education you have received:

B.A.

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

California Polytechnical University

Name of College Attended

Public Administration

Course of Study / Major

degree

Units Completed

Quarter

Type of Units Completed

Degree Awarded?

Yes No

B.A.

Degree Type

1973

Date Degree Awarded

College/ University B

Institute of Business & Finance

Name of College Attended

Estate Planning

Course of Study / Major

24

Units Completed

Quarter

Type of Units Completed

Degree Awarded?

Yes No

Certification

Degree Type

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

Degree Awarded?

Yes No

Degree Type

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

Yes No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

2nd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

3rd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

Final Questions

Newspaper Advertisement

How did you learn about this vacancy?

If "Other" was selected please explain

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

Yes No

AC5 Commission Meeting Attendance for 2017

Name	%	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC		
District 1															
Silvia Ledezma	100%	✓	✓	✓		✓	✓	✓		✓					
District 2															
Marija Bleier	80%			✓		✓	✓	ABSENT		✓					
District 3															
P.J. Shelton	28%	✓	✓	ABSENT		ABSENT	ABSENT	ABSENT		ABSENT					
District 4															
Elizabeth Wood	86%	✓	✓	✓		✓	ABSENT	✓		✓					
District 5															
Tess O'Riva	100%	✓	✓	✓		✓	✓	✓		✓	✓				
At Large															
Y'Anad Burrell	71%	✓	ABSENT	✓		✓	✓	✓		✓	ABSENT				
Geoffrey Meredith	67%	✓	ABSENT	✓											
Alternate															
Cindy McCann	14%	✓	ABSENT	ABSENT	ABSENT	ABSENT	ABSENT	ABSENT	ABSENT						
TOTAL		7/7	4/7	6/7		5/7	4/7	4/7		4/7					
CANCELED													NO MEETING		



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE - Special Meeting

5.

Meeting Date: 10/30/2017
Subject: Appointments to the Advisory Council on Aging
Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,
Department: County Administrator
Referral No.: N/A
Referral Name: Appointments to Advisory Bodies
Presenter: N/A **Contact:** Enid Mendoza, (925)
335-1039

Referral History:

On December 6, 2011 the Board of Supervisors adopted Resolution No. 2011/497 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was a requirement that applications for at large/countywide seats be reviewed by a Board of Supervisors sub-committee.

The Advisory Council on Aging provides a means for county-wide planning, cooperation and coordination for individuals and groups interested in improving and developing services and opportunities for the older residents of this County. The Council provides leadership and advocacy on behalf of older persons and serves as a channel of communication and information on aging.

The Advisory Council on Aging consists of 40 members servicing 2 year staggered terms each ending on September 30. The Council consists of representatives of the target population and the general public, including older low-income and military persons; at least one-half of the membership must be made up of actual consumers of services under the Area Plan.

The Council includes: 19 representatives recommended from each Local Committee on Aging, 1 representative from the Nutrition Project Council, and 20 at-large representatives.

Referral Update:

There are currently 26 seats filled on the Advisory Council on Aging and 14 vacancies. These vacant seats include: Local Committee Lafayette, Local Committee Orinda, Local Committee Pleasant Hill, Local Committee Concord, Local Committee Richmond, Local Committee Pittsburg, Local Committee Clayton, Local Committee Walnut Creek, Local Committee Moraga, Local Committee Brentwood, and Member-At-Large seats 3, 11, 14 and 19. The current membership is as follows:

Seat Title	Term Expiration Date	Current Incumbent	Incumbent Supervisor District	Number of Meetings Attended Since Appointment Date	Total Number of Meeting Held Since Appointment	Total Number of Absences Allowable in By-laws
Nutrition Project Council	9/30/2018	Garrett, Gail	I	6	6	3
At-Large 1	9/30/2018	Adams, Fred	II	5	6	3
At-Large 2	9/30/2018	Krohn, Shirley	IV	5	6	3
At-Large 3	9/30/2019	VACANT				3
At-Large 4	9/30/2018	Welty, Patricia	V	2	6	3
At-Large 5	9/30/2018	Card, Deborah	V	5	6	3
At-Large 6	9/30/2018	Michael Collins				3
At-Large 7	9/30/2018	Selleck, Summer	V	6	6	3
At-Large 8	9/30/2019	Richards, Sheri	IV	14	17	3
At-Large 9	9/30/2019	Xavier, Rita	I	17	17	3
At-Large 10	9/30/2018	Mikolaj, Paul	II			3
At-Large 11	9/30/2019	VACANT				3
At-Large 12	9/30/2018	Neemuchwalla, Nuru	IV	6	6	3
At-Large 13	9/30/2018	Dunne-Rose, Mary D	II	5	6	3
At-Large 14	9/30/2019	VACANT				
At-Large 15	9/30/2019	Bruns, Mary	IV	13	17	3
At-Large 16	9/30/2019	Leasure, Robert	II	13	17	3
At-Large 17	9/30/2018	Ames, Kathyrn	IV	6	9	3
At-Large 18	9/30/2018	Nahm, Richard	III	6	6	3
At-Large 19	9/30/2019	VACANT				3
At-Large 20	9/30/2019	Frederick, Susan	I	5	6	3
Local Committee Lafayette	9/30/2019	VACANT				
Local Committee Orinda	9/30/2019	VACANT				
Local Committee Antioch	9/30/2018	Fernandez, Rudy	III	7	9	3
Local Committee Pleasant Hill	9/30/2019	VACANT				
Local Committee Pinole	9/30/2018	Haegeland, Kristin	I	8	9	3
Local Committee Concord	9/30/2018	VACANT				
Local Committee Richmond	9/30/2018	VACANT				
Local Committee El Cerrito	9/30/2018	Kim-Selby, Joanna	I	5	9	3
Local Committee Hercules	9/30/2018	Doran, Jennifer	I	2	2	3
Local Committee Pittsburg	9/30/2018	VACANT				

Local Committee San Ramon	9/30/2018	Fehrenback, Anna	II				3
Local Committee Clayton	9/30/2019	VACANT					
Local Committee Alamo-Danville	9/30/2018	Donnelly, James Robert	II	7	9		3
Local Committee Walnut Creek	9/30/2019	VACANT					
Local Committee Moraga	9/30/2019	VACANT					
Local Committee San Pablo	9/30/2018	Gantt, Dorothy	I	7	9		3
Local Committee Martinez	9/30/2018	Joslin, David	V				3
Local Committee Brentwood	9/30/2019	VACANT					
Local Committee Oakley	9/30/2018	Smith, Grayce	III	12	17		3

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the appointments of Ed Benson to the Member At-large 3 seat, Jagjit Bhambra to the Member At-large 11 seat, and Steven Birnbaum to the Member At-large 19 seat on the Advisory Council on Aging, as recommended by the Council.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

Memo Recommending E.Benson

E.Benson Application

Memo Recommending J.Bhambra

J.Bhambra Application

Memo Recommending S.Birnbaum

S.Birnbaum Application

Contra Costa County California
Employment & Human Services

Kathy Gallagher, Director
40 Douglas Dr., Martinez, CA 94553 * Phone: (925) 313-1579 * Fax: (925) 313-1575 * www.cccounty.us/ehsd.

MEMORANDUM

DATE: 10-4-2017

TO: Family and Human Services Committee

CC: Victoria Tolbert, Director Aging and Adult Services

FROM: Jaime Ray, Staff Representative for the Advisory Council on Aging

SUBJECT: Advisory Council on Aging – Appointment Requested

The Contra Costa Area Agency on Aging (AAA) recommends for immediate appointment to the Contra Costa Advisory Council on Aging (ACOA) the following applicant: Mr. Ed Benson for the Member at Large #3 seat. The MAL #3 seat is undesignated and has remained vacant since November 8, 2016. Juliana Boyle who previously was appointed to MAL #3 has resigned.

Recruitment has been handled by both the Area Agency on Aging, the ACOA and the Clerk of the Board using CCTV. AAA staff has encouraged interested individuals including minorities to apply through announcements provided at the Senior Coalition meetings and at the regular monthly meetings of the ACOA. The Contra Costa County EHSD website contains dedicated web content where interested members of the public are encouraged to apply and are provided an application with instructions on whom to contact for ACOA related inquiries, including application procedure.

Mr. Benson submitted an application on June 23, 2017; this document is provided as a separate attachment. At the time of his selection by the ACOA Membership Committee to fill one of three At Large vacancies, there were four other MAL applicants; two others have been approved and will be recommended for appointments to fill the remaining MAL vacancies. Among the two applicants who were not recommended, one rescinded her application and the other did not attend the interview scheduled for her by the Membership Committee. One additional applicant had contacted the Area Agency on Aging for information regarding membership on the ACOA but failed to submit a completed application.

Thank You

June 23, 2017

Contra Costa County
CLERK OF THE BOARD OF SUPERVISORS
651 Pine Street
Martinez, CA 94553-1292



To Whom it May Concern:

Enclosed are two documents:

- Board Application for an At-Large Seat on the Advisory Council on Aging
- My personal resume prior to my leaving full-time employment

I believe that I would be a significant asset to the Board for the following reasons:

I have been a member of Sons in Retirement (SIR), a non-profit, public benefit corporation with 14,500 members in 125 Northern California branches since 2005.

Since 2008, I have held leadership positions in SIR at the branch, area, region and state levels. I am currently the Region Director for the East Bay, Diablo Valley, TriValley and Livermore areas. The region has 25 branches and 3,600 members.

I currently also serve as the State Chairman of SIR's Growth and Membership Committee, the strategy arm of the organization.

I have served on and led non-profit boards including the Opportunities Industrial Center of Eastern North Carolina (Founder and Chairman), the Green hills Homeowners' Association (Lafayette) and the Contra Costa Humane Society.

Through the years my management consulting experience has equipped me with excellent problem solving, communication, group decision making and consensus-building skills which are invaluable when working at the board level.

I am a proven, results-oriented leader.

I look forward to discussing this Board member opportunity with you.

Thank you for your consideration.

Your truly,

A solid black rectangular redaction box covering the signature area.

Ed Benson

A solid black rectangular redaction box covering the first line of the address.

Walnut Creek, CA 94597

A solid black rectangular redaction box covering the second line of the address.



Contra
Costa
County

RECEIVED

JUN 26 2017

CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

Print Form

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Advisory Council on Aging

Board Member

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Benson Edward Earl
(Last Name) (First Name) (Middle Name)

2. Address: [Redacted] CA 94597
(No.) (Street) (Apt.) (State) (Zip Code)

3. Phones: [Redacted]
(Home No.) (Work No.) (Cell No.)

4. Email Address: [Redacted]

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Master of Science in Business Administration

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) University of California - Berkeley	Liberal Arts	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	21			
B) College of San Mateo	Liberal Arts	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	39		AA	1959
C) San Jose State University	Industrial Mgmt/Psych.	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	95		BS/MS	1961/1962
D) Other schools / training completed: Many corporate and outside courses	Course Studied Too many to list	Hours Completed Estimate over 800	Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> 2013 Present Total: <u>Yrs.</u> <u>Mos.</u> 5 6 Hrs. per week <u>30+</u> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title Region Director, Strategy Leader Employer's Name and Address Sons in Retirement (SIR) As an all volunteer organization of over 14,500 mostly retired men in Northern CA we have no formal office address.</p>	<p>Duties Performed Lead a region of 25 Branches and 3,600 members in the BayArea, TriValley and Livermore areas. Develop organizational strategy for a 14,500 member Northern CA men's social organization. Act as a member of the Board of Directors</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 1994 2010 Total: <u>Yrs.</u> <u>Mos.</u> 17 0 Hrs. per week <u>50+</u> . Volunteer <input type="checkbox"/></p>	<p>Title Owner and Managing Principal Employer's Name and Address BW Associates 1289 Crown Court Walnut Creek, CA 94597</p>	<p>Duties Performed Provide management consulting services to a wide variety of clients. Lead a management consulting firm, drawing on other consultants to meet client needs, as necessary..</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> 1980 1994 Total: <u>Yrs.</u> <u>Mos.</u> 15 0 Hrs. per week <u>50+</u> . Volunteer <input type="checkbox"/></p>	<p>Title Vice President (Partner) and Gen Mgr Employer's Name and Address The Hay Group 1650 Arch Street - Suite 2300 Philadelphia, PA 19103</p>	<p>Duties Performed Lead a major consulting office Provide management consulting services to a wide variety of clients. Lead the firm's consulting services to the telecommunications industry.</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> 1976 1980 Total: <u>Yrs.</u> <u>Mos.</u> 4 0 Hrs. per week <u>45+</u> . Volunteer <input type="checkbox"/></p>	<p>Title Exec Asst to EVP of Human Resources Employer's Name and Address Bechtel Corporation 50 Beale Street San Francisco, CA 94105</p>	<p>Duties Performed Provide staff assistance on a wide variety of HR issues to the Worldwide leader of HR Conduct audits throughout the US for compliance with EEO/AA Regs Undertake internal HR consulting engagements for numerous Divisions</p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other _____

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship: _____

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: _____

Date: _____

6/23/17

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

THIS FORM IS A PUBLIC DOCUMENT

This is my resume prior to my retirement from full-time employment

Edward E. Benson

██████████
Walnut Creek, CA 94597
██████████

BW Associates, Walnut Creek, CA
Founder and Managing Principal

April 1994 to October 2010

Founded and currently manage a consulting firm dedicated to helping clients dramatically improve their performance through the application of change and transition management principles, strategic plan implementation, human resource planning, staffing and development, competency-based human resource processes, executive coaching, performance management and reward and recognition programs.

Significant leadership accomplishments:

- Established consulting alliances with three highly recognized consulting firms in the complementary areas of process reengineering, benchmarking and competency-based human resource programs
- Developed a "virtual" consulting team with the recruitment of three highly qualified affiliate-associates
- Recognized as "**Professional of the Year**" by the Bay Area Compensation Association

Significant consulting accomplishments:

- Design of and implementation support for an integrated human resource/compensation program to significantly improve customer relations for the service department of a large, luxury automobile dealership
- Led a 20 engineer unit recognized as the poorest performing that became the most profitable engineering unit in the firm within six months
- Managed the compensation function for a 20,000 employee health club company
- Design of an enterprise-wide, competency and skill-based process to improve self-motivation, recognition and reward for the IT professionals of a multi-billion revenue international delivery service
- Design of an enterprise-wide, competency-based performance management and compensation architecture. Development and delivery of competency assessment training and the certification of behavioral event interviewers for a multi-billion revenue national mortgage lender
- Design of a results, skills and competency-based performance management and development program for 30,000 non-management, union-represented employees for a major telecommunications provider.
- Development and delivery of a competency-based work culture and organizing style survey and analysis of results, leading to an action plan for organizational change for a foreign-owned, semiconductor design company
- Development and delivery of a work culture and employee attitude survey including recommendations for change for a high-growth management consulting firm
- Design of an entrepreneurial compensation plan and recommendations for process improvement for a high technology subsidiary start-up of a \$ 10 billion revenue parent company
- Guide a Fortune 30 Company in the administration of its compensation program for 10,000 salaried employees

Hay Management Consultants, Walnut Creek, CA
Vice President (Partner)

January 1980 to April 1994

Rotated between general management, industry leadership and relationship management roles with primary focus upon \$ 1 billion plus revenue clients

Significant leadership accomplishments included:

- Selection, development and leadership of Hay's most successful field consulting office in the United States from 1984 to 1986
- Sale of more consulting work on the West Coast than any other consultant in Hay's history
- Leadership of Hay's market introduction of "HR Xpert", a software-based human resource management system
- Management of industry penetration and marketing to the telecommunications and gaming industry sectors

Significant consulting accomplishments included:

- Sale of a process reengineering study to consolidate engineering functions and redesign processes for a \$ 10 billion regional telecommunications company
- Assisted the President of a \$ 500 million building materials manufacturing subsidiary in implementing a new strategy through development of a new organization design, re-staffing of key leadership positions and design and implementation of a total compensation program
- Design of executive and management total remuneration programs with numerous clients to facilitate strategy achievement
- Reorganization, role definition, job redesign and leadership effectiveness assessment of the Human Resource function for a multi-billion dollar revenue property and casualty insurance company
- Design and implementation of performance management programs for two regional banks, an aerospace defense contractor and an electric utility
- Reorganization and redesign of the key executive staff positions and functions of a \$ 500 million holding company
- Sales effectiveness recommendations, job/process redesign and total compensation recommendations for a \$ 200 million chemical subsidiary

Bechtel Corporation, San Francisco, CA
Executive Assistant to the Worldwide Manager of Personnel

April 1976 to January 1980

- Held positions of successively increasing responsibility which included world-wide resource coordination and human resource consulting

Weyerhaeuser Corporation, Tacoma, WA and New Bern, NC
Manager of Personnel and Administrative Services

July 1968 to April 1976

- Progressively promoted through positions which included responsibility for hiring and training of sales representative recruits and providing human resource support for the national sales force, managing the total human resource function for a 4000 employee manufacturing division and direct management of a 200 employee unit responsible for procurement, logistics, stores, security and administrative services

Western Electric Company, Sunnyvale, CA
Section Manager - Payroll

August 1962 to April 1968

- Promoted through positions in manufacturing support, employee relations and accounting

San Jose State University

- Master of Science Degree in Business Administration, 1962
- Bachelor of Science Degree in Industrial Management/Psychology, 1961

Additional Honors and Accomplishments

- Graduate Research Assistant, Dean of the College of Business, San Jose State University
- Founder and Chairman, Eastern North Carolina Opportunities Industrialization Center, a self-help program designed to provide training and employment opportunities to disadvantaged individuals
- Recognized as a Senior Professional in Human Resources (SPHR) by the Human Resource Accreditation Institute
- Certified as a Internet Marketing Specialist by Stores On Line
- Honored with a membership to Beta Gamma Sigma, the National Honor Society for Business Graduates
- Member, and Chairman of the Nominating Committee of the Dean's Global Leadership Council, College of Business, San Jose State University
- Former Board Member and Treasurer, Contra Costa Humane Society
- Developed a scorecard to identify failing branches and the associated action plans to overcome failure trends for Sons in Retirement, a 14,500 member men's social club in Northern California. Heavily involved in assisting failing branches to succeed.

Burman

MC, CA 94597

RECEIVED
JUN 26 2017
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

Contra Costa County
Clerk of the Board of Supervisors
651 Pine St. - Room 106
Martinez CA 94553-1292



94553-1292 0001



Contra Costa County California
Employment & Human Services

Kathy Gallagher, Director

40 Douglas Dr., Martinez, CA 94553 * Phone: (925) 313-1579 * Fax: (925) 313-1575 * www.cccounty.us/ehsd.

MEMORANDUM

DATE: 10-4-2017

TO: Family and Human Services Committee

CC: Victoria Tolbert, Director Aging and Adult Services

FROM: Jaime Ray, Staff Representative for the Advisory Council on Aging

SUBJECT: Advisory Council on Aging – Appointment Requested

The Contra Costa Area Agency on Aging (AAA) recommends for immediate appointment to the Contra Costa Advisory Council on Aging (ACOA) the following applicant: Mr. Jagjit Bhambra for the Member at Large #11 seat. The MAL #11 seat is undesignated and has remained vacant since May 23, 2017. Douglas Knowles who previously was appointed to MAL #11 has resigned.

Recruitment has been handled by both the Area Agency on Aging, the ACOA and the Clerk of the Board using CCTV. AAA staff has encouraged interested individuals including minorities to apply through announcements provided at the Senior Coalition meetings and at the regular monthly meetings of the ACOA. The Contra Costa County EHSD website contains dedicated web content where interested members of the public are encouraged to apply and are provided an application with instructions on whom to contact for ACOA related inquiries, including application procedure.

Mr. Bhambra submitted an application on May 21, 2017; this document is provided as a separate attachment. At the time of his selection by the ACOA Membership Committee to fill one of three At Large vacancies, there were four other MAL applicants; two others have been approved and will be recommended for appointments to fill the remaining MAL vacancies. Among the two applicants who were not recommended, one rescinded her application and the other did not attend the interview scheduled for her by the Membership Committee. One additional applicant had contacted the Area Agency on Aging for information regarding membership on the ACOA but failed to submit a completed application.

Thank You

Application Form

Profile

This application is used for all boards and commissions

Jagjit

First Name

Bhambra

Middle Initial

Last Name

[Redacted]

Email Address

[Redacted]

Home Address

Suite or Apt

Hercules

City

CA

State

94547

Postal Code

[Redacted]

Primary Phone

Retired

Employer

Job Title

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

Yes No

Is a member of your family (or step-family) employed by Contra Costa Co.?

Yes No

Interests & Experiences

Which Boards would you like to apply for?

Advisory Council on Aging

Please describe your interest in serving as a member of the board(s) you have selected and if applicable which seat you are applying for.

As a past Executive Director, Atria Senior Living community at Lafayette, I have a passion for serving the senior community.

Have you previously served on a government or non-profit board or committee?

Yes. Community Services Commissioner, City of Hercules

Please describe how your education, work experience, or other activities have prepared you to serve on the board or commission you have selected.

My service as an Executive Director of Senior Living community (current holder of Residential Care Facility for Elderly - Administrator's License) and as a retired County employee (MPA Degree) and the advocate for seniors, I think I am qualified to serve on the Advisory Council on Aging.

Upload a Resume

Education History

Other

Select the highest level of education you have received:

Master of Public Administration

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

National University, San Diego

Name of College Attended

MPA

Course of Study / Major

Units Completed

Type of Units Completed

Degree Awarded?

Yes No

MPA

Degree Type

Date Degree Awarded

College/ University B

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

Degree Awarded?

Yes No

Degree Type

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

Degree Awarded?

Yes No

Degree Type

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

Yes No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

11/14/17 - 5/3/17

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

Yes No

Executive Director

Position Title

Employer's Name and Address

Atria Park of Lafayette 1545 Pleasant Hill Rd Lafayette, CA 94549

Duties Performed

Manage the Senior Assisted Living community as it's Executive Director

2nd

06/05/1995 - 10/31/16

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

Yes No

Contra Costa County/EHSD/HSD

Position Title

Employer's Name and Address

Contra Costa County 651 Pine St Martinez, CA 94553

Duties Performed

ASA III/EWS I

3rd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

Final Questions

Contra Costa County Homepage

How did you learn about this vacancy?

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

Yes No

If Yes, please identify the nature of the relationship:

Contra Costa County California
Employment & Human Services

Kathy Gallagher, Director

40 Douglas Dr., Martinez, CA 94553 * Phone: (925) 313-1579 * Fax: (925) 313-1575 * www.cccounty.us/ehsd.

MEMORANDUM

DATE: 10-4-2017

TO: Family and Human Services Committee

CC: Victoria Tolbert, Director Aging and Adult Services

FROM: Jaime Ray, Staff Representative for the Advisory Council on Aging

SUBJECT: Advisory Council on Aging – Appointment Requested

The Contra Costa Area Agency on Aging (AAA) recommends for immediate appointment to the Contra Costa Advisory Council on Aging (ACOA) the following applicant: Mr. Steven Birnbaum for the Member at Large #19 seat. The MAL #19 seat is undesignated and has remained vacant since August 16, 2016. Teri Mountford who previously was appointed to MAL #10 has resigned.

Recruitment has been handled by both the Area Agency on Aging, the ACOA and the Clerk of the Board using CCTV. AAA staff has encouraged interested individuals including minorities to apply through announcements provided at the Senior Coalition meetings and at the regular monthly meetings of the ACOA. The Contra Costa County EHSD website contains dedicated web content where interested members of the public are encouraged to apply and are provided an application with instructions on whom to contact for ACOA related inquiries, including application procedure.

Mr. Birnbaum submitted an application on June 5, 2017; this document is provided as a separate attachment. At the time of his selection by the ACOA Membership Committee to fill one of three At Large vacancies, there were four other MAL applicants; two others have been approved and will be recommended for appointments to fill the remaining MAL vacancies. Among the two applicants who were not recommended, one rescinded her application and the other did not attend the interview scheduled for her by the Membership Committee. One additional applicant had contacted the Area Agency on Aging for information regarding membership on the ACOA but failed to submit a completed application.

Thank You

Print Form



Contra
Costa
County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Advisory Council on the Aging _____
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION PRINT EXACT SEAT NAME (if applicable)

1. Name: BIRNBAUM Steven M
(Last Name) (First Name) (Middle Name)

2. Address: _____ CA 94801
(No.) (Street) (Apt.) (State) (Zip Code)

3. Phones: _____
(Home No.)

4. Email Address: _____

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Law Degree

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) NYU	liberal arts	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	4			
B) BELKNAP COLLEGE	liberal arts	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	2			
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed: NEW COLLEGE OF CA SCHOOL OF LAW	COURSE STUDIED LAW	Hours Completed FULL COURSE	Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) From <u>7/82</u> To <u>present</u> Total: <u>3</u> Yrs. <u>3</u> Mos. Hrs. per week <u>40+</u> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title <u>CEO - TRIAL ATTORNEY</u> Employer's Name and Address <u>LAW OFFICE OF STEVEN BIRNBAUM</u></p>	<p>Duties Performed <u>trial Attorney dealing with workers Compensation, Social Security and medicare issues for many senior clients</u></p>
<p>B) Dates (Month, Day, Year) From <u>9/77</u> To <u>6/82</u> Total: <u>4</u> Yrs. <u>9</u> Mos. Hrs. per week <u>40+</u> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title <u>Staff Attorney</u> Employer's Name and Address <u>Legal Assistance to the Elderly San Francisco, CA</u></p>	<p>Duties Performed <u>Staff attorney representing the elderly of San Francisco in all its neighborhoods under funding from the Older Americans Act. Housing, Social Security, public aid issues are among those I handled</u></p>
<p>C) Dates (Month, Day, Year) From <u>6/74</u> To <u>6-70</u> Total: <u>1</u> Yrs. <u>1</u> Mos. Hrs. per week <u>40+</u> . Volunteer <input checked="" type="checkbox"/> <u>with stipend</u></p>	<p>Title <u>Volunteer in Service to America Volunteer</u> Employer's Name and Address <u>is now called Americorps</u></p>	<p>Duties Performed <u>Community worker in Carrollton Georgia helping to organize and provide services to both the white and black community</u></p>
<p>D) Dates (Month, Day, Year) From _____ To _____ Total: _____ Yrs. _____ Mos. Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title _____ Employer's Name and Address _____</p>	<p>Duties Performed _____</p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other _____

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship: _____

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.



Sign Name: _____ Date: 6-5-2017

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: 651 Pine Street, Room 108, Martinez, CA 94553.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

THIS FORM IS A PUBLIC DOCUMENT

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A Professional Law Corporation

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Honolulu, Hawaii, 96812
TELEPHONE (808) 261 0223

STEVEN M. BIRNBAUM, ESQ.

Born: August 14, 1948, New Jersey

Education: Attended New York University, New York, NY.
Graduated New College of California School of Law, San Francisco, 1978
CLE Seminars, National College of Advocacy

Government Service: Volunteers in Service to America (VISTA), 1969-1970 (Carrollton, Ga.)

License to Practice: State of California, 1978; U.S. District Court, No. California;
U.S. Court of Appeals, 9th Circuit, U.S. Supreme Court

Certifications: Certified Workers Compensation Specialists, State Bar of California
Certified Specialist Maritime and Admiralty, State Bar of California

Professional Experience:

Clinical Extern, San Francisco Neighborhood Legal Assistance 1978-80
Legal Assistance to the Elderly, San Francisco, CA
1978-1982 -- Staff Attorney
Clinical Advisor, New College School of Law (San Francisco, CA)

Law Offices of Steven M. Birnbaum, A Professional Corporation, 1983-present,
Specializing in Workers' Compensation under the Longshore and Harbor
Workers' Act and under the California Labor Code, arguing before the United States
Department of Labor OALJ, Benefits Review Board and in the U.S. Court of Appeal, Ninth
Circuit

Professional Associations:

Member, California State Bar,

Board Member, presently Vice President for Special Projects, **Workplace Injury Law and
Advocacy Group**, Treasurer (Vice Chairman), 1995-1997, Treasurer Elect 2008,

*Certified Workers' Compensation Specialist
Board of Legal Specialization, State Bar of California

Treasurer 2008-2009, President 2009-2010 Past President, Winner President's award, twice.
Original Chair, WILG Longshore Section

Fellow, College of Workers Compensation Lawyers (Past Treasurer)
Fellow, National Academy of Social Insurance

Past Chair, S.F. Bay Maritime Claimant's Bar;
Past Chair, ATLA Workers' Compensation Section;

Advisor, contributor, Benefits Review Board Report Lexis Nexis pub.
Advisor, Annual Longshore Conference, Loyola University School of Law, New Orleans, Louisiana
Founder and Director of WILG's Annual Longshore Claimant's Bar Seminar since 2006
Fellow, College of Workers Compensation Lawyers 2013-14 Treasurer
Rated AV Preeminent by Martindale Hubbell
Designated "Workers Compensation Notable Person 2009" Lexis Nexis
Interfaith Workers for Justice, National Board member
Lecturer, University of Hawaii Center for Labor and Education
Advisory Board, Loyola University New Orleans School of Law Maritime Journal

Chief Editor *the Longshore Textbook*, 6th ed. Lawyer and Judges Publishing;

Co Editor Longshore Textbook, 4th and 5th

Two Children:

Andrew Moorman Birnbaum, b. 9/5/81,
Kelsey Moorman Birnbaum, b. 7/1/83

Resides in Pt Richmond, California and Kaneohe, HI // Active in various civic organizations.

Marin Peace and Justice Coalition
Pt Richmond Neighborhood Council
Past member of the Mill Valley Drug and Alcohol Abuse Commission
Board Hawaii Injured Workers Alliance, through 2013

Board of Directors, (past president) Meiklejohn Civil Liberties Law Library, Berkeley, CA (1998-2008)

Past Board of Directors, Interfaith Workers for Justice (Chicago) presently
Past Board Member, Sustainable Harvest

Limits practice to Longshore and Harbor Workers' Act Claimants' cases in Western United States and Hawaii.

Lecturer, Industrial Claims Assn.

Lecturer, Loyola University, New Orleans

Lecturer, Longshore Claims Association

Lecturer, ATLA National College of Advocacy

Lecturer, Northwest Longshore Administrators Association

Lecturer, California Applicants Attorneys Association,

Lecturer National Council of State Legislators

Lecturer, WILG annual CLE numerous times

Past Corporate Sponsor: King Biscuit Blues Festival, Helena, AR

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 ANDREW BIRNBAUM

Office Assistant
 KHARMAN AIDUN
 KATIE DUNN

Paralegal
 NUNZIO ALIOTO
 JULIE ANN RICHTER

REPLY TO SAN RAFAEL OFFICE

FACSIMILE

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Date: June 5 /2017	
To: Jaime Ray	Fax No: (9256024178)
From: Law Office of Steven M. Birnbaum	
Re: [Application for seat on the Advisory Council on the Aging]	
Number of Pages Including Cover Sheet: 7	

COMMENTS:

Hi Jaime,
 Please accept these documents as my application and supporting information for the position on the Council.
 If anything more is needed, please do not hesitate to contact me.

Steve Birnbaum



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE - Special Meeting

6.

Meeting Date: 10/30/2017
Subject: Community Services Bureau Oversight Report
Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,
Department: County Administrator
Referral No.: 78
Referral Name: Community Services Oversight
Presenter: N/A **Contact:** Enid Mendoza, (925)
335-1039

Referral History:

Oversight of the Community Services Bureau and Head Start programs was originally referred to the Family and Human Services Committee on March 1, 2005. Since that time the program has provided the Committee with annual updates on the programs and services provided. The last report was approved by the Board of Supervisors on November 6, 2016.

Referral Update:

Please see the attached report from the Employment and Human Services Department Community Services Bureau regarding its program accomplishments, special initiatives and anticipated challenges.

Recommendation(s)/Next Step(s):

ACCEPT the report from the Employment and Human Services Department on the oversight and activities of the Community Services Bureau.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

Community Services Bureau Oversight Report



EMPLOYMENT &
HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

40 Douglas Drive, Martinez, CA 94553 | (925) 608.4801 | Fax (925) 608.4818 | www.ehds.org

To: Family and Human Services Committee
Supervisor John Gioia, Chairperson
Supervisor Candace Andersen, Member
Date: October 12, 2017

From: Kathy Gallagher, EHSD Director

Subject: FHS Referral #78 Community Services Bureau/Head Start Oversight (Consent Item)

Please accept this oversight report regarding the operation of the Employment and Human Services Department Community Service Bureau (CSB) and its programs. This memo compliments CSB's annual report sent to all Board offices in July 2017. Community Services remains a leader in the field and is known throughout the country for its innovation and technological advances. This memo outlines CSB's accomplishments and special projects as well as some challenges as we move into 2018.

Accomplishments and Special Initiatives

Early Care and Education Services

- Head Start, Early Head Start, and California Department of Education funding allowed CSB to provide services to 2,326 children directly and to 878 children through alternative payment vouchers.
- In March 2017, CSB was awarded funding to increase the number of Early Head Start children from 383 to 573 – an increase of 190 much need spaces for infants and toddlers. This next round of funding was in addition to the \$1.1 million received in 2015 to support 72 infants and toddlers through a partnership with the Childcare Council.
- New Head Start Performance Standards were released for the first time since 1975 and were successfully integrated into all program systems and services. The new standards allow programs the flexibility to develop and support programs based on community need. The Board was updated in November 2016 on the critical changes impacting the program.
- In the 2016-17 Program Year:
 - 100% of children had health coverage
 - 100% of children had a medical home
 - 100% of children were up-to-date on immunizations
 - 95% of preschool children had dental exams with 87.4% of children needing dental treatment receiving it

- 11.3% of children enrolled had certified disabilities, exceeding the federal mandate that 10% of children enrolled have disabilities
- A new Head Start Apprenticeship training program is underway whereby participants will earn 12 core units in early childhood development in 18 weeks. This exciting partnership with the YMCA of the East Bay and Contra Costa College will support students in a cohort environment to receive transferrable courses while receiving on-the-job training.
- Three senior managers successfully completed the UCLA Anderson School of Management Head Start Fellows program, a prestigious program designed to develop exemplary leaders in the Head Start community and beyond.
- In an effort to fully support our staff and families, CSB has embarked on several initiatives to deepen the work we do in the community.
 - CSB is proud to be part of the community-wide effort to become trauma-informed. All staff and partners have participated in Trauma Informed Training 1.0 and several staff is now poised to be part of a train-the-trainer model for 2.0 with the intent to deepen staff's understanding of trauma and employ best practice strategies.
 - In partnership with Children's Hospital Oakland, CSB has adopted Reflective Supervision as a means to fully support staff in working with families. Through reflective practice, we are able to support the staff to be the best they can be with the families we serve.
 - CSB has begun implementation of CSEFEL Teaching Pyramid in 5 preschool classrooms at Bayo Vista, GMIII and Riverview. The Teaching Pyramid is a comprehensive approach designed to help educators promote social-emotional competence, address challenging behaviors in young children, and develop safe and nurturing group environments for all children. This approach will complement the "Second Step" social-emotional curriculum that has been used widely in all CSB classrooms.

Bureau-wide Strategic Initiatives: The following bureau-wide priorities were developed this year:

- CSB will develop systems and programs to facilitate increased staff competencies and effective teams to ensure a strong and motivated workforce that can meet the current and future needs of our communities.
- CSB will identify, develop and implement technology solutions so that CSB is fully streamlining processes, enabling reduced staff time on traditional paperwork and maximizing human capital.

Community Action Program Services:

- Ten subcontractors targeting three priority areas of need (employment, housing, and nutrition) served 3,053 residents with a variety of services designed to ameliorate poverty.

- Seven low-income residents participated in a Student Intern program and receive on-the-job training with pay to learn how to be exceptional clerical assistants – 100% of them have achieved full-time employment.
- The Low Income Energy Assistance Program service at total of 5,679 households.
- The Economic Opportunity Council hosted a roundtable to create a coordinate system of care among the subcontractors and to gather success stories to share in an effort to preserve funding.

Challenges Ahead:

Aging Facilities: Most of CSB’s facilities are over 10 years old and are in need of repair; and in some cases, replacement. The Brookside Center, serving 75 children is one such center. Results from tests conducted over the past year and a half have identified contamination in the soil on and around the center grounds as a result of two inactive underground pipelines. In some areas within the center, the residuals in the air exceed ESL (Environmental Screening Level) standards for residential homes. Also of concern, is the growing vagrant population around the center which has resulted in several encampments close to the entrance of the center and even a fire that was set near the playground last year. Brookside is also housed between two active railroad tracks operated by BNSF Railway.

CSB’s Las Deltas Center, serving 36 children housed at the Contra Costa Housing Authority in North Richmond, is slated to be sold and potentially demolished. We have been informed that we will need to vacate within the next year.

Additionally, several of CSB’s modular and stick buildings, purchased and built in the early 2000s, are beginning to wear, requiring costly repairs such as foundational work, roof and floor replacements, playground resurfacing and other repairs necessary to maintain health and safety standards.

Flat Funding: Head Start and Early Head Start are not expected to get any funding increases, and the Community Services Block grant has been reduced by 1% (and was slated for elimination in the President’s “Skinny Budget”).

- The cost of doing business as a county agency continues to rise, while funding is flat. Mandated COLAs for staff are unfunded and other costs continue to climb.
- Head Start childcare slots reductions become necessary to cover the rising cost of doing business – reducing the number of child care slots impacts the child’s school readiness outcomes and makes it harder for parents to go to work and stay at work.
- CSB only receives \$153,000 in county general funds.

Adequate Staffing

- Staffing our classrooms with qualified teachers continues to be a struggle with a current 25% vacancy rate. Teachers are leaving our program to go to the school districts, which offer higher pay for the same qualifications.

Support Needed:

In closing, it is important to note that for every dollar invested in high quality care and education, there is a \$14 return on that investment in savings in down-stream costs and economic gains made over the lifetime of the children served. This is a wise investment and one of which the county can be very proud. This county's program is one of high quality: CSB's annual client satisfaction survey shows a 99% satisfaction rate with our services and CSB centers continue to rate 4s and 5s on the 5-point QRIS (Quality Rating and Improvement Scale – aka Quality Matters) rating scale. Each year, our child and family outcome measures shows that children and their families leave our program ready for school. Investing in our neediest children both at the state and the local levels is necessary. We urge our local legislators to advocate for funding and the resources necessary to continue providing quality care.



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE - Special Meeting

7.

Meeting Date: 10/30/2017

Subject: Behavioral Health Services Report on Child and Teen Psychiatric Services and Public Mental Health Care Systems and GJ Report No. 1703 Update

Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,

Department: County Administrator

Referral No.: 115/116

Referral Name: #115 Child & Teen Psychiatric Services / #116 Public Mental Health Care System

Presenter: Matthew Luu, Dep. Director of Behavioral Health; Vern Wallace, Mental Health Program Chief

Contact: Enid Mendoza,
(925) 335-1039

Referral History:

On April 26, 2016, the Board of Supervisors referred to the Family and Human Services Committee the topic of child and teen psychiatric services and the utilization planning of the Contra Costa Regional Medical Center's 4-D Unit. This became Family and Human Services Referral No. 115, Child and Teen Psychiatric Services.

On September 13, 2016, the Board of Supervisors referred to the Family and Human Services Committee the issues brought forward by the Mental Health Commission (MHC) on the County's public mental health care system, which they presented in a white paper. Accompanying the MHC White Paper was a document containing clarifications on the White Paper from the Behavioral Health Division of the Health Services Department. Both documents are attached and entitled, "MHC White Paper and BH Clarifications", which were originally submitted to the Board of Supervisor at their September 13, 2016 meeting. This became Family and Human Services Referral No. 116, Mental Health Care System.

On June 13, 2017, the Board of Supervisors received Civil Grand Jury Report No. 1703, entitled "Mental Health Services for At-Risk Children in Contra Costa County" and forwarded the report to the County Administrator for response. Prior to the response going to the full Board for consideration, the Chair of the Family and Human Services Committee requested that a draft response be reviewed by the Family and Human Services Committee. On July 31, 2017, the Family and Human Services Committee received a draft response to this grand jury report, made revisions, and requested that the draft be further revised to include clarifications on the patient to therapist ratios, clinical staff workload distribution data, processes for verifying network providers' and community based organizations' therapist availability, contractual requirements of network providers and community based organizations to update their availability for appointments, and data regarding mental health treatment wait times. The Family and Human Services Committee also requested that the Health Services Department provide client demographic data at the Board meeting or a future Family and Human Services Committee meeting if the data would not be available by the Board meeting.

The full Board approved the revised response to the grand jury report at their August 15, 2017 meeting and referred any necessary follow up actions to the Family and Human Services Committee. On August 28, 2017, the Family and Human Services Committee approved the update on the requested client demographic data presented by the Health Services Department Behavioral Health Division. At this meeting the Family and Human Services Committee requested that the Health Services Department return in October to the Family and Human Services Committee with an update on any pending actions as responded to in the grand jury report, as well as with an update on the timeline of the of the new West County mental health services building options.

Referral Update:

Due to the overlap of pending issues and questions stemming from the Mental Health Commission's White Paper and Behavioral Health's clarifications, the topic of child and teen psychiatric services and the utilization planning of the 4-D Unit, and the pending updates related to the response to Civil Grand Jury Report No. 1703, entitled "Mental Health Services for At-Risk Children in Contra Costa County", the Health Services Department requested that both referrals and the updates to the grand jury report be combined into one report to the Family and Human Services Committee to prevent duplication and confusion.

Please see the attached report from the Health Services Department Behavioral Health Division, which includes considerations of input from members of the Mental Health Commission.

Recommendation(s)/Next Step(s):

ACCEPT the report from the Health Services Department addressing various mental health service issues and concerns raised by the Family and Human Services Committee, the Board of Supervisors, the Mental Health Commission's White Paper, the Civil Grand Jury, and members of the public in response to:

- Family and Human Services Committee Referral No. 115 - Child and Teen Psychiatric Services
- Family and Human Services Committee Referral No. 116 - Public Mental Health Care System
- Pending updates to Civil Grand Jury Report No. 1703, entitled "Mental Health Services for At-Risk Children in Contra Costa County" responses, as requested by the Family and

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

Report on Child & Teen Psych, MH Systems and Pending GJ Report Response Updates
MHC White Paper and BH Clarifications



WILLIAM B. WALKER, M.D.
Health Services Director
CYNTHIA BELON, L.C.S.W.
Behavioral Health Director
MATTHEW LUU, L.C.S.W.
Deputy Director of Behavioral Health

CONTRA COSTA
BEHAVIORAL HEALTH
SERVICES

1340 Arnold Drive, Suite 200
Martinez, CA 94553
Ph: 925-957-5150
Fax: 925-957-5217

Update on the Grand Jury Report No. 1703 and Referrals 115 & 116 – MHC’s White Paper and BH Division White Paper Clarifications

There are three primary areas of update related to the addendum that was previously presented.

Grand Jury Report #1703: Facilities for Children’s Mental Health Services

West County Children’s Clinic staff has met with Steve Harris and Gennifer Mountain, to review concerns and address the areas of deficiency within the current building, to include concerns about asbestos. The clinic will be moving to a new clinic site in eighteen to twenty-four months. Based on the areas of concern, and subsequent feedback, the current site will need to be renovated to ameliorate some of the environmental issues that have plagued the clinic, such as roof repairs, interior paint, carpet replacement and correction of ADA compliance issues. An estimate has been rendered totaling roughly \$250,000. The roof repairs are tentatively scheduled to be completed in October/November, depending on contractor availability, and the interior renovations are anticipated to be completed by the end of the year. Further discussion will need to take place around ADA space re-allocation. Air quality has been checked regularly by Risk Management, and there has been no indication that there are concerning levels of asbestos indicated. Air quality will again be tested at the completion of renovations at the clinic. The new facility will not be ready for occupancy for eighteen to twenty-four months, perhaps a bit longer.

We are actively seeking the relocation of the First Hope Programming in a centralized county location. This will free up space for the development of the new TAY Transitional Housing program at Oak Grove and the development of the First Break program to be co-located with First Hope. Program staff has visited several prospective sites and are weighing benefits and challenges of these spaces with Finance and County Administration. It is a common goal to locate a site that will allow for expansion of services, with minimal impact to current budget funding allocated for any tenant improvements needed before moving. With this innovative program, appropriate facility design will be crucial. It must meet the needs of the program treatment space and be inviting and friendly to the teens and families that it will serve. The staff ideally will be involved in the interior design of the new facility.

Grand Jury Report No. 1703 and Referrals 115/116: Psychiatric Shortage and Recruitment Efforts

The Deputy Director of Behavioral Health, Matthew Luu, has been working with the Division’s Acting Medical Director to expand the recruitment of Psychiatrists. Historically, the Behavioral Health Division has solely utilized Jackson & Coker Locumtenens, LLC to assist in recruitment of Psychiatrists. Since the last update, the County has enhanced efforts to expand the recruitment and employment of Physicians via Health Services Finance’s approval for Behavioral Health to access the staffing agencies utilized by CCRMC.

To date, the contract agencies working with the Behavioral Health Division are now: Jackson & Coker Locumtenens, LLC., Staff Care, Locumtenens.com, and Traditions Behavioral Health (TBH).

No studies have been conducted by the Division related to a staffing assessment. Once current vacancies are filled, the Division will then determine if an assessment is needed to look at future needs for Psychiatry. It is important to note that there is an acute shortage of Psychiatrists available in the market and even fewer Child Psychiatrists. Every County in the State is dealing with this reality. There is no new information to report on County psychiatrist salary and benefits changes since the County is still negotiating with Physicians’ and Dentists’ Organization of Contra Costa. The current contract was recently extended through December 31, 2017.

The following tables summarize the current status of Psychiatric staffing:

Children’s System of Care

	Filled Positions (Contract)	Vacant Positions (County)
Children’s	7.6 FTE	3.8 FTE

Confirmed Candidates:

MD Name	% FTE	County Region	Status	Agency Name
John Kipling Jones	1.0	West	November 2017 start date	Jackson & Coker, LLC
Barbara Swarzenski	0.6	West	December 2017 start date	CCBHS contract
Nicole Quiterio	1.0	West	Interview in October 2017	TBH
Zakee Matthews	1.0	West	Interview in October 2017	TBH

Adult System of Care

	Filled Positions (Contract)	Vacant Positions (County)
Adult	25.8 FTE	7.2 FTE

Confirmed Candidates:

MD Name	% FTE	County Region	Status	Agency Name
Richard Cohen	0.6	East	January 2018 start date	Staff Care
Chang Lee	1.0	East	November 2017 start date	Staff Care

Behavioral Health is continuing with its nationwide search for a new Behavioral Health Medical Director. The next interview will take place in early December.

Grand Jury Report No. 1703 and Referrals 115/116: Child and Teen Crisis Services – Mobile Response and Staffing

The Children’s System of Care has contracted with Seneca Family of Agencies for more than 15 years to provide Mobile Crisis Response to all three regions of the County. Seneca Family of Agencies provides short-term crisis intervention and stabilization services are provided to children and transitional-age youth who are in acute psychiatric distress. The primary goals for MRT are crisis stabilization, decrease need for police involvement, reduce unnecessary hospitalizations, assist youth in accessing emergency psychiatric care when needed, and assess the youth’s current mental health needs.

Based on experience of implementing Mobile Response, the County has expanded Seneca’s contract to include additional funding to be able to support all children and families in Contra Costa County. The team will be available from 7AM to 11PM for field evaluation and visits. They will be available 24/7 by phone and after hours a field visit will be implemented if indicated by phone evaluation.

The Adult System of Care has also initiated planning and implementation of Mobile Crisis Response, which will be county-operated, and managed by our Specialty Mental Health Forensics clinic. There will be staff centrally located to all regions of the County and will have staffing 24-hours, 7 days a week. The PM shift, covering 3pm to 11pm, will have 2 teams scheduled, as these hours have been indicated by PES to have a higher volume of patients. The Adult Mobile Response team will work collaboratively with the Forensic Mental Health Evaluation Team (MHET) and local police departments, as needed, to alleviate the impact on Psychiatric Emergency Services.

The expansion of the Children’s Mobile Response Team and the implementation of the Adult Mobile Response teams have a hard start date of January 2018. Both programs

will help to link at-risk individuals—children, transition-aged youth, adults and older adults to the appropriate services and minimize additional impact on PES and limited crisis services.

Children's services staffing levels are slightly below the pre – 2008 Levels adjusting for Katie A. While some staff has been added Children's staffing needs to add an additional number of positions, Clinical and Family Partner staff, in the regional clinics. Currently, Children's is adding positions to meet the increasing demands of Katie A. and Continuum of Care Reform, however, this will only meet the pending demand for these services. These initiatives along with the Affordable Care Act have left the clinics slightly understaffed.

Referral 115/116: Child and Teen Crisis Services – Impact on PES

Health Services Psychiatric Emergency Services (PES) continues to see a rising number of 5150 clients and the census continues to be higher than originally intended. The facility design was targeted for a smaller daily influx of consumers. The Department acknowledges that PES continues to be busy with an average of nearly 900 patients per month, and is able to respond to average client visits in a timely manner. Intermittently PES census can spike to 30 or more patients and these peak occurrences are taxing on staff and space capabilities. In response to the challenges of census spikes, the Department has increased staffing in the morning to allow for expedited re-evaluation of overnight clients. This has been mostly manageable with a slightly reduced length of stay meaning consumers are able to leave the unit sooner and disposition is quicker. Additionally, the total number of monthly visits has been stable over the last 3 years with fewer spikes in demand suggesting a minimally acceptable staffing pattern that is taxed in times of crisis. In those instances additional resources, such as, Miller Wellness, etc. are used. The opening of the Miller Wellness Center has contributed to a stable number of monthly visits due to its accessibility to voluntary patients. Additionally, Miller Wellness has had a central role in assisting the Regional Clinics in the Children's System of care to serve consumers by providing initial Psychiatric assessment when needed and medication. Primarily it has allowed the system a way to divert non-acute consumers into appropriate service.

Issues with PES space and design continue to be a challenge, particularly with children. Children must walk through the adult milieu upon arrival and departure and to reach the interview room. Minors are housed in a separate room in an isolated corner of PES with dedicated bathroom and a nurse present at all times in the doorway. When they need to traverse the main environment, they are escorted by staff at all times (i.e. to enter or exit PES or to go to the interview room.) A separate space for children to enter, exit and to reside while present in PES is a priority. The Behavioral Health Division, however, has no control over space allocation, or any other operational and facilities planning within PES as a Hospital and Clinics Unit. Hospital and Clinics is currently looking at ways to improve the current situation and have Child and Adult services be more segregated.

A re-model is needed for separate entry of patients arriving via ambulance, voluntary walk-up clients, and children, as well as private space for confidential conversations with loved ones and for clients seeking information about our services.

With respect to needs for referral to facilities, PES' primary difficulty can be finding hospital beds for challenging minors (as they may be declined by outside hospitals) and also, housing for regional Center clients who lose their placement. These Regional Center clients can be housed in PES for extended periods of time while awaiting suitable placement and plan. Currently there is no requirement that a private Psychiatric Hospital accept a patient from a Psychiatric Emergency Service. As a result, a number of youth get denied each year and remain at PES past their allowed 23 hours and 59 minutes. There is a statewide shortage of acute care beds for children and youth. Behavioral Health has explored the possibility of a child and youth inpatient unit at County Hospital. While doable in concept, it became clear that the project was fiscally not feasible. Other options Children's Services is exploring include the development of a Crisis Residential Facility to provide short term stabilization to the consumer and family.

Summary

The Behavioral Health Division is aware that while all issues identified in the Grand Jury Report and White Paper have not been completely resolved, a considerable amount of progress has been made and significant effort has been put towards addressing the issues identified. Behavioral Health is committed to its partnership with the Mental Health Commission, the community, the Board of Supervisors, and its agency partners. We are dedicated to diligently working collaboratively to ameliorate the identified findings and ensure that we meet the needs of those we serve and their families.

Sincerely,

Matthew Luu, L.C.S.W
Deputy Director of Behavioral Health
Contra Costa County Behavioral Health Division

Mental Health System and Budget Crisis In Contra Costa County, FY/16/17

Executive Summary

This White Paper is a collaborative effort of the Contra Costa County Mental Health Commission (MHC) and Behavioral Health Services (BHS) with the support of the Behavioral Health Care Partnership (BHCP) to encourage discussion around the current crisis in the county public mental health care system and deficits in the county mental health budget process that contribute to this crisis. The paper's objective is to 1) focus attention on key symptoms of the crisis, and 2) inspire collaborative, creative problem-solving and solutions that build on our many strengths while overcoming budgeting challenges for the greatest impact on the well-being of people with a serious mental illness. This paper is presented to the Board of Supervisors for consideration during the current budget planning cycle for 2016-17 as well as future cycles as we strive to provide the best mental health care possible for those most in need in Contra Costa County.

Key points of this White Paper describe:

- The wake-up call of the crisis at Psychiatric Emergency Services (PES) that points to an impacted system that is unable to provide the right treatment at the right moment in time and is therefore struggling to truly meet the needs of people with a serious mental illness;
- The compromised ability of the Adult clinics and Child/Adolescent clinics to meet the needs of patients due to understaffing as evidenced by three to four month wait times and a migration of patients in crisis to PES for intervention that is not meant to be a stand-in for treatment;
- The adverse lack of support for families, who are so critical to diagnosis, support and treatment, due to the absence of Family Partner positions in the Children/Adolescent clinics and unfilled positions in the adult clinics;
- The deficit of treatment capacity for children and adolescents due to the lack of in-patient and residential beds (lack of contracts), an insufficient number of clinics, and understaffing, and the resulting increase in the number of children presenting at PES, cases of children staying at PES for multiple weeks and months, and cases of children placed in treatment far from home and their families;
- The underlying theme of inadequate staffing levels due to the inability of treatment facilities to attract and keep high quality psychiatrists and nurses because of uncompetitive compensation and such practices as the closing of lists; and
- The underlying theme of dedicated, quality staff struggling to offer excellent care but undercut by budgets that are generated by a formulaic, top down process rather than a process that builds up a budget from program needs.

In considering these challenges, perhaps the most critical step in solving our county's mental health crisis is to allocate funding in a way that meets patient needs at every level along the continuum of care. With program needs driving the budgeting process, we will create fiscal and human savings through our ability to treat illness before it enters the crisis state.

Taking a Close Look

In accordance with our state mandated duties outlined in WIC 5604.2, the Contra Costa County Mental Health Commission has performed due diligence in reviewing the traditional budget process for the Mental Health system. Through our committee work, site visits and collaborative efforts we have studied fiscal documents, outcome based data and received testimony from consumers, families and providers. We have also read numerous reports, articles and studies on the complexity of financing the California mental health system. Based on this collective learning, the Contra Costa County Mental Health Commission requests that the Board of Supervisors rethink the traditional budget process for the public mental health system of Contra Costa County and recognize the existing system crisis.

The Crisis at Psychiatric Emergency Services: A Wake-up Call

Over the last decade, even with the additional prevention/intervention and full service partnership funding through the MHSA funding stream, there has been a dramatic rise in the number of patients accessing Psychiatric Emergency Services (PES). This is ground zero for crisis and the Contra Costa County behavioral health system barometer. It has reached a breaking point.

The average number of patients being seen in PES now averages nine hundred per month. This includes one hundred to one hundred and fifty children and adolescents per month. The PES physical plant is designed for fourteen to twenty patients; however, it routinely holds double this amount -- thirty to forty patients. This number had already sharply increased before the Affordable Care Act became operational and has not subsided with integrated services in several of our county health and mental health centers. While there was hope that the Miller Wellness Center would relieve the stress on PES, this has not occurred.

Behavioral Health Administration points out the pressing need for access to key outpatient services that are critical for discharge planning from both PES and the inpatient unit of the hospital (4C). These services include active case management, adult mobile response teams, drop-in services (e.g. a sobering center), and dual diagnosis treatment. It is essential to expand capacity for moderate to severely impaired mentally ill patients in behavioral health clinics while at the same time increasing psychiatric support for primary care providers so that stable patients in the behavioral health clinics may be transitioned to primary care providers.

The Impact of Chronic Understaffing

Each of the Children and Adult Specialty Mental Health Clinics are understaffed. The East clinic, for example, is operating with a deficit of three psychiatrists. At the adult clinics, a patient seeking psychiatric services may have "rapid access" to having a file opened, but the intake including the psychiatric evaluation and necessary treatment is delayed for two to four months. Children are seen for an intake appointment within ten days, but it may take two to three months for an initial psychiatry appointment. Patients have no other option but to access PES or the Miller Wellness Center. In order to provide needed care and prevent unnecessary hospitalizations, the clinics must maintain sufficient staffing levels. This is the first step in fighting the firestorm of over 900 patients that request treatment at PES each month.

This chronic understaffing is not a human resource problem. It is a failure to think creatively and to raise the level of pay to attract quality psychiatrists. We need to review the entire compensation packet for this pivotal position to see if we are aligned with other Bay Area counties. If not, we need to make competitive compensation a top priority.

Miller Wellness: Filling In For Clinics

The Miller Wellness Center Behavioral Health was intended as a Mental Health Urgent Care for patients with mild to moderate mental health conditions for up to 60 days, and a possible preventative service for voluntary-only severely mentally ill or severely emotional disturbed patients presenting at PES. It is not a specialty mental health clinic, and it cannot replace the psychiatric evaluations that are deemed medically necessary for disabled, severely mentally ill patients. Due to the markedly reduced access to mental health services through the county clinics, Miller Wellness Center has become the substitute for the behavioral health clinics, serving the moderate to severely impaired mentally ill population for substantially longer than the originally intended sixty days.

Providing For Family Support

Providing adequate support for families of both children and adults can also help prevent the avalanche of patients now being seen at PES. The Family Partner positions must be fully funded in each Children's Clinic and the Family Service Coordinator positions that have remained unfilled for five years must be filled in each of the Adult Clinics. These positions ensure that the families of seriously mentally patients can be educated to give vital information to health care professionals. They also support continuity of community-based and home care. These front line positions are essential and have remained unfilled for years, leading to crisis management in higher, more expensive levels of care.

Caring For Our Children

Since the AB 3632 mandate was suspended in 2011, severely emotionally disturbed children have been known to spend more than the statutorily allowed twenty three hours at PES waiting hospitalization or residential placement. Some children have spent months in PES awaiting an inpatient or residential placement. This puts additional stress on the patient and the staff. While this is a statewide and national problem, we have a legal and moral obligation to ensure the development of appropriate in-patient resources and facilities. Currently, freestanding hospitals are able to deny admittance to our most difficult young patients. Appropriate contracts need to be in place for high risk, difficult-to-place youth. The children's mental health clinics must be restored to the previous staffing levels of 2008. All front line positions should be filled, especially psychiatrists, nurses, and clinicians in order to alleviate the crisis. The Behavioral Health Administration also sees a great need for additional night and weekend clinics to augment the Miller Wellness Center and PES.

The county needs to work closely with First Hope to make a First Break program available for children and youths who are experiencing the initial effects of psychosis. This is one example of why it is essential to keep the "lists" open for hiring mental health specialists. Closing the list (as mentioned in the CAO handout on the Budget) prevents our clinics and hospital from acquiring the best and the brightest new graduates in the fields of Psychiatry and Psychology. Creative solutions such as internship programs with UC Davis and UCSF should be explored.

Housing That Heals

The number of persons with a serious mental illness who are homeless and in county shelters is rising. All MHSA-funded supportive housing for those with a serious mental illness is at capacity and our in-patient psychiatric unit is full. There is tremendous unmet need for mental health residential treatment and long-term supportive housing, yet we are holding millions of dollars in unspent MHSA funds.

More alternative treatment residential programs that lead to permanent, service-enriched housing models for people with a serious mental illness need to be explored, invested in, and implemented. Although "Housing First" was been adopted and promoted in our county several years ago, it cannot be effectively implemented without an adequate inventory of housing that is embedded with services that support consumers in developing skills to maintain their health and recovery. A true supportive housing model that includes teaching many consumers "direct skills" to maintain their health and recovery will prevent many high costs and reduce out-of-county placements.

The housing needs of our consumers and families present many challenges that follow a continuum from least restrictive to locked settings. Some see a need for more permanent supportive and shared housing; others see a need for more shelters; while others are calling for more residential alternative treatment settings. There may be a need for all. Behavioral Health is committed to working with stakeholders to look at the whole picture and to define solutions to the housing crisis, but planning meetings without action plans that are implemented remain only a dream, not a needed solution.

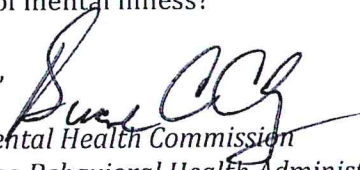
Creating a well-planned system for moving those with serious mental illness into the most appropriate housing model will be a savings to the county. There will always be a need for locked facilities and skilled nursing facilities, but many patients could be more effectively served in alternative residential treatment programs and permanent supportive housing in this county. Permanent supportive housing will also give those living in shelters or transitional housing a better path to optimal health. The county budget process must take a deep look at the funding streams that could make supportive housing a reality for people with serious mental illnesses.

Funding Our Solutions

Although the above problems can be classified as "Quality of Care" or "Human Resource" issues, in reality they are "Budget" problems. They are local, state and national problems that we must tackle. They are not problems without solutions. Creativity and collaboration must be employed to use the various braided budget streams to protect and augment resources. Budgets must be built based on program needs defined by people in the trenches rather than generated by a formulaic, top down process that is not always sensitive to the harsh realities on the ground.

California has more mental health funding available than any other state in the union. Yet we do not demonstrate the best outcomes for our communities. While Contra Costa County has the tools to create the best mental health system in the state, we must break through bureaucratic and budgeting barriers in order to maximize our strengths. Funding must be allocated to meet patient needs at the clinic level and every level along the continuum of care. This will create fiscal and human savings because we will be treating illness before it enters the critical or crisis state. We have learned to do this routinely with heart disease, lung disease, cancer, and diabetes. Why not with the brain disease of mental illness?

Respectfully submitted,



Contra Costa County Mental Health Commission
In collaboration with the *Behavioral Health Administration*
And in consultation with the *Behavioral Health Care Partnership*

April, 2016

APPENDIX Source Reports and Articles to Consider

Financing mental health care

<http://dover-files.com/66/A-Model-for-California-Community-Mental-Health-Programs.pdf>

A report prepared in 1981 (still relevant today) at a time when legislature was aware of the underfunding of community mental health and asked the community to develop a report estimating how big the underfunding was and what would be needed.

http://www.mhac.org/pdf/mh_funding.pdf

Underfunded from the Start-2000-2001

http://histpubmh.semel.ucla.edu/sites/default/files/story-flipbooks/funding_publicmental_health/files/dmh_funding.pdf

www.chcf.org/.../download.aspx?id...

Public Mental Health Delivery and Financing in California

The lack of hospital beds; impact on Psychiatric Emergency Services

<http://m.eastbayexpress.com/oakland/overwhelmed/Content?oid=4705660>

[http://www.treatmentadvocacycenter.org/storage/documents/the shortage of public hospital beds.pdf](http://www.treatmentadvocacycenter.org/storage/documents/the_shortage_of_public_hospital_beds.pdf)

<http://www.medpagetoday.com/Psychiatry/GeneralPsychiatry/44008>

<http://www.psychiatrictimes.com/psychiatric-emergencies/dearth-psychiatric-beds?GUID=EB5182F5-3FB6-4E50-A0B8-3E20501364F7&rememberme=1&ts=27022016>

<http://www.modernhealthcare.com/article/20131116/magazine/311169992>

The rapid rise of Psychiatric Emergency Services

<http://www.psychiatrictimes.com/psychiatric-emergencies/rise-emergency-psychiatry/page/0/1>

Rise in Latino youth hospitalizations; comparative numbers for other youth groups

<http://californiahealthline.org/news/latino-youth-in-california-see-significant-rise-in-psychiatric-hospitalizations/>

*A special "thank you" to Kristine Girard, M.D.
Chief Psychiatrist, Contra Costa Regional Medical Center
For her contribution of several excellent resources*

Behavioral Health Division

7/27/16

Clarifications on the “White Paper”

The Behavioral Health Division appreciates the Mental Health Commission’s efforts in identifying areas for improvement. The Behavioral Health Division continues to collaborate with all community stakeholders to address the needs of our consumers. We would like to clarify a number of issues identified in the “White Paper.”

Page 1. “The compromised ability of the Adult Clinics and Child/Adolescent Clinics to meet the needs of patients due to understaffing as evidenced by three to four month wait times and a migration of patients in crisis to PES for intervention that is not meant to be a stand-in for treatment.”

While it is true that the East County Adult Mental Health Clinic has a 3-4 months wait for a first psychiatrist appointment, it is not the case for all other clinics.

Page 1. “The adverse lack of support for families, who are so critical to diagnosis, support and treatment, due to the absence of Family Partner positions in the Children/ Adolescent Clinics and unfilled positions in the adult clinics.”

Family Partner positions in the Children/ Adolescent Clinics are all filled. The Adult Family Services Coordinator (Manager) position was filled two months ago. A Family Partner position for the East Adult Clinic was filled last week. Another Family Partner position recruitment for West Adult Clinic is underway.

Page 1. “The underlying theme of inadequate staffing levels due to the inability of treatment facilities to attract and keep high quality psychiatrists and nurses because of uncompetitive compensation and such practices as the closing of lists.”

All nurse positions are filled. We have no nurse position vacancies.

Page 1. “The underlying theme of dedicated, quality staff struggling to offer excellent care but undercut by budgets that are generated by a formulaic, a top down process rather than a process that builds up a budget from program needs.”

The Behavioral Health Division periodically assess and re-assess the ongoing needs of our consumers. When such need is deemed appropriate, the Behavioral Health Division would reach out to the Finance Department to seek approval to expand our service capacity.

Page 2. "The Behavioral Health Administration points out the pressing need for access to key outpatient services that are critical for discharge planning from both PES and the inpatient unit of hospital (4C). These services include active case management, adult mobile response teams, drop-in services (e.g. a sobering center), and dual diagnosis treatment."

The Behavioral Health Division does have case management services in all of our clinics to address consumers who have acute needs. While it may not be offered at all clinics, the West County Adult Clinic and East Adult Clinic have developed a model of integrating substance abuse treatment counselors into their existing services.

Page 3. "The Family Partner positions must be fully funded in each Children's Clinic and the Family Service Coordinator positions that have remained unfilled for five years must be filled in each Adult Clinic."

In the Children's System of Care, the Family Service Coordinator and all Family Partner positions are all filled. In the Adult System of Care, the Family Service Coordinator was filled two months ago and the East County Adult Family Partner position was filled last week.

Page 4. "Behavioral Health is committed to working with stakeholders to look at the who picture and to define solutions to housing crisis, but planning meetings without action plans that are implemented remain only a dream, not a needed solution."

Housing and housing with treatment are complex issues. Given that housing is a scarce resource, the Behavioral Health Division organizes a number of housing committees to address the various needs of our consumers. These committee meetings solicit community stakeholder input as required by our funding stream. This includes, for example, the recent development of our Coordinated Housing Entry Program.



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE - Special Meeting

8.

Meeting Date: 10/30/2017

Subject: EHSD Children and Family Services Funding Streams and Prevention Services

Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,

Department: County Administrator

Referral No.: N/A

Referral Name: N/A

Presenter: Kathy Gallagher, EHSD Director; Kathy Marsh, CFS Bureau Director; Emilia Gabriele, EHS Chief Financial Officer

Contact: Enid Mendoza,
(925) 335-1039

Referral History:

The Family and Human Services Committee (F&HS) Chair requested that the Employment and Human Services Department make a presentation to F&HS on Title IV-E claiming and funding for youth at risk of entering the foster care system and opportunities of leveraging these resources with other funding sources.

Referral Update:

Please see the attached report provided by the Employment and Human Services Department.

Recommendation(s)/Next Step(s):

ACCEPT the report from the Employment and Human Services Department on Children and Family Services funding and prevention services.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

CFS Funding and Prevention Services Report

Chart of CFS Funding and Programs

CFS Funding and Prevention Services Presentation Slides

Report to the
FAMILY AND HUMAN SERVICES COMMITTEE
October 2017

Children & Family Services
**FUNDING STREAMS AND
PREVENTION SERVICES**

Kathy Marsh, CFS Director
Emilia Gabriele, EHS Chief Financial Officer



**CONTRACOSTA
COUNTY**

**EMPLOYMENT &
HUMAN SERVICES**

KATHY GALLAGHER

Director

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INTRODUCTION

This report provides the following information:

- A brief overview of Children & Family Services mandates, programs and population served.
- An overview of how funding supports the primary role of Children & Family Services, which is intervention, and a discussion about funding that is available for prevention, early intervention and diversion from intervention to other support systems.
- A description of prevention, early intervention and diversion strategies within the scope and/or funding stream of Child Welfare Services. This report also highlights some agencies and non-profit organizations that partner with Child Welfare Services in keeping children in Contra Costa safe and well.

As documented in this report, funding primarily supports intervention activities – support and services to children when their current living environment with their families or caretakers is assessed as unsafe and an intervention by Child Welfare Services is deemed necessary.

The funding to Child Welfare Services for prevention of child abuse and/or neglect or for the well-being of children and families is limited. When funds are allocated for prevention, the methodology for the funding frequently imposes limitations on how funds can be expended. This is explained in Parts 2 and 3 of this report.

Though the primary responsibility is intervention, within the scope and intent of the mandate for Child Welfare Services, there are multiple strategies and opportunities that assist families in addressing emerging family problems, eliminate or reduce the need for intervention, prevent recidivism of the behaviors that brought the family into Child Welfare Services thus minimizing the recurrence of further intervention, and shortening timelines for child welfare involvement. Various strategies are discussed in Part 3 of this report.

PART 1 CHILDREN & FAMILY SERVICES OVERVIEW

CHILDREN'S SERVICES MANDATES

Welfare & Institutions Code §16500.1 defines the Child Protection Goals as follows:

Use strengths of families and communities to serve the needs of children who are alleged to be abused or neglected...

The primary responsibility of Children & Family Services is service to children who require Child Protective Services intervention to assure their safety. Once safe, Children & Family Services provides services and support to promote the well-being of the child in a permanent living environment that supports them, prevents further abuse and/or neglect and provides permanency and lifelong connections.

The primary activities of Children and Family Services include receiving child abuse referrals, investigating child abuse allegations, petitioning the Juvenile Court in dependency matters, providing in-home and out-of home services to ameliorate abuse and neglect issues, and facilitate adoption services.

The department works in collaboration with agency partners and the community to provide supportive services to meet the needs of the families and children during the intervention process.

CHILDREN'S SERVICES PROGRAMS

Programs include:

Emergency Response – 24-hour, 365 days per year response to allegations of child abuse and neglect. Social Workers assess and determine level of response. Assessments of potential safety risk to children are investigated and interventions are initiated as deemed necessary.

Family Maintenance – Services are provided to maintain children in their homes while risk of abuse and neglect are addressed and issues that brought the family to the attention of Child Welfare services are addressed.

Family Reunification – When a child is removed from a parent's care due to abuse and/or neglect, Family Reunification services are provided to remedy the conditions that led to removal. The family is engaged and a reunification plan is developed by Social Workers and family.

Permanency Planning – Services assist children in establishing permanent families if reunification is not feasible. Permanency plans can be adoption or guardianship.

Extended Foster Care – Foster Youth ages 18-21 may receive services and funding to assist during years of transition. These children are non-minor dependents.

Adoption Services – Contra Costa's Adoption Services are for abused and neglected children when the child is unable to return to the care of their parent. The agency seeks families that can meet the special needs of these children. Post adoption support services are also available to families and children.

Support activities that augment Core Services:

Resource Home Recruitment, Development and Licensing: This includes the Continuum of Care Initiative, Foster Parent training and support, and Kinship Support services

Transition Support for Youth exiting Foster Care: This includes Independent Living Skills programs, extended Foster Care support, Transitional Housing Placement programs and Emancipated Youth stipends.

Family Engagement Program: This includes Parent Partners (advocating for and supporting parents), Early Intervention Outreach Specialist program (referral and support for substance abuse issues), Nurturing Parent programs (provides parenting classes and support for new parents) and liaisons for caretakers, Mental Health, and education.

Commercial Sexual Exploitation of Children (CSEC): This includes Child Trafficking Response, training and prevention.

Welfare & Institutions Code 300 provides specific intent, policy and direction to address this mandate, all within 3 broad objectives of safety, permanency and well-being of children, including:

- Safety, permanency and well-being of children
- Screen and investigate referrals of suspected abuse
- Manage cases for children when deemed not safe
- Provide 24/7 response and coverage
- Complete monthly visits for all children receiving child welfare intervention services and meet with parents
- Develop and oversee service plan for parents and support their participation
- Provide best possible environment for children in foster care
- Reunify when possible, find permanency when reunification is not possible
- Regularly submit detailed reports to the court regarding parents' and children's progress

CHILDREN AND FAMILIES SERVED

Children age 0 to 17 in county	253,328
Screening Hotline Calls in 2016	36,690
Investigated referrals in 2016 <i>(Emergency Response)</i>	9,808
Cases opened (Substantiated Referrals) in 2016	962
Children currently in Foster Care <i>(Family Reunification & Permanent Placement)</i>	1,045
Children currently receiving services in their family homes	178
Transitioning youth <i>(Extended Foster Care)</i>	140
Total Monthly Visits in 2016 to youth in Foster Care	9,657
Total Monthly Visits in 2016 to youth receiving services in their homes	2,823

PART 2 CHILD WELFARE SERVICES FUNDING

FUNDING INFORMATION

Funding Sources for all Social Services Programs including Child Welfare Services include:

- Federal
- State
- Local Revenue (Realignment)
- County General Fund
- Grants

Multiple funding streams support Child Welfare Services, each defined to meet a specific need. Each funded program has a Sharing Ratio that defines the percent of the allocation that is supported by federal, state or county dollars (Federal/State/County).

Each funding source has a methodology defined by California Department of Social Services (CDSS) that determines the overall allocation amount for each county. The methodology may be based on the county caseload as a prorated share of the total state budgeted amount or staff activities captured in Time Studies.

Some Federal funding is open-ended, the amount of the funding is not capped but will match costs incurred with capped state and or county funds for the specific purpose of the program.

Other State/Federal funding streams are capped, there is maximum amount that will be given for the program or activity.

Child Welfare Services mandated programs fund:

- Specific programs and/or activities.
- Administrative costs (including staffing and benefits), services or a combination of these.

Funding is based on:

- Reimbursement for actual cost of benefits issued.
- Reimbursement for expenditures for funded activities or services (costs are submitted via California Department of Social Services Claim forms).

FEDERAL FUNDING

“Titled” federal funding is received by the state and distributed to counties based on the methodology of each allocation. The Title number refers to the number assigned to the specific need that is being addressed.

State and County funds are used to draw down the federal funding.

Titled federal funding for Child Welfare services includes:

Title IV-B, Sub-Part 1 – A small, capped allocation which requires a 25% County General Fund share to draw down the allocation. It is used for services that support Emergency Response, Family Maintenance, Family Reunification and Permanent Placement programs. It is generally used up by the first or second quarter and any additional costs are shifted to non-federal funding (70% 2011 Realignment and 30% County General Fund).

Title IV-B, Sub-Part 2 – Promoting Safe and Stable Families (PSSF) is a capped allocation. This is a prevention program and is discussed in the Prevention Services section of this document.

Title IV-E – Open ended; funds assistance payments and administrative costs including worker salary and benefits for Federal Foster Care, Adoptions and Kin-Gap Assistance. Also funds administrative costs including salary and benefits for social workers for referral to services, court work, placements, case planning and management. Cases that are not linked to federal funding are not eligible.* Supportive services for children or families are not included (i.e. counseling, anger management). Previously, Title IVE funds were available for reasonable efforts; discretionary services are no longer fundable.

Title XIX – Open ended; provides partial coverage for referrals and casework for Medi-Cal eligible or potentially eligible dependent children for health, mental health, substance abuse treatment and health related Social Services. It also provides 75% reimbursement for Skilled Professional medical personnel and 50% reimbursement for health related services and activities.

***Use of Title IV-E funds is for children and families who are determined to meet federal eligibility requirements. Linkage to Federal eligibility is based on 1996 income and deprivation standards of the former AFDC (Aid to Families with Dependent Children) program:**

- Deprivation standards: Children are deprived of parental support due to at least one parent’s continued absence, physical or mental incapacity or death.
- In two parent households in which both parents are able-bodied, at least one parent must be unemployed and have a “recent connection to the workforce.”
- Income must be below the financial threshold established in 1996. In 1996, the income limit for a California family of three to qualify for AFDC was \$723. The income limit for the same family to qualify to CalWORKs cash assistance today is \$1,252.

The number of federally eligible children has steadily decreased over the years due to the cost of living far exceeding 1996 levels. Reimbursements for expenditures are discounted by the percentage of non-federal children in foster care; the result is decreasing federal participation of Title IV-E federal funding.

The percent of cases that are determined to be non-federal (i.e. families who do not meet the criteria for federal eligibility as explained above) establish a “Non-federal Discount Rate” for the county. California’s average discount rate in 2015 was 35%. Contra Costa’s rate for the fourth quarter of fiscal year 2017 was 46.2%. (The variance in the discount rate is influenced by the percentage of families in the county whose income exceeds the standards set in 1996.)

There are ongoing federal discussions to delink Title IV-E funding from the discount rate and convert Title IV-E from an uncapped funding source to a capped (block grant) funding source. The net effect of block grant would be to underfund the foster care system as referrals and placements are not entirely under the county’s control.

TITLE IV-E WAIVER BLOCK GRANTS

In March 2006, California was approved to implement the Title IV-E Child Welfare Demonstration Capped Allocation Project (CAP) which gave participating counties a Block Grant instead of open ended reimbursement for Foster Care benefits and case management.

- Block Grant amounts were established using a base year when Foster Care caseloads were low.
- Block Grants give broader discretion and more flexible use of federal and state foster care funding that allowed counties to address the individualized services and special needs of children youth and families served and to develop and implement alternative services as a means to improve outcomes for children and their families.
- Placement rates are set by the state for participating Title IV-E Waiver counties.

Initially, 2 counties participated when the CAP was implemented on July 1, 2007: Los Angeles and Alameda. In August 2012, CDSS requested a Letter of Intent from counties interested in pursuing the waiver extension in Cohort 2. 23 counties responded including Contra Costa. At that time, Contra Costa examined the fiscal benefits of participating and determined that based on the Foster Care caseloads in the designated base year and the anticipated growth in the foster care program, participation would not be cost beneficial to our county.

Eight counties currently participate. The federal option to participate in the Title IV-E Waiver has been withdrawn and the option is no longer available.

STATE FUNDING

State funds provide a share of funding for various programs, services and activities, including:

- A share of funding for federal programs; the sharing ratio for each allocation defines the federal, state (realigned or capped funds) and county participation. (Example: Title IV-E: 50/35/15, federal/state/county share of costs). For example, funding for CWS Skilled Professional Medical Personnel is 75/17.5/7.5, that is 75% Federal Health related Fund, 17.5% State funds and 7.5% County General Fund.
- State Only programs and activities not eligible to federal funding.
- Capped allocations for specific activities that are not included in 2011 Realignment, for example Commercially Sexually Exploited Children, Children and Family Teams, and Resource Family Approval. Contra Costa County's share of the allocation is based on its prorated share of the statewide caseload.
- Support for new premises and programs created by legislation that require new or enhanced activity; these are grouped in the Post 2011 Realignment allocation.

One issue of concern is that the funding method for some allocations includes the statewide average cost of a Social Worker. This cost is factored into the allocations. The cost of a Social Worker in Contra Costa, as in all large counties, exceeds the statewide average.

Annual reports are submitted to the state regarding actual costs of a County Social Worker.

COUNTY FUNDING

County General Funds are utilized to provide the mandated match for Federal and State Programs:

- A mandated portion of the assistance payments: Foster Care and Adoptions Assistance.
- A mandated share of administrative costs.
- Overmatch/Overspending of an allocation.

91/92 REALIGNMENT

91/92 Realignment provides dedicated funding to cover the increased county share of nonfederal costs for Child Welfare assistance and administration programs. Funding is derived from a ½ cent sales tax increase and a dedicated a portion of the vehicle license fee.

	Pre 91/92 Realignment Non-Federal Sharing Ratio State/County	Post 91/92 Realignment Non-Federal Sharing Ratio State/County	Funding Ratios with Federal Participation Fed/State/County
Foster Care Payments	95/5	40/60	50/20/30
Child Welfare Services Administration	76/24	70/30	50/35/15
Adoption Assistance	100/0	75/25	50/37.5/12.5
Foster Care Administration	50/50	70/30	50/35/15

2011 REALIGNMENT: PROTECTIVE SERVICES ACCOUNT

Prior to Realignment

- Child Welfare Services was funded by multiple separate allocations.
- Funding sources were not stable, each year the state budget would determine the Child Welfare allocations.
- Each allocation was separate and could only be used as it was defined for that allocation (there was no flexibility to move funds between allocations).
- Allocations not spent were redistributed to counties who had “overspent” their allocation.

2011 Realignment

In 2011, the State of California reorganized the distribution of funds to counties. 2011 Realignment reassigned the responsibility for 100% of the non-federal costs to counties along with a shift of tax revenues to counties. Realignment legislation required each county to establish a Support Services Account which has two separate components: A Protective Services Subaccount and a Behavioral Health Subaccount. The Protective Service Subaccount includes Child Welfare programs and Adult Protective Services. The Behavioral Health Subaccount fund supports Mental Health services.

Child Welfare Services 2011 Realignment:

- **Combined multiple funding allocations into a single funding stream umbrella.**
- Reassigned the responsibility of 100% of the non-federal costs to the counties along with a shift of tax revenue to the counties in lieu of state general fund. The funding for these programs now bypasses the state general fund and budget process entirely. In a strong economy realignment provides for growth. According to statute, growth must be used to fund the programs included in each realignment account.

- Did not change mandates -- Counties are still responsible for the same mandates.
- Stabilized the funding source and dedicated a portion of the sales tax and vehicle license fees for Child and Adult Protection.
- Allows up to 10% of funds to be transferred between the Protective Services Subaccount and the Behavioral Health Subaccount.

Primary Child Welfare Programs included in 2011 Realignment:

Foster Care
Foster Care Assistance
Child Welfare Services
Adoptions
Adoptions Assistance
Child Abuse Prevention, Intervention and Treatment (CAPIT)

Benefits to counties

- Stable funding source from a dedicated revenue stream; **however, this means the funding is determined by revenues coming to the state and county from the vehicle license fees and sales tax. Shifts in this revenue impact county funding. Unspent revenue remains in the account for use in future fiscal years.**
- Flexibility for resource allocation: Realignment allows counties flexibility to allocate funds to various realigned programs and support the individual county’s needs. **Counties cannot use Realignment funds to pay for activities outside the scope of 2011 Realignment programs.**

Challenges to Counties

- Realignment fund is capped; this is not an unlimited source of revenue.
- Revenue may be down when program demands are on the rise.
- Vehicle license fees tend to be volatile.

POST 2011 REALIGNMENT

New mandates enacted after 2011 Realignment have now been grouped into the Post 2011 New Premises Allocation:

- Includes Child Welfare Services premises resulting from legislation, regulations, executive orders and administrative directives. This allocation funds additional time for caseworkers to complete specific activities.
- Claiming structure is established by CDSS and in coordination with CWDA.
- Includes many small capped allocations such as: Case Record Reviews, Sibling Visitation, Pregnant/Parenting Minors and Non-minor Dependents.

CONTINUUM OF CARE REFORM

Enacted on 1/1/2017, Legislated by AB403, the premises are:

- Children do best in a home setting rather than congregate (group home) care.
- Family foster homes require additional services to support children.
- Collaboration between agencies is important to best serve children and youth.

Change in Rates for Resource Families

- Home-Based Family Care rates (formerly known as Foster Care) are no longer determined by age but instead based on need (Phase II).
- Foster Family Agencies – tiered rate structure based on need, not age based (Phase II).
- Most Group Homes will be converted to STRTP's (Short Term Therapeutic Programs) with new rates.

Additional services support families

- Child & Family Team Meetings.
- Enhanced Mental Health Services and Wraparound. In Contra Costa, funding from Children & Family Services will be used to support this enhancement.

Fiscal Impact of CCR:

- State anticipates that in the long run there will be a cost savings as more children are placed in family home settings and less in congregate care.
- Both CDSS and counties are tracking shifts in placement and services expenditures to determine if cost savings are realized.
- Continuum of Care Reform calls for reconciliation between the state and county to ensure cost neutrality.

IMPORTANCE OF TIME STUDIES

- Purpose: Method of claiming staff salaries, benefits and overhead costs.
- County staff time study to various program codes in order to capture activity and allocate costs to various programs.
- Total Full Time Equivalents for the activity determine the Federal and State revenue, which are subject to funding limitations.
- **Opportunity to maximize revenue for mandated activities is lost when Children and Family Services is understaffed and/or there are vacancies.**

Since overhead costs are shared, fewer Child Welfare Staff time study hours result in a higher percentage of overhead costs being shifted to other programs with capped allocations.

PART 3 PREVENTION AND EARLY INTERVENTION

REDESIGN & PREVENTION AND EARLY INTERVENTION

The Employment & Human Service Department (EHSD) has for many years played an important role in supporting community efforts to create environments to prevent maltreatment of children. In 2001, the California Department of Social Services launched a Child Welfare Redesign initiative and Contra Costa was an early implementer of the initiative. The Redesign sought to improve outcomes for vulnerable children & families through the use of data to assess what communities were most impacted by Child Welfare intervention, what were the demographics of the population and what happened to the children and youth who came into foster care. A review of Contra Costa revealed that most of the families were in areas where poverty, substance abuse and mental health were seen as major impacts to families. The objective of the Redesign was for agencies to consider strategies could be used to better serve these children and families and strengthen both the family and the community. Thus designing a system that could prevent unnecessary removal of children from their homes and community and develop supports to serve families in their community was (and continues to be) a challenge.

Child Welfare is an allegation based system and the redesign had an objective to “act early to preserve and strengthen families” through early intervention. To that end, what was proposed was “Differential Response” strategy that allowed for more flexibility in the child welfare response system by using community partners to work with families that clearly were in crises but not in need of a child welfare “investigation”. Differential Response continues today with community based organizations providing case management and services to families in targeted areas.

Other strategies developed at that time include Team Decision Making, Parent Partners, Kinship Resource Centers, Receiving Centers, Foster Home recruitment strategies that focused on the communities where children were removed, wrap-around services to keep the child safely in their home, Substance Abuse program for mothers and newborns, expansion of substance abuse services and home visiting (Welcome Home Baby).

Another important goal of the Redesign was to prepare youth in the system for successful transition to adulthood and to that end, EHSD enhanced the Independent Living Skills Program by creating a site that included classrooms for training, a computer lab, a library with audio visual equipment, and a demonstration kitchen to better serve and prepare the youth for living independently and taking the next steps to college, trade school, jobs, or

military. Additionally, Transitional Housing was developed for those youth aging out of the system. Today, support for transitioning youth continues under the Extended Foster system, a mandated component of the Child Welfare System continuum.

In more recent years, Child Welfare staff has created partnerships with the Welfare to Work (WtW) staff when the family has both a child welfare and a CalWORKs WtW open case. The WtW goal is to promote self-sufficiency and to reduce barriers to employment. By working jointly with the family they have been able to address issues that have been factors leading to child maltreatment and barriers to employment and, thus, have strengthened the family and the community.

Almost all of those mentioned are considered early intervention or intervention strategies because the department has received an allegation of maltreatment that is investigated to determine harm or risk of harm to the child. The child welfare assessment will determine whether the family can be offered service without formal intervention of child welfare and the courts.

The only program included in the Redesign that included both prevention (service was not initiated by an allegation of abuse) and early intervention was Welcome Home Baby: this program offered services to all families with first born children with the goal of supporting healthy development of the child but child welfare often used it after a referral was received to support the family while formal child welfare continued with case management. This program continues under the name of Nurturing Parenting and Baby Bags and is managed by the Child Abuse Prevention Council.

The Preventive Programs that EHSD supports are those funded by the small amount of funding from Child Abuse Prevention and Intervention (CAPIT), the Children's Trust Fund (birth certificate), Ann Adler (VHF) and Promoting Safe and Stable Families (PSSF). The total budget for the above programs fluctuates annually but amounts to a little over a million dollars (2017-18 estimated revenue is \$1,353,334). There are a few additional sources of funding that are designed for early intervention and/or intervention such as Family Preservation and Commercially Sexually Exploited Children program, these are described in this section of the report.

Programs currently funded are included in the attachment to this document. They include a variety of services such as; Supporting parenting and pregnant teens (Crossroads High School), Services to children whose families are impacted by substance abuse (Ujima), mental health services to children at specified elementary schools, housing supportive services, after school services at teen center, positive parenting support groups, visitation center and adoption supportive services.

To develop prevention strategies, it is important that to focus on the factors that research has shown correlate with child maltreatment.

- Poverty - more hardship in the communities and less support
- Substance Abuse issues – and lack of treatment
- Mental Health issues – untreated and lack of service providers in these geographic locations
- Single parenting – with little supports

The development of a comprehensive Prevention approach requires a funding source through collaboration of private and public agency, city and county, community business investment and with community stakeholder support and buy-in. Selecting specific strategies cannot be separated from the community and families it seeks to serve. This is a collaborative process requiring the clear understanding of what area the prevention program targets and what are the short-term and long-term outcomes we expect to achieve including the measures to be used to evaluate success. In evaluation language, we must develop a logic model that states, “if we do this” then we think this will result in this outcome.

The challenge for EHSD is the balancing between developing Prevention Programs and ensuring that the services and supports are available for children that are under our supervision and for the parents that we are working with on reunification. Providing transitional services for youth who have not returned home and must become self-sufficient adults also requires the development of strong programming. Balancing all these demands and serving our most vulnerable is the mission of the child welfare program.

(Written by Danna Fabella, September, 2017)

PREVENTION PROGRAM ADMINISTRATION

State Office of Child Abuse Prevention (OCAP)

The Office of Child Abuse Prevention (OCAP) within CDSS oversees Prevention funding and provides training and technical assistance to counties.

OCAP administers federal grants, contracts, and state programs based on the Child Abuse Prevention and Treatment Act (CAPTA) including: Child Abuse Prevention, Intervention and Treatment (CAPIT), Community Based Child Abuse Prevention (CBCAP); and Promoting Safe and Stable Families (PSSF).

OCAP promotes best practices and innovative approaches to child abuse prevention, intervention and treatment. OCAP oversees county prevention plans and provides guidelines to counties to assure prevention programs address county specific prevention needs.

Contra Costa Child Abuse Prevention Council (CAPC)

California Welfare and Institutions Code (WIC), Chapter 12.5, Section 18980 established the “Child Abuse Prevention Coordinating Act” to fund child abuse prevention coordinating councils in each county. The council’s primary purpose is to coordinate the community’s efforts to prevent and respond to child abuse and neglect.

Family and Children’s Trust Committee (FACT)

The Contra Costa Family and Children’s Trust Committee (FACT) was established by Contra Costa Board of Supervisors. This organization works in partnership with Children & Family Services to manage many of the prevention and early intervention service contracts. This committee is integral in planning and managing service delivery contracts to meet needs defined by the county, the state and the community to address child abuse risk specific to Contra Costa.

County Managed Prevention and Early Intervention Funds

Other funding that supports prevention and early intervention programs, as well as programs supporting families who are receiving intervention services from Child Welfare Services, include the State Family Preservation Program, Independent Living Skills program, and Commercially Sexually Exploited Children (CSEC Program). Many other programs

directly linked to support of families receiving child welfare services also serve families in Contra Costa that address current risk to children and strengthen families to prevent recurrence of risk. Several of these programs are administered by the Contra Costa Child Abuse Prevention Council (CAPC, a Community Based Organization under contract with EHSD – Children and Family Services).

PREVENTION FUNDING BUDGET

The following are Prevention Funding Streams. Descriptions of each of these funding streams follow; a list of individual prevention services for each funding stream is presented at the end of this report.

Note that all of them are very closely linked to Child Abuse and Neglect Prevention and Intervention. As Education would receive funding to addressing education concerns and Health Services would receive funds to address prevention of health issues, prevention funds presented to Children & Family Services all focus on children at risk of child abuse. Requirements for expenditure of these funds are specified in each individual allocation methodology.

<i>Family and Children Trust Managed Funds</i>	<i>Source</i>	<i>2017-18 Estimated Revenue</i>
County Children’s Trust Fund	Local Birth Certificate fees	\$185,000
Ann Adler Children & Family Trust	Local Funds collected from Tax bill inserts	\$80,000
Child Abuse Prevention, Intervention & Treatment (CAPIT)	State 2011 Realignment funds	\$290,340
Community Based Child Abuse Prevention(CBCAP)	Federal capped funds	\$42,000
Sub Total		\$597,340

<i>Other Prevention Early Intervention and Intervention Funding and Programs</i>	<i>Source</i>	<i>2017/18 Estimated Revenue</i>
Child Abuse Prevention Council	Multiple funding sources including 2011 Realignment, state and county funding	\$1,277,562
Promoting Safe and Stable Families (PSSF)	Federal capped funds with state match	\$755,994
Family Preservation Program (State)	Included in 2011 Realignment, State and County funds (70/30)	\$874,219
Commercially Sexually Exploited Children (CSEC)	Federal and State General Fund	\$695,299
Sub Total		\$3,603,074

FAMILY AND CHILDREN'S TRUST FUND COMMITTEE

In 1983, Assembly Bill 2994 authorized the state and counties to create a separate fund to use for child abuse and neglect prevention and intervention. The source of the funds was from birth certificate fees. The Family & Children's Trust Committee (FACT) was established by the Board of Supervisors in 1985 to make recommendations for the expenditure of prevention funding.

In partnership with Children & Family Services, FACT plans, coordinates and oversees prevention programs. Members of the FACT Committee include representatives from Children and Family Services and residents with expertise in children's issues, education, law, non-profit agency management, public health, and program research and evaluation.

There are five seats directly appointed by the supervisors - one from each district. There are 5 at-large seats that can be anyone in Contra Costa County, and there are 5 discipline specific seats. The at-large and discipline specific seats are approved at the Family and Human Services Committee then forwarded to the full Contra Costa Board of Supervisors for approval and appointment.

Currently, the following seats on the committee are vacant:

District I (as of 12/9/2014)

District V (as of 9/30/2017)

Child Development Early Children Education/Local Planning Council (as of 10/18/2016)

Mental Health (as of 7/7/2015)

Every 2 years, FACT:

- Reviews existing data and reports, holds Public Hearings in various county locations, and conducts surveys to inform and prioritize the use of prevention funding.
- Identifies current specific prevention program needs.
- Conducts a Competitive Bid process.
- Selects non-profit, community based agencies as service providers.

Contracts are negotiated, administered and paid (from Prevention Program allocations) by EHSD and Children & Family Services.

FACT Prevention Programs include parenting classes, therapeutic day care for emotionally disturbed children, substance treatment for teens and parents, services for homeless families, projects to support children experiencing Domestic Violence in their homes, victims of sexual assault. A listing all prevention programs currently administered by FACT are available as an attachment to this document.

PREVENTION FUNDS MANAGED BY FACT

The following funds have allocations for prevention, early intervention, intervention and/or treatment of child abuse and neglect. Priorities for use of these funds and ongoing coordination and maintenance of services contracted with these funds are managed by FACT. FACT also manages contracts under the umbrella of Promoting Safe and Stable Families funds. These are discussed in the next section of this report.

COUNTY CHILDREN'S TRUST FUND

- Established in 1982 under Assembly Bill 2994.
- Counties established funding for Child Abuse Prevention programs through a percent of fees collected in the county for processing Birth Certificates.
- 100% local funding (No County General Fund costs).

ANN ADLER CHILDREN AND FAMILY TRUST

- Contra Costa County Board of Supervisors created the Ann Adler Children and Family program in 1991.
- Source of revenue are donations from individuals, public, and private and other agencies allocated through contracts to support programs for the care of abused, neglected and at-risk children.
- 100% local funding (No County General Fund costs).

CHILD ABUSE PREVENTION, INTERVENTION & TREATMENT (CAPIT)

- Authorized under Assembly Bill 1733.
- Supports various contracts that provide child abuse prevention.
- 90% 2011 Realignment Funding, 10% County General Fund match required.

COMMUNITY BASED CHILD ABUSE PREVENTION (CBCAP)

- 100% Federal capped funding passed through the California Department of Social Services.

PROMOTING SAFE AND STABLE FAMILIES (PSSF)

Promoting Safe and Stable Families is a program under Title IV-B, subpart 2 of the Social Security Act for states to operate coordinated child and family services to prevent the unnecessary separation of children from their families, to improve the quality of care and services to children and their families and ensure permanency for children. The Promoting Safe and Stable Families program was established under the federal Omnibus Budget Reconciliation Act of 1993 (now the Adoption and Safe Families Act).

PSSF is a capped federal allocation; the Office of Child Abuse Protection (OCAP) distributes the prorated share of the federal allocation to each county based on the number of children and children in poverty, age 0 to 17.

PSSF funds must be matched by state dollars and a state Maintenance of Effort fee. The state's MOE is met and passed on to counties under the State Family Preservation Program.

Promoting Safe and Stable Families has four components; expenditures must be balanced between these four components:

- Family Preservation
- Community-based family support
- Time-limited family reunification and
- Adoption promotion and support

PSSF funded programs include information and referral, crisis intervention, case management, family support, parenting groups, after school and summer activities for youth, employment training, community development and teen services.

CHILD ABUSE PREVENTION COUNCIL (CAPC)

The Child Abuse Prevention Council of Contra Costa County is a nonprofit organization that relies on donations, foundation grants and strategic partnerships to provide essential child abuse prevention services to at-risk kids and families in Contra Costa. It was founded in 1984 by Sue Fleischer and Dr. Jim Carpenter.

Contra Costa County Children & Family Services partners and contracts with CAPC to manage many prevention and early intervention programs including the following:

- Parent Partners – funded as part of the Parent Education strategy.
- Early Intervention and Outreach Program – includes support, services and advocacy for families where substance abuse is a factor in the intervention plan of Children & Family Services.
- Mandated Reporter Training – Provides vital information to professionals working with children throughout the county who are legally designated as “mandated reporters” of suspected child abuse. This program raises awareness among community organizations through trained volunteer speakers who educate the public on issues of child abuse and neglect.
- WRAP Services – Funded by cost savings when a child steps down to a lower level (with lower costs) of placement with the support of services that are wrapped around the family and child, these funds support a Caretaker Liaison who serves as an advocate for caretakers of foster parents and a Foster Parent Mental Health Advocate who can support a family in addressing Mental Health needs of children in their care.
- Nurturing Parenting and Baby Bags – Nurturing Parent Program and Baby Bag/New Parent Kit, visitation and support for new parents.

CHILD WELFARE SERVICES WRAPAROUND PROGRAM

Wraparound was established in 1997 with Senate Bill 163. Counties elected to participate in the Wraparound Program; Contra Costa has participated since the program was implemented.

SB 163 authorized counties to use State and county share of foster care placement dollars that would have been otherwise been paid to a group home. The State and county share of foster care funds that are saved by not placing the child in a group home (either child remains at home or is placed in a lower level of foster care) can be used by the county in a flexible manner to provide Wraparound Services. California Department of Social Services requires counties to ensure that any cost savings from utilizing Wraparound are reinvested to further expand or enhance services and resources for children and families.

The intent of SB163 is to:

- Shift the service delivery focus to a needs-driven, strengths-based approach.
- Partner with families to provide intensive services to children with complex needs using a team approach – this is the alternative to residential care.
- Provide a team approach comprised of child and family, professionals and member of the family community (people chosen by the family) to develop an individualized service plan that describes all the needs identified the child and family and how those need will be met.

The target population is children who are dependents of Child Welfare Services and/or probation wards of the court and are placed in or at risk of imminent placement in group homes at Regional Center Level 10-14.

Counties may develop additional criteria and eligibility determined by other funding sources that is in alignment with the intent of SB163. In Contra Costa, funds are used to:

- Provide Mental Health services and case management by Contra Costa Children's Mental Health and/or Seneca.
- Participate in funding other prevention and intervention programs or enrichment services for youth.

OTHER EARLY INTERVENTION/INTERVENTION STRATEGIES

Specific programs within the intervention funding streams provide prevention, early intervention support and post permanency services and/or opportunities for youth and families to heal and prevent future intervention. These are funded by 2011 Realignment funds under the Child Welfare Services funding stream.

They are documented here to present the scope of programs within Child Welfare Services that support safety and well-being of at-risk children.

- **Differential Response** – Differential Response (DR) is a strategy that allows a California child welfare services (CWS) agency to respond in a more flexible manner to reports of child abuse or neglect. DR affords a customized approach based on an assessment of safety, risk and protective capacity that recognizes each family’s unique strengths and needs, and addresses these in an individualized manner rather than with a “one size fits all” approach. DR provides earlier and more meaningful responses to emerging signs of family problems, child welfare agencies can utilize resources to help families before difficulties escalate and child removal is required. Under the DR approach, child safety is the highest priority as more children and families can receive the support they need to keep children safely in their homes. Several Community and Faith Based Organizations provide these services including Community Violence Solutions, Uplift Family Services, Catholic Charities of the Diocese of Oakland, WCC Youth Services Bureau, STAND! For Families Free of Violence and First Baptist Church.
- **Team Decision Making and Child and Family Team Meetings** -- Child and Family Teams are comprised of the child/youth, parents and/or caregivers, extended family members and other supportive people from the family’s community who agree to come together to create, implement, and refine a behavioral health plan with the child/youth (as developmentally appropriate) and the family. The plan builds on the strengths of the child/youth and family and addresses their immediate and long-term needs and aspirations. The primary focus of the CFT is always the safety and well-being of children and youth.
- **Safety Organized Practice and Safety Planning Safety** - Organized Practice is an approach to day-to-day child welfare casework that is designed to help all the

key stakeholders involved with a child —parents; extended family; child welfare worker, supervisors, and managers; lawyers, judges, and other court officials; even the child him/herself —keep a clear focus on assessing and enhancing child safety at all points in the case process. It combines the best of Signs of Safety, a solution-focused child welfare practice approach, with the Structured Decision Making system, a set of research-based decision-support tools, to create a rigorous child welfare practice model.

- **Independent Living Skills Program** – ILSP provides services to youth who are in care or recently emancipated from the Foster Care System or Probation. Support and training are provided in areas such as education, employment, housing, health and well being. The program is available for youth in foster care or Probation or in the extended foster program up to 21. The facility for ILSP includes a classroom, a library, a computer lab, a clothes closet and a food pantry. Workshops are in areas of Life Skills, Money Management, Resume Development, Young Parents Workshop, Scholarships, SAT/ACT, College Application, Housing, Cooking, etc. The goal is to give youth the skills necessary to succeed after leaving the foster care system.
- **Extended Foster Care and Emancipated Youth Stipends** – The Extended Foster Care program provides an opportunity for young adults, in foster care at age 18, to voluntarily agree to continue receiving foster care services, including placement services, while the youth completes a secondary or postsecondary academic or vocational program, or participates in a program or activity designed to promote employment. Foster Care placement or Supervised Independent living setting placement (shared living, apartment, college dormitory) and/or youth stipends.
 - Medical (including mental health).
 - Dental.
 - Independent Living Skills.
 - Case management by CA.
 - Referrals to community resources (as appropriate).
- **Child Trafficking Response Unit Harm Reduction Project** – In collaboration with the Department of Justice (DOJ) and in response to SB1322, the aim of this project is to support and direct services to county agencies and communities serving youth by addressing the commercial exploitation of children and.

Practices are being formalized with specific topics focusing on harm reduction strategies.

- **Quality Improvement Project** – Psychotropic Medication – this is a multi-agency collaborative effort that is developing new protocols, training and other deliverables created to fully implement all psychotropic medication related legislation.
- **Wellness Website** – Youth, Family, and Education Workgroup has developed a website to help foster youth and adults in their lives learn more about pursuing wellness through access to youth friendly wellness resources; eight dimensions of wellness are addressed: physical, emotional, intellectual, spiritual, social, environmental, occupational and financial.

PARTNERING WITH CHILDREN'S MENTAL HEALTH

To further enhance the ability of Contra Costa Children's Mental Health to address specific individualized Mental Health services needs, Children & Family Services is transferring funds from the Protective Services Subaccount to the Behavioral Health Subaccount under Local Revenue Fund (2011 Realignment). The transfer amount shall not exceed \$2 million in fiscal Year 17/18. The reallocation is not be a permanent funding source for any program or service receiving funds from the allocation but an option is included to transfer an additional \$2 million in Fiscal Year 18/19. A Board Order will be executed each Fiscal Year.

Transferred Realignment funds are to be used for, but not limited to the following: Therapeutic Behavioral Services; Intensive Care Coordination; In Home Behavioral Services; and Specialty Mental Health Services including Individual, Family Group, and Crisis Services. Other services such as Mental Health treatment for specific populations such as Spanish Speaking, Adoption disruptions, LGBTQ, Substance Abuse services, and pregnant and parenting teens may be included. Funds can also be used to increase rates for services to particular target populations as needed.

The primary focus of this funding is to increase services and ensure the availability of timely service delivery of Specialty Mental Health services for Medi-Cal eligible children and youth under the age of 21 who are receiving services from Contra Costa Children and Family Services.

The transferred Realignment funds will be used for Medi-Cal billable services that meet Early Periodic Screening, Diagnostic and Treatment (EPSDT) criteria. This will maximize services and allow Contra Costa County the ability to draw the 50% match with EPSDT (Early and Periodic Screening, Diagnostic and Treatment) Federal Financial Participation will provide services twice the value of the amount of realignment funds transferred.

This action is supported by State General Code that allows for the reallocation of up to 10% of the amount deposited in the immediately preceding fiscal year in the subaccount in the Support Services Account with the lowest balance. Protective Services subaccount funds will be transferred to the Behavioral Health Subaccount for this purpose. An Interdepartmental Agreement is being finalized to facilitate initiation of this transfer and ongoing tracking and reporting of the increase in and enhancement of identified services.

OTHER PARTNERS SUPPORTING CHILDREN AND FAMILIES

There are many other partners providing services to children and families in Contra Costa, this section of the report documents some of the activities currently supporting safety and well-being of children.

WORKFORCE SERVICES OF EHSD – FAMILY STABILIZATION ACT

Family Stabilization (FS) was implemented January 2014 as a new component of the CalWORKs program. The program is designed to ensure a basic level of stability within a family prior to, or concurrently with, participation in Welfare-to-Work (WTW) activities. The goal of FS is to increase client success by providing additional activities or barrier removal services necessary to ultimately achieve self-sufficiency. The focus is to engage clients and offer intensive care management when the family is experiencing identified crisis or destabilization situations. Participation in the FS Program is voluntary and no negative action is taken if clients choose not to participate. When families decline FS services, they are otherwise engaged through the standard WTW flow. FS services are not limited to the aided or work eligible CalWORKs adult. FS is designed to address FS issues of CalWORKs children as well as unaided members of the CalWORKs assistance unit. Services include Intensive day treatment, non-medical outpatient drug free treatment, residential treatment, Housing Assistance, rehabilitative services, and/or Substance abuse counseling/treatment. In addition to those services listed above, families may access family crisis counseling and criminal arrest history assistance.

COMMUNITY SERVICES OF EHSD – HEAD START AND EARLY HEAD START

The Community Services Bureau (CSB) is part of a national network of Community Action Agencies established by the 1964 War on Poverty to address the underlying conditions that cause poverty. In 2006, the Community Services Department was made a bureau of the Employment and Human Services Department. With an annual budget of almost \$30 Million and approximately 400 employees in 15 service locations across the county, CSB is the largest childcare provider in Contra Costa County. Each year we combine federal Head Start and State Child Development funds to provide primarily full-day, full-year Early Childhood Education Services to over 2,000 children and their families.

CSB is the Community Action agency for Contra Costa County Through Community Service Block Grant (CSBG) funding, CSB provides direct assistance with home energy costs, weatherization, and funding for community based organizations to assist the low-income population move out of poverty.

The Early Head Start program serves low-income pregnant women and families with infants and toddlers from birth to age 3. This high-quality program is designed to support and nurture healthy attachments between the child and his/ her family. Services are provided in developmentally appropriate environments that promote the whole development of the child. CSB caregivers are permitted staff who have additional training in PITC (Program for Infant and Toddler Care giving) and infant and toddler development. Formula and diapering supplies are provided to every family in the program

CSB provides comprehensive services for approximately 2,100 children, ages 0-5 and their families each day. This includes education, health, disabilities and mental health services as well as nutrition and family support services and resources to all CSB families enrolled in the program. CSB maintains strict staffing ratios at all 15 centers, with a 1:8 adult: child ratio for preschool children; 1:4 for toddlers and 1:3 for infants under 18 months of age. CSB's dedicated staff are chosen based on their ability to provide nurturing care to young children, their formal education in Early Care and Education, background and experience and possession of a California Teacher or Associate Teacher Permit issued by the California Consortium on Teacher Credentialing.

WORKFORCE DEVELOPMENT BOARD – WORKFORCE INVESTMENT OPPORTUNITY

The Contra Costa Independent Living Skills program has partnered with Workforce Development Board of Contra Costa to deliver employment services to eligible foster youth through the Workforce Innovation and Opportunity Act (WIOA). ILSP refers youth to participate in the Earn and Learn Summer Employment program. ILSP continues to cultivate working relationships with three contracted agencies providing services through WIOA and 20% of the foster care youth population are referred to both the “In School” and “Out of School” programs throughout the school year. Case managers for the contracted agencies present workshops to recruit youth and disseminate information about services that are available to them. This collaboration has proven beneficial and the number of foster youth served with WIOA has been steadily increasing.

FAMILY RESOURCE CENTERS

Contra Costa has two Family Resource Centers that focus on prevention of Child Abuse, one in East County and one in West.

FIRST FIVE

First Five Centers provide support for families and children including workshops and classes make parenting easier, help parents raise healthy, happy children, and are a great way to make new friends. Each Center has staff to connect families to helpful community resources. There are five First 5 Centers in Contra Costa County serving families in low-income communities, Antioch, Bay Point, Delta, Monument and West County.

COMMUNITY BASED ORGANIZATIONS

Community Based Organizations are important partners with Contra Costa Children & Family Services serving children and families in our county. Collaboration and contractual agreements with various agencies utilize the expertise and skills of these agencies. Many of these have been discussed under the Prevention Funding and Other Early Intervention and Intervention Strategies section of this report. Others include:

- Contra Costa Crisis Center – 24 hour crisis telephone services
- Community Violence Solutions – Children’s Interview Center Collaborative
- Domestic Violence Consultation Services
- Phamatech, Inc – Drug testing services
- CCC Office of Education – Educational Liaison for Foster Youth
- Seneca Family of Agencies – Family Visitation Center
- California State Foster Parent Association, Chapter #82 – Foster Family Recruitment
- Contra Costa Community College District – Foster and Adoptive Parent and Relative Caregiver Training
- Uplift Family Services – Kinship Support Services
- Various providers of Mental Health services
- Child’s Best Interest – Ombudsman Services
- Aspiranet – Receiving Centers
- Family Support Services Bay Area – Respite services for foster parents
- Public Consulting Group – SSI Advocacy for foster children

COMMUNITY PARTNERSHIP MEETINGS

Community Partnership Meetings provide an opportunity for Child Welfare Services to promote collaboration and cooperation, share knowledge and information, and build supports for children and families in the community. There are three operational districts that serve areas in Contra Costa based on the geographical layout of the county, East, West and Central Districts. Each of these districts has for several years organized, chaired, and participated in Community Group forums. Participation varies depending on the area but include representatives from schools, local law enforcement, faith based communities, non-profit organizations providing services to families, and citizens from the community.

PREVENTION PROGRAM BUDGETS

The following table documents the programs provided by Children and Family Services, contracted community based organizations, and the services they offer. It also defines which programs are managed by the council in Contra Costa that manages prevention funding, Family and Children Trust Fund (FACT). The state Office of Child Abuse Prevention provides oversight to counties for these expenditures to assure funds are appropriately allocated as defined for each specific funding source.

The attached displays the 2017-18 budgets; in some instances the allocation amounts have not been confirmed by the state so the budget may be changed when the allocation is finalized. Contracts are generally ongoing and this document identifies the contract limit, not the actual expenditures which may differ slightly.

The purpose of presenting this budget is to identify funding that is available for prevention and early intervention services and to describe services currently being offered.

FAMILY AND CHILDREN TRUST FUND	
Provider	Services
Crossroads High School Mt Diablo USD (Pregnant and Parenting Teens)	Education Services for Pregnant and Parenting Teens who want to earn a high school diploma
Children's Recovery and Family Education Project (MH Counseling) – Ujima Family Recovery Services	Provides support services to children affected by parental with substance abuse issues
CC ARC (Attachment, Self-Regulation and Competency) Project – CARE Parent Network	Attachment, Self-Regulation and Competency program; trauma informed MH counseling for children at risk. Nurturing parenting training
COCOKIDS, Inc. – Child Care Council	Embracing Families Project includes educational programs, consultations and outreach for special need youth, their families and providers
Strengthening Vulnerable Families – Contra Costa Interfaith Counseling - Housing Services	Support and services for formerly homeless and low income families with children; includes onsite housing
ARC (Attachment, Self-Regulation and Competency) Project – YMCA of the East Bay	Attachment, Self-Regulation and Competency, trauma informed MH counseling for children at risk and nurturing parenting training
The Multilingual Child Abuse Prevention Project - Jewish Family and Children Services	Provides prevention and intervention services for new refugees and immigrants who have experienced extensive trauma, poverty and dislocation including parenting education and support groups
Support Services to FACT – Child Abuse Prevention Council (CAPC)	Support Services to FACT including consultation on public relations, development of child abuse prevention written material, review of current and pending child abuse legislation and assistance in long-range planning and strategy development to expand FACT funds.
TOTAL CONTRACTED SERVICES	\$690,000

PROMOTING SAFE AND STABLE FAMILIES (PSSF)

Provider	Services
Ambrose Teen Center and Greater Coronado All That Collaborative, After-School Programs – Ambrose Recreation and YMCA of the East Bay	After school programs (including homework assistance, reading, computer skills, etc.) and family oriented programs to expand opportunities for low income youth.
Reach (Resources, Education, Advocacy, Crisis Counseling and Hope) and Post Adoptions Education Liaison – AspiraNet	Pre and Post Adoption Services including outreach and advocacy, information and referral, crisis intervention, case management and socialization services; includes n Adoptions Educational Liaison to improve educational accomplishments and opportunities for children adoptive children.
Strengthening Vulnerable Families, Supportive Services – Contra Costa Interfaith Housing	Provides Mental Health/Case Management Services, Academic Support and Enrichment and Life and Parenting Skills to help homeless and vulnerable families.
Supporting Father Involvement; Triple P (Positive Parenting Program) – COPE	Services and workshops supporting father involvement for families in Central and West County; services available to both CFS and non-CFS families where children are at risk of CPS involvement. Triple P Parenting program workshops (levels 1 to 5) are offered in East, Central and West County including workshops in Spanish and Arabic.
Community Based Visitation -- Uplift (Visitation)	Supervised Visitation. Services to help restore family bonds, trust and communication. Supports CFS families during reunification process from supervised to unsupervised visitation including renewed parenting skills.
Nurturing Parents – Stand!	Parenting classes, Spanish speaking; services available for CPS and non-CPS families
Greater Coronado All That Family Preservation Collaborative - YMCA (Also received SFP Funds)	Array of programs, including Grief and Trauma and Socialization, Education, Enhancement Development (SEED) for CPS and non-CPS families including support for at risk families, immigrants, undocumented parents, community families, learning disabled students and mentally ill students
TOTAL CONTRACTED SERVICES	\$735,225

OTHER CONTRACTED SERVICE PROGRAMS

Provider	Services
Child Abuse Prevention Council	Nurturing Parent Program, Parent Partners (Parent Training and Education), Advocate and provide education for parents requiring CFS intervention Early Intervention and Outreach Specialists (Substance Abuse services), Foster Parent Mental Health Advocate, Baby Bag/New Parent Kit, visitation and support for new parents, Mandated Reporter Training
Total	\$1,277,562

STATE FAMILY PRESERVATION (SFP) – COUNTY MANAGED	
Bay Area Community Resources (Helms & Lake)	Integrated case management, prevention and intervention services to students in West Contra Costa county with a focus on school attendance and behavioral improvements
COCOKIDS, Inc.	Family Together Program includes outreach, case management, parent education, enrichment activities and information about and referrals to other community resources for at risk families.
YMCA - Coronado (also receives PSSF funds)	Array of programs, including Grief and Trauma and Socialization, Education, Enhancement Development (SEED) for CPS and non-CPS families including support for at risk families, immigrants, undocumented parents, community families, learning disabled students and mentally ill students
Child Abuse Prevention Council	Nurturing Parent Program and Baby Bag/New Parent Kit, visitation and support for new parents – see CAPC Contract
Uplift Family Services	Family Preservation Services including case management, psychosocial assessment, family needs assessment and 24 hour emergency response services.
Total Contracted Services	\$886,824

COUNTY MANAGED PROGRAMS	
Independent Living Skills Program (ILSP)	
Provider	Services
Contra Costa Children and Family Services	Staff and services to support youth in transition from foster care to adulthood including educational support, employment and life skills training and housing assistance
Total	\$1,119,710
Commercially Sexually Exploited Children Program	
Provider	Services
Community Violence Solutions	Provide comprehensive coordinated services and case management to commercially sexually exploited and at risk youth
Catholic Charities	Services for youth exploited or at risk of exploitation; coordination of planning and services between agency partners
Total Contracted Services	\$341,811
Grand Total	\$5,051,132

FACT ROSTER October 2017

Committee Seats (5)	At-Large Members (5)	District Seats (5)
<p>1. First 5 Commission Exp. 09/30/2018 Lisa R. Johnson 1485 Civic Court, Ste 1200 Concord, CA 94520 P: (925) 771-7314 lrjohnson@firstfivecoco.org</p> <p>2. School Representative Exp. 09/30/2018 Karin Kauzer 880 Juanita Drive Walnut Creek, CA 94595 C: (925) 256-8835 P: (925) 818-5437 karinkauzer@gmail.com</p> <p>3. Child Development Early Childhood Education/Local Planning Council Exp. 09/30/2018 Vacant</p> <p>4. Child Abuse Prevention Council Exp. 09/30/2019 Carol Carrillo, MSW 2120 Diamond Blvd., Ste. 120 Concord, CA 94520 O : (925) 798-0546 (707) 853-6024 F : (925) 798-0756 ccarrillo@capc-coco.org</p> <p>5. Mental Health Exp. 09/30/2015 Vacant</p>	<p>1. Mary Flott Exp. 09/30/2018 2718 Round Hill Drive Alamo, CA 94507 C: (510) 517-8797 H: (925) 831-1856 maryflott@sbcglobal.net</p> <p>2. Deborah McGrath Exp. 09/30/2018 1106 Polson Circle Martinez, CA 94553 C: (925) 787-5640 P: (925) 957-9801 taximama@comcast.net</p> <p>3. Marianne Gagen Exp. 09/30/2019 22 Toyon Terrace Danville, CA 94526 P: (925) 837-3603 C: (925) 683-7636 mgagen@pacbell.net</p> <p>4. Joseph DeLuca Exp. 09/30/2019 3559 South Silver Springs Rd. Lafayette, CA 94549 C: (510) 917-4772 jdeluca@itoptimizers.com</p> <p>5. Nora Foster Exp. 09/30/2018 5045 Wittenmeyer Court Antioch, CA 94531 C: (707) 731-7608 H: (925) 978-4973 Nfoster102@aol.com</p> <hr/> <p style="text-align: center;">Staff to FACT (2)</p> <hr/> <p>Elaine Burres 40 Douglas Drive Martinez, CA 94553 O: (925) 313-1717 eburres@ehsd.cccounty.us</p> <p>Juliana Mondragon 40 Douglas Drive Martinez, CA 94553 O: (925) 313-1696 mondrej@ehsd.cccounty.us</p> <p style="text-align: center;">Reception: (925) 313-1500</p>	<p>District I Exp. 09/30/2015 Supervisor John Gioia Vacant</p> <p>District II Exp. 09/30/2019 Supervisor Candace Andersen Julia Miner 413 Cliffside Drive Danville, CA 94526 P: (925) 743-1942 C: (925) 457-7343 julia.miner@gmail.com</p> <p>District III Exp. 09/30/2018 Supervisor Diane Burgis Olga Jones P.O. Box 1292 Bethel Island, CA 94511 H: (925) 684-3930 olgajones1@comcast.net</p> <p>District IV Exp. 09/30/2019 Supervisor Karen Mitchoff Cherise Khaund 332 Mangrove Way Walnut Creek, CA 94598 C: 925-818-4857 cherisemk@gmail.com</p> <p>District V Exp. 09/30/2017 Supervisor Federal Glover Vacant</p>

CHILDREN AND FAMILY SERVICES PROGRAMS

No	Funding Streams	FY 17-18 Program Budgeted Amount	Population Served	Sharing Ratios Federal %/State %/County %	Are Prevention of Abuse, Neglect, and Risk of Out-of-Home Placement Activities Allowable? Yes/No	Revenue Opportunity for Prevention Activities with Additional County General Fund Investment
1.	<p><u>Title IV-E Open-Ended</u>, State 2011 Realignment and County General funds are used for case management activities</p> <p>State 2011 Realignment and County General Funds are used to provide supportive services to children and families referred to Child Welfare</p>	<p>Child Welfare Services \$60,237,838</p>	<p>Children/Families receiving intervention services following a CFS referral and detention order. These services include Emergency Response, Family Maintenance, Family Reunification, Permanency Planning, Extended Foster Care, and Adoptions Services</p>	<p>50/35/15 – Before non-federal (NF) discount rate is applied. 17/18 NF discount rate budgeted at 40.7% - NF costs are shifted to 70% State 2011 Realignment and 30% County General Funds. Net ratio is 30/49/21</p>	<p>No for Title IV-E Open-Ended funding</p> <p>Yes for 2011 Realignment/county General Funds -These activities include supportive services such as counseling, education services, tutoring and intensive family services for CFS referred children at risk of a CFS detention order.</p>	<p>No for Title IV-E Open-Ended funding</p> <p>Yes – with 30% County Share or 100% County Share if 2011 State Realignment funds are not available.</p>
2.	<p><u>Title IV-E Open-Ended</u>, Capped State funds and County General Funds</p>	<p>Foster Home Licensing \$1,337,903</p>	<p>Children/Families in an out-of-home placement</p>	<p>50/50/0 Before NF discount is applied. 30/70/0 after NF discount.</p>	<p>No</p>	<p>No</p>
3.	<p>Eligible activities draw <u>Title IV-E Open-Ended</u>, State capped funds</p>	<p>Continuum of Care Reform \$1,998,308</p>	<p>Children/Families receiving intervention services from CFS for Child and Family Teams and Resource Family Approval activities.</p>	<p>50/50/0 Before NF discount is applied. 30/70/0 after NF discount.</p> <p>Direct supportive services are not eligible for Title IV-E funding.</p>	<p>No</p>	<p>No</p>

CHILDREN AND FAMILY SERVICES PROGRAMS

No	Funding Streams	FY 17-18 Program Budgeted Amount	Population Served	Sharing Ratios Federal %/State %/County %	Are Prevention of Abuse, Neglect, and Risk of Out-of-Home Placement Activities Allowable? Yes/No	Revenue Opportunity for Prevention Activities with Additional County General Fund Investment
4.	Eligible activities draw <u>Title IV-E Open-Ended</u> , State capped funds	Commercially Sexually Exploited Children (CSEC) \$695,299	Children who are victims or at risk of CSEC	Federally eligible activities draw IV-E funding. Direct services for CSEC victims and at risk youth are not eligible for Title IV-E funds	Yes – A portion of funding can be used for education and services for youth identified as at risk of Commercial Sexual Exploitation	No
5.	<u>Title IV-E capped</u> and State 2011 Realignment	Independent Living Skills Program \$1,119,710	Children/Young adults aged 16-21 in out of home placement preparing to exit foster care	35% Capped Federal Title IV-E/65% State 2011 Realignment	No	No
6.	<u>Title IV-E Open-Ended</u> , State 2011 Realignment and County General funds	Case Management Adoptions Services \$2,024,532	Children served by CFS with a case plan goal of adoption	50/35/15 – Before non-federal (NF) discount rate is applied. 17/18 NF discount rate budgeted at 40.7% - NF costs are shifted to 70% State 2011 Realignment and 30% County General Funds. Net ratio is 29/49/21	No	No
7.	<u>Title IV-E Open-Ended</u> , State 2011 Realignment and County General funds	Foster Care/Adoptions Assistance Eligibility \$4,489,335	Children and families receiving intervention services from CFS, and children served by CFS with a case plan goal of adoption	50/35/15 – Before non-federal (NF) discount rate is applied. 17/18 NF discount rate budgeted at 40.7% - NF costs are shifted to 70% State 2011 Realignment and 30% County General Funds. Net ratio is 29/49/21	No	No

CHILDREN AND FAMILY SERVICES PROGRAMS

No	Funding Streams	FY 17-18 Program Budgeted Amount	Population Served	Sharing Ratios Federal %/State %/County %	Are Prevention of Abuse, Neglect, and Risk of Out-of-Home Placement Activities Allowable? Yes/No	Revenue Opportunity for Prevention Activities with Additional County General Fund Investment
8.	State 2011 Realignment and County General Funds	State Family Preservation \$874,219	Children/Families receiving intervention services from CFS and families whose children are under Probation Supervision	70% State 2011 Realignment/30% County General Fund	Yes for program services provided when a child is at risk of out-of-home placement	Yes – with 30% County Share or 100% County Share if 2011 State Realignment funds are not available.
9.	County Children’s Trust Fund	FACT - Child Abuse Prevention \$185,000	Children and families in the community must be served by nonprofits or institutions of higher education with expertise in the field of child welfare	100% Local Fees collected from Birth Certificates	Yes	No
10.	CBCAP Capped Federal Funds	FACT - Community Based Child Abuse Prevention \$42,000	Children and families in the community must be served by nonprofits or institutions of higher education with expertise in the field of child welfare	100% Capped Federal Funds are deposited into the County Children’s Trust Fund	Yes	No
11.	Title IV-B Sub Part 2 - Capped Promoting Safe and Stable Families	Promoting Safe and Stable Families \$755,994	Families with one or more risk factors for abuse/neglect, families with an open child welfare case, children that are removed from their home, children serviced by CFS with a case plan goal of adoption, youth served by child welfare and probation agencies that have met IV-E eligibility requirements and are in a qualified placement setting	100% Capped Federal Funds	Yes –Services include but are not limited to: respite, youth programs, case management, behavioral health services, parent education, housing services, peer support, visitation	No

CHILDREN AND FAMILY SERVICES PROGRAMS

No	Funding Streams	FY 17-18 Program Budgeted Amount	Population Served	Sharing Ratios Federal %/State %/County %	Are Prevention of Abuse, Neglect, and Risk of Out-of-Home Placement Activities Allowable? Yes/No	Revenue Opportunity for Prevention Activities with Additional County General Fund Investment
12.	Ann Adler Children and Family Trust	FACT - Child Abuse Prevention \$80,000	Abused, neglected and at risk children	100% Local donations	Yes –Population - Abused, neglected and at risk children	No
13.	State 2011 Realignment, County General Funds	FACT - Child Abuse Prevention, Intervention and Treatment \$290,340	Children/Families receiving intervention services from CFS, and children referred by legal, medical or Social Service agencies	90% State 2011 Realignment/10% County General Fund	Yes - for program services provided when a child is identified as at risk of out-of-home placement	Yes – with 10% County Share or 100% County Share if 2011 State Realignment funds are not available.

Note: The Title IV-B, Part 1 allocation of \$625,916 is automatically used to cover the Non-Federal Title IV-E case management costs up to the Title IV-B allocation; after the IV-B allocation is used, the Non-Federal Title IV-E case management costs are funded with 70% State 2011 Realignment funding and 30% County funds.



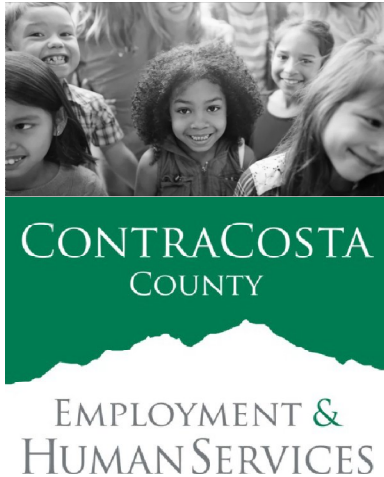
EMPLOYMENT &
HUMAN SERVICES
KATHY GALLAGHER
DIRECTOR



Report to the
Family and Human Services Committee
October 2017

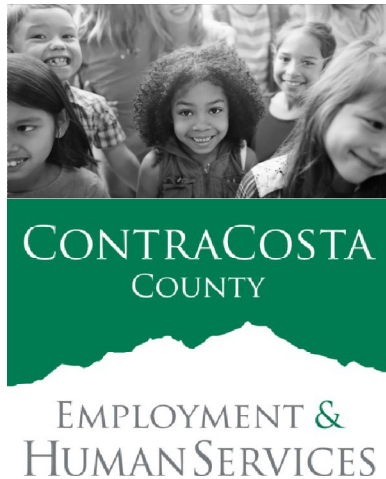
CHILDREN & FAMILY SERVICES FUNDING

Kathy Marsh, CFS Director
Emilia Gabriele, EHS Chief Financial Officer



INTENTION FOR PRESENTATION

- Provide overview of Children & Family Services mandates and activities
- Present information about Children & Family Services (CFS) budget as a part of EHSD budget
- Discuss major funding streams for CFS
- Identify funding available for prevention and early intervention and allowable activities
- Share information about partnerships with other bureaus and agencies that also support children served by Children & Family Services and/or who reside in Contra Costa County

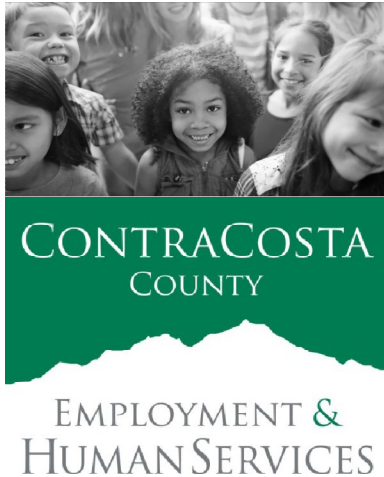


CHILD WELFARE SERVICES MANDATES

Welfare & Institutions Code §16500.1

Legislative Intent: Child Protection Goals

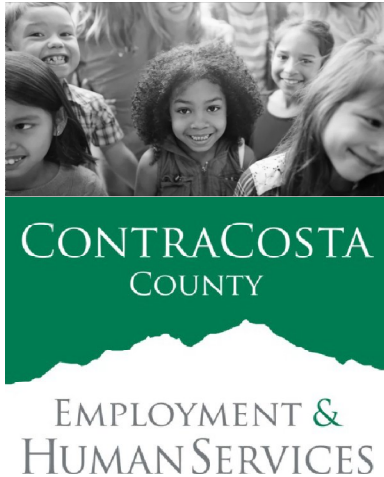
...Use strengths of families and communities to serve the needs of children who are alleged to be abused or neglected...



CHILD WELFARE SERVICES PROGRAMS

For a description of core programs and support activities, refer to pages 4 and 5 of report.

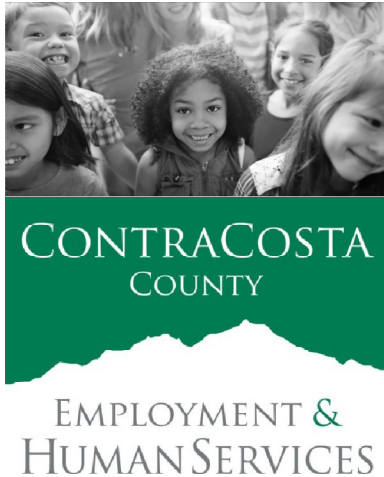
- Emergency Response
- Family Maintenance
- Family Reunification
- Permanency Planning
- Extended Foster Care
- Adoption Services



CHILD WELFARE SERVICES SUPPORT ACTIVITIES

For a description of core programs and support activities, refer to pages 4 and 5 of report

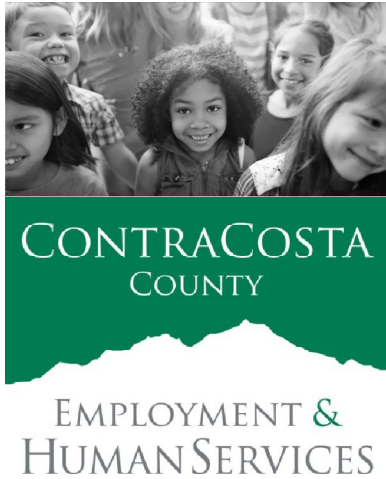
- Resource Home Recruitment
 - Includes Licensing, Continuum of Care Reform, Foster Parent training & Support and Kinship Support Services
- Transition Support for Youth Exiting FC
 - Includes Independent Living Skills, Extended Foster Care, Transitional Housing programs and Youth Stipends
- Family Engagement
 - Includes Parent Partners, Early Intervention Outreach for Substance Abuse, Nurturing Parents and Welcome New Baby programs
- Commercially Sexually Exploited Youth
 - Includes Child Trafficking Response, Training and Prevention



CHILD WELFARE SERVICES RESPONSIBILITIES

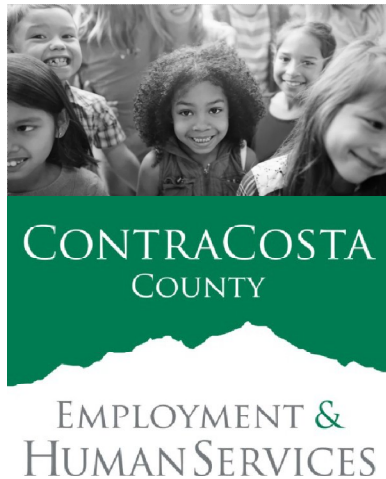
Mission: Safety, permanency and well being of children

- Screen and investigate referrals of suspected abuse
- Manage cases for children when deemed not safe
- Provide 24/7 response and coverage
- Complete Monthly Visits for all children receiving Child Welfare intervention services
- Provide best possible environment for children in foster care and/or receiving services while still in their homes
- Reunify with parents when possible, find permanency when reunification is not possible



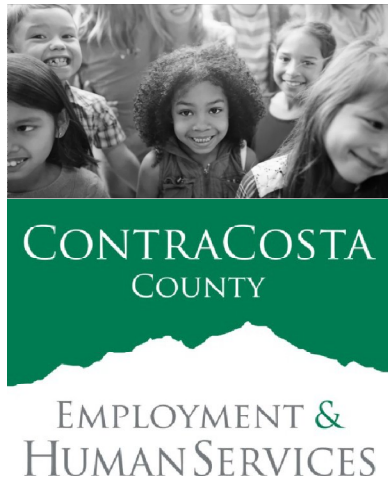
CHILDREN & FAMILIES SERVED

Kids age 0 to 17 in county	253,328
Screening Hotline Calls in 2016	36,690
Investigated referrals in 2016 (Emergency Response)	9,808
Cases opened (Substantiated Referrals) in 2016	962
Kids currently in Foster Care (Family Reunification & Permanent Placement)	1,045
Kids currently receiving services in their family homes (Family Maintenance)	178
Transitioning youth (Extended Foster Care)	140
Total Monthly Visits in 2016 to kids in Foster Care	9,657
Total Monthly Visits in 2016 to kids receiving services in their homes	2,823

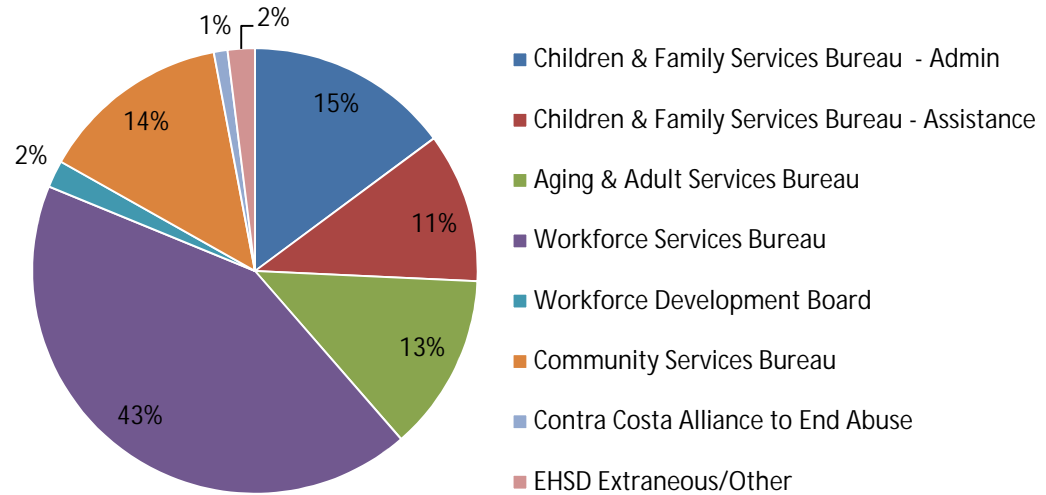


EHSD Fiscal Year 2017-18 Adopted Budget

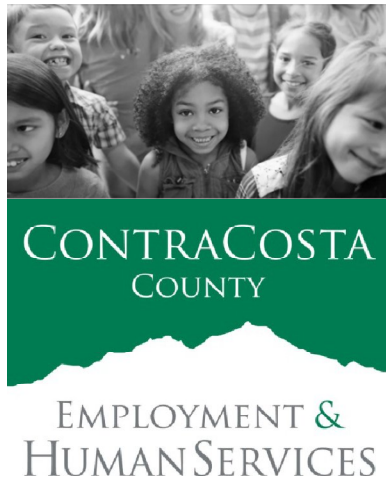
<u>EXPENDITURES:</u>		
Salaries and Benefits	\$ 211,090,440	44.86%
Services and Supplies	\$ 107,883,548	22.93%
Other - Includes Assistance Payments	\$ 142,006,797	30.18%
Fixed Assets	\$ 360,000	0.08%
Expenditures Transfers	\$ 9,195,688	1.95%
TOTAL EXPENDITURES	\$ 470,536,473	100.00%
<u>REVENUES:</u>		
Federal Funds	\$ 156,722,400	33.31%
State Funds	\$ 193,670,518	41.16%
Local Revenue (State Sales Tax & VLF \$)	\$ 97,485,555	20.72%
TOTAL FEDERAL/STATE REVENUES	\$ 447,878,473	95.18%
Net County Cost - County General Funds	\$ 22,658,000	4.82%
TOTAL FINANCING	\$ 470,536,473	100.00%
Allocated Positions (FTEs)	2,009	



EHSD FY 2017-18 BUDGETED EXPENDITURES BY BUREAU



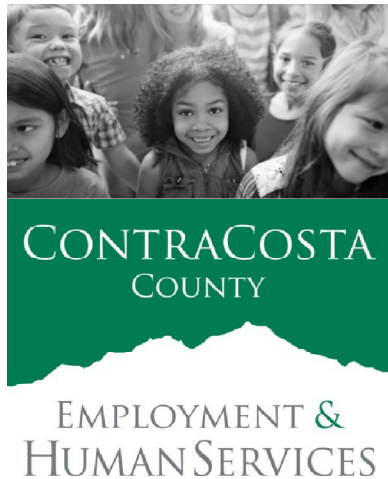
Category	Budget	%
Children & Family Services Bureau - Admin	71,255,109	15%
Children & Family Services Bureau - Assistance	50,410,614	11%
Aging & Adult Services Bureau	60,023,760	13%
Workforce Services Bureau	204,069,576	43%
Workforce Development Board	7,516,956	2%
Community Services Bureau	65,115,868	14%
Contra Costa Alliance to End Abuse	3,353,452	1%
EHSD Extraneous/Other	8,791,138	2%
Total	470,536,473	74%



INFORMATION ABOUT FUNDING FOR CFS ACTIVITIES

For information on funding of core programs and support activities for Child Welfare Services, refer to pages 8 to 19 of report. For information on Prevention Funding, refer to Part 3, pages 21 to 35 of report.

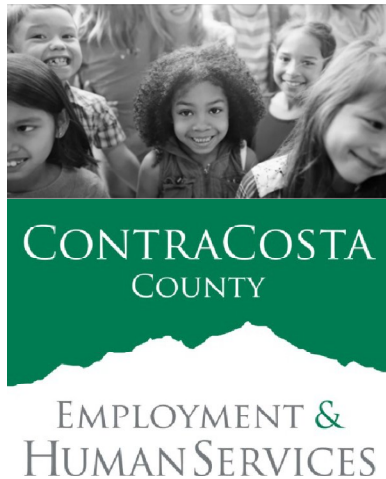
- Multiple allocations and funding sources support Child Welfare core activities and support services; each allocation is dedicated to meet a specific need.
- Sources for funding include Federal, State, Local Revenue (Realignment), County General Fund with a small amount of local money and grants.
- Federal, State and Local (Realignment) revenues are earned on a cost reimbursement basis for allowable activities prescribed in regulations and claimable to specific program codes.
- Sharing ratio formula of each funded program defines the Federal, State/Local and County financial participation.



INFORMATION ABOUT FUNDING FOR CFS ACTIVITIES

(Continued)

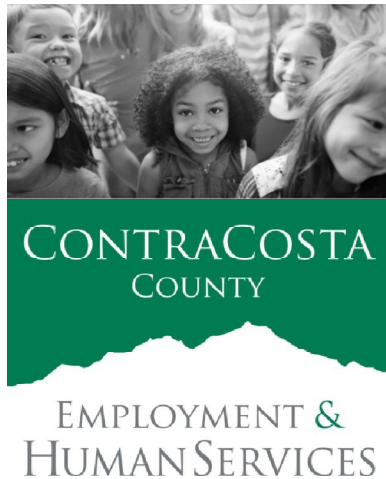
- Federal funding only supports children meeting the eligibility criteria for Federal participation.
- A “Discount Rate” is calculated based on the percent of cases that do not meet the Federal Eligibility Criteria and applied to all funded programs that include a Federal share of the funding.
- State programs and funding support children and families who do not meet federal criteria.
- Federal and state capped allocations are determined by the State and distributed to Counties based on the methodology of each allocation. This can be based on caseloads, share of time spent on activities (based on staff time studies) or other criteria as defined for the allocation.



INFORMATION ABOUT FUNDING FOR CFS ACTIVITIES

(Continued)

- Open-ended Federal financial participation for Title IV-E eligible activities is subject to the “Discount Rate” and sharing ratio formula. Note: Title IV-E funds are not available for support services provided to Title IV-E eligible children or for prevention activities.
- Local Revenue (Realignment) funded with sales tax and vehicle license fees is limited to the annual apportionment to Counties. Note: Primary Child Welfare Realigned Programs are Foster Care, Child Welfare, Adoption, and CAPIT.
- County General Fund is utilized as a match for programs with a required County financial participation. The County financial participation ratio varies from one program to another based on the “Discount Rate” and whether expenditures are eligible for Federal reimbursement.

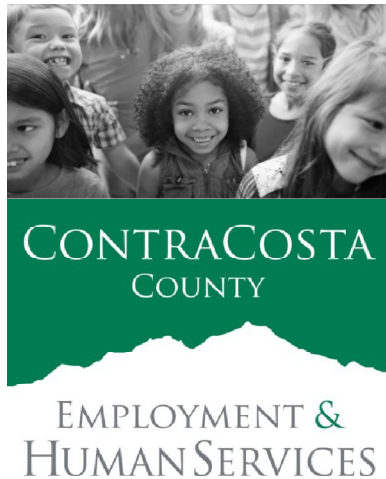


MAJOR FUNDING STREAMS

Refer to handout for a table of major funding streams. All core CWS activities and all support activities are described on pages 4 and 5 of the report.

Presented in the handout are:

- Major Funding Streams for CFS Programs.
- FY 17/18 Program Budget Amount.
- Population Served under each listed funded program.
- Sharing Ratio – Sharing Ratios indicate Federal/State/County share of costs; allocations can be capped or open-ended.
- Whether Prevention of Abuse, Neglect, and Risk of Out-of-Home Placement activities are allowable. Note: When allowable, prevention allocations specify prevention services for a specific population and/or prevention activity.
- For each of the listed funded programs, whether Revenue Opportunity for Prevention of Abuse, Neglect, and Risk of Out-of-Home Placement activities would be available with additional County General Fund investment.



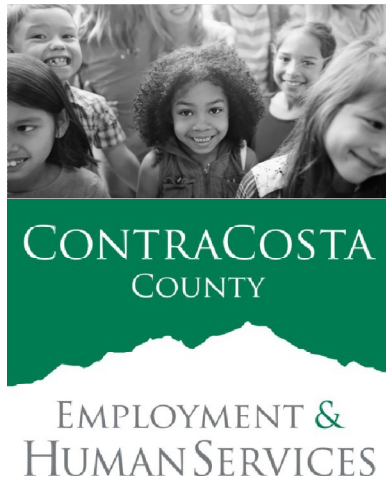
IMPORTANT FACTORS

Federal, State, and Local (Realignment) revenues for CFS programs are:

- Directed for specific purposes and monitored/audited to assure appropriate usage of funds.
- Earned on a cost reimbursement basis for allowable activities prescribed in regulations and claimable to specific program codes.
- Subject to sharing ratios and discount rate that fluctuate based on various factors (capped allocation, Federal eligibility criteria, allowable activities, etc.)

Actual staff time study hours form the basis for earning revenues by allocating personnel costs and the majority of non-personnel expenditure to funded programs.

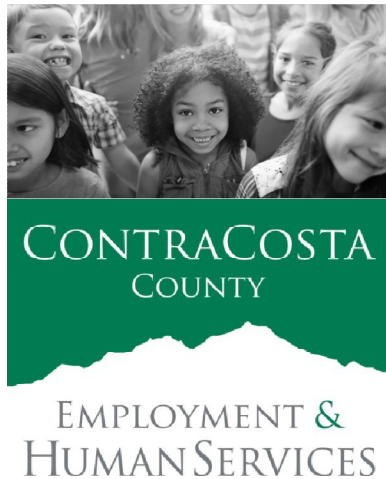
Only a small portion of the CFS budget can be directed toward Prevention activities for all children in Contra Costa. These services are managed by the Family and Children Trust Fund Committee (FACT).



PREVENTION FUNDING MANAGEMENT

Refer to page 24 to 32 in report for information on Prevention Funding and activities.

- State Office of Child Abuse Prevention (OCAP) – Oversees Prevention funding, provides training and technical assistance to counties; administers federal funds and grants and state programs. Provides oversight and guidance to assure prevention programs address county specific prevention needs.
- Family and Children’s Trust Fund Committee (FACT) – Works in partnership with CFS to manage many of the prevention and early intervention service contracts to meet needs defined by the county, state and community.
- Contra Costa Child Abuse Prevention Council (CAPC) – Provides contract services to support intervention and prevention in areas such as Parent Partner advocacy, Early Intervention Outreach Services for substance abuse issues, and nurturing parent and new baby welcoming programs



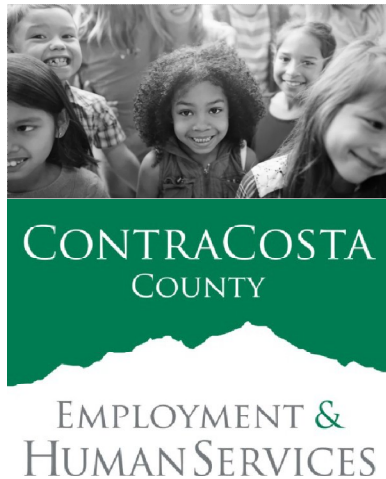
PREVENTION FUNDING MANAGEMENT

(Continued)

- CFS managed Prevention and Early Intervention allocations

These prevention funds are linked to specific programs and activities:

- Promoting Safe & Stable Families
- State Family Preservation
- Wraparound

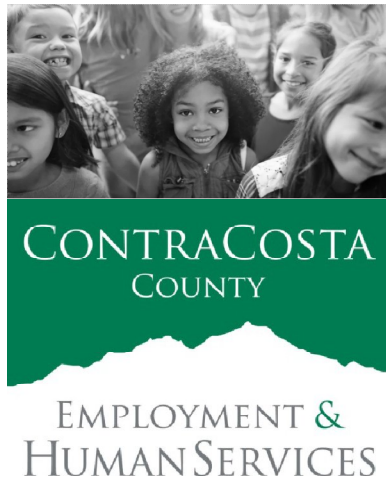


PREVENTION OPPORTUNITIES IN INTERVENTION FUNDING

Refer to pages 33 to 35 in report for description of programs

Specific programs within the intervention funding streams provide prevention and/or early intervention support, post permanency services and support and/or opportunities for youth and families to heal and prevent recurrence of CFS intervention, including:

- Differential Response
- Team Decision Making and Child and Family Team Meetings
- Parent Partners and Early Intervention Outreach Specialists
- Wraparound Services
- Kinship Support Services
- Independent Living Skills for youth
- Extended Foster Care and Emancipated Youth Stipends
- Services for Commercially Sexually Exploited Children (CSEC)



PARTNERS SUPPORTING CHILDREN AND FAMILIES

Other Bureaus in EHSD

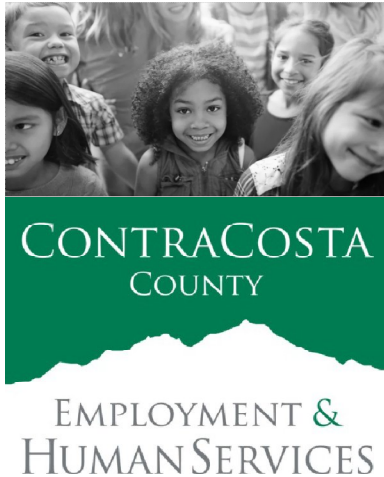
- Workforce Services – Family Stabilization Act
- Community Services – Head Start, Housing...
- Workforce Development Board -- Workforce Innovation and Opportunity Act (WIOA)

Agency partners

- Mental Health – Enhanced Funding for MH Services
- Health Services – Night Owl After Hours Health Care for Children in Foster Care and Public Health Nurses

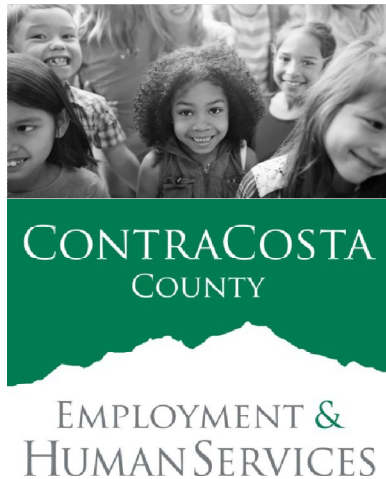
Community Partners

- First Five – Parenting support and family advocacy and resource referral
- Community and Faith Based Organizations – provides a variety of contract services including intervention and prevention.



PARTNERING WITH MENTAL HEALTH

- EHSD agrees to transfer an amount not to exceed \$2 million in FY 2017-18 to Children's Mental Health.
- Funds will allow MH to enhance specialty Mental Health services for children served by Contra Costa CFS.
- The funds will be used to draw the 50% match with Early Periodic Screening, Diagnostic and Treatment Federal Funding thus doubling the purchasing power of the transferred funds.
- An Interdepartmental Agreement is being finalized to document the transfer and process.



FUNDED PREVENTION PROGRAMS

Refer to pages 42 - 46 in the report for description of programs

Prevention funded activities include:

- Education Services for pregnant and parenting teens
- Support and consultation for children with special needs and their parents
- Multi-lingual trauma, poverty and dislocation services for new refugees and immigrants
- After school programs for low income youth
- Mental Health and life and parenting skills to help homeless and vulnerable families
- Father involvement workshops
- Grief and trauma support programs at risk families and families with learning disabled and mentally ill children