



Agenda

FAMILY & HUMAN SERVICES COMMITTEE

SPECIAL MEETING

Note changed date: July 29, 2019

Note changed time: 9:00 A.M.

651 Pine Street, Room 101, Martinez

Supervisor Candace Andersen, Chair
Supervisor John Gioia, 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. RECEIVE and APPROVE the draft Record of Action for the June 10, 2019 Family & Human Services Committee meeting. *(Enid Mendoza, County Administrator's Office)*
4. CONSIDER recommending to the Board of Supervisors the appointment of David Boots to the Consumer 60 or Older - Seat 1 to the In-Home Supportive Services Public Authority Advisory Committee to a term ending on March 6, 2022, as recommended by the Authority. *(Enid Mendoza, County Administrator's Office)*
5. CONSIDER recommending to the Board of Supervisors the appointment of Pearl C. Parmelee Cabrera to the Alternate seat on the Arts and Culture Commission of Contra Costa County to a term that will expire June 30, 2023, as recommended by AC5. *(Enid Mendoza, County Administrator's Office)*
6. CONSIDER recommending to the Board of Supervisors the reappointment of Carol Carillo to the Sector Seat 4 - Child Abuse Prevention Council, Marianne Gagen to At-Large 3 seat, and Joseph DeLuca to At-Large 4 seat on the Family and Children's Trust Committee, as recommended by the Employment and Human Services Department. *(Julia Taylor, County Administrator's Office)*
7. RECEIVE report from the Employment and Human Services Department on the temporary closure of the Crescent Park Child Development Center in Richmond. *(Camilla Rand, EHS Community Services Director)*
8. CONSIDER accepting status report on the Employment and Human Services Department's implementation of the CalFresh benefits expansion. *(Kathy Gallagher, Employment and Human Services Director)*

9. CONSIDER accepting report from the Employment and Human Services Department on youth employment services and the Independent Living Skills Program; and continue to support the Children and Family Services Bureau and its efforts to serve foster youth in the ILSP program. *(Donna Van Wert and Don Graves, Employment and Human Services Department)*
10. CONSIDER accepting report on the activities and key accomplishments of the Local Planning and Advisory Council for Early Care and Education during fiscal year 2018-19. *(Susan Jeong, Contra Costa Office of Education)*
11. The next meeting is currently scheduled for August 26, 2019.
12. 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

3.

Meeting Date: 07/29/2019
Subject: RECORD OF ACTION FOR THE JUNE 10, 2019 FHS MEETING
Submitted For: David Twa, County Administrator
Department: County Administrator
Referral No.: N/A
Referral Name: N/A
Presenter: Julie DiMaggio Enea **Contact:** Julie DiMaggio Enea (925)
335-1077

Referral History:

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the decisions made in the meeting.

Referral Update:

Attached is the draft Record of Action for the June 10, 2019 Family & Human Services Committee meeting.

Recommendation(s)/Next Step(s):

RECEIVE and APPROVE the draft Record of Action for the June 10, 2019 Family & Human Services Committee meeting.

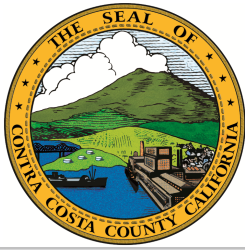
Fiscal Impact (if any):

None.

Attachments

DRAFT FHS Committee Record of Action for June 10, 2019

DRAFT



FAMILY AND HUMAN SERVICES COMMITTEE

RECORD OF ACTION FOR
JUNE 10, 2019

Supervisor Candace Andersen, Chair
Supervisor John Gioia, Vice Chair

Present: Chair Candace Andersen
Vice Chair John Gioia

Staff Present: Julie DiMaggio Enea, Senior Deputy County Administrator

Attendees: Susan Jeong, CCC Office of Education; Colleen Kauth, Bay Area Legal Aid; Lauren Hansen, Public Interest Law Project; Mariana Moore, Ensuring Opportunity; Debbie Toth, Choice in Aging; Julia Taylor, County Admin Office; Kathy Gallagher, EHS Director; Tracy Murray, EHSD; Victoria Tolbert, EHSD; Larry Sly, CC Food Bank; Katelyn Sly, CC Food Bank

1. Introductions

Chair Andersen call the meeting to order at 2:05 p.m. and invited attendees to introduce themselves.

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

No one requested to speak during the public comment period.

3. RECEIVE and APPROVE the draft Records of Action for the May 13, 2019 Family & Human Services Committee meeting.

The Committee approved the Record of Action for the May 13, 2019 meeting as presented.

AYE: Chair Candace Andersen, Vice Chair John Gioia

Passed

4. RECOMMEND to the Board of Supervisors the appointment of Terri Tobey to At Large #10 seat with a term expiring September 30, 2020, on the Advisory Council on Aging, as recommended by the Council.

Approved as recommended.

AYE: Chair Candace Andersen, Vice Chair John Gioia

Passed

5. RECOMMEND to the Board of Supervisors the reappointment of Brenda Brown to the Child Care Provider #2-Central/South County seat and Crystal McClendon-Gourdine to the Community #1-West County seat to new terms expiring on April 30, 2022; and the appointment of Kaitlin Young to the Discretionary #2-Central/South County seat to complete the current term ending on April 30, 2021 on the Local Planning and Advisory Council for Early Care and Education, as recommended by the County Office of Education and the LPC.

Approved as recommended.

AYE: Chair Candace Andersen, Vice Chair John Gioia

Passed

6. ACCEPT status report on the Employment and Human Services Department's implementation of the CalFresh expansion.

Kathy Gallagher presented the staff report. She reported that the department had thus far received 1,400 new CalFresh applications through both online and office access points, and expected that number could increase to 1,600 by the end of the week. She advised that the CalWIN system is now available for accepting new applications but is not yet functional for managerial reporting.

Kathy advised that 24 staff (19 temporary and 5 permanent) have been hired and are in the process of being trained to process new CalFresh applications. Until new staff are fully trained, existing staff have been diverted from other functions and are working overtime to respond to the workload spike, which is expected to level off at some point. EHSD has 30 days to process a new applications; Kathy clarified that regardless of the date that applications are approved, public benefits will be retroactive to the application date for qualifying applicants. Kathy advised that she plans to form a special division dedicated to SSI applicants to better manage SSI cases.

Kathy summarized that \$30 million is available Statewide for CalFresh (sourced by 50%/50% State/federal funding); however, counties may draw down from these funds only for emergency purposes. Counties are attempting to get relief from this restriction and also from possible sanctions for missing the 30-day processing deadline. The FY 18/19 State allocation was deemed insufficient and the FY 19/20 even less so. EHSD is performing time studies to track and report costs to comply with this mandate.

Larry and Katelyn Sly commented that the County has underestimated the number of applicants and that they have been told by applicants that their appointments were set in mid-July, past the 30-day statutory deadline.

Mariana Moore commented that people are hungry and the system has failed them.

She suggested that more funding be funneled to CBOs such as the food bank.

Lauren Hansen observed that the County was not processing CalFresh applicants even before the CalFresh expansion to SSI recipients.

Kathy Gallagher summarized that, except for IHSS, EHS staffing is adequate in light of the amount of funding that is available.

The Committee accepted the staff report and requested Kathy to provide an update at the Committee's next meeting on July 29.

AYE: Chair Candace Andersen, Vice Chair John Gioia

Passed

7. ACCEPT the report from the Employment and Human Services Department on aging and adult services, highlighting challenges facing elders.

Victoria Tolbert presented the staff report, which the Committee accepted with no public comment.

AYE: Chair Candace Andersen, Vice Chair John Gioia

Passed

8. RECEIVE oral follow-up report on child care needs and access in Contra Costa County.

Susan Jeong provided supplementary information to the Needs Assessment in a handout (attached), entitled "2017 Contra Costa County Child Care Needs Assessment Executive Summary".

AYE: Chair Candace Andersen, Vice Chair John Gioia

Passed

9. The next meeting is currently scheduled for July 29, 2019 at 9:00 a.m.

The Committee confirmed the next meeting date as shown.

10. Adjourn

Chair Andersen adjourned the meeting at 3:30 p.m.



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4.

Meeting Date: 07/29/2019
Subject: Recommendation for Appointment to the In-Home Supportive Services Public Authority
Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,
Department: County Administrator
Referral No.: N/A
Referral Name: APPOINTMENTS TO ADVISORY BODIES
Presenter: Julia Taylor **Contact:** Julia Taylor, 925.335.1043

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 the Board of Supervisors subcommittee.

The Board established the In-Home Supportive Services (IHSS) Public Authority Advisory Committee in March 1998. In April 1999, the Board of Supervisors accepted and approved the IHSS Public Authority Implementation Team Findings and Recommendations, including recommendations regarding Advisory Committee membership criteria.

In March 2001, the Board approved amendments to the membership criteria. As amended, the Advisory Committee consists of 11 members: 4 Consumers aged 60 or older, 2 Consumers aged under 60, and one member from each Supervisorial District.

Under Board policy, the Family & Human Services (FHS) committee would typically review only general membership or "At-Large" seats, and would not review appointments to supervisorial district seats. However, when the Advisory Committee was originally established, the Board of Supervisors directed that the FHS review and coordinate supervisorial district appointments to ensure that none of the following categories has more than one representative: senior advocate, advocate for younger disabled, representative from the developmental disability community, IHSS individual provider, IHSS family provider, social worker, nurse, community-based organization, home health agency.

Referral Update:

There are currently 8 seats filled in the IHSS Public Authority Advisory Committee, and 3 vacant seats. If this Board action is approved, there will only be two vacant seats on the Advisory Committee. David Boots' appointment to the Consumer 60 or Older - Seat 1 would terminate on March 6, 2022.

The current membership is as follows:

Seat Title	Term Expiration Date	Current Incumbent	Incumbent Supervisor District	No. of Meetings Attended Since Appointment Date	Total No. of Meetings Held Since Appointment	Total No. of Absences Allowable in Bylaws
Consumer 60 or Older - Seat 1	3/6/2018	VACANT				
Consumer 60 or Older - Seat 2	3/6/2020	VACANT				
Consumer Any Age - Seat 3	3/6/2022	Michelle Hernandez	IV	8	9	4
Consumer Any Age - Seat 4	3/6/2022	Keegan Duncan	IV	7	11	4
Consumer Under 60 - Seat 1	3/6/2020	Wilson Cheng	I	25	25	4
Consumer Under 60 - Seat 2	3/6/2022	Joe Juarez, Jr.	IV	9	11	4
District I	3/6/2021	Mustafa Alsalihy	I	17	20	4
District II	3/6/2022	John Roe	II	12	14	4
District III	3/6/2020	Sydney Anderson	III	24	25	4
District IV	3/6/2020	Wendell Snyder	IV	20	20	4
District V	3/6/2021	VACANT				

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the appointment of David Boots to the Consumer 60 or Older - Seat 1 to the In-Home Supportive Services Public Authority Advisory Committee to a term ending on March 6, 2022, as recommended by the Authority.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

D. Boots Application



Contra
Costa
County

RECEIVED
APR 12 2019
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

For Office Use Only
Date Received:

RECEIVED
APR 25 2019
Print Form
For Reviewers Use Only:
Accepted Rejected
HHS PUBLIC AUTHORITY

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94563-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

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

IHSS Public Authority Advisory Committee
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

Consumer 60 or Older Seat 1
PRINT EXACT SEAT NAME (if applicable)

1. Name: BOOTS DAVID
(Last Name) (First Name) (Middle Name)

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

3. Phones: _____
(Home No.) (Work No.) (Cell 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: MASTERS in Human Services

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) <u>Lincoln University</u>	<u>Psychology & Sociology</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="checkbox"/>			<u>MA</u>	<u>1979</u>
B)		Yes No <input type="checkbox"/>				
C)		Yes No <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other Sandra Hare

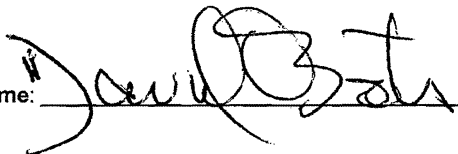
8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

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: 4-9-19

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.

There is no fiscal impact.

Attachments

AC5 Appointment Alternate Seat

P. Cabrera Application



April 8, 2019

Family and Human Services Committee

Appointment Recommendation for Arts and Culture Commission of Contra Costa County

Please consider the appointment of:

Ms. **Pearl C Parmelee Cabrera**

Pinole, District V Alternate Seat

This appointment will fill the Alternate Seat.

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 I
Commissioner LaMar Anderson	Concord, At-Large II
Commissioner Joan D'Onofrio	Concord, At-Large III
Commissioner Lanita Mims	Antioch, At-Large IV
VACANT	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 creativity within the community and celebrates our diverse cultural expression, the Commission recommends **Pearl Parmelee Cabrera** to fill the Alternate Seat.

Working with the current AC5 Commissioners, this new Commissioner 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 two 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 James Keppel, Walnut Creek; Ben Miyaji, Pittsburg; Martha Newman, Kensington and Charmion Patton, Richmond.

Sincerely,

Roger Renn, AC5 Managing Director

Application Form

Profile

Which Boards would you like to apply for?

Arts & Culture Commission: Submitted

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

Been a volunteer in SF and San Pablo specially in cultural festivals. Diversity and understanding another culture is a must in community .thru arts and heritage we can understand each other

This application is used for all boards and commissions

Pearl	C	Parmelee Cabrera
First Name	Middle Initial	Last Name

[Redacted] Email Address

[Redacted] Home Address	Suite or Apt
-------------------------	--------------

Pinole	[Redacted]	[Redacted]
City	State	Postal Code

[Redacted] Primary Phone

Retired	Human resource & culinary	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

Education History

Select the highest level of education you have received:

Other

College

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

College/ University A

Feati university

Name of College Attended

Engineering

Course of Study / Major

4 years

Units Completed

Type of Units Completed

Semester

Degree Awarded?

Yes No

_____ Degree Type

_____ Date Degree Awarded

College/ University B

_____ Name of College Attended

_____ Course of Study / Major

_____ Units Completed

Type of Units Completed

None Selected

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

None Selected

Degree Awarded?

 Yes No

Degree Type

Date Degree Awarded

Other schools / training completed:

Hotel Management

Course Studied

12 months

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)

12/1993 to present

Dates (Month, Day, Year) From - To

8

Hours per Week Worked?

Volunteer Work?

Yes No

Board member

Position Title

Employer's Name and Address

FAAE Filipino Assn. Arts & Expo Mission st SF CA

Duties Performed

Logistics and volunteer management. Event management and fundraiser

2nd

06/2005 to 10/2008

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

Yes No

Human resources

Position Title

Employer's Name and Address

Siemens Concord CA and Malvern PA

Duties Performed

Employment Benefits Internship Training rewards/recognition program onboarding and off boarding.
Compliance Records management

3rd

9/1977 to 9/2003

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

Yes No

Chief guest services

Position Title

Employer's Name and Address

Hilton hotel Corporation SF CA

Duties Performed

Started as front desk to general cashier reservation night auditor training manager tour/travel convention services

Upload a Resume

Final Questions

How did you learn about this vacancy?

District Supervisor

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:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

I Agree



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

6.

Meeting Date: 07/29/2019
Subject: APPOINTMENTS TO THE FAMILY AND CHILDREN'S TRUST COMMITTEE
Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,
Department: County Administrator
Referral No.: 101
Referral Name: FACT Committee At-Large Appointments
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.

The Family and Children's Trust Committee (FACT), was established in 1982 by the Contra Costa County Board of Supervisors to make funding recommendations on the allocation of a variety of funds for prevention and intervention services to reduce child abuse and neglect, provide supportive services to families and children, and promote a more coordinated, seamless system of services for families. Funding for FACT supported projects derived from federal and state program legislation, and donations to the County's Family and Children's Trust Fund.

Every two years, the members of the FACT establish a series of County priorities for the use of these funds through review of existing data and reports and by holding Public Hearings in various areas of the county. The Committee then develops a competitive bidding process to select non-profit, community-based agencies that can best provide the services determined to be most important. Program recommendations are made to the Board of Supervisors which makes the final funding decisions. The Committee continues to evaluate these funded programs to ensure continued provision of quality service and achievement of stated goals. Programs currently being supported include countywide parenting classes, therapeutic day care for emotionally disturbed children, treatment for families, young children and teens with both substance abuse and child abuse issues, services for homeless families, and projects to support children whose mothers have been victims of domestic violence and sexual assault.

The FACT has up to fifteen members who are appointed by the Board and include citizens with expertise in children's issues, education, law, non-profit agency management, public health, and program research/evaluation. In addition, the Director of the Child Abuse Prevention Council sits

as ex-officio member of the Committee and participates in all matters except actually voting on funding recommendations. Terms for all Commission seats are two years.

At Large and non-District appointed seat vacancies on the FACT have been assigned for Family and Human Services Committee (F&HS) review since 2003.

Referral Update:

There are currently 13 seats filled and there are two vacancies on FACT. The Committee has vacancies in At-Large 2 seat and Sector Seat 3. Please see the attached memo for more information.

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the reappointment of Carol Carrillo to the Sector Seat 4 - Child Abuse Prevention Council, Marianne Gagen to At-Large Seat 3, and Joseph DeLuca to At-Large Seat 4 on the Family and Children's Trust Committee for terms expiring September 30, 2021, as recommended by the Employment and Human Services Department.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

FACT Appointment Memo

J. DeLuca Application

M. Gagen Application

C. Carrillo Application



EMPLOYMENT & HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

40 Douglas Drive, Martinez, CA 94553 • (925) 608-5000 • Fax (925) 313-9748 • www.ehsd.org

To: Family and Human Services Committee Date: July 12, 2019
Supervisor Candace Andersen, District II, Chair
Supervisor John Gioia, District I, Vice Chair

cc:

From: Kathy Gallagher, EHSD Director
Laura Malone, FACT Staff

Subject: Family and Children's Trust (FACT) Committee Seat Membership Recommendation

The Employment and Human Services Department Director, Kathy Gallagher, respectfully requests that the Family and Human Services Committee accept recommendations to re-appoint the following members to one discipline specific seat (Seat 4; Child Abuse Prevention Council) and two At-Large seats (Seat 3 and Seat 4) on the Family and Children's Trust (FACT) Committee, for a total of three (3) open seats.

Table with 3 columns: Name, Seat, Area. Rows include Carol Carrillo, Marianne Gagen, and Joseph DeLuca.

Each of the Seats above expire on September 30, 2019. The FACT Committee voted on June 3, 2019 to recommend re-appointment of each member identified above.

PURPOSE OF COMMITTEE

The purpose of this committee is to establish priorities and make funding recommendations to the Board of Supervisors on the allocation of specific funds for the prevention/amelioration of child abuse and neglect, and the promotion of positive family functioning.

The FACT Committee also provides information and data to the Employment and Human Services Department on the effectiveness of current and proposed programs for

families and children and on recent or pending legislation that would potentially impact family and children's services programs, clients, or funding mechanisms.

SUMMARY OF RECRUITMENT EFFORTS/NOMINEES FOR MEMBERSHIP

The FACT Committee, in conjunction with the County Administrator's Office, continues to make every effort to fill its vacant seats. These efforts include contacting each district Supervisor's office and releasing public notice, inviting interested parties to consider membership and soliciting the support of current members to outreach to potential candidates for consideration for membership.

FACT Committee membership consists of the following:

- Five AT-Large seats
- One representative from each of the five Supervisorial Districts
- Five discipline/sector specific seats

There are currently 13 seats filled and there are two vacancies on FACT. The Committee has a vacancy in the discipline-specific Seat 3, and Seat 2. Seat 3, Local Planning Council was declared vacant due to committee member resignation on October 18, 2016. At-Large Seat 2 was declared vacant on July 9, 2019 due to the Seat 2 member being appointed to the District IV Seat resulting from committee member resignation on May 28, 2019. The FACT Committee is actively recruiting to fill both vacancies.

If the seat members referenced herein are reappointed, FACT Committee seat members will live or work in the following areas of the county:

- East (1): District III
- Central/South (11): Four discipline specific, Four At-Large, Districts II, IV, and V
- West (1): District I

Presently, the Committee has scheduled vacancies in Seat 4, Child Abuse Prevention Council; two At-Large Seats; and three District Seats (District II, District IV and District V); all of which are due to expire on September 30, 2019.

The FACT Committee recommends re-appointing current Seat 4 member, Ms. Carol Carrillo, At-Large Seat member, Ms. Marianne Gagen, and At-Large Seat member, Mr. Joseph DeLuca, as their seats' term will expire on September 30, 2019.

Candidates for re-appointment to the FACT Committee will serve a two-year term.

All candidates have expressed a sincere interest in continuing to serve on the Committee and are dedicated to fulfilling the mission and goals as outlined in the Committees' policies and procedures.

Based on the above information, the Director of EHSD on behalf of the FACT Committee respectfully recommends that the FHS Committee re-appoint all three (3) candidates to continued membership on the FACT Committee.

- Enc. Board, Committees, and Commission Application for *Carol Carrillo*
- Board, Committees, and Commission Application for *Marianne Gagen*
- Board, Committees, and Commission Application for *Joseph DeLuca*



Contra Costa County

Please return completed applications to:

Clerk of the Board of Supervisors

651 Pine St., Room 106

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name

Joseph

Last Name

DeLuca

Home Address - Street

[Redacted]

City

[Redacted]

Zip Code

[Redacted]

Phone (best number to reach you)

[Redacted]

Email

[Redacted]

Resident of Supervisorial District:

2

EDUCATION

Check appropriate box if you possess one of the following:

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended

Course of Study/Major

Degree Awarded

Lawrence University, Appleton WI - 1978

BA Biology & Philosophy

Yes No

University of Wisconsin-Madison -1980

MA Business-Health Service Administration

Yes No

Yes No

Other Training Completed:

Fellow, American College of Healthcare Executives; Certificate of Director Education, NACD

Board, Committee or Commission Name

Family & Children's Trust Committee

Seat Name

At Large

Have you ever attended a meeting of the advisory board for which you are applying?

No

Yes If yes, how many?

Current chair, on committee since 6/2012

Please explain why you would like to serve on this particular board, committee, or commission.

Continue service to support family services related to child abuse intervention and prevention.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

see attached

I am including my resume with this application:

Please check one: Yes No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.

Please check one: Yes No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: Yes No

List any volunteer and community experience, including any boards on which you have served.

FACT committee since June 2012; Junior Achievement of Bay Area (June 1986 - November 1984); Trustee, Alameda County Medical Center & Alameda City Health Care District(now Alameda Health) (January 2002-December 2004; California Association of Healthcare Leaders (ACHE Chapter) (May 2012 - December 2017

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: Yes No

If Yes, please identify the nature of the relationship:

[Empty box for relationship details]

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

[Empty box for relationship details]

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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:

[Redacted signature]

Date:

5/23/19

Submit this application to:


Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

Important Information

- 1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
- 2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
- 3. Members of certain 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.
- 4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
- 5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
- 6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
- 7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
- 8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

Contact


www.linkedin.com/in/jmdeluca
(LinkedIn)

Top Skills

Healthcare IT
Healthcare Information Technology
Healthcare Technology

Certifications

Fellow- Board Certified in Healthcare Management
Certificate of Director Education

Publications

Investing for Business Value: How to Maximize the Strategic Benefits of Health Care Information Technology
Technology Powered Healthcare
The CEO's Guide to Health Care Information Systems, 2nd Edition

Joseph DeLuca, MA, FACHE

Health Care Expertise | Strategy | Change Management & Technology | Distinguished Speaker & Facilitator | Educator
San Francisco Bay Area

Summary

My journey to improve our health system through executive leadership, informatics and information technology began decades ago in graduate school at the University of Wisconsin-Madison, when I was on a research team that developed predictive severity of illness models for heart attack, burn and trauma patients. These models were used to justify life-flight transportation in several states, improve care standards at rural hospitals as well as trauma centers, and enable skilled non-physician providers to work at the top of their credentials.

My personal flame was lit, and my career today continues this focus on measurably improving the effectiveness, efficiency, quality and safety of health care systems. Today, I design and implement change management initiatives using agile management techniques and performance excellence disciplines, focused on strategic initiatives, complex transitions, service improvement, information technology, informatics, and digital health. I also facilitate decision processes for leadership teams and governance boards. The result: rapid results, sustainable change and a new cycle of confidence.

I also continue to research and write on health care strategy and technology, including corporate sponsored manuscripts such as Technology Powered Healthcare, provide keynote speaking and seminar services, advise companies that share my vision, educate, and serve on nonprofit boards.

Recent interim change management leadership positions I have served include:

- * Community Medical Centers, Fresno, CA--Enterprise Portfolio Management Office
- * 2-1-1 San Diego--Chief Technology Strategist

- * Community Medical Centers, Fresno, CA--Corporate Analytics & Informatics
- * Stanford Children's Health-Lucile Packard Children's Hospital--Enterprise Portfolio Management Office
- * John Muir Health, Walnut Creek, CA--Information Services Planning Office
- * Stanford University Medical Center--Laboratory Informatics Services

Experience

Fulcrum Methods

Managing Practice Director : Methods Architect

January 2008 - Present

San Francisco Bay Area

Manage client services in the design and implementation of change management initiatives through agile management and performance excellence techniques focused on strategic initiatives, strategy execution, complex transitions, service improvement, information technology, informatics, and digital health. Also support methodology development and deployment teams regarding product strategy, market alignment and implementation services .

Fulcrum Methods is a change management agency. We help our clients achieve new levels of operational performance, adapt to markets, innovate, implement technology, and transform by uniting leadership experience with flexible tools to manage people, processes, technology and resources.

Recent engagements using our agile management and performance excellence tools have included:

*Market scenario planning for an integrated health system including a health plan, focus on impact analysis of potential local market disruptors

*Transformational strategic visioning, focus on leadership team consensus development

*Corporate Services customer satisfaction survey, results analysis and facilitation of multi-year service improvement plans (SIPs)

*Rapid Process Improvement sprints for key revenue cycle functions (denials, utilization review, case management and authorizations)

*Standing up an enterprise Office for Strategic Initiatives, Planning and Development, including enterprise program management office

Clients include commercial enterprises as well as preeminent, award winning health systems, hospitals, health plans and medical groups.

IT Optimizers

Managing Practice Director

September 1998 - Present

San Francisco Bay Area

Support practice directors of health care informatics and information technology consultancy. Focus on leadership, transformation and management services; no technical or staff augmentation services. Company service portfolio includes Interim CIO, CTO, CISO, IS and program management senior leadership; Advisory services include planning, technology selection, contracting, feasibility analysis, project management, performance benchmark and confidential assessments.

Clients include preeminent and award winning health systems, hospitals, health plans, and medical groups.

Methods and tools provided by Fulcrum Methods .

Launchpad Digital Health, LLC

Member, Advisory Board

June 2014 - Present

San Francisco Bay Area

LaunchPad Digital Health is the leading US seed investor and mentor in digital health. As of May 2018, LDH has led seed round investments for 28 companies throughout the digital health sector, and it continues to seek out the best early stage companies and entrepreneurs in the sector.

Health Care Angels

Member, Advisory Board

September 2015 - Present

San Francisco Bay Area

Healthcare angels is an advisory and investment firm whose mission is to connect the highest potential entrepreneurs to strategic investors. The focus is on technology enabled products and services which are at a scalable stage and likely to impact the healthcare delivery system in a significant way.

Health Care Investment Visions

Member : Investor

March 1997 - Present

San Francisco Bay Area

Advise individual and corporate entrepreneurs as well as new enterprises on product positioning, market planning, business planning, lead director and governance requirements; focus on health care sector, digital health, analytics and informatics.

goBalto, Inc.

Investor : Initial Advisory Board Member

November 2008 - December 2018 (10 years 2 months)

San Francisco Bay Area

Provide advisory services to founder-CEO on health care industry; was a member of initial advisory board. Early stage investor to company. goBalto is an award-winning team creating simple, focused & affordable web based software for the global clinical trial industry.

goBalto was acquired by Oracle Corporation in November 2018

Crdenia

Corporate Director & Chair, Audit Committee; Sarbanes-Oxley Act Compliance Officer

September 2002 - March 2006 (3 years 7 months)

San Francisco Bay Area

High growth company providing clinical staffing in private homes and health care facilities across the United States. Crdenia was established as a public company by using a dormant public shell. Growth was spurred by use of securities for targeted acquisitions of regional companies. Crdenia went private in 2009.

Crdenia was a Health Care Investment Visions LLC portfolio company that was subsequently purchased by NurseStaffing and SeniorBridge Corporations.

JDA

President & Founder

March 1985 - March 1997 (12 years 1 month)

San Francisco Bay Area

Lead executive of consultancy providing information systems strategy, vendor selection, development and implementation services to health care provider and payer organizations.

JDA was acquired by Science Applications International Corporation (SAIC) in January 1996 as a wholly owned subsidiary.

Computer Synergy Incorporated

Senior Manager

September 1984 - March 1985 (7 months)

San Francisco Bay Area

Public company that developed and marketed hospital information systems. Duties included corporate product strategy development, sales and marketing support, financial systems product management and operational finance.

In 1985, company was acquired by SMS, then Siemens, now Cerner

Arthur Andersen & Co, Management Information Services Division Manager

September 1980 - August 1984 (4 years)

Greater Seattle Area

Provided advisory and project management services in health care strategy and information systems to health care industry.

Mendota Mental Health Institute

Program Manager, Resident

August 1979 - August 1980 (1 year 1 month)

Direct report to physician CEO; administrative and management duties; developed computerized systems for medication management, incident reporting and research.

University of Wisconsin-Madison, Center for Health Systems Research and Analysis

Research Analyst

September 1978 - August 1980 (2 years)

Madison, Wisconsin Area

Participated in development, testing and implementation of severity index models for heart attack, burn and trauma patients. Primary duties included scenario formation, data analysis, computer modeling and supervision of field data collection staff.

Education

University of Wisconsin-Madison

Master of Arts - Business, Health Services Administration & Program Management · (1978 - 1980)

Lawrence University

Bachelor of Arts, Biology and Philosophy · (1974 - 1978)

Marquette University High School

Graduate · (1972 - 1974)

Admiral Farragut Academy

· (1968 - 1972)



Contra Costa County

RECEIVED JUN 03 2019 CLERK BOARD OF SUPERVISORS CONTRA COSTA CO.

Please return completed applications to: Clerk of the Board of Supervisors 651 Pine St., Room 106 Martinez, CA 94553 or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: MARIANNE Last Name: GAGEN Home Address - Street: [redacted] City: [redacted] Zip Code: [redacted] Phone (best number to reach you): [redacted] Email: [redacted] Resident of Supervisorial District: II

EDUCATION Check appropriate box if you possess one of the following: [x] High School Diploma [] CA High School Proficiency Certificate [] G.E.D. Certificate

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include UC Berkeley (History & French), Secondary Teaching, and ESL Certificate.

Other Training Completed: []

Board, Committee or Commission Name: FACT Seat Name: AT LARGE

Have you ever attended a meeting of the advisory board for which you are applying? [] No [x] Yes If yes, how many? over 100

Please explain why you would like to serve on this particular board, committee, or commission. I have been a member for over 20 years & I am deeply committed to Child Abuse Prevention, Intervention & Treatment

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application) a member of FACT since 1996 experience as a teacher, school board member for 30 yrs

I am including my resume with this application: Please check one: [] Yes [x] No

I would like to be considered for appointment to other advisory bodies for which I may be qualified. Please check one: [] Yes [x] No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: Yes No

List any volunteer and community experience, including any boards on which you have served.

Trustee of the San Ramon Valley Unified School District
Board member of Advisory committee to St. Mary's College Education
Board member of UC Berkeley's Goldman School Public Policy - Committee
Committee for Civility Democratic Engagement

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: 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 relationships?

Please check one: Yes No

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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:  Date: 6/3/19

Submit this application to: Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553

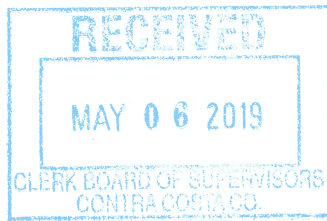
Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

Important Information

- This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
- All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
- Members of certain 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.
- Meetings may be held in various locations and some locations may not be accessible by public transportation.
- Meeting dates and times are subject to change and may occur up to two (2) days per month.
- Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
- As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
- A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.



Contra
Costa
County



Print Form

Please return completed applications to:

Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name **Last Name**

Home Address - Street **City** **Zip Code**

Phone (best number to reach you) **Email**

Resident of Supervisorial District:

EDUCATION Check appropriate box if you possess one of the following:
 High School Diploma CA High School Proficiency Certificate G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded	
University of Missouri- St. Louis	Social Work	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Washington University in St. Louis, MSW Program	Social Work	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
SFSU	Post Graduate Non Profit Certificate	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed:

Board, Committee or Commission Name **Seat Name**

Have you ever attended a meeting of the advisory board for which you are applying?
 No Yes If yes, how many?

Please explain why you would like to serve on this particular board, committee, or commission.

As the lead child abuse prevention agency in the country it's important for us to educate the community about the child abuse prevention needs, trends and focus.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I am the Executive Director of the Child Abuse Prevention Council of Contra Costa with 20 years of experience and I have a Masters Degree in Social Work with a focus on child welfare.

I am including my resume with this application:
 Please check one: Yes No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.
 Please check one: Yes No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: Yes No

List any volunteer and community experience, including any boards on which you have served.

[Empty box for listing volunteer and community experience]

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: Yes No

If Yes, please identify the nature of the relationship:

[Empty box for identifying nature of relationship]

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

[Empty box for identifying nature of 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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my right to be appointed to a committee, or commission in Contra Costa County.

Signed:

[Redacted signature]

Date:

4-24-19

Submit this application to:

Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain 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.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.



CHILD ABUSE
PREVENTION
COUNCIL
of
CONTRA COSTA COUNTY

2120 Diamond Blvd. · Suite 120 · Concord, CA 94520



OAKLAND
CA 946
02 MAY '19
PM 3 L

Office of the Director of Supervision
651 Pine Street
Martinez, California

9453-12291





Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

7.

Meeting Date: 07/29/2019

Subject: Crescent Park Child Development Center, Richmond, Closure

Submitted For: Kathy Gallagher, Employment & Human Services Director

Department: Employment & Human Services

Referral No.:

Referral Name:

Presenter: Camilla Rand

Contact: Camilla Rand, 925.681.6301

Referral History:

On July 19, EHSD notified the Board Chair and the County Administrator's office about the Department's intention to close the Crescent Park child development center in Richmond due to difficulties enrolling families and retaining staff. The Crescent Park site was selected because it has the lowest demand for enrollment and highest percentage of staff vacancies of all Community Services Bureau centers. Fifty-eight percent of its positions are either vacant or have staff on leave. The Department's hope is to re-open it next spring as an infant and toddler center if enough staffing can be secured. A strong economy and plentiful employment opportunities has made maintaining sufficient staffing at the Center more challenging, despite robust recruitment at colleges, high schools, adult schools, on websites and publications. Seventeen of the 21 vacancies in the program are in west county. Teachers cite their inability to afford the cost of living in that area.

Referral Update:

The proposed temporary closure will impact about 20 families and will mean relocating 64 child care slots. The Department is moving quickly to ensure that all children have the opportunity to transfer to current openings at nearby centers. Delaying these transfers by even a week or two will negatively impact options for these families and the Department's ability to continue enrollment processes at all west county centers (which will be on hold until these children are situated at alternate centers). Summer is "peek enrollment" time and so the Department must move quickly to ensure continuity of care for the children and the program's ability to meet 100% by the end-of-summer federally mandated deadline.

The proposed closure will also impact staff at the site, including 1 Site Supervisor, 3 Lead Teachers and 2 Associate Teachers. The staff are to be transferred to other nearby locations. All other staff at the center are substitute staff (temporary employees). The Department has already notified and offered to meet with Local 1.

Recommendation(s)/Next Step(s):

RECEIVE report from the Employment and Human Services Department on the proposed closure of the Crescent Park Child Development Center in Richmond.

Attachments

CSB Closure Update Memo

Crescent Park Children's Center

Temporary Center Closure

A center closure, even a temporary one, is an action taken only as a last resort when all other options have been exhausted. Prior to making such a decision, analyses of root causes, trends, alternative solutions and community needs are conducted and alternative solutions are implemented whenever possible.

Temporary Closure of Crescent Park: Rationale:

The center has historically been difficult to enroll families and retain staff due to community violence and other safety issues in the surrounding community. The center was closed previously for these reasons in 2013-14 for one year, and slots were reduced from 98 to 64 overall in the last two program years to address these challenges. There are currently 154 children on the waiting list listing Crescent Park as their 1st or 2nd choice, out of 6,373 names on the list. That means .02% of the list wishes to enroll in Crescent Park. The waiting list is not vetted, so not all names on the list will even be eligible to enroll.

The low enrollment and lack of staffing has resulted in the need to temporarily close the center until stable staffing and enrollment can be achieved. The center is located nearby and between two of our largest west county centers, thus offering ample transfer opportunities and a reasonable choice to currently enrolled families. Staff have worked diligently to ensure that all remaining 32 children and four staff at the center are successfully transitioned to other close by centers and the 64 childcare slots allocated for that center (56 preschool and 8 toddler) will be re-allocated to CSB's existing childcare partner, Baby Yale in Antioch, an area in high demand.

Vacancies and Leaves:

CSB has experienced on-going staffing shortages for the past three to four years which can be attributed to several factors such as the county unemployment rate being at a historic low for the past four years (4.90% in May 2015 and 2.60% in May 2019). Schools and childcare programs throughout the State are experiencing the same issues regarding staffing and several programs have closed as a result. The most significant vacancy/leave rate is at our Crescent Park center in Richmond, where only five of the necessary 12 positions are filled consistently; this is a 58% vacancy rate.

Contributing to the vacancy factor is also the high number of leaves, specifically at CSB's west county centers. Thirty-one percent of the necessary positions are either vacant or the incumbent staff is on leave. As shown in the table below, 17 of 21 vacant positions are in West County, and 11 of 14 positions with staff on leave are also in West County. See table below:

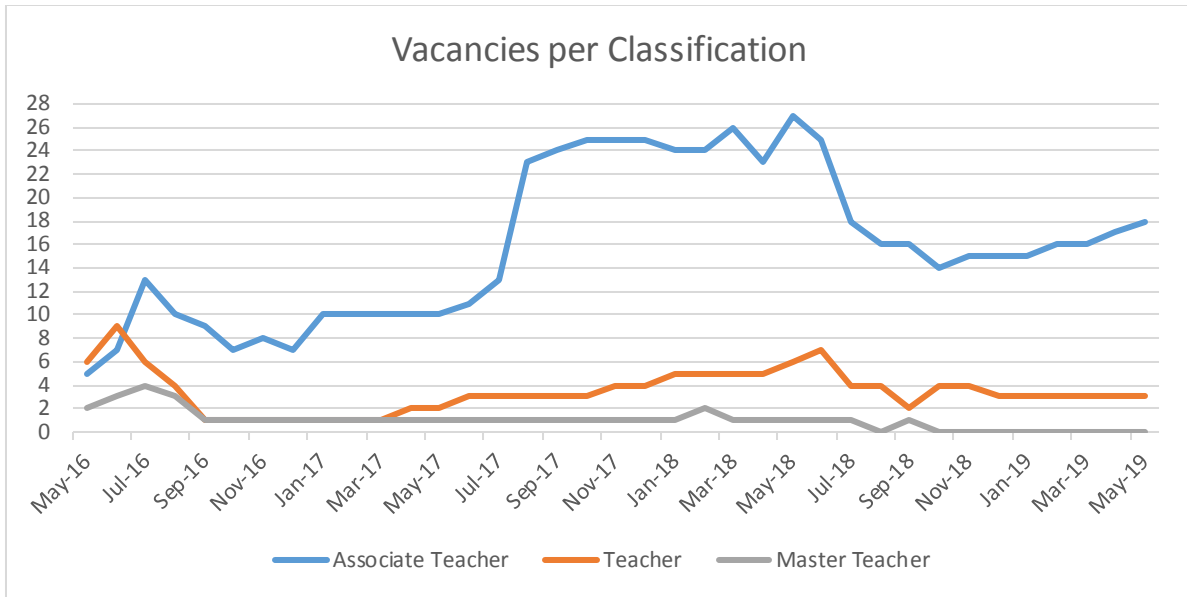
Center	Vacant/open positions	Staff on long-term leave	Total
Ambrose (east)	1 IT T	0	1 (of 8)
Balboa (west)	3 ATs, 1 IT AT	2 Ts, 1 IT AT, 1 TAT	8 (of 27)
Bayo Vista (central)	0	0	0 (of 9)
Contra Costa College (west)	1 IT AT	0	1 (of 8)
Crescent Park (west)	1 IT AT, 3 ATs, 1 T	1 AT, 1 T	7 (of 12)
George Miller Concord (central)	1 IT AT	1 T, 1 AT	3 (of 23)
George Miller III (west)	2 ATs	5 ATs	7 (of 30)
Las Deltas (west)	2 IT ATs, 1 TAT	0	3 (of 8)
Lavonia Allen (east)	1 AT	0	1 (of 7)
Los Arboles (east)	1 AT	0	1 (of 9)
Los Nogales (east)	0	0	0 (of 6)
Marsh Creek (east)	0	0	0 (of 3)
Riverview (east)	0	0	0 (of 6)
Verde (west)	2 ATs	0	2 (of 6)
TOTAL	21 county-wide (17 in west county)	14 county-wide (11 in west county)	34 (of 162) or 21% county-wide 28 (of 91) or 31% in west county 6 (of 71) or 8% in e/c county

Key: T = Teacher; IT = Infant/Toddler; AT = Associate Teacher; TAT = Teacher Assistant Trainee

CSB employs 28 reliable substitutes in West County to cover for the 28 vacant/on leave positions as well as staff illness and vacations. Fifty percent (50%) of these substitutes are TATs (untrained, entry-level positions). The substitute coverage is not adequate to meet the need.

Trends:

Vacancies: There has been an increase in vacancies since fall 2018, especially in the Associate Teacher classification, which comprises the majority of our teaching workforce. This is a lower wage position and has the highest turnover of all classifications within the Bureau.

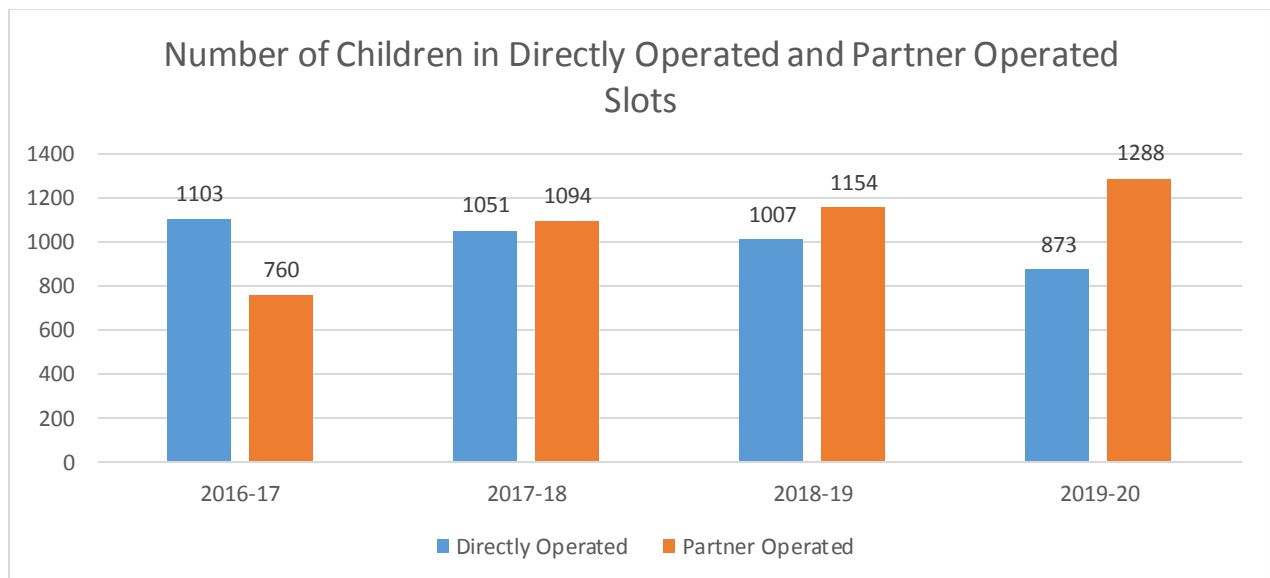


Steep Cost of Living Increases:

We know from both quantitative and qualitative data that our teachers, especially the lower paid Associate Teachers and TATs, struggle significantly to afford the cost of living in Bay Area. Many leave for higher-paying work or choose to leave the area for lower cost of living.

Subcontracting Services to Child Care Partners:

In response to staffing shortages, CSB has been fortunate to find quality child care partners to operate childcare slots. They often pay higher wages and so are able to recruit and retain staff more successfully. However, this option has been maximized and cannot be relied upon as an easily available option at all times. CSB now has more than half of the over 2,000 children served in these childcare partnerships throughout the county.



Alternative Solutions:

When faced with staffing shortages, CSB strives to implement strategies that ensure slots and services stay in our community. As noted previously, sometimes partners are identified who can provide services when CSB cannot.

CSB is also engaging in innovative Grow our Own programs such as the ECE Work Study Program in partnership with the local community colleges and childcare programs. We have also made staff retention and wellness a bureau priority.

CSB has engaged in the past in a federal process called slots reduction, where slots are permanently reduced from the grant with no reduction in the granted budget, thus allowing adjustments for increases in cost of doing business. CSB has done this twice: in November 2015 reduced by 70 Head Start slots and in August 2016 reduced by 150 Head Start slots. These reductions impacted the community with a loss in available services however allowed the program to fund negotiated COLAs, maintain facilities, provide necessary program materials and training, and operate generally without negative fiscal impact.

CSB staff will continue to work diligently over this next year to use data to identify means for staff retention while striving to provide high quality services for the county.



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

8.

Meeting Date: 07/29/2019
Subject: SNAP/CalFresh (Food Stamp) Program Follow-up Report
Submitted For: Kathy Gallagher, Employment & Human Services Director
Department: Employment & Human Services
Referral No.: FHS #103
Referral Name: SNAP/CalFresh (Food Stamp) Program
Presenter: Kathy Gallagher **Contact:** Rebecca Darnell, Director, Workforce Svc Bureau

Referral History:

The SNAP Program was originally referred to the Family and Human Services Committee by the Board of Supervisors on February 15, 2011. This program was formerly known as Food Stamps and is currently known as the Federal Supplemental Nutrition Assistance Program (SNAP). In California, the name of the program is CalFresh.

EHSD has presented periodic status reports to the FHS related to concerns about extended wait times for benefits and the anticipated impact of the expansion of CalFresh benefits to SSI (Supplemental Security Income/Supplementary Payments) recipients effective June 1, 2019. FHS received status reports on September 24 and December 3, 2018; and on April 22 and June 10, 2019. EHSD also presented a status report directly to the Board of Supervisors on July 9, 2019.

In June 2019, EHS Director Kathy Gallagher summarized that the department had thus far received 1,400 new CalFresh applications through both online and office access points, and expected that number could increase to 1,600 by the end of the week. She advised that the CalWIN system was now available for accepting new applications but was not yet functional for managerial reporting.

Kathy advised that 24 staff (19 temporary and 5 permanent) had been hired and were in the process of being trained to process new CalFresh applications. Until new staff are fully trained, existing staff were being diverted from other functions and were working overtime to respond to the workload spike, which was expected to level off at some point. EHSD has 30 days to process a new applications; Kathy clarified that regardless of the date that applications are approved, public benefits will be retroactive to the application date for qualifying applicants. Kathy advised that she plans to form a special division dedicated to SSI applicants to better manage SSI cases.

Kathy summarized that \$30 million is available Statewide for CalFresh (sourced by 50%/50% State/federal funding); however, counties may draw down from these funds only for emergency

purposes. Counties are attempting to get relief from this restriction and also from possible sanctions for missing the 30-day processing deadline. The FY 18/19 State allocation was deemed insufficient and the FY 19/20 even less so. EHSD is performing time studies to track and report costs to comply with this mandate.

Larry and Katelyn Sly commented that the County had underestimated the number of applicants and that they have been told by applicants that their appointments were set in mid-July, past the 30-day statutory deadline. Mariana Moore commented that people are hungry and the system had failed them. She suggested that more funding be funneled to CBOs such as the food bank. Lauren Hansen observed that the County was not processing CalFresh applicants even before the CalFresh expansion to SSI recipients.

Kathy Gallagher summarized that, except for IHSS, EHS staffing is adequate in light of the amount of funding that is available.

Referral Update:

Please see attached report from EHS Director Kathy Gallagher providing an update on the department's implementation of the CalFresh benefits expansion.

Recommendation(s)/Next Step(s):

ACCEPT status report on the Employment and Human Services Department's implementation of the CalFresh expansion. (Kathy Gallagher, Employment and Human Services Director)

Attachments

EHS Report - CalFresh Implementation Update

CalFresh Expansion Implementation Update



**Report to the County Family and Human Services Committee
July 29, 2019**

Prepared by:

Kathy Gallagher
Employment and Human Services Director

EXECUTIVE SUMMARY

- EHSD is committed to serving our community and has been serving the SSI population with a deep understanding of the vulnerabilities faced by recipients who are elderly and/or disabled. While we actively advocated for CalFresh Expansion, the implementation of this vital change has presented numerous challenges.
- Initial estimates we received from the state vastly underestimated the demand we are seeing from the expansion program. State-level issues with the rollout, including technical issues, caused unanticipated delays in the early phases of the expansion. To resolve these delays, we have developed new internal reports, authorized significant overtime to accommodate evening and weekend appointments, brought temporary workers onboard to assist, and developed new video conferencing tools.
- Approximately 2,500 families in Contra Costa County will see reduced or eliminated CalFresh benefits now that their SSI family member will be added to their case. We had initially believed that few of these families would be negatively impacted, but our case review discovered that nearly all of these clients are now at risk of benefit reductions and will require additional attention.
- Preliminary reports indicate the average grant amount for SSI recipients will not replace the need for a robust partnership with community programs to ensure continued food security for this population.
- EHSD maintains substantial compliance within the State's 30-day time limit standards. Additionally, our error rate is one of the lowest in the state and we have received awards for this effort.
- State funding for the expansion will be inadequate. The FY 19/20 State budget for CalFresh administration was augmented by \$30 million specifically for the expansion, but reduced by \$30 million, resulting in no net increase despite underestimated demand and a need for additional staff.
- Our planning process included redesigning existing systems and crafting ways to use all of our available resources. We are pursuing continued improvements including creating a new division within Aging and Adult services dedicated to this population which will become operational in the Fall. Dedicated staff in this division will provide a supportive case management environment, handling the unique needs of SSI recipients, including monitoring for potential scams and card loss, as well as navigating difficulties with the CalFresh application process.
- Moving forward, we are committed to regular reporting to this committee on the status of the SSI expansion, pursuing continued improvements serving our clients, advocating for funding augmentation, and partnering with community agencies as we continue to implement CalFresh Expansion.

OUR COMMITMENT

Contra Costa County Employment and Human Services Department (EHSD) strives to deliver quality services that support, protect, and empower our community. We are committed to ensuring prompt attention and providing all available resources to our most vulnerable residents.

We welcome the opportunity to implement the new state mandate that opens CalFresh to eligible SSI recipients for the first time in more than 40 years. EHSD supported the SSI CalFresh Expansion during the legislative process and released briefs praising the positive impact the expansion would have for Contra Costa residents.

The Department already has a relationship with many members of this population, including a dedicated SSI Advocacy team who works to help people obtain SSI in the first place, by assisting individuals with applications and appeals. We are constantly working to expand related services to our county's SSI recipients. Recently, we increased coordination with the county's Health, Housing, and Homelessness Bureau (H3), participated in housing pilot programs for SSI clients, and are currently working with the Health Department to strengthen SSI advocacy across the county.

At EHSD, we understand the vulnerabilities and financial hardships our SSI clients face. We have taken steps to ensure responsive service for this population and have shifted our internal processes to streamline the application and case management process for SSI CalFresh clients. These changes include a new dedicated division within Aging and Adult Services, Saturday appointments, and video appointments between EHSD district offices. With our community partners, we remain open to new ideas and processes to best serve these clients.

As a sign of our commitment to all CalFresh customers, we have consistently maintained 30-day compliance rates for determining applications well within the state accepted limits. Our error rate is one of the lowest in the state and we were recently awarded for these efforts. Additionally, our compliance with CalFresh expedited services screening is 99% and has earned praise from state auditors.

CALFRESH EXPANSION AND APPLICATION PROCESS

Individuals who are blind, disabled, or over age 65 with limited income are eligible for Supplemental Security Income and Payments (SSI/SSP). On June 1, 2019, individuals receiving SSI/SSP became eligible to receive CalFresh. California was the last state in the nation to offer food benefits to SSI recipients. Despite this positive development, preliminary reports indicate the average grant amount for SSI recipients will not replace the need for a robust partnership with community programs to ensure food security for this population. Additionally, many current CalFresh recipients who will now have to add an SSI recipient family member to their cases will see a reduction or possible total loss of their CalFresh benefits after the ramp-down period.

Commitment to the Most Vulnerable

- *EHSD has been **servicing** the SSI population for many years by helping individuals obtain and maintain benefits. We understand their unique needs.*
- *We actively **advocated** for the CalFresh Expansion and welcome the opportunity to implement it.*

CalFresh Expansion Implementation Update

In the lead up to the CalFresh expansion, the California Department of Social Services (CDSS) released outreach materials to the public and preliminary guidance to county departments. Clients and community partners were told they could begin submitting applications on May 1, 2019. However, EHSD is required by law to process all applications electronically through CalWIN, a state managed system. CalWIN was not set up to allow CalFresh applications from SSI recipients until May 20, 2019. This prevented Eligibility Workers from being able to begin determining applications in a timely manner. We received approximately 453 SSI CalFresh applications during the time that we could not use CalWIN.

By law, all CalFresh applications must be screened to see if the applicant(s) may qualify for CalFresh expedited services (ES). Under ES, clients receive CalFresh benefits within three days, as opposed to 30 days under the normal processing requirements. To be eligible for ES, the applicant must have income less than \$150, be a migrant farm worker, or have housing and utility costs greater than their monthly income. While we have seen some clients who fall into the last qualifying category of ES (housing costs), the vast majority of the applicants we have served thus far do not qualify. EHSD has consistently maintained a 99% compliance rate for this requirement and has been commended by the state for our efforts.

Pursuing Continued Improvements

- *To date, most SSI applicants **do not** qualify for Expedited Services*
- *Efforts are being made to **streamline** the application process through new technologies, processes, and staffing*
- *We are creating a **SSI Division** dedicated to this population which will become operational in October 2019.*

Under federal and state civil rights law, we must process CalFresh applications in the order in which they were received. ES is the only legal mechanism to move applicants to the “front of the line.” While we recognize the unique vulnerabilities of SSI recipients, we cannot choose to process their applications before the general public. However, we are implementing new technologies to serve all customers in more streamlined manner and are establishing a new SSI Division within Aging and Adult Services, which will have workers dedicated to SSI recipients, providing a supportive case management environment that is designed to accommodate the physical and mental challenges many SSI recipients experience.

STATUS OF SSI CALFRESH APPLICATIONS

The state provided estimates of the number of SSI CalFresh applications we should expect to receive, which informed our planning process. A summary of the data provided is below. The original guidance we received from the state was to assess eligibility for current IHSS recipients and SSI recipients who would be added to an existing case at the time of their annual reassessment. Per this guidance, we expected to add approximately 1,000 CalFresh cases from the expansion that were not currently involved with an EHSD program, knowing that some additional applications from SSI recipients who were not eligible may be submitted.

CalFresh Expansion Implementation Update

<i>Initial State Estimates</i>	<i>Number</i>
Total SSI Recipients in County	24,841
SSI Recipients who are CalFresh Eligible	10,045
Current SSI Recipients on IHSS	6,527
SSI Recipients to be Added to Existing CalFresh Case	2,512
New SSI CalFresh Cases	1,006

The reality of the expansion has exceeded the expectations of these state estimates. As of July 22, 2019, we received 4,090 SSI CalFresh applications. Of these, 1,290 (32%) are from current IHSS recipients. We believe that the outreach initiated by the State encouraged clients to apply ahead of their reassessment, which we were not initially anticipating at the current volume.

Additionally, the expansion allows for new customers to apply for CalFresh via a referral from the Social Security Administration offices. When the state instituted this process, we were told that the volume would be approximately 30-45 applications per month. However, in June, we received 190 of these direct referrals.

The overwhelming majority of applications we have processed for the expansion are eligible and the denial rate thus far has been lower than our typical CalFresh population. While we typically see about a 40% denial rate for CalFresh applications, the denial rate thus far for the expansion population has been approximately 8% and the withdraw rate (includes withdrawn, cancelled, and denied applications) is only 3%. This means that far more customers are turning in verifications and scheduling interviews, requiring additional staff time.

More Workload Than Expected

- *Applications received for the CalFresh expansion has already **exceeded State estimates***
- *We received **significantly more referrals** from the Social Security Administration offices than initially estimated*
- *The denial rate for the CalFresh expansion is very low, meaning that far more of these customers are turning in verifications and scheduling interviews, **requiring more staff time***

SSI recipients face distinct challenges including limited mobility and cognitive impairments. Our district office managers have indicated that the verification and interview process for SSI expansion customers has taken longer and has been more challenging than the typical CalFresh application process. Because these new customers are elderly and/or disabled, they often need extra time and support to respond to questions accurately and to locate their verification documents.

The higher-than-anticipated volume of applications has led to delays in county offices statewide and in community agencies that are accepting CalFresh applications. While it has been noted that our interviews are currently being scheduled into October, this does not necessarily mean that people will not receive benefits before that date. By law, an interview must be scheduled at the time of application, and the assigned interview date is guaranteed as a “no later than” point in time. However, EHSD Eligibility Workers may begin reviewing applications before that date, and in fact, we are making concerted efforts to conduct interviews before the guaranteed appointment dates.

<i>SSI Expansion Application Status¹</i>	<i>Number of Applications</i>
Approved	2,357
Denied	321
Pending	1,290
Withdrawn, Cancelled, Discontinued	122

Towards this goal, we have taken a multi-prong approach to processing applications as quickly as possible and avoiding delayed interviews. We have offered significant overtime to current employees, and many are working on evenings and weekends. Additionally, we have started scheduling Saturday interviews in four district offices, as permitted by staff capacity. We have also updated our phone system to conduct building-to-building video conferencing. While all of our district offices have seen increased volume since May, our East County centers have been especially hard hit by the expansion. A new phone system will allow East County customers to be connected with Eligibility Workers in other buildings to complete their interviews. For quite awhile, most CalFresh interviews have been completed over the phone, and face-to-face interviews are uncommon, so EHSD workers are very familiar with the telephonic process.

We have also encouraged the use of online applications, which minimize the time EHSD employees need to spend on data entry. Currently, approximately 64% of the SSI expansion applications we have received were through an online portal. The main online portal is GetCalFresh. However, as we have noted in the past, this portal still leaves a great deal of data entry for workers. The most streamlined online system is MyBenefitsCalWin (MyBCW). In May, EHSD published and distributed a MyBCW guide for community partners and the public in order to encourage use of this portal. This effort was successful, with approximately 16% of all SSI CalFresh applications arriving through MyBCW, an increase over our typical use of this system. We strongly encourage our community partners to continue to use MyBCW to assist clients, as it results in fewer application delays.

Significantly, SSI grant amounts are not sufficient to cover most people’s living expenses, and many live in poverty. It is important to temper expectations of the CalFresh benefits the SSI population are likely to receive. In its outreach materials, the state communicated that “food benefits for one person range from \$15 – 192 per month, with an average for older adults and people with disabilities around \$105 – 110 per month.” In the early days of taking applications, EHSD district offices reported that many applicants were expressing disappointment to learn their monthly benefits were falling into the range of \$15-35 per month. Data now available shows that about 28% of approved applications fall into that lower benefit range. However, the

Managing Expectations

- *It is important to **temper expectations** of the CalFresh benefits the SSI population are likely to receive*
- *For about 60% of the SSI CalFresh clients who have received benefits to date, the authorized amount is below \$100. Their new CalFresh benefits will not replace the **important role** food banks, meal programs, and other community programs play in supporting their overall well-being.*

¹ See Attachment A, Detail of Denial Reasons

CalFresh Expansion Implementation Update

average monthly benefit of *all* applications approved thus far is approximately \$87 per month, so it appears we were mostly receiving feedback early in the implementation from those who were disappointed. Still, the actual average benefit in Contra Costa County thus far is below what the state has indicated. As a result, we recommend exercising caution in our communications. For those living in poverty, any amount of assistance will have a positive impact in their lives. However, for about 60% of the individual SSI CalFresh clients who have received benefits to date, the authorized amount is below \$100, and their new CalFresh benefits will not completely replace the important role food banks, meal programs, and other community programs play in supporting their overall well-being.

<i>Benefit Amount for Single SSI Recipients (data current as of 7/15/19)</i>	<i>Percent of Recipients (N = 1,593 Recipients)</i>
\$5-49	42%
\$50-74	9%
\$75-99	10%
\$100-149	16%
\$150-192 (maximum)	23%

PENDING APPLICATIONS AND 30-DAY COMPLIANCE

While the federal guidelines call for complete (100%) compliance with a 30-day processing time for food assistance applications, the state of California defines compliance as 90% of applications being processed within the 30-day limit. If an application is pending after 30 days due to county caused delays, the applicant must be notified. If the overdue application is approved, the customer will be awarded retroactive benefits to cover the period of the delay. Workers are making every effort to assist applicants to meet the requirements.

Contra Costa County maintains substantial compliance within the State's 30-day time limit standards. EHSD has consistently approved between 97% to 99% of all CalFresh monthly applications. A chart provided by advocates to the Board of Supervisors at their meeting on July 9 incorrectly portrayed EHSD's compliance rates for the period of April 2018 through April 2019. The accurate data with source citations is attached to this report².

For current IHSS and Medi-Cal recipients (already served by EHSD) applying to the CalFresh expansion, we have been pulling verifications that are still valid from other systems and programs. While this is meant to reduce the burden on clients, it has also resulted in an additional time investment for our eligibility staff.

EHSD has developed a daily reporting system that allows us to identify immediately when the number of days an SSI application is overdue, as well as the client information. This will allow us to be immediately attentive to pending applications and make Eligibility Worker assignment changes, if necessary. The following vignette illustrates how we will use this new report:

After reviewing the pending report, a supervisor discovered that Mr. O'Malley's CalFresh application was still pending after 30 days. The supervisor spoke with Tonya, Mr. O'Malley's Eligibility Worker. Tonya explained that Mr. O'Malley was unable to locate his

² See Attachment B, Contra Costa County CalFresh Application Processing Chart

CalFresh Expansion Implementation Update



paperwork to complete his application. The supervisor was able to redirect some of Tonya’s interviews scheduled that day to a different building using the new telephone system so Tonya had additional time to work with Mr. O’Malley and provide assistance on requesting the needed paperwork, which allowed him to complete his application.

Another compliance measure the state measures is our error rate. Our cumulative error rate between October 2018 and March 2019 is 3.25%, compared to the California Federal cumulative error rate of 7.01% for the same period³. We will be closely monitoring the error rate in the months to come and can provide periodic reports to this committee, as we do know there is risk of increased error when we implement new programs.

FINANCING THE CALFRESH EXPANSION

The expansion of the CalFresh is a new State mandate under AB1811, Sections 38-41. Those sections include certain program requirements that were premises in the estimation of the State appropriation for CalFresh. The FY 2019/20 State budget for CalFresh administration was augmented by \$30 million specifically for the SSI expansion, however, we are projected to experience a \$30 million decrease in administrative funding resulting from caseload reductions in prior years. Therefore, there has been no net increase in the State appropriation. EHSD, like most counties, relies on the State law and guidance for planning purposes. However, the substantial influx of applications beginning on May 1, 2019 combined with the resulting front-loading of a major portion of the IHSS workload has meant that the State funding will be significantly inadequate.

For FY 2018/19, the State allocation was \$486,640 with a \$486,640 Federal match for a total of \$973,280 and no County share required. Expenses above the \$973,280, estimated at \$758,173, are funded with 50% Federal/50% County. The total County share of \$379,088 is funded by an additional \$300,000 in County General Fund provided by the CAO and EHSD will absorb the remaining \$79,088 within the existing budget as part of the closeout process.

For FY 2019/20, the State allocation is estimated to be \$711,537 subject to allocations being received in August 2019. The funding ratios are Federal 50%, State 35% and County 15%. The State allocation of \$711,537 will generate Federal funds in the amount of \$1,016,482 and will require a County match of \$304,945 for a total of \$2,032,964. However, EHSD’s expenditures for FY 2019/20 are projected to be \$3,414,562 and the difference of \$1,381,598 will be funded with 50% Federal/50% County funds with the County portion being \$690,799.

The FY 2018/19 and FY 2019/20 expenditure and funding estimates are given below:

³ RADEP-1 State Report

CalFresh Expansion Implementation Update

FY 2018/19 CalFresh SSI Eligibility Expansion

	FTEs	Total	Federal Match	State Allocation	County General Funds
3rd Qtr County Expense Claim	4.54	\$ 313,554	\$ 156,776	\$ 156,778	
4th Qtr County Expense Claim Estimate	20.53	\$ 1,417,899	\$ 708,949	\$ 329,862	\$ 379,088
Total Estimated Expenditures		\$ 1,731,453	\$ 865,725	\$ 486,640	\$ 379,088
Funding Breakdown					
CalFresh SSI State Allocation & Federal Matching Funds		\$ 973,280	\$ 486,640	\$ 486,640	
Federal Match and CAO County General Funds		\$ 600,000	\$ 300,000		\$ 300,000
Federal Match and additional EHSD County General Funds		\$ 158,173	\$ 79,085		\$ 79,088
Total Funding		\$ 1,731,453	\$ 865,725	\$ 486,640	\$ 379,088

FY 2019/20 CalFresh SSI Eligibility Expansion

	FTEs	Total			
1st Qtr County Expense Claim Estimate	27	\$ 1,920,691			
2nd Qtr County Expense Claim Estimate	9	\$ 640,230			
3rd Qtr County Expense Claim Estimate	5	\$ 355,684			
4th Qtr County Expense Claim Estimate	7	\$ 497,957			
Total Estimated Expenditures/Average FTEs	12	\$ 3,414,562			
Funding Breakdown					
CalFresh SSI State Allocation & Federal & County Matching Funds		\$ 2,032,964	\$ 1,016,482	\$ 711,537	\$ 304,945
Federal Match and Additional County General Funds		\$ 1,381,598	\$ 690,799		\$ 690,799
Total Funding		\$ 3,414,562	\$ 1,707,281	\$ 711,537	\$ 995,744

The insufficient State funding of a new mandate is not a new or unusual occurrence. However, in this case, vulnerable elderly and disabled members of our community are directly impacted. Our efforts during this fiscal year will be focused on documenting the actual costs of the SSI Expansion and advocating vigorously for a funding augmentation from the State inasmuch as the County is funding the program by \$379,088 in FY 2018/19 and \$690,799 in FY 2019/20 over and above the required County match.

HIRING FOR THE CALFRESH EXPANSION

In October 2018, shortly after CalFresh expansion was signed into law, we initiated the hiring process for temporary Eligibility Workers. EHSD received an eligible list of candidates in April 2019. All county employees are required to complete a Live Scan background check, some of which were delayed by DOJ processing. Finally, 16 temporary Eligibility Workers and 4 temporary clerical staff were hired in May 2019. Due to the many legal requirements and nuances of administering CalFresh, the standard training program extends over a six month period. However, a streamlined training program was developed to enable these employees to begin processing applications as soon as possible. Staff normally assigned to other programs such as CalWORKs and CalFresh administration were re-assigned to CalFresh SSI implementation to mitigate the workload and address the backlog of applications. An additional 4 clerical temps are currently being hired.

In order to manage the increased caseload in the IHSS program created by the addition of several thousand CalFresh cases, we are anticipating needing to hire 5 to 7 permanent Eligibility Workers.

MOBILIZING OUR EXISTING WORKFORCE

Our planning process included redesigning existing systems to best meet the needs of CalFresh expansion customers and crafting ways to use all of our available resources. In addition to hiring temps, we also reassigned 18 existing employees with CalFresh experience to work on the expansion. This included two Navigators from the For Our Families pilot, three Eligibility Workers within Aging and Adult Services, three Aging and Adult Services Program Assistants, and 10 Eligibility Workers from CalWORKs.

With additional financial support provided by the CAO, we have also offered “all hands on deck” overtime to interested employees. This is available to all bureaus and specific classifications that are overtime eligible. Currently, 58 staff have volunteered for overtime, including evening and weekend appointment hours. Overtime hours started on June 29, 2019, when we received the funding and approval necessary to pay employees for their efforts.

Our primary method of tracking program work efforts is through time study, a system that logs working hours to submit to our reimbursement claims. From March through May 2019, we time studied an average of 3,018 hours each month to the CalFresh expansion. This translates into 56 FTEs over three months. This is reflective of our efforts in the planning and early implementation of this program.

EXISTING CALFRESH CASES: A FOCUS OF OUR PLANNING EFFORTS

In the lead up to the CalFresh expansion, we dedicated significant staff time and planning to reviewing the 25% of SSI CalFresh customers whose new benefits could impact an existing CalFresh case. After the passage of the CalFresh expansion, we immediately assigned existing staff to review these cases. We believed these cases could be considered “safe in the reassessment pipeline” since the state initially advertised they would be “held harmless” when the CalFresh expansion was implemented, meaning that benefits to the household would not be negatively impacted. However, in the final budgeting of this program, the State modified the “hold harmless” agreement to include a lower, temporary transitional benefit for these families. Our concern became learning how many families may have their benefits lowered and making sure these customers were aware of the risks of applying ahead of their reassessment date.

The reduced “hold harmless” clause, now known as Supplemental Nutrition Program/Transitional Benefit Program (SNB/TNB), is a CalFresh ramp-down for these existing customers. Under the original plan, the state estimated that few families would be negatively impacted, but our case review discovered that nearly all of these clients will fall into SNB/TNB benefits. This means that after their reassessment, these families will see reduced or eliminated CalFresh benefits. Recent data suggests the average benefit loss to households under SNB could be \$136 per month in Contra Costa County. If the family applies with their SSI family member ahead of their reassessment date, the decrease will take place earlier than needed. The following vignette illustrates TNB benefits:

Maya is a server at a local restaurant and a live-in caretaker for her mother, who is on SSI. Maya has been receiving CalFresh with her mother excluded from her case, and her reassessment is not until December 2019. Learning of the expansion, Maya decided to request add her mother to her case, thinking that she will be “held harmless”. The added SSI income combined with Maya’s wages makes the family ineligible for CalFresh. They will receive limited-term TNB benefits. If Maya would have waited until her reassessment,

she could have received her full CalFresh amount until December, plus allowed time of TNB benefits.

As costs of living rise throughout the county, even those working are not able to meet their basic needs. EHSD recognizes the importance of food assistance in helping families make ends meet and ensuring health and well-being. While we have directed significant efforts to planning for our newly eligible SSI CalFresh customers, we also consider it of the utmost importance to focus on our existing customers, attempting to help them minimize their risk and maximize their food budget under the CalFresh expansion.

RECOGNIZING STAFF EFFORTS

We recognize that staff have gone above and beyond to implement the CalFresh expansion. This includes significant voluntary overtime, additional casework, and willingness to be reassigned to a different unit. Many of the processes and tools needed to implement the new program arrived late, which created significant challenges for our staff. Their performance has continued to consistently meet and exceed our expectations.

We highly value the contributions of our staff and make an effort to show our appreciation for their efforts. For example, Managers and Directors have been bringing employees snacks and meals during extended hours. We also have numerous staff recognition programs to award exemplary customer service, and these will be conscientiously applied throughout the implementation period (and beyond).

MOVING FORWARD

EHSD is committed to the following moving forward:

- EHSD staff has investigated the possibility of obtaining the names of SSI recipients who may be eligible for CalFresh but who are not currently known to us. The goal would be to identify – and serve – more individuals who may have become eligible under the expansion. To date, we have been informed by the State that this information is not available for distribution. If there are any changes to this policy, we will provide an update.
- Our new pending case report will simplify case assignment, allowing supervisors to ensure complex cases are assigned to more experienced workers and new employees are receiving the support they need. We are committed to continued reporting of our pending SSI CalFresh applications to this committee.
- A new, integrated division within Aging and Adult Services to oversee the ongoing case management of CalFresh expansion customers will become operational in October 2019. The goals of the new division is to simplify reassessments for customers, as they will only need to interact with one eligibility division, as well as organizational efficiency. We estimate approximately 65% of our total CalFresh expansion caseload will be IHSS clients, and this division will oversee those cases. From a client perspective, this will streamline interactions with the bureau. We are committed to ongoing status updates about this new division and its operations to this committee.
- We recognize the vital role our community partners play in ensuring food security and well-being for our most vulnerable residents. We are committed to a strong partnership with community organizations as we continue implementing CalFresh Expansion

CalFresh Expansion Implementation Update

ATTACHMENT A:

Detail of Denial Reasons

<i>Reasons for Denial--CalFresh Expansion</i>	<i>Number of Cases (current as of 7/22/2019)</i>
Failure to keep scheduled intake appointment	206
Household does not qualify for Separate Household	18
Failure to provide requested verifications	61
Over income	23
Benefit amount is zero	12
Failed to complete paperwork (this reason happens when the client shows for the appointment but ends the interview before it has been completed)	4
The applicant died before completing the determination	2
Receiving aid in another case	1

Note: More than one reason can be given for a denial. For example, someone may both miss an interview and fail to provide verifications. Therefore, the total number of denial reasons may be greater than the total number of denials.

CalFresh Expansion Implementation Update



ATTACHMENT B:

Contra Costa County CalFresh Application Processing Chart

	Applications Carried Over From Prior month	Applications Received	Total Applications	Applications Approved w/in 30 days	Percentage Applications Approved w/in 30 days	Applications Approved Late	Percentage Applications Approved Late	Applications Denied w/in 30 days	Percentage Applications Denied w/in 30 days	Applications Denied Late	Percentage Applications Denied Late
Apr-18	393	2,334	2,727	954	34.98%	37	1.36%	869	31.87%	69	2.53%
May-18	300	2,482	2,782	1,031	37.06%	37	1.33%	856	30.77%	87	3.13%
Jun-18	350	2,476	2,826	956	33.83%	42	1.49%	853	30.18%	68	2.41%
Jul-18	457	2,829	3,286	982	29.88%	67	2.04%	884	26.90%	110	3.35%
Aug-18	677	2,969	3,646	1,090	29.90%	94	2.58%	1,133	31.08%	138	3.78%
Sep-18	367	2,409	2,776	890	32.06%	71	2.56%	980	35.30%	122	4.39%
Oct-18	238	2,710	2,948	1,085	36.80%	84	2.85%	1,103	37.42%	195	6.61%
Nov-18	144	2,163	2,307	808	35.02%	43	1.86%	972	42.13%	93	4.03%
Dec-18	171	2,006	2,177	852	39.14%	42	1.93%	836	38.40%	63	2.89%
Jan-19	140	2,573	2,713	895	32.99%	74	2.73%	807	29.75%	97	3.58%
Feb-19	608	1,834	2,442	759	31.08%	64	2.62%	950	38.90%	99	4.05%
Mar-19	-124	2,036	1,912	852	44.56%	46	2.41%	703	36.77%	59	3.09%
Apr-19	284	2,277	2,561	927	36.20%	38	1.48%	782	30.53%	51	1.99%

Notes:

Applications Approved w/in 30 days	Form CF296 Line 2a less Line 2a1
Percentage Applications Approved w/in 30 days	Applications Approved w/in 30 days/Total Applications
Applications Approved Late	Form CF296 Line 2a1
Percentage Applications Approved Late	Applications Approved Late/Total Applications
Applications Denied w/in 30 days	Form CF296 Line 2b Less Line 2b3
Percentage Applications Denied w/in 30 days	Applications Denied w/in 30 days/Total Applications
Applications Denied Late	Form CF296 Line 2b3
Percentage Applications Denied Late	Applications Denied late/Total Applications



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

9.

Meeting Date: 07/29/2019
Subject: Youth Services - Independent Living Skills Program Update
Submitted For: Kathy Gallagher, Employment & Human Services Director
Department: Employment & Human Services
Referral No.: #93
Referral Name: Youth Services - Independent Living Skills Program Update
Presenter: Donna Van Wert **Contact:** Donna Van Wert (925)
671-4514

Referral History:

An annual update of the Independent Living Schools Program administered by the Employment and Human Services Department (EHSD) was first referred to the Family and Human Services Committee by the Board of Supervisors on October 17, 2006.

On June 7, 2016, EHSD requested, and the Board approved, expanding Referral #93 – Independent Living Skills Program to include additional youth services updates and retitling the referral to “Youth Services Report”, so that the department can include reports on all youth services offered in the community through EHSD, including Workforce Investment and Opportunity Act (WIOA) and CalWorks youth services.

The last annual report on this referral was received by the Committee on July 23, 2018.

Referral Update:

Please see attached annual status report.

Recommendation(s)/Next Step(s):

ACCEPT this report from the Employment and Human Services Department on youth services and the Independent Living Skills Program; and continue to support the Children and Family Services Bureau and its efforts to serve foster youth in the ILSP program.

Fiscal Impact (if any):

None. This is an informational report.

Attachments

#93 EHS - 2018/19 Workforce Investment Opportunity Act Youth Svcs Report

#93 EHS - 2018/19 Workforce Investment Opportunity Act Youth Svcs Report Powerpoint Presentation

#93 EHS - 2018/19 Independent Living Skills Program Report

#93 EHS - 2018/19 Independent Living Skills Program Powerpoint Presentation



July 29, 2019

To: Family & Human Services Committee
From: Workforce Development Board
Youth Committee
Re: #93 Youth Program PY 18-19 Year-End Report

WIOA:

In July 2014 the Workforce Innovation and Opportunity Act (WIOA) was enacted, replacing the Workforce Investment Act. Compared to the prior legislation, the current law places a priority on Out-of-School Youth (ages 16-24 with barriers to employment) by requiring local areas to expend a minimum of 75% of WIOA funds on this population. Other priorities include a greater focus on aligning youth services with local and regional industry needs and requiring a 20% minimum expenditure rate on work-based learning.

Local Workforce Development Board and the Youth Committee:

In partnership with the Board of Supervisors, the Workforce Development Board of Contra Costa administers local Workforce Innovation and Opportunity Act (WIOA) funding for the purpose of supporting a broad range of youth services leading to greater economic security.

Central to the WDB's work, is the Youth Committee – a standing committee of the full board that is comprised of board members and non-board members that collectively represent private sector employers, the community colleges, local school districts, services for individuals with disabilities, residential job training programs, state employment programs, and, most recently the Contra Costa Superintendent of Schools. The Youth Committee meets monthly to connect providers, identify gaps in service delivery and align systems.

PY 18-19 Activities and Accomplishments

In PY 18-19, WDB investments in Youth Programs totaled \$1,054,925 for the provision of direct services to disconnected youth via two service providers (Contra Costa County Office of Education and Mt. Diablo Unified School District).



Additionally, the WDB supports Earn & Learn through a partnership with Contra Costa Economic Partnership. Earn & Learn provides business engagement tools and the creation of a system for tracking and measuring both business and student participation in work-based learning activities.

Services for eligible youth enrolled into the WIOA Title I Youth programs are based on a comprehensive assessment, tailored to each individual and must include access to 14 Youth Elements:

- Tutoring, study skills, and dropout prevention
- Alternative education
- Paid and unpaid work experiences
- Occupational skills training
- Leadership development
- Supportive services (Transportation, child care, work uniforms, tools, etc.)
- Adult mentoring for 12 months
- Follow-up services for 12 months
- Comprehensive guidance and counseling
- Education offered concurrently with, and in the area context as workforce preparation activities and training
- Financial literacy education
- Provision of labor market information
- Activities that help youth prepare for and transition to post-secondary education and training
- Entrepreneurial skills training

In PY 18-19, 240 youth were served through the WIOA program and demographic data indicates that the WDB has been successful in reaching the most in need. 33% of the youth served were homeless at program entry, 23% have a documented disability, 26% are or have been justice involved. Currently, 18% of participants are current or former foster youth. 70 young people enrolled into WIOA were also placed in paid-work experiences that matched their career interest.

While Title I WIOA Youth programs focus on training disconnected youth and young adults, Earn & Learn Activities tend to focus on maximizing industry exposure for students who are in-school (both secondary and post-secondary). This is achieved by offering:

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

- Guest speakers in classrooms
- Workplace tour
- Career Mentoring
- Job Shadowing
- Work experience
- Internships
- Career Fairs
- Teacher Externships
- Industry participation on Advisory Boards

In PY 18-19, Earn & Learn served thousands of students in Contra Costa County with the majority of students participating through Mt Diablo Unified School District, Antioch Unified School District and San Ramon Valley Unified.

The Youth Employment Issues as outlined in California Workforce Development Board's Strategic Plan:

While the economy has entered a period of sustained expansion and unemployment has dropped for all demographic groups and in all the state's regional labor markets, California's economy continues to be marked by demographic and regional inequality. Some of this inequality stems from differences in educational attainment, differences in demand by industry and occupation, and the sectoral composition of varying regional labor markets.

Unemployment rates continue to be stratified by race, ethnicity, and age. Members of the civilian labor force between the ages of 16 and 19 had the highest unemployment rate of any group in July 2015, with a rate of 21.7 percent. Persons between the ages of 20 and 24 had an unemployment rate that was twice (11.4 percent) as high as individuals that were 35 years or older.

California youths face a particularly challenging labor market after the events of the business cycle these last eight years. In fact, the labor force participation rates (LFPR) among California youths, and particularly teens, have steadily eroded over time.

- The LFPR among California teens peaked at 46.9 percent in March 2001.
- By the December 2005, the teen LFPR had fallen to 38.6, and by December 2010 it had fallen to 28.1 percent.
- It was only in the months of October and November 2014 that the teen LFPR appears to have bottomed out at 24.5 percent, after which it increased to 27.3 percent by July 2015.



The LFPR of California youths age 20 to 24 peaked at 76.4 percent in April 2002. By December 2005, it had fallen to 73.0 percent and by December 2010, it had fallen to 67.5 percent. In July 2015, the youth LFPR stood at 66.3 percent.

Industry Sector Alignment

The WDB’s portfolio of Youth services also seeks to align with local and regional industry demand. The vast majority of Title I Youth trainings and Earn & Learn activities have been in the Healthcare Industry. A representative sample of occupations include Clinical Medical Assisting, Dental Assisting, Medical Billing and Coding, Pharmacy Technician and Surgical Technician.

Advanced Manufacturing was particularly well-represented with Manufacturing Day 2018 in which 222 Earn & Learn students were exposed to a network of local manufacturing employers. Additional priority industries identified by the WDB include Construction, Information Computer Technology (ICT), Transportation and Logistics.

WIOA Employment Outcomes

Success of WIOA Title I programs is measured by a set of rigorous post-program performance measures that are negotiated with the State every year.

- In Post Secondary training or Employment 2nd Quarter post exit 66%
- In Post-secondary training Employment 4th Quarter post exit 63%
- Credential Attainment Rate 55.6%
- Measureable skills Gain 30.77%

The WDB has enjoyed in a long history of meeting or exceeding performance. While data has yet to be validated, predictive reports show that the WDB is on target to meet or exceed the standards for PY 18-19.

Next Steps:

Plans for PY 19-20 include the release of an RFP for Youth services. The current procurement cycle requires that services go out for bid every three years. To ensure that the RFP adequately addresses the needs of the local community, The WDB Youth Committee has formed an Ad Hoc Committee to make recommendations on RFP priorities. As part of this effort, the Youth Committee is recommending that new contracts begin in October 2020 vs the usual July. This new proposed contract cycle will promote more effective summer programming and align better

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

with the WIOA Title Youth funding cycle. Plans for the expansion of Earn and Learn to WIOA Out-of-School youth are also underway. The Youth Committee and WDB continue to focus on the expansion of internships to ensure all young people have access to the many career opportunities represented by our local labor market that provide family sustaining wages.



WORKFORCE
Development Board
Contra Costa County

YOUTH & YOUNG ADULT PROGRAMS
PY 18-19 YEAR END REPORT

WDB Investments in Youth and Young Adults (ages 16 thru 24)

\$1,054,925

❖ 2 WIOA Youth Program Service Providers

Career and Post-secondary prep for young people with barriers

- Contra Costa County Office of Education
- Mt Diablo Unified School District

❖ Earn & Learn

Regional Employer Engagement & system for tracking employer and student participation in Earn & Learn activities

- Contra Costa Economic Partnership

Priorities for WIOA Youth Allocation

Youth with Barriers to Employment:

- Disabled, English Language Learners, Pregnant/Parenting, Justice Involved, Current & Former Foster Youth, Homeless, Basic Skills Deficient (reads or computes below 9th grade level)

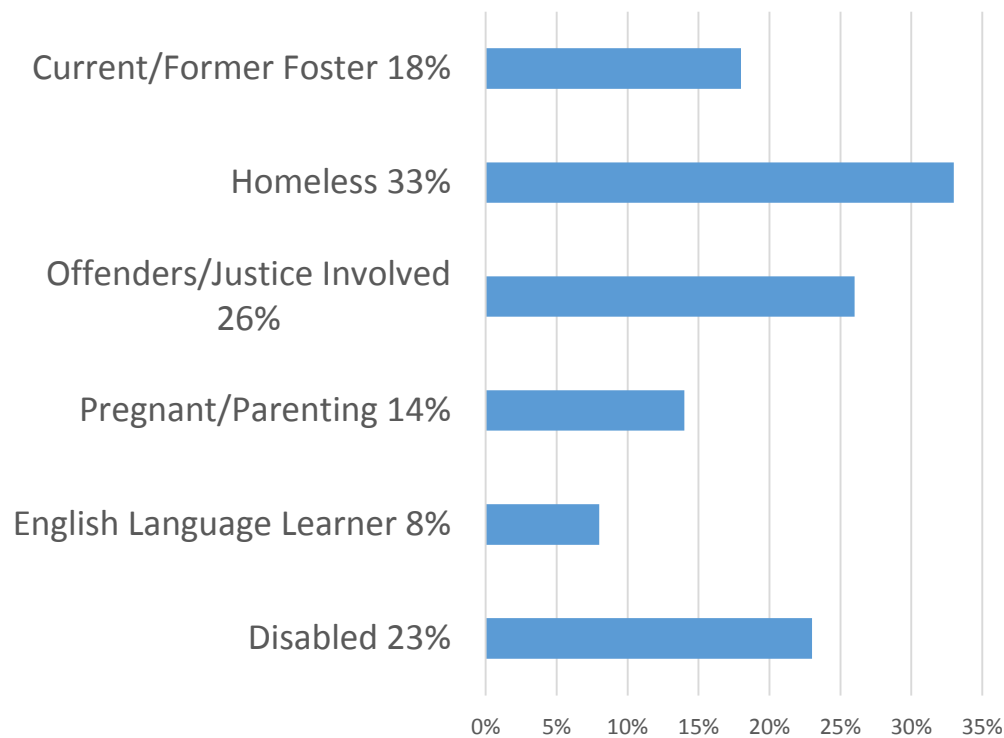
Work Experience/Internships

Geographic Priorities

- East Contra Costa County
- Bay Point
- North Richmond

WIOA Youth Served = 240 youth/young adults with barriers

PY 18-19 WIOA Youth Demographics

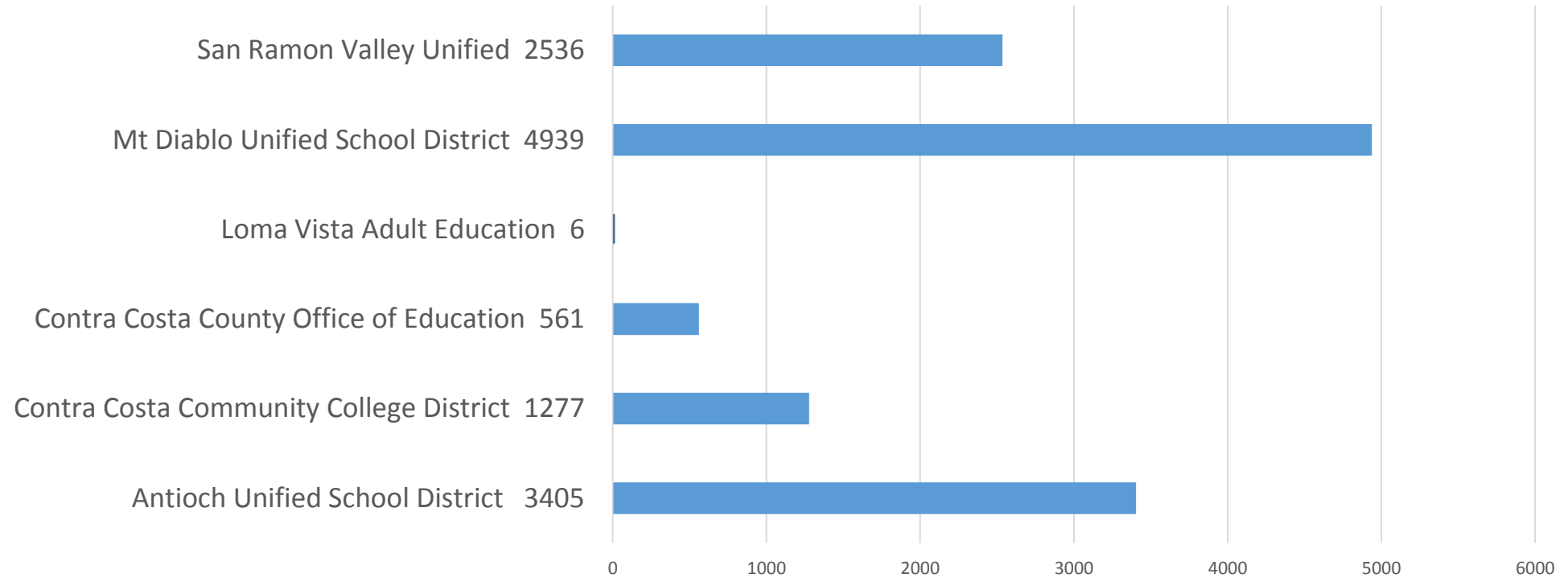


WIOA Service Elements:

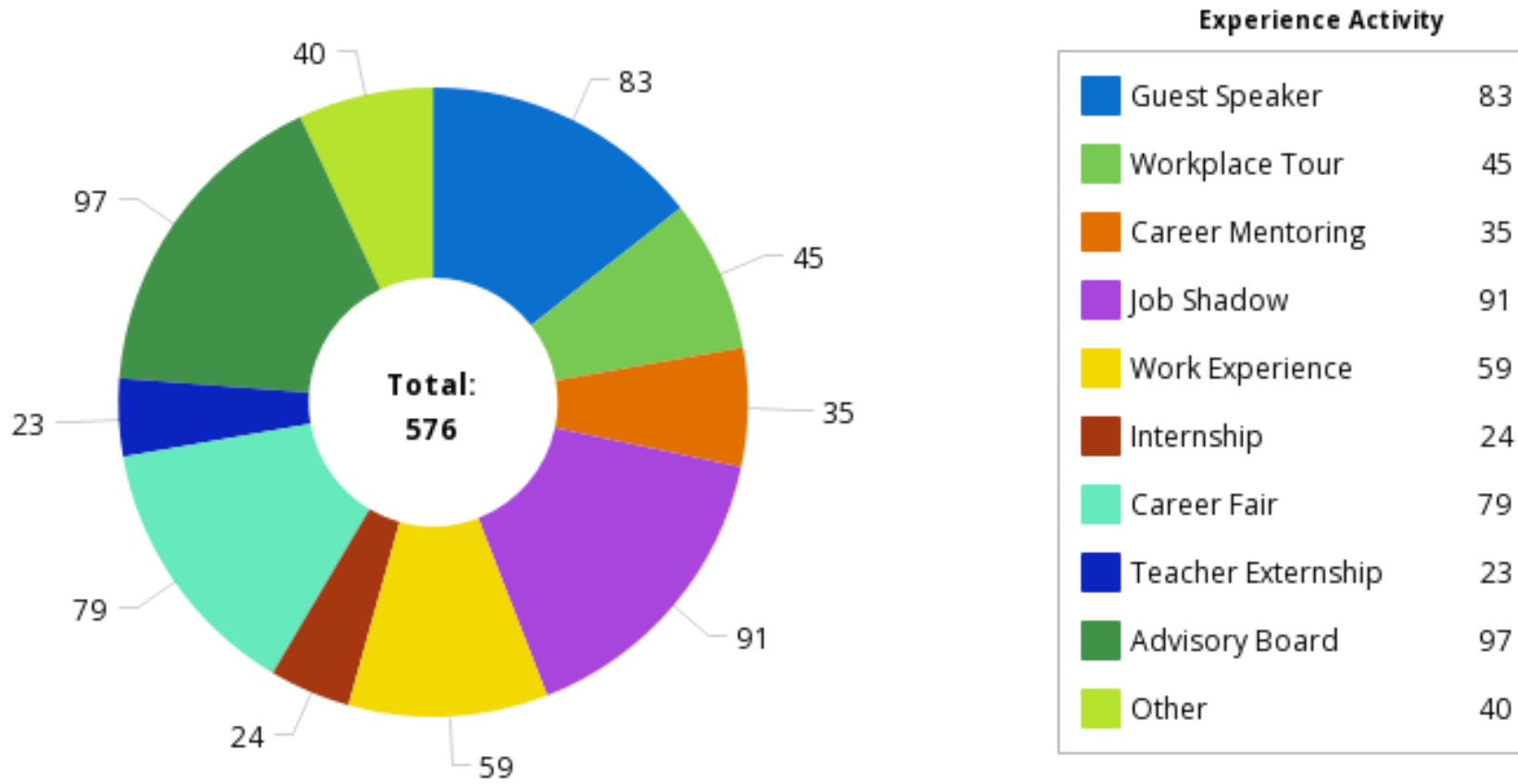
- Tutoring, study skills, and dropout prevention
- Paid and unpaid **work experiences**
- Occupational skills training
- Leadership development
- Supportive services (Transportation, child care, work uniforms, tools, etc.)
- Adult mentoring for 12 months
- Follow-up services for 12 months
- Comprehensive guidance and counseling
- Education offered concurrently with, and in the area context as workforce preparation activities and training
- Financial literacy education*
- Provision of labor market information
- Activities that help youth prepare for and transition to post-secondary education and training
- Entrepreneurial skills training*

Earn & Learn # of Students Served = 12,724

of Students* Participating in Earn & Learn in Contra Costa by School by District or Coordinating Agency



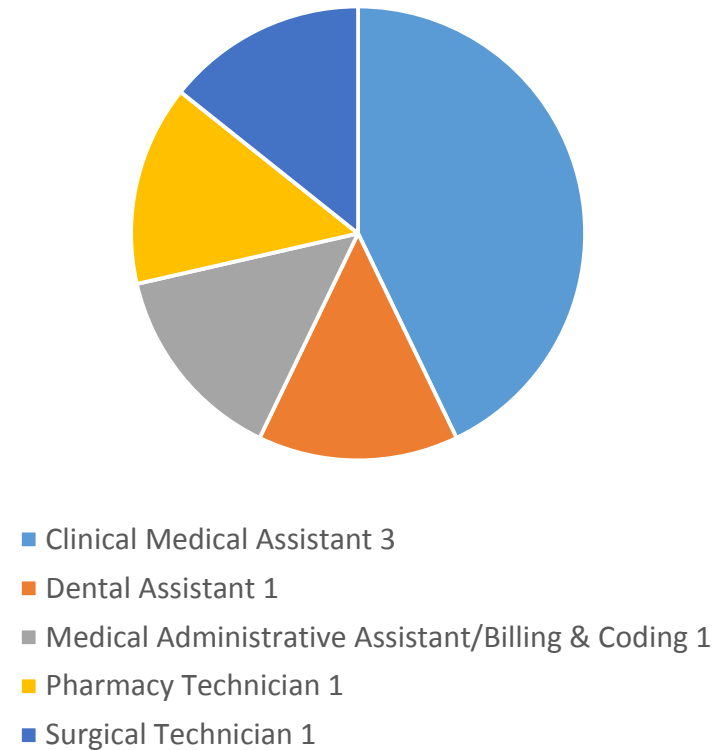
Earn & Learn Activities by Type



WIOA Youth Individual Training Accounts

100% of Youth Occupational Trainings in PY 18-19 took place in the Healthcare sector

Healthcare Trainings by Occupation



WIOA Youth Post Program Outcomes

Negotiated Measure/Benchmark

In Post Secondary training or Employment 2 nd Quarter post exit	66%
In Post-secondary training Employment 4 th Quarter post exit	63%
Credential Attainment Rate	55.6%
Measureable skills Gain	30.77%

Goals for PY 19-20 and Beyond

- I. RFP Release planned for Fall 2019
- II. Transition to new contract cycle (October – September)
 - promotes more substantive summer programming
 - stabilizes budget
 - aligns better with the federal release of funds
- III. Develop Summer Employment program
- IV. Expand Earn & Learn to Out-of-School Youth



**EMPLOYMENT AND HUMAN SERVICES
CONTRA COSTA COUNTY**

TO: Family and Human Services' Committee Members **DATE:** July 29, 2019
David Twa, Contra Costa County Administrator

FR: Kathy Gallagher, Director, Employment and Human Services Department
Kathy Marsh, Director, Children and Family Services Bureau

SUBJECT: Independent Living Skills Program (ILSP)

RECOMMENDATION

Accept this report from the Employment and Human Services Department; and continue to support the Children and Family Services Bureau and its efforts to serve foster youth in the ILSP program.

BACKGROUND

The Omnibus Budget Reconciliation Act of 1993 permanently authorized the Independent Living Program (ILP) which offers training, services and programs to assist current and former foster youth achieve self-sufficiency prior to and after leaving the foster care system. The Chafee Foster Care Independence Program (CFCIP) Act of 1999 (Public Law 106-169), amended Section 477 of the Social Security Act providing more flexibility in the use of ILP funding (see 42 USC 677).

In California, County Welfare Departments have the flexibility to design services to meet a wide range of individual needs and circumstances for current and former foster youth. Every California County operates an ILP. Youth participation is voluntary. Overwhelming evidence supports the fact that youth leaving foster care are in need of greater support as they transition into adulthood. Contra Costa County CFS ILSP designed a service model that includes both group services, events and one on one support. This model has been replicated in other counties throughout California.

In September 2010, Governor Schwarzenegger signed into law Assembly Bill 12, the California Fostering Connections to Success Act. AB12 took effect on January 1, 2012 and allows young adults to be provided transitional support to age 21 and ensure that they are given the necessary skills to survive on their own. It is a voluntary program and youth must meet the criteria to qualify.

The Continuum of Care Reform draws together a series of existing and new reforms to our child welfare services program designed out of an understanding that children who must live apart from their biological parents do best when they are cared for in committed nurturing family homes. Assembly Bill 403 provides



the statutory and policy framework to ensure services and supports provided to the child or youth and his or her family are tailored toward the ultimate goal of maintaining a stable permanent family.

PROGRESS TO DATE:

For the past thirty-one years, the Children and Family Services Bureau of the Employment and Human Services Department has provided services through the Independent Living Skills Program (ILSP). This program educates and supports youth in a wide variety of areas designed to inspire a successful transition to adulthood, and empowers foster youth to become responsible adults. The CCC CFS ILSP Vision statement:

“Our vision is to move every youth from stagnation to motivation, from limitations to possibilities; from dependency to self-sufficiency; from the past to the future.”

ILSP is funded by the federal Title IV-E and state dollars. Contra Costa County ILSP has received many awards and accolades.

ILSP spotlights four core areas called the Four Pillars when providing hands-on, experiential learning experiences. The Four Pillars consist of Education, Employment, Housing and Well Being.

This past fiscal year, six hundred and forty-two (642) individual current and former foster youth were served both individually and in-group settings (i.e. workshops, classes, etc.) One hundred sixty-four (164) of these youth are Non-Minor Dependents. The 642 individual youth served is out of 769 individual youth eligible to participate in ILSP that reside in Contra Costa County.

ILSP PILLAR - HOUSING

Transitional housing for foster youth and emancipated young adults continues to be delivered in Contra Costa County. Two providers contract for the Transitional Housing Placement Program (THPP); serving youth ages 16-18. Five providers contract for the Transitional Housing Program Plus Foster Care (THP+ FC) under AB 12. Contra Costa County also has thirty-three THP+ slots available countywide. Three providers serve emancipated youth, aged 18-24. THP+ provides 24 months of supported housing for youth ages 18-24 who have emancipated from the foster care system at ages 18-21. Housing continues to be a significant challenge for young adults as they emancipate.

ILSP PILLAR- EMPLOYMENT

ILSP has been collaborating with the Workforce Development Board of Contra Costa County to provide employment assistance and training to eligible foster youth via the Workforce Innovative and Opportunities Act (WIOA). We work with the organizations that hold the WIOA contracts. Twenty percent (20%) of the caseloads for these providers have to include the foster care population.



ILSP PILLAR- EDUCATION

ILSP supports and encourages foster youth to stay in school through curriculum that motivates youth to strive towards graduation, pursue a higher education either through college, vocational education or apprenticeships and embrace learning as a lifelong process. This past year, 107 participants graduated from high school and 11 graduated from college. All of the graduates were honored at the 31th Annual ILSP Recognition Event where fifty-three scholarships totaling over seventy thousand dollars, were awarded. ILSP supports the case carrying social workers to identify life-long connections for those youth participating in ILSP.

ILSP provides the extra workshops that provide assistance to youth in their senior year of high school to assist them with fulfilling their goals they have for themselves after graduation.

ILSP has established specialized relationships and collaborations with the following agencies and colleges to provide a seamless transition upon emancipation from foster care: Los Medanos Community College, Job Corps – Treasure Island, Sierra College

ILSP has developed relationships with the following agencies and organizations to serve our foster youth and to support programs and events. The Assistance League of Diablo Valley, Volunteer Emergency Services Team In Action, Inc. (VESTIA), The Orinda Woman’s Club, Honorable Judge Lois Haight Foster Youth Foundation, Volunteers of America Foster A Dream, Suzy Todd Photography, and Friends of ILSP, to name a few.

ILSP WELL-BEING

Youth in foster care often do not experience childhood in the way most children who live with their families of origin do. ILSP provides activities and supportive services to help encourage positive social development and exposure to typical child hood activities. Through a variety of excursions such as outings, foster youth are able to experience fun activities that a typical teenager might, but are also mentored in developing positive social skills and are further engaged in the ILS program. The State of California Department of Social Services has emphasized the importance of supporting the well-being of foster care and ILSP is the perfect mechanism to provide this intervention. The ILSP staff engage youth and motivate them to strive to improve their lives and grow into happy and healthy adults.

ILSP - AFTERCARE

Each year, 100-150 foster youth are eligible to age out of foster care system at age 18 or 19 years old. They have an option to emancipate out of foster care or to remain in under AB 12. ILSP continues to support these youth during and after they make their decision. In addition, VESTIA funds provide supportive services to emancipated foster youth in need or crisis.

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

SUMMARY/CONCLUSION

Youth who emancipate from foster care are expected to become self-sufficient upon emancipation. This entails the ability to maintain stable housing, maintain employment, and maintain one's physical health. Research on the outcomes of emancipated foster youth indicates that this task is difficult for this population.

The Contra Costa County CFS ILSP has upwards of 769 eligible youth each year. This past fiscal year ILSP held eighty-five (85) workshops/events that an average of sixty-four (64) individual youth attended. Six hundred and forty-two (642) individual youth received services this past fiscal year. Much of the work of the ILSP Coordinators and staff is spent cultivating collaborative partnerships with community-based organizations and other foster youth serving groups. Their expertise in engaging youth and motivating them to stay in school, graduate, and obtain life-sustaining employment is critical. The ILSP staff has a unique ability to connect with and engage the youth that are participating and this serves them well when discussing lifelong connections and plans for post foster care. In this era of Community Care reform, ILSP will continue to support the case carrying social workers and youth to identify lifelong connections post foster care.



What is Independent Living Skills (ILSP)?

- Foster Care Independence Act of 1999 (Public Law 106-169)
- Provides training, services, and benefits to assist current and former foster youth in achieving self-sufficiency prior to, and after leaving, the foster care system
- Each county has the flexibility to design services to meet a wide range of individual needs and circumstances.

The Independent Living Skills Program

“Our vision is to move every youth
from stagnation to motivation,
from limitations to possibilities;
from dependency to self-sufficiency;
from the past to the FUTURE.”



ILSP spotlights “The Four Pillars”

- Education
- Employment
- Housing
- Well-Being



Who is Eligible?

- Youth placed in out-of-home care between their 16th and 19th birthday.
- Former dependents who entered into a kinship guardianship at any age and is receiving Kinship Guardianship Assistance Payments (Kin-GAP) at the age between 16 and 18.
- Former dependent who entered into a Non-Related Legal Guardianship (NRLG) after their 8th birthday.

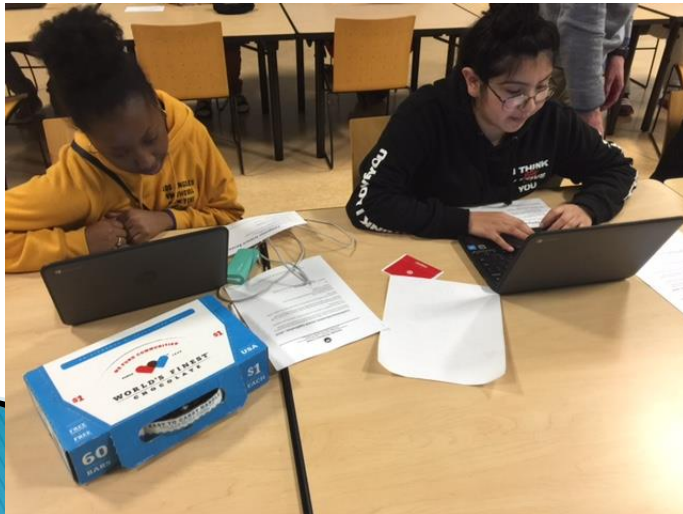
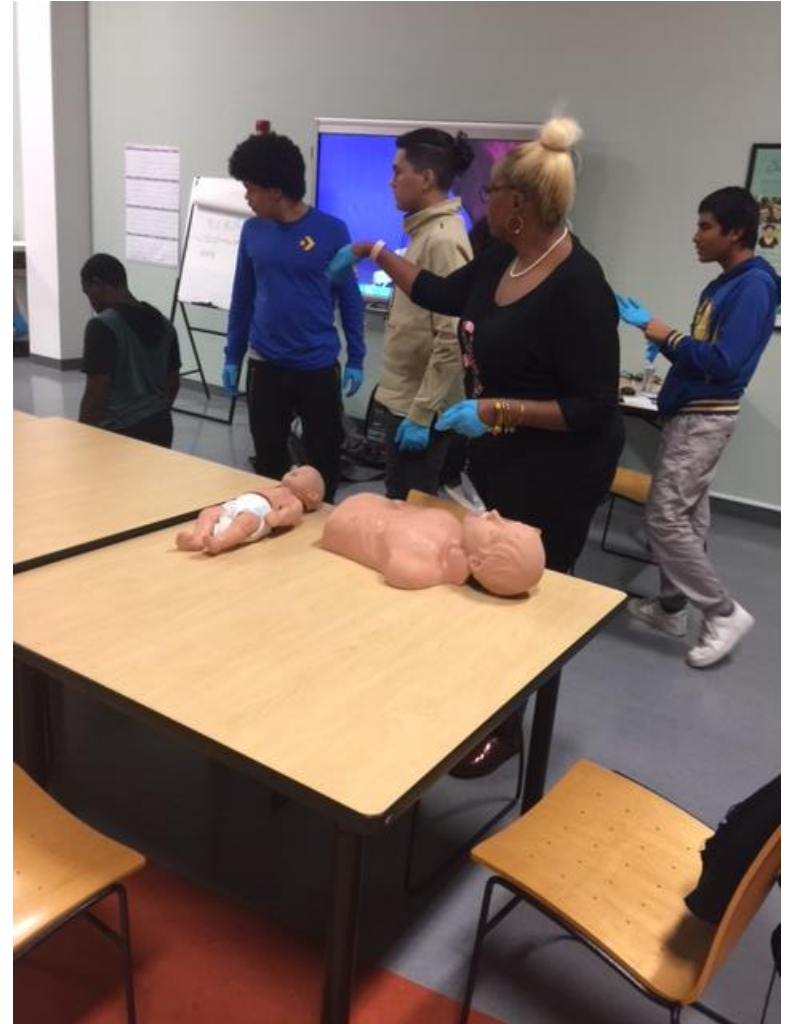


Some of the Services Contra Costa County Provides:

- Daily living skills
- Money management
- Building/developing self-esteem
- Financial support with college or vocational schools
- Educational Resources
- Housing Transitional Housing
- Employment



A Glimpse of ILSP Life Skills Workshops & Events ...



California Youth Connection Day at the Capitol Conference



Senior Kick Off





Fall Retreat





Iron Chef Youth



Foster Youth Conference



2018/2019 Summary

- 642 current and former foster youth served
- 44 THP+ provided transitional housing & support services
- 24 THPP NMD provided transitional housing & support services
- THP+FC is expanding to meet the needs of foster youth
- 125 ILSP youth graduated High School in 2019
- 11 graduated college



31st Annual ILSP Recognition Event





Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

10.

Meeting Date: 07/29/2019

Subject: Annual Activities and Key Accomplishments Report for Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC)

Submitted For: David Twa, County Administrator

Department: County Administrator

Referral No.: #81

Referral Name: Local Child Care & Development Planning - Council Activities

Presenter: Susan Jeong **Contact:** Susan Jeong (925) 942-3413

Referral History:

The Board of Supervisors referred updates on the activities of the Local Planning and Advisory Council for Early Care and Education (LPC) (formerly known as the Local Planning Council for Child Care and Development) to the Family and Human Services Committee (FHS) on January 17, 2006.

The last report was provided to the FHS on July 23, 2018.

Referral Update:

Please see the attached report for an update on the FY 2018/19 activities and key accomplishments of the Local Planning Council as they relate to membership and funding of local child care and development planning in Contra Costa County.

Recommendation(s)/Next Step(s):

ACCEPT attached report on the activities and key accomplishments of the Local Planning and Advisory Council for Early Care and Education during fiscal year 2018-19.

Fiscal Impact (if any):

No fiscal impact.

Attachments

2018/19 LPC Activities Report

Addendum to 2018/19 LPC Activities Report

MEMORANDUM

DATE: July 19, 2019

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

Contra Costa County Office of Education
Lynn Mackey, Contra Costa County Superintendent of Schools

FROM: Susan K. Jeong, LPC Coordinator/Manager, Educational Services

SUBJECT: Annual Activities and Key Accomplishments Report for Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC)

RECOMMENDATION(S):

1) **ACCEPT** the activities report and key accomplishments during fiscal year 2018-2019 for the LPC as they relate to Education Code - *Section 8499.3 – 8499.7*

REASON/S FOR RECOMMENDATION:

Projects and activities of the Contra Costa LPC align with legislative intent for Local Planning Councils to *serve as a forum to address the child care needs of all families and all child care programs, both subsidized and non-subsidized in Contra Costa County* (Ed code Sections 8499.3 and 8499.5).

BACKGROUND:

The Contra Costa County Local Planning and Advisory Council for Early Care and Education (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.

I. SUMMARY OF ACTIVITIES

Hosted the 15th Annual Young Children’s Issues Forum – *Speak Out for Children: Educate and Advocate* on Saturday, March 16, 2019. Over 165 teachers, school administrators, college faculty, community advocates, local government officials, parents, business leaders, state and local legislators attended the Forum held at the Pleasant Hill Community Center, in Pleasant Hill, CA. The topic of focus for this year’s forum was ***Hope Thrives*** to highlight that great opportunity in early care and education with new state leadership that values early learning and recognizing that the workforce and families continue to thrive amidst change. This event continues to be a catalyst to ongoing and active community engagement in the early care and education community. The 15th Annual Forum changed its structure from a full-day to part-day event – to narrow-in on purpose for gathering early educators and also due to continued funding challenges. The 2019 Forum was highly interactive with the audience (mainly early educators) and highlighted the critical importance of recognizing the workforce.

Completed the 2017 - 2027 Countywide Child Care Needs Assessment and Child Care Facility Development Study for Contra Costa County.

Upon completion of the Needs Assessment, the LPC in partnership with the County Office of Education, prepared an Executive Summary which was first shared and distributed at First 5 Contra Costa’s Coffee and Kids event in May 2019.

LPC is collaborating with First 5 Contra Costa, who will be using the LPC’s Countywide Child Care Needs Assessment data to develop an interactive data dashboard on their website. The dashboard is tentatively planned to be ready in late summer/early fall.

Coordinated and Facilitated Quarterly State Funded Program Administrators Network (SFPAN) meetings held at the CCCOE and facilitated by the LPC Coordinator.

The State Funded Administrators Network (SFPAN) convenes 14 agencies that contract with the California Department of Education to provide General Child Care Services for children ages 0-12 and State Preschool services for high need families and children throughout Contra Costa. The SFPAN includes the county’s Head Start and Early Head Start providers and the CalWORKs child care voucher program known as the Alternative Payment Program which includes Stage 1, Stage 2 and Stage 3 families.

Support and Fiscal Consultation/Coaching Services for Administrators of State Funded Programs

- Title 5 contractors with the California Department of Education, Early Learning and Care Division continue to struggle with recruitment and retention of teaching staff. Barriers include finding qualified teachers and low compensation (for some sites, not all). Other local challenges among Title 5 contractors include: lack of available child care facilities and low enrollment.

In 2016 – 2017, the LPC decided to allocate AB 212 funds to “pilot” consultations services to administrators with the goal of improving efficient contract management for full earning of allocation. The consultation services continue (now in its third year) to support programs. In addition, the consultant has helped the LPC in supporting the planning of the County Child Care Subsidy Pilot (AB 435).

AB 435 – Child Care Subsidy Pilot

The Pilot Plan has not been fully approved by CDE and is pending approval of Pilot Reimbursement Rates. This status is the same for more than half of counties who have passed legislation to pilot a localized subsidized child care system. Much of what would have been realized in AB 435 through a local Pilot will take effect through AB 2626. The LPC Coordinator with the Title 5 Consultant continue to work with CDE. A conference call initiated by CDE scheduled for mid-July will discuss the status of the Pilot Reimbursement Rate.

LPC Coordinator is CCCOE’s administrator for the California State Preschool Program (CSPP) QRIS Block Grant and Quality County California (QCC) QRIS Block Grant contracts for Contra Costa County. The LPC is actively involved in the local planning, coordination and implementation of quality improvement services, professional development and growth activities and incentives, and countywide efforts to increase public awareness of “quality indicators” through the *Contra Costa Quality Matters* program.

II. ACCOMPLISHMENTS

Nurture and Retain a Qualified Early Care and Education Workforce

- As in previous years, the LPC has offered multiple professional growth and development services and incentives in Contra Costa County. The LPC was approved by the California Department of Education (CDE) in 2018 -2019 to support teaching staff by providing stipends for participation at various levels and through multiple commitments to participation paid with AB 212 funds. Total stipends issued from AB 212 of \$86,700 were paid to 67 AB 212 eligible staff. The LPC chose to implement the following activities under the sponsorship of AB 212 funding:
 - **Completion of the California Transitional Kindergarten Stipend Program** end in March 2019. Contra Costa County’s total allocation of CTKS funds (\$405,286) was fully expended by March 2019. Please see addendum for a full report.
 - **Professional Development Program (PDP) Services and Incentives:** During fiscal year (FY) 2018-2019, the Contra Costa LPC continued the partnership with First 5 Contra Costa for Professional Development Program funding. During the application period, 94 applications were received from AB 212 educators, including one (1) from a school-age provider. After completing approved PDP activities, a total of 67 AB 212 staff received incentives in one or more components or incentive categories, including 60 participants who demonstrated commitment to remaining employed for more than one year and who additionally received Retention Awards through remaining AB 212 funds. School-age educators were encouraged to apply to AB 212, although requirements were modified according to completion.
 - **Site Supervisor and Director Leadership Learning Community (LLC) -** The LPC was approved to align leadership supports with Contra Costa Quality Matters through LLC activities that would increase the ability of leaders to build awareness of quality

improvement with their site-based staff. As gatekeepers to their staff, leaders are in unique positions to facilitate discussions with staff that could result in revisions in practices and assessments. The engagement with this mixed group of 15 participants allowed for cross-pollination of ideas and strategies that defined the methods in reaching quality and sharing information with staff. Resource publications were provided.

- **Foreign Transcript Evaluation Services continued to be funded and provided through AB212 allocations and were offered in PDP** - Assistance was provided by AB 212 staff to one (1) PDP participant who was not funded for a stipend through AB 212 but who required the staff assistance to meet PDP program requirements. Education completed from higher education institutions from outside the United States supports PDP participants with applying for or advancing on the Child Development Permit or degree completion. Contracted services with Educational Records and Evaluation Services has been provided by the LPC for over ten years.

- **Additional AB 212 Support Services:** As directed through the Professional Development Program (PDP) partnership with First 5 Contra Costa, PDP advisors at each of the three colleges in the Contra Costa Community College District received applications from AB 212 educators for participation and eligibility for stipends. The college advisors provided Information Sessions, education advising towards degrees, regular individual advising sessions, and documentation acceptance from August 2018 through January 15, 2019. AB 212 staff continued to provide the same services at state-funded employment sites, through advising appointments, Child Development Permit application processing and related professional growth advising sessions, and training, as needed, for understanding of renewal requirements for the Child Development Permit and for successful participation in PDP. The AB 212 stipend details for Professional Development Program follow in Table 1 - the number of participants completing each type of professional development and the stipend amounts by category are represented below

- **Permit Applications:** AB 212 staff continued to assist early childhood educators to apply for new, renewal and upgrade Child Development Permit applications and to receive Temporary County Certificates. A total of 127 permit applications were accepted and processed during 2018-2019 with 20 from AB 212 Professional Development Program (PDP) participants. In the past several years, AB 212 staff have seen an increase in online renewals by Contra Costa County early childhood professionals. There seems to be a better understanding of the process for online renewals and many have become more aware of the services, which can be provided online. Recent history has shown that fewer individuals are needing assistance with accessing their Permit information online and may contact AB 212 staff for guidance in making payment, submitting the application for renewal, or editing personal information due to marital status, address changes, or incorrect information. Professional Growth Advising and the development of awareness of that may have also increased this online engagement with the Commission on Teacher Credentialing (CTC).

- **CA Early Care and Educator Workforce Registry (The Registry)** – In 2018-2019, the Contra Costa LPC began coordinating efforts with other stakeholders to increase participation by early care educators in joining The Registry. “The California Department

of Education’s Early Learning and Care Division has been requiring participants of its quality improvement professional development activities to register with the Registry since January 2017. By 2020, all Quality Counts California trainers, coaches, and educators will be required to use the Workforce Registry. Go to <https://caregistry.org> to sign up or update your existing profile.”

- For more information , please refer to <https://caregistry.org/pdf/FAQs.pdf>
- Strategies have been discussed and developed to increase the participation to include uploading professional documents to The Registry in 2019-2020. Currently 185 (unduplicated) educators have joined the Registry and this includes the 67 AB 212 PDP participants who have received stipends or retention awards in 2018-2019, meeting the requirement announced by CDE in 2017.

**2018-2019 Professional Development Program (PDP)
Incentive Summary - Table 1**

Stipend Type and amount	Number per Stipend Type	Total per Stipend Type
Course Completion Stipend = \$600 for 6 units completed	53	\$31,200
Professional Training Hours = \$150 (for completion of 12 or more hours	20	\$ 3,300
Coursework Bonus for completing additional units after first 6 units. \$100 per unit with MAX \$1200	39	\$19,000
Education Milestone M1 - completion of 24 ECE/CD and 16 GE for Teacher Permit = \$300, M2 - completion of AA/AS degree = \$400 M3 -completion of BA/BS =\$500	10 M1 = 1 M2 = 4 M3 = 2	M1 = \$ 300 M2 = \$1,600 M3 = \$1,000
Lost Wages - Completion of lab or community-based supervised field experience which required absence from employment, based on hours completed with MAX \$1250	2	\$2,500
School-Age Course Completion Stipend = \$100 per unit *eligible also for Retention Stipend	1	\$ 300
Retention Stipends R1 = 1 – 5 years = \$150 R2 = 5 – 10 years = \$750 R3 = 10 – 15 years = \$1000 R4 = 15 + years = \$1500	60 R1 = 40* R2 = 6 R3 = 8 R4 = 6	\$27,500
Total stipend types paid to 67 approved and eligible AB 212 participants		\$86,700

Permit Applications Processed During 2018 - 2019 for State-Funded Programs

PDP Participant Permit Level by Job Title								
Job Title	No Permit Yet	Assistant	Associate Teacher	Teacher	Master Teacher	Site Supervisor	Program Director	Total
TAT, Aide, Substitute, or Assistant	16	-	2	2	-	-	-	20
Associate Teacher	1	-	14	4	1	1	-	21
Teacher includes grad tutor, floater teacher		-	3	6	3	4		16
Master/Lead Teacher	-	-	1	1	-	4	2	8
Site Supervisor	-	-	-	-	-	1	-	1
Program Director	-	-	-	-	-	1		1
Total	17	-	20	13	4	11	2	67

Retention by Job Title

PDP Participant Job Title and Years of Employment						
Job Titles	Years of Employment					Totals
	Not provided	< 3 years	3-5 years	5-10 years	More than 10 years	
TAT, Aide, Substitute, or Assistant	-	8	3	3	2	16
Associate Teacher	2	10	2	3	1	18
Teacher includes grad tutor, floater teacher	-	4	5	1	5	15
Master Teacher	-	2	1	2	3	8
Site Supervisor	-	-	-	-	1	1
Program Director	-	-	-	-	1	1

Total - Central	2	24	11	9	13	59
-----------------	---	----	----	---	----	----

III. PROPOSED WORK PLAN/OBJECTIVES FOR 2019 - 2020

The LPC will continue to oversee the design and implementation of the following projects and priority activities:

Plan, Coordinate and Host the 16th Annual Young Children’s Issues Forum – Speak Out for Children: Educate and Advocate scheduled for Saturday, March 14, 2020.

Convene Annual LPC Member Retreat November/December 2019 to begin strategic planning process for Contra Costa County Comprehensive Countywide Early Care and Education Plan for 2020-2025.

Participate, support and align funding goals to support countywide efforts to improve the quality of all Early Care and Education programs through the *Quality Matters*.

Co-sponsor teacher incentives and professional development services offered through Contra Costa County PDP utilizing AB 212 funding and in partnership with First 5 Contra Costa.

Recruit LPC Child Care Consumer representatives through Parent Voices, Head Start, CalWORKs and LPC member networks.

Final Report for the Contra Costa County LPC for Early Care and Education Contra Costa CA Transitional Kindergarten Stipend (CTKS) Project

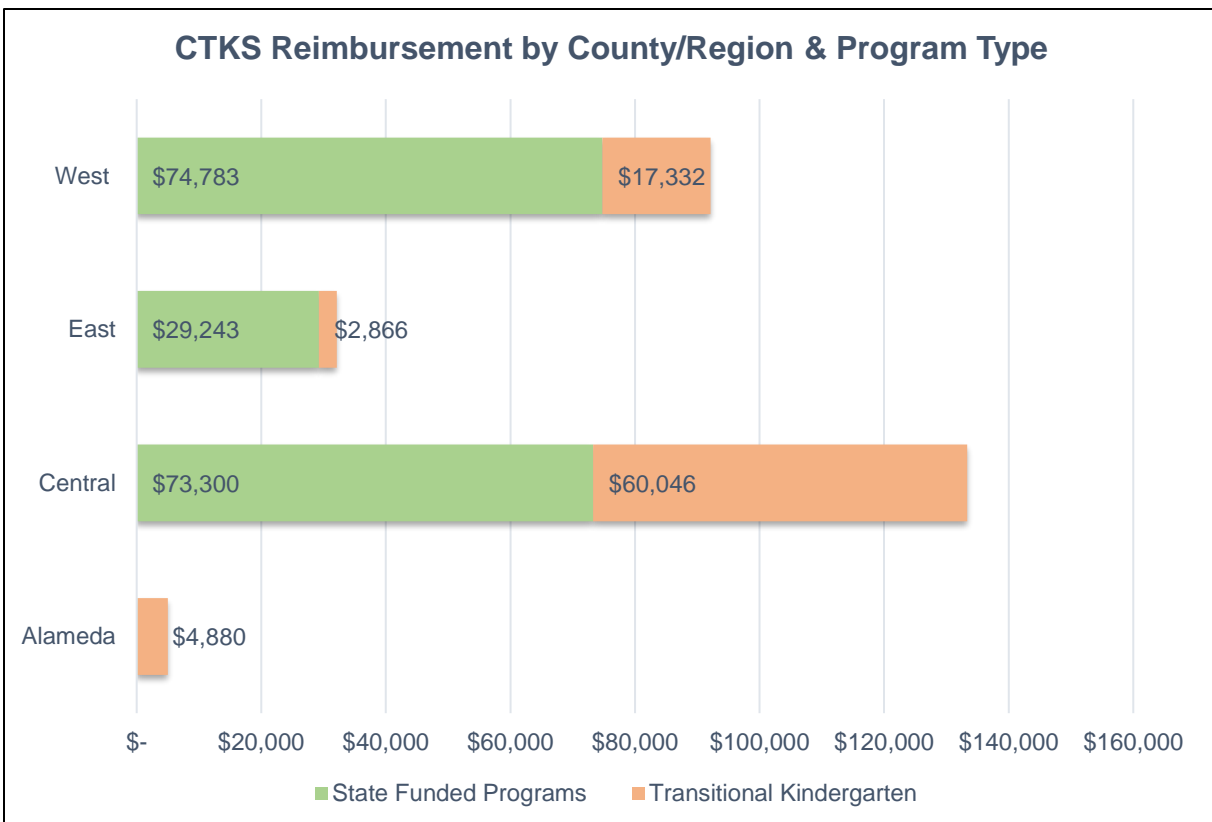
Contractual Updates

- The CTKS grant ended on March 31, 2019.

Participation

- 143 ECE/CD educational and/or professional development reimbursements were issued to 73 (unduplicated number) Transitional Kindergarten (TK) and CA State Preschool Program (CSPP) teachers.
- Of the 73 teachers who received a reimbursement stipend
 - 47 were CSPP teachers
 - 26 were TK teachers (approximately 30% of total TK teachers in Contra Costa; total number includes 2 Alameda County TK Teachers).

The chart below shows the total CTKS reimbursements issued during the grant period (2014-2019) by County/Region and program type.



Total CTKS Reimbursements

- Approximately \$263,000 was reimbursed to 73 CSPP and TK teachers in Contra Costa County (with the exception of two Alameda county TK teachers).
- The average amount of funding per:
 - CSPP teacher was \$2,222
 - TK teacher was \$1,351

The table below shows the percentage of the total CTKS reimbursement amount issued by ED (educational) or PD (professional development) by program type.

Program Type	ED/PD	2016	2017	2018	2019
State Funded Program	ED	60.56%	70.96%	72.60%	53.22%
	PD	0.98%	0.83%	1.33%	0.00%
State Funded Program Total		61.54%	71.80%	73.92%	53.22%
Transitional Kindergarten	ED	32.40%	23.80%	24.41%	45.64%
	PD	6.05%	4.40%	1.67%	1.14%
Transitional Kindergarten Total		38.46%	28.20%	26.08%	46.78%
Grand Total		100.00%	100.00%	100.00%	100.00%

Challenges

- TK teachers, who were credentialed and assigned to teach TK on or before July 1, 2015, were grandfathered into teaching TK classrooms by the District and therefore not required to meet the Early Childhood Education (ECE) and/or Child Development coursework requirement issued by the CDE directly affected the recruitment and participation of TK teachers.
- The upfront costs for ECE coursework and/or professional development activities (CTKS reimbursement requirement) along with the waiting period (approximately 2 months) to receive the actual reimbursement check was a challenge for some of our lower paid CSPP teachers.

Accomplishments

- Allocated CTKS funds (\$405,286) for Contra Costa were fully expended by March 2019.
- The participants benefited from financial assistance for degree attainment and professional development completion.