



It's All About The Kids

**COMMITTEE ROUTING**

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

**Stanislaus County Children and Families Commission  
ACTION AGENDA SUMMARY**

**AGENDA DATE:** May 26, 2009

**COMMISSION AGENDA #** V- B-2

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**SUBJECT:**

Public Hearing on the 2009-2010 Budget and Long Range Financial Plan  
Approval of the 2009-2010 Budget  
Adoption of a Long Range Financial Plan

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**BACKGROUND:**

Annual Budget / Long Range Financial Plan

State law requires the Commission to annually adopt a budget for fiscal year operations (July 1<sup>st</sup> to June 30<sup>th</sup>) and a long-range financial plan. The budget is an estimated spending plan for the funds received by the Stanislaus County Children and Families Commission. Adoption of a budget is the first step in authorizing expenditures to contractors. However, before funds can be disbursed, a contract must be executed between the Commission and the program operator.

By law, the Stanislaus County Board of Supervisors does not have statutory authority to alter, amend, or approve the Commission's budget. The Commission's budget appears in the Stanislaus County budget as an informational item so the Auditor has a legal basis to make Commission expenditures. The filing date for submitting proposed budgets to the County was April 13, 2009. A budget totaling \$11,170,270 was submitted to the CEO's in order to meet the County's deadline. With the uncertainty associated with the May 19<sup>th</sup> special election, the budget submitted to the County for 2009-2010 basically continued Commission operations from 2008-2009. The purpose of the budget submitted to the County was to act as a placeholder until the Commission adopts its budget. Any budget approved by the Commission at this meeting or at subsequent meetings may be incorporated into the County's 2009-2010 budget.

For the most part, the 2009-2010 budget continues program activities from the current year through June 30, 2009. Some of the significant features of the budget and long range financial plan include:

- Revenues are assumed to decrease by 6% due to the new Federal tobacco tax and by an additional 2% due to lower tobacco sales (for a total of 8%).
- First 5 CA will provide its planned share of project costs for the School Readiness and CARES programs.
- The fiscal lead for the FRC/DR project will be assumed by the Commission.
- The allocation for Healthy Cubs has been reduced to actual anticipated expenditures (as calculated by HSA).
- Financial support for the geographic information system has been eliminated.
- RIDE and Infant Safe Sleeping have not been continued into 2009-2010 at the programs' request or proposal.
- Contingencies have been reduced to \$150,000.
- During 2009-2010, contract scopes of work and program designs will be revised to more closely align with the Commission's Strategic Plan. Amended scopes and program changes will be in place for the start of the 2010-2011 fiscal year.
- Expenditures are estimated to be 91% of budget.
- A minimum reserve of 12 months operating costs is maintained.
- \$6,600 has been budgeted to support the development of a report documenting the financial impacts of Prop 10 in the Sacramento region (by county and for the region).

## FRC/DR Contract Awards

The Children and Families Commission, in partnership with the Community Services Agency (CSA), issued Request for Proposal (RFP) #08-68-SAS on January 28, 2009 for the provision of services to children by Family Resource Centers (FRC's) in seven geographic areas of Stanislaus County. The RFP was designed to identify contractors who will provide family support and strengthen services at the community or neighborhood level and promote child abuse/neglect prevention and early intervention programs through the Differential Response (DR) approach.

The Stanislaus County Community Services Agency is making available \$500,000 annually (a total of \$1,500,000) to fund FRC/DR services for a three-year period. The Children and Families Commission will contribute up to \$1,559,357 per year (a total of up to \$4,678,071) for a three-year period. The combined total funding for the three-year contract period is up to \$6,178,071 to provide services in seven geographic areas covering all of Stanislaus County.

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

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

<u>AGENCY</u>	<u>AREA</u>	<u>TOTAL AWARD</u>	<u>COMMISSION SHARE</u>
Aspira	Turlock	\$ 269,335*	\$ 203,942
Center for Human Services	Westside	\$ 223,485*	\$ 169,224
Center for Human Services	Ceres	\$ 204,398*	\$ 154,771
Parent Resource Center	Central Modesto	\$ 575,340*	\$ 435,651
Sierra Vista	North Modesto/Salida	\$ 458,518*	\$ 347,192
Sierra Vista	Hughson	\$ 159,620*	\$ 120,865
Center for Human Services	Oakdale/Riverbank	\$ 168,661*	\$ 127,711
	<b>TOTAL</b>	<b>\$2,059,357</b>	<b>\$1,559,357**</b>

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

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

The Administrative and Finance Committee discussed this item on May 11<sup>th</sup>. The Operations and Executive Committees discussed this item on May 13<sup>th</sup> and 18<sup>th</sup>, respectively.

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### **STAFF RECOMMENDATIONS:**

1. Hear a presentation by staff.
2. Open the Public Hearing and receive comments.
3. Close the Public Hearing.
4. Approve the recommended budget of \$10,820,269 for fiscal year 2009-2010. (During the May 26th Commission meeting, there may be multiple motions to authorize the execution of contracts in order to avoid potential conflicts of interest for commission members).
5. Adopt the financial projections for fiscal years 2009-2010 through 2013-2014 as the Commission's long range financial plan.
6. Authorize staff to submit the proposed budget for inclusion in the County budget.
7. Authorize staff to work with contractors to develop budgets for the amount specified on the attached budget summary.

**Attest:** \_\_\_\_\_  
Erica M. Inacio - Administration

8. Approve three-year agreements with the following agencies for the provision of FRC/DR services and approve annual allocations for each of the three years of the agreement:

<u>AGENCY</u>	<u>AREA</u>	<u>ANNUAL AWARD</u>
Aspira	Turlock	\$ 269,335
Center for Human Services	Westside	\$ 223,485
Center for Human Services	Ceres	\$ 204,398
Parent Resource Center	Central Modesto	\$ 575,340
Sierra Vista	North Modesto, Salida	\$ 458,518
Sierra Vista	Hughson	\$ 159,620
Center for Human Services	Oakdale/Riverbank	\$ 168,661
	<b>TOTAL</b>	<b>\$2,059,357</b>

- Limit the Commission's aggregate share of these contracts to \$1,559,357 annually.
  - Authorize the Executive Director to sign the agreements and any amendments, not to exceed the amounts detailed above.
9. Approve the concept of three-year, three party agreements between the Commission, CSA, and to-be-specified agencies for the provision of FRC/DR services with a total annual contract cost of \$2,059,357 (of which \$1,559,357 annually will be the Commission's share of the contract).
10. Direct staff to work with the Administrative and Finance committee to implement the budget.

**FISCAL IMPACT:**

Approval of the recommended budget will establish a plan to spend \$10,820,269 to support Stanislaus County children 0-5 in fiscal year 2009-2010. Agreements and/or addendums between the Commission and program operators will be executed before funds are disbursed to program operators.

**COMMISSION ACTION:**

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

Ayes: Commissioner(s): \_\_\_\_\_

Noes: Commissioner(s): \_\_\_\_\_

Excused or Absent Commissioner(s): \_\_\_\_\_

Abstaining: Commissioner(s): \_\_\_\_\_

1) \_\_\_\_\_ Approved as recommended.

2) \_\_\_\_\_ Denied.

3) \_\_\_\_\_ Approved as amended.

Motion: \_\_\_\_\_

**Attest:** \_\_\_\_\_  
 Erica M. Inacio - Administration

# 2009-2010 BUDGET ASSUMPTIONS / IMPACTS

May 26, 2009

## Assumptions

1. Revenues are assumed to decrease by 6% due to the new Federal tobacco tax and by an additional 2% due to lower tobacco sales (for a total of 8%).
2. Interest revenue has been calculated at 3% of the fund balance.
3. The fiscal lead for the FRC/DR project will be assumed by the Commission.
4. The allocation for Healthy Cubs has been reduced to actual anticipated expenditures (as calculated by HSA).
5. Financial support for the geographic information system has been eliminated.
6. RIDE and Infant Safe Sleeping have not been continued into 2009-2010 at the programs' request or proposal.
7. After the 2009-2010 fiscal year, the costs of commission staff salaries and benefits have been increased 5% annually.
8. Contingencies have been reduced to \$150,000.
9. The long term financial plan adopted by the Commission in April 2008 is continued for one additional year in the 2009-2010 budget. During 2009-2010, contract scopes of work and program designs will be revised to more closely align with the Commission's Strategic Plan. Amended scopes and program changes will be in place for the start of the 2010-2011 fiscal year.
10. Expenditures are estimated to be 91% of budget.
11. A minimum reserve of 12 months operating costs is maintained.
12. \$6,600 has been budgeted to support the development of a report documenting the financial impact of Prop 10 in Stanislaus County and the Sacramento 9 County region.

**STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION**  
**LONG RANGE FINANCIAL PLAN - FY 2009/2010 through FY 2013/2014**

	FY 09/10 Budget	FY 09/10 Projection	FY 10/11 Projection	FY 11/12 Projection	FY 12/13 Projection	FY 13/14 Projection
<b>1 Beginning Fund Balance</b>	\$ 19,000,000	\$ 19,000,000	\$ 17,383,094	\$ 15,305,347	\$ 12,894,308	\$ 10,188,859
<b>REVENUE</b>						
2 Interest	\$ 570,000	\$ 570,000	\$ 521,493	\$ 459,160	\$ 386,829	\$ 305,666
3 Tobacco Tax (Prop 10)	\$ 6,500,000	\$ 6,500,000	\$ 6,305,000	\$ 6,115,850	\$ 5,932,375	\$ 5,754,403
4 CARES	\$ 30,000	\$ 30,000	-	-	-	-
5 School Readiness Program Matching Funds	\$ 800,908	\$ 800,908	-	-	-	-
6 School Readiness Implementation Funds	\$ 100,000	\$ 100,000	-	-	-	-
<b>7 TOTAL REVENUE</b>	<b>\$ 8,000,908</b>	<b>\$ 8,000,908</b>	<b>\$ 6,826,493</b>	<b>\$ 6,575,010</b>	<b>\$ 6,319,204</b>	<b>\$ 6,060,069</b>
<b>EXPENDITURES</b>						
<b>Program</b>						
8 Contracts	\$ 9,405,051	\$ 8,464,546	\$ 7,790,314	\$ 7,790,314	\$ 7,790,314	\$ 7,790,314
9 Contract Adjustments (TBD)	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
10 Community Conferences	\$ 25,000	\$ 22,750	\$ 22,750	\$ 22,750	\$ 22,750	\$ 22,750
11 Sustainability Training	\$ 88,000	\$ 82,000				
12 Salaries & Benefits	\$ 269,338	\$ 245,098	\$ 257,353	\$ 270,220	\$ 283,732	\$ 297,918
13 Services & Supplies	\$ 66,188	\$ 60,231	\$ 60,231	\$ 60,231	\$ 60,231	\$ 60,231
14 County Cap Charges	\$ 21,948	\$ 19,973	\$ 19,973	\$ 19,973	\$ 19,973	\$ 19,973
<b>15 Total Expenditures - Program</b>	<b>\$ 10,025,525</b>	<b>\$ 8,894,597</b>	<b>\$ 8,150,620</b>	<b>\$ 8,163,487</b>	<b>\$ 8,176,999</b>	<b>\$ 8,191,185</b>
<b>Evaluation</b>						
16 Contracts (SR Evaluation)	\$ 157,006	\$ 142,875	\$ 150,519	\$ 195,564	\$ 195,564	\$ 195,564
17 Salaries & Benefits	\$ 130,821	\$ 119,047	\$ 125,000	\$ 131,250	\$ 137,812	\$ 144,703
18 Services & Supplies	\$ 33,434	\$ 30,425	\$ 30,425	\$ 30,425	\$ 30,425	\$ 35,106
19 County Cap Charges	\$ 10,661	\$ 9,701	\$ 9,701	\$ 9,701	\$ 9,701	\$ 9,701
<b>20 Total Expenditures - Evaluation</b>	<b>\$ 331,922</b>	<b>\$ 302,049</b>	<b>\$ 315,645</b>	<b>\$ 366,941</b>	<b>\$ 373,503</b>	<b>\$ 385,074</b>
<b>Administration</b>						
21 Salaries & Benefits	\$ 369,378	\$ 336,134	\$ 352,941	\$ 370,587	\$ 389,117	\$ 408,573
22 Services & Supplies	\$ 63,343	\$ 57,642	\$ 57,642	\$ 57,642	\$ 57,642	\$ 57,642
23 County Cap Charges	\$ 30,100	\$ 27,391	\$ 27,391	\$ 27,391	\$ 27,391	\$ 27,391
<b>24 Total Expenditures - Administration</b>	<b>\$ 462,822</b>	<b>\$ 421,168</b>	<b>\$ 437,974</b>	<b>\$ 455,621</b>	<b>\$ 474,151</b>	<b>\$ 493,606</b>
<b>25 Total Expenditures</b>	<b>\$ 10,820,269</b>	<b>\$ 9,617,814</b>	<b>\$ 8,904,240</b>	<b>\$ 8,986,049</b>	<b>\$ 9,024,653</b>	<b>\$ 9,069,866</b>
<b>26 NET INCREASE (DECREASE) TO FUND BALANCE</b>	<b>\$ (2,819,361)</b>	<b>\$ (1,616,906)</b>	<b>\$ (2,077,747)</b>	<b>\$ (2,411,039)</b>	<b>\$ (2,705,449)</b>	<b>\$ (3,009,797)</b>
<b>27 ENDING FUND BALANCE</b>	<b>\$ 16,180,639</b>	<b>\$ 17,383,094</b>	<b>\$ 15,305,347</b>	<b>\$ 12,894,308</b>	<b>\$ 10,188,859</b>	<b>\$ 7,179,062</b>

# STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

## 2009/2010 CONTRACT SCHEDULE AND PROJECTIONS

*Note: Yellow shading indicates executed/authorized contracts.*

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

	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14
<b>RESULT AREA 1: Improved Family Functioning (Family Support, Education, and Services)</b>					
<b>Behavioral and Mental Health Services</b>					
1	BHRS	\$ 1,273,009			
2	El Concilio	\$ 225,000			
<b>Community Resource and Referral</b>					
3	211 Project	\$ 197,016			
Family Resource Centers:					
4	Ceres Partnership for Healthy Children	\$ 154,771	\$ 154,771	\$ 154,771	
5	Hughson Family Resource Center	\$ 120,865	\$ 120,865	\$ 120,865	
6	N. Modesto/Salida Family Resource Center	\$ 347,192	\$ 347,192	\$ 347,192	
7	Oakdale/Riverbank Family Resource Center	\$ 127,711	\$ 127,711	\$ 127,711	
8	Parent Resource Center	\$ 435,651	\$ 435,651	\$ 435,651	
9	Turlock Family Resource Center	\$ 203,942	\$ 203,942	\$ 203,942	
10	Westside Family Resource Center	\$ 169,224	\$ 169,224	\$ 169,224	
11	The Bridge	\$ 175,000			
12	Healthy Start Sites	\$ 374,418			
<b>Targeted Intensive Parent Support Services</b>					
13	Children's Crisis Center	\$ 437,200			
14	Laura's House	\$ 18,421			
15	Families In Partnership	\$ 69,420			
16	SAFE Court	\$ 50,000			
<b>Total Area 1:</b>		<b>\$ 4,378,840</b>			
<b>RESULT AREA 2: Improved Child Development (Child Development Services)</b>					
<b>School Readiness Programs</b>					
17	Chatom (1)	\$ 145,480			
18	Keyes (1)	\$ 145,480			
19	Grayson (1)	\$ 195,480			
20	Riverbank (2)	\$ 340,959			
21	Turlock (3)	\$ 436,439			
22	Von Renner (1)	\$ 145,480			
23	Waterford (1)	\$ 145,480			
24	Dental Van	\$ 75,000			
<b>Early Education Provider Programs</b>					
25	YCCD - CARES	\$ 959,323			
<b>Total Area 2:</b>		<b>\$ 2,589,121</b>			
<b>RESULT AREA 3: Improved Health (Health Education and Services)</b>					
<b>Health Access</b>					
26	HSA - Healthy Cubs	\$ 850,240			
<b>Prenatal Care</b>					
27	HSA - Perinatal Home Visitations (HBO)	\$ 1,284,160			
<b>Primary Care Services (Immunizations, Well-Child Checkups)</b>					
28	DMCF - MOMobile#1	\$ 121,050			
<b>Safety Education and Intentional and Unintentional Injury Prevention</b>					
29	CHS - On the Safe Side	\$ 76,929			
30	Shaken Baby Syndrome	\$ 22,333			
<b>Total Area 3:</b>		<b>\$ 2,354,712</b>			
<b>RESULT AREA 4: Improved Systems of Care</b>					
<b>Service Outreach, Planning, Support, and Management</b>					
31	SCOE - Healthy Start Support	\$ 82,378			
<b>Total Area 4:</b>		<b>\$ 82,378</b>			
<b>Estimated Services Contracts</b>		<b>\$ 9,405,051</b>	<b>\$ 8,655,904</b>	<b>\$ 8,655,904</b>	<b>\$ 8,655,904</b>
<b>Evaluation</b>					
32	CSU Stanislaus School Readiness	\$ 150,006			
33	MCS SR Access	\$ 7,000			
<b>Estimated Evaluation Contracts</b>		<b>\$ 157,006</b>			
<b>ESTIMATED TOTAL FOR ALL CONTRACTS</b>		<b>\$ 9,562,057</b>	<b>\$ 8,821,310</b>	<b>\$ 8,870,810</b>	<b>\$ 8,870,810</b>