



Children & Families Commission
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Commission Meeting Minutes
Tuesday, May 23, 2017
Stanislaus County Office of Education
Board Room
1100 "H" Street, Modesto, CA

Members Present: Vicki Bauman, David Cooper, Kathy Harwell (Vice Chair) Denise Hunt, Mary Ann Lee, Nelly Paredes-Walsborn, George Skol (Chair).

Members Absent: Vito Chiesa, Dr. Julie Vaishampayan

Staff Present: David Jones, Executive Director; Veronica Ascencio, Accountant; Stephanie Loomis, Administration; and Tom Boze, Commission Counsel.

- I. Chair Skol called the meeting to order at 4:00 p.m. Commission members, staff, and attendees were introduced and welcomed.
- II. Commission members and attendees recited the Pledge of Allegiance.
- III. Announcement of Commissioner Recusals – Chair Skol informed the audience that during the budget approval process there would be several recusals during discussions and votes on specific programs and recusals would be noted at that time.
- IV. Public Comment Period
 1. Jeri Trainor, Healthy Start Support Coordinator from SCOE, announced her upcoming retirement at the end of June and thanked the Commission for their support of the Healthy Start program. She also introduced her replacement, Erikka Perry.
- V. Consent Calendar

Before the consideration of the Consent Calendar, Commissioner Skol noted he was required by the Brown Act to report that the approval of Agenda Item VI-B confirms the appointment of David Jones to serve as the Executive Director at a starting salary of \$122,000 plus Department Head Benefits as set in the 2017 Benefits Summary. The Consent Calendar was approved.

Motion by Paredes-Walsborn, Second by Lee. Unanimously approved.
- VI. Agenda Items
 - A. The Commission approved the Commission Meeting Minutes of March 28, 2017.
Approved on the consent calendar. Motion by Paredes-Walsborn, Second by Lee. Unanimously approved.
 - B. The Commission approved the appointment of an Executive Director to the Commission.
Approved on the consent calendar. Motion by Paredes-Walsborn, Second by Lee. Unanimously approved.
 - C. Executive Director's Office
 1. State law requires the Commission to annually hold a public hearing before adopting a budget for fiscal year operations (July 1st to June 30th) and before adopting 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 March 27, 2017. A budget totaling \$7,207,107 was submitted to the CEO's office in order to meet the County's deadline. 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 will be incorporated into the County's 2017-2018 budget.

Some of the significant assumptions contained in the budget and long range financial plan include:

- Budgeted revenues are estimated to decrease 10% (\$477,323) between the 2016-2017 budget and the 2017-2018 budget. The decrease is estimated to be 16.8% (\$850,780) below the projected 2016-2017 year end actual revenue. The projected decrease is due to:
 - The impact of Proposition 56 which created an additional \$2 tax on a pack of cigarettes, and to the change of the legal age to purchase tobacco products from 18 to 21. It is anticipated the backfill of this significant decrease of revenue will be received from the State during the 2018-2019 budget year, as backfill is based on the prior year's actual revenue. Declines in revenue are projected to continue in the long range model.
- Budgeted expenses remain relatively flat with a slight increase of \$28,333, from \$7,178,774 in the 2016-2017 budget to \$7,207,107 in the 2017-2018 budget. This would allow the Commission to maintain current service levels.
 - For 2017-2018, a \$508,470 contingency has been established. No funds will be spent from Contingency without the approval of the Commission.
 - Staff salaries are projected to increase by 2.3% in 2017-2018.
- Total 2017-2018 contracts and programs are budgeted at \$6,036,454, which is the same as the fiscal year 2016-2017 budget.
 - The Commission will have 20 contracts with service providers. This is one fewer than the prior year as the Patterson Unified School District will continue to provide Kinder Transition services, but without a contract with the Commission. They are not seeking Commission reimbursement for their program services.
 - While not impacting the Children and Families Commission budget, it is important to note our partners at the Community Services Agency (CSA) are investing an additional \$400,000 per year over the next three-years toward Family Resource Center Differential Response services.

Family Resource Center (FRC)/Differential Response (DR) Contract Awards:

The Children and Families Commission, in partnership with CSA, issued Request for Proposal (RFP) #17-17-FQ on March 2, 2017, for the provision of services to children by

Family Resource Centers (FRCs) in seven geographic areas of Stanislaus County for a three-year period. The RFP was designed to identify contractors who will provide family support, strengthen program services at the community or neighborhood level, and promote child abuse/neglect prevention and early intervention programs through the Differential Response (DR) approach.

CSA is allocating \$900,000 annually (a total of \$2,700,000) to fund FRC/DR services for a three-year period. This is an increase from the \$500,000 annual contribution they have been making. 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 CFC contribution is consistent with previous annual contract commitments. The combined total funding for the three-year contract period is up to \$7,378,071 to provide services in seven geographic areas covering all of Stanislaus County for FRC/DR services.

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

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

AspiraNet	Turlock	\$ 286,518*	\$ 190,415
Center for Human Services	Westside	\$ 294,057*	\$ 237,938
Center for Human Services	Ceres	\$ 264,431*	\$ 163,418
Parent Resource Center	Central Modesto	\$ 619,124*	\$ 350,457
Sierra Vista	North Modesto/Salida	\$ 560,523*	\$ 311,147
Sierra Vista	Hughson	\$ 202,201*	\$ 147,135
Center for Human Services	Oakdale/Riverbank	\$ 232,503*	\$ 158,847
TOTAL		\$2,459,357	\$1,559,357**

* 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.

After the presentation, Chair Skol opened the public hearing at 4:20 p.m. to obtain comments from the audience. Hearing no comments, Chair Skol closed the hearing at 4:21 p.m.

Commissioner Bauman made a motion to:

1. Approve the recommendations on page 10 of the agenda packet
2. Approve the concept of a \$2,459,357 FRC/DR initiative with CSA - with the Commission's share of the program not to exceed \$1,559,357 in 2017-2018
3. Approve the following contract allocation recommendations on page 14 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Program / Agency	Line	Amount
The BRIDGE (Sierra Vista)	Line 9	\$185,000
Family Justice Center	Line 13	\$101,530

La Familia Counseling Program (El Concilio)	Line 14	\$98,000
Zero to Five Early Intervention Partnership (BHRS)	Line 15	\$1,523,009
Kindergarten Readiness Program		
Keyes (Keyes Unified)	Line 16	\$10,000
Riverbank (Riverbank Unified)	Line 17	\$20,000

4. Approve a \$2,459,357 FRC /DR initiative with the Community Services Agency (CSA), with the Commission’s share of the program not to exceed \$1,559,357 in 2017-2018. Authorize the ED to sign 3-way contracts with CSA and the following agencies in the following contract amounts:

Program / Agency	Total Contract Amount	Commission Share
Ceres Partnership for Healthy Children (Center for Human Services)	\$264,431	\$163,418
Hughson FRC (Sierra Vista)	\$202,201	\$147,135
N. Modesto / Salida FRC (Sierra Vista)	\$560,523	\$311,147
Oakdale / Riverbank FRC (Center for Human Services)	\$232,503	\$158,847
Parent Resource Center for Central Modesto	\$619,124	\$350,457
Turlock FRC (AspiraNet)	\$286,518	\$190,415
Westside FRC (Center for Human Services)	\$294,057	\$237,938
Total	\$2,459,357	\$1,559,357

Motion by Commissioner Bauman, Second by Commissioner Hunt. Unanimously approved. Motion carried: 7-0

Prior to the next motion being made, Commissioner Harwell announced her recusals and left the room.

Commissioner Cooper made a motion to:

1. Approve the following contract allocation recommendation on page 14 of the agenda packet and authorize the ED to negotiate and execute the contract:

Program / Agency	Line	Amount
211 Project (United Way of Stanislaus County)	Line 1	\$80,000

Motion by Commissioner Cooper, Second by Commissioner Lee. Unanimously approved. Motion carried: 6-0. Abstained: 1 (Harwell)

Prior to the next motion being made, Commissioner Harwell returned and Commissioner Skol announced his recusals and left the room.

Commissioner Bauman made a motion to:

1. Approve the following contract allocation recommendations on page 14 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Program / Agency	Line	Amount
Children’s Crisis Center	Line 11	\$460,000
Court Appointed Special Advocates (CASA)	Line 12	\$60,000

Motion by Commissioner Bauman, Second by Commissioner Hunt. Unanimously approved. Motion carried: 6-0. Abstained: 1 (Skol)

Prior to the next motion being made, Commissioner Skol returned and Commissioner Bauman announced her recusals and left the room.

Commissioner Harwell made a motion to:

1. Approve the following contract allocation recommendations on page 14 of the agenda packet and authorize the ED to negotiate and execute the contracts:

Program / Agency	Line	Amount
Healthy Start Sites (SCOE)	Line 10	\$416,020
Healthy Start Support (SCOE)	Line 22	\$82,378

Motion by Commissioner Harwell, Second by Commissioner Cooper. Unanimously approved. Motion carried: 6-0. Abstained: 1 (Bauman)

Prior to the next motion being made, Commissioner Bauman returned and Commissioner Lee announced her recusals and left the room.

Commissioner Cooper made a motion to:

1. Approve the following contract allocation recommendations on page 14 of the agenda packet and authorize the ED to negotiate and execute the following contracts:

Program / Agency	Line	Amount
Healthy Cubs (Health Services Agency)	Line 19	\$50,000
Perinatal Home Visitation – HBO (Health Services Agency)	Line 20	\$1,339,160
Dental Education (Health Services Agency)	Line 21	\$30,000

Motion by Commissioner Cooper, Second by Commissioner Paredes-Walsborn. Unanimously approved. Motion carried: 6-0. Abstained: 1 (Lee)

Following the vote, Commissioners Lee returned to the room.

2. Section 130140 of the California Health and Safety Code requires that each county commission conduct an annual review of their strategic plan. Should a Commission decide to adopt a strategic plan or amend its existing strategic plan, at least one public hearing is to be held before a plan or an amendment to a plan is adopted. The 2015-2017 Strategic Plan was adopted by the Stanislaus County Children and Families Commission on December 9, 2014.

As part of the Strategic Plan annual review, staff shared a comparison of the data reported in the Plan when it was published and current figures.

Commissioners discussed the Plan and thanked Stephanie Loomis for her presentation and leading the Commission through its review of the 2015-2017 Strategic Plan.

- D. Committee Reports – **Approved on the Consent Calendar. Motion by Paredes-Walsborn, Second by Lee. Unanimously approved.**

1. The Commission accepted the minutes for the Administrative Committee meeting held on May 08, 2017 – including the Monthly Contract Financial Report as of March 31, 2017 and the Quarterly Financial Report through March 2017.
2. The Commission accepted the minutes for the Operations Committee meeting held on May 11, 2017.

II. Correspondence – None.

III. Commissioner Reports – None.

IV. Staff Reports

- David thanked the Community Services Agency and the General Services Agency for their participation and assistance in the Family Resource Center (FRC) Request for Proposal process. He also recognized and thanked Mariposa County Community Services Agency, First 5 San Joaquin, and County Probation for their help reviewing and evaluating the FRC proposals received.
- David noted several upcoming events, including the Early Care and Education Conference on August 26, 2017, the First 5 Summit in November 2017, and the Child Health, Education and Care Summit in April 2018.

V. The Commission meeting adjourned at 4:38 p.m.



**STANISLAUS COUNTY
DEPARTMENT HEADS
2017 BENEFIT SUMMARY**

TYPE	SEMI-MONTHLY PREMIUMS	DESCRIPTION	SUBJECT TO TAXES
MEDICAL INSURANCE STANISLAUS COUNTY PARTNERS IN HEALTH (SCPH) OR ANTHEM BLUECROSS Medical Plan Carrier is based on employee's zip code. See Employee Benefit Guide for zip code list.	HDHP WITH HSA Employee Only \$320.74 Employee+1 \$641.48 Family \$866.02 EPO Employee Only \$383.52 Employee + 1 \$767.03 Family \$1,035.50 Health Savings Account (HSA) funded by the County: \$1,250 single per year \$2,100 family per year	Employee/dependent HDHP coverage paid at 95%. Employee/dependent EPO coverage paid at 80%. Employees working a benefitted percentage schedule will have a reduced employer contribution toward health insurance benefits. 30-34 hours/week = 75% of the employer contribution 35-39 hours/week = 90% of the employer contribution. Employee share will be deducted semi-monthly before tax from paycheck. \$75.00 semi-monthly medical waive credit provided with proof of other coverage.	Premium Federal/State—No FICA/Medicare—No Retirement Contributable—No Waive Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—Yes
DENTAL INSURANCE DELTA DENTAL	CORE PLAN Employee Only \$18.25 Employee + 1 \$36.50 Family \$62.53 BUYUP PLAN Employee Only \$32.89 Employee + 1 \$65.79 Family \$112.70	Employee/dependent Dental coverage paid at 80% of the Core Plan. Employees working a benefitted percentage schedule will have a reduced contribution toward health insurance benefits.	Premium Federal/State—No FICA/Medicare—No Retirement Contributable—No
VISION INSURANCE VSP	CHOICE PLAN Employee Only \$4.28 Employee + 1 \$8.27 Family \$11.67	Employee/dependent Vision coverage paid at 80%. Employees working a benefitted percentage schedule will have a reduced contribution toward health insurance benefits.	Premium Federal/State—No FICA/Medicare—No Retirement Contributable—No
SUPPLEMENTAL EMPLOYEE AND SPOUSAL TERM AD&D LIFE INSURANCE AND CHILD TERM LIFE INSURANCE VOYA/RELIASTAR	Opt. 1 - \$20,000 - \$ 2.25 EE and SP Opt. 2 - \$30,000 - \$ 3.38 EE and SP Opt. 3 - \$50,000 - \$ 5.63 EE Only Opt. 4 - \$100,000- \$11.25 EE Only Opt. 5 - \$150,000- \$16.88 EE Only Opt. 6 - \$200,000- \$22.50 EE Only Opt. 7 - \$250,000- \$28.13 EE Only Opt. 8 - \$300,000- \$33.75 EE Only Opt. 1 - \$10,000 - \$ 1.25 CH Only	This is a voluntary benefit offered to employees with two options available for spouses. All premiums will be deducted semi-monthly after tax from employee paycheck.	Premium Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—No
BASIC TERM AD&D LIFE INSURANCE VOYA/RELIASTAR	Regular Employee Basic Term Life \$30,000 - \$1.58	County pays 100% of Basic Term Life and AD&D insurance premiums.	Premium Federal/State—No FICA/Medicare—No Retirement Contributable—No
ACCIDENT AND CRITICAL ILLNESS INSURANCE VOYA/RELIASTAR	See Employee Benefit Guide for Rates.	These are voluntary benefits offered to employees and their dependents. All premiums will be deducted semi-monthly after tax from paycheck.	Premium Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—No

TYPE	BIWEEKLY	DESCRIPTION	SUBJECT TO TAXES
VACATION ACCRUAL	4.62 hours biweekly first year. 6.16 hours biweekly beginning 2 nd - 20 th year. 7.70 hours biweekly beginning 21 st + years. Prorated if work less than 80 hours base. Maximum of 800 hours plus one year accruals or their actual balance on 12/15/95 if more than 800 hours.	120 hours—3 weeks annually 160 hours—4 weeks annually 200 hours—5 weeks annually	Taxed when time is used. Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—Yes
VACATION FLOATS	1.24 hours biweekly - Posted as part of per pay period vacation accrual.	32 hours total annually - additional vacation included in biweekly accruals.	Taxed when time is used. Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—Yes
ANNUAL VACATION CASH OUT ALLOWANCE		Twice in any 12 month period contingent upon departmental budget/approval and Ventura limitation.	Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—Yes
TERM VACATION CASH OUT		Balance of hours paid at termination.	Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—No
MANAGEMENT LEAVE		56 hours per year, no carry over, no cash out. Use it or lose it. Prorated for new Department Head.	Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—Yes
SICK LEAVE ACCRUAL	3.7 hours per pay period. Prorated if work less than 80 hours base.	96.20 hours annually.	Taxed when time is used. Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—Yes
TERM SICK LEAVE CASH OUT		0% - Less than one year of service. 25% - Over one year of service. 75% - Upon retirement (service or disability) or death up to 600 hours or individual maximum set in 11/9/94 and 1/18/95. Employees receive hour for hour retirement service credit for any sick leave above 600 hours or their personal maximum amount.	Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—No
SICK LEAVE CONVERSION		Convert sick leave to vacation time at open enrollment. Rate = 40%. Remaining sick leave balance = 500 hours.	Taxed when time is used. Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—Yes
DEFERRED COMPENSATION	2.0% of base wages.	County pays 2.0% of employee's base wages to designated deferred compensation plan.	Federal/State—No FICA/Medicare—No Retirement Contributable—Yes
PROFESSIONAL DEVELOPMENT	\$1,200 annually (fiscal year).	Reimbursement allowance to assist eligible employees in achieving professional and educational growth related to their professional position. The allowance covers work-related expenditures such as classes and seminars, professional memberships, registration fees, educational materials, tools, and equipment. See policy for further details.	Reimbursement can be either: Taxable Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—No Non-Taxable Federal/State—No FICA/Medicare—No Retirement Contributable—No
SHORT TERM DISABILITY		Waiting period—30 days. On day 31 receive 50% biweekly salary for eleven months when completely disabled.	Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—Yes
LONG TERM DISABILITY		60% to a maximum of \$6,000 per month. Waiting period—365 days.	Premium Federal/State—No FICA/Medicare—Yes Retirement Contributable—No
CAR ALLOWANCE	\$184.62 per pay period, plus mileage.	\$4,800 annually	Federal/State—Yes FICA/Medicare—Yes Retirement Contributable—Yes
MOVING ALLOWANCE	Recruited from out-of-County up to \$3,000. Paid by the Department.	See Personnel Policy Tab 12.	See IRS publication 521.