



**California Child and Family Services Review
System Improvement Plan 2010-2013**

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A. The SIP Narrative

Introduction

Historically, the effectiveness of child welfare services across the country was heavily reliant upon anecdotal evidence. It was very difficult to point to empirical data to measure whether the services being provided by child welfare staff were actually making any difference for the children and families they were designed to serve on anything other than an individual case basis.

Pursuant to AB636, effective January 2004, a new Child Welfare Services Outcome and Accountability System was implemented in California. It focuses primarily on data analysis and measuring outcomes in the areas of Safety, Permanence and Child and Family Well-Being. The system is based upon a philosophy of continuous quality improvement, interagency partnerships, community involvement and public reporting of program outcomes.

This new California Outcomes and Accountability System (CAOS), previously known as the California Child and Family Services Review (C-CFSR), includes three process components which together provide a comprehensive picture of county child welfare practices. The Peer Quality Case Review (PQCR) is the first component of the process, followed by the County Self Assessment (CSA) and finally the development of the county System Improvement Plan (SIP). Counties are expected to partner with their community and prevention partners to develop a SIP that focuses on service to families from prevention through the continuum of care.

Until 2008, there was a similar but separate planning process in place required for counties receiving funding through the Office of Child Abuse Prevention (OCAP). In recognition of the fact that these two parallel processes were duplicative and required the involvement of many of the same community partners, the state and counties agreed to merge the two planning processes. Thus, in June 2008, the California Department of Social Services (CDSS) issued an All County Information Notice (01-41-08) introducing new guidelines to integrate the COAS with the OCAP plan for counties like Napa County who receive Child Abuse Prevention, Intervention and Treatment (CAPIT), Community Based Child Abuse Prevention (CBCAP), and/or Promoting Safe and Stable Families (PSSF) funding.

The SIP serves as the operational agreement between the county and state, outlining how the county will improve its system to provide better outcomes for children, youth and families. Quarterly county data reports are the mechanism for tracking a county's progress.

In the Napa County, Health and Human Services Agency, Child Welfare Services Division (CWS) is the primary entity for providing child welfare services to families experiencing child abuse and neglect. The Probation Department is the responsible for providing services to children/youth involved in the juvenile delinquency system and placed in out-of-home care. Prevention services funded through OCAP are provided by

Community Based providers under contract with Health and Human Services, which is the entity designated by the Board of Supervisors to administer these funds.

The County of Napa 2010-2013 System Improvement Plan (SIP) report includes two parts as prescribed, in addition to this narrative:

- Part 1 – This section of the SIP includes the CWS/Probation narrative, the SIP matrix and the Child Welfare Services Outcome Improvement Project (CWSOIP) narrative. This section of the SIP explains the basis how outcomes targeted for improvement and program development were selected by Child Welfare Services and Probation for the 2010-2013 SIP. The matrix specifically outlines the outcome improvement goals, strategies, milestones, timelines and assigned leads.
- Part II – This section focuses on community child abuse prevention efforts and includes the CAPIT/CBCAP/PSSF narrative and three year plan to meet the requirements for counties seeking CAPIT/CBCAP/PSSF funds administered through OCAP.

This year's SIP process would not have been possible without the assistance and contributions of all CWS stakeholders that participated any or all of the three activities that informed this year's SIP development process. A complete list of all SIP participants is included in this report. As required, the 2010-2013 County SIP and CAPIT/CBCAP/PSSF 3-Year Plan is being submitted to the Board of Supervisors (BOS) for approval prior to the final submission to the CDSS. Board approval verifies that public, private and community partners were involved in the development of these reports.

1. Process used to conduct the SIP:

In April 2009, we undertook the Peer Quality Case Review (PQCR). We examined how we are meeting the safety, permanency and well-being needs of older youth in our county who are in either the child welfare system or juvenile probation system. Child Welfare and Probation chose the same focus area "Transitioning Aged Youth". The PQCR gathered information utilizing interviews, focus groups, literature review and data analysis. Former foster youth played a unique and important role in our county's PQCR. They were equal partners in the planning process, interview process and the development of the recommendations from the PQCR.

In July 2009, Napa County initiated the County Self Assessment (CSA) process to evaluate the effectiveness of child welfare services as well as of the OCAP funded prevention services provided to families in our community. A group of over seventy stakeholders came together including agency staff from Child Welfare Services and Probation, community partners, foster parents, birth parents, youth and partners from the California Department of Social Services. The charge to the group was to review and analyze performance data, identify strengths and challenges and offer recommendations.

The CSA process consisted of discussion regarding: county demographics; participation rates in child welfare and probation; safety, permanency and well being outcomes; public agency collaborations; service array and responsiveness to the community. It was viewed through the lens of prevention, intervention and treatment across the continuum of care.

In October 2009, the System Improvement Planning process was initiated. The same group of stakeholders who participated in the CSA process met to determine what outcomes and related strategies should be chosen to include in the SIP. All of this information, coupled with recommendations made by the PQCR, was further honed by the CWS Children's Leadership Team and Probation Department. To assure that the process was unfolding correctly, our partners at CDSS were involved. In addition, surveys were sent to stakeholders to gather additional feedback and information.

Data was used in the PQCR, CSA and SIP to inform the processes. Readers should be aware that the total number of children in Napa County's Child Welfare System is relatively small. Therefore, few occurrences in a given indicator can affect what appears to be a significant change in the percentage.

All data was extracted from the Center for Social Services Research: Needell, B., Webster, D., Armijo, M., Lee, S., Dawson, W., Magruder, J., Exel, M., Glasser, T., Williams, D., Zimmerman, K., Simon, V., Putnam-Hornstein, E., Frerer, K., Cuccaro-Alamin, S., Winn, A., Lou, C., & Peng, C (2009). *Child Welfare Services Report for California*. Retrieved July 2009, from University of California at Berkeley Center for Social Services Research website. URL: http://cssr.berkeley.edu/ucb_childwelfare It should also be noted as identified by the Center for Social Services Research "that a change on one outcome may affect other outcomes. For example diverting children from out of home care would increase reunification rates but the children remaining in placement are more troubled, likely to have worse well being outcomes and longer lengths of stay rates." As we move to improve all of our outcomes, we must be constantly looking at how they impact one another and continue to have a systems view.

2. Selection of outcomes needing improvement:

CDSS recommends that counties choose three to four outcome or systemic factors for specific improvement strategies in the SIP. Initially our planning team wanted to include many more outcomes in the SIP. Even though we were performing above the federal standard, we wanted to assure that these outcomes continue as a focus. After several meetings and guidance from CDSS, four outcomes were selected for the focus of this SIP. Among the areas deleted from early SIP drafts were those related to timely investigations of child abuse and monthly face to face contacts between social workers and children in foster care. After some debate, we felt comfortable deleting these items because we consistently meet or exceed state and federal performance standards in these areas. In addition, as a result of our focus on this in our last SIP, we have institutional infrastructure to carefully monitor these measures on an ongoing basis.

As reported in the CSA, our county has a comprehensive Quality Assurance system. Probation does monthly QA of all juvenile placement cases. There is close review of all IV-E requirements, probation officer contacts with youth and parents as well as case plan and review schedules.

Quality assurance regarding child welfare services is conducted both within the division and externally through the Quality Management Division of Health and Human Services. Within the division, the Children's Leadership Team (all the managers, supervisors and analysts) reviews identified performance indicators on a monthly basis. Among the data reports monitored in key areas are: Timely Investigations, Monthly Face-to-Face Contacts, Timely Case Plans, Parent Signatures on Case Plans, Relative Approvals, Transitional Independent Living Plans and ILP Delivered Services. On a quarterly basis, the month following the receipt of the UC Berkeley Center for Social Services Research Quarterly Data Report, the assigned analyst presents the data and trends, identifying any areas of concern. Action plans are developed as needed. Quality Management staff also monitors and tracks progress on key program elements, reporting those to the HHS Director and ultimately to the County Executive Officer.

With this comprehensive QA system in place it was determined to focus on the outcomes in our SIP where either the risk to basic child safety is high and/or we are below the Federal outcome standard.

The four outcomes that were identified for focus in our 2010-2013 SIP are:

- S.1.1 Safety Outcome: No Recurrence of Maltreatment**
- C.1.1 Permanence Outcome: Reunification Within 12 Months**
- C2.1 Permanence Outcome: Adoption Within 24 Months**
- C4.3 Permanence Outcome: Placement Stability of children and youth in care at least 24 months.**

3. Identify improvement targets and goals:

The goal for each of the Outcomes identified for inclusion in this plan is to meet the Federal Standard Areas before or by April 2013.

4, 5, 6. Summary of current research available via literature review; Current activities in place or partially implemented; and New activities that will impact outcomes:

Literature reviews synthesize recent research and summarize themes, trends, best practices and gaps in the information available on a specific topic. For managers and administrators in child welfare, literature reviews can provide valuable information about key factors related to system improvement:

- social work models and evidence based practice associated with improvement in specific child welfare outcomes;
- social work practices associated with barriers to improved outcomes;
- organizational elements associated with improved outcomes.

Two literature reviews pertinent to our outcomes were found at <http://www.childsworld.ca.gov/res/pdf/FactorsCharacteristics.pdf>, <http://www.childsworld.ca.gov/res/pdf/AchievingPermanency.pdf> and <http://humanservices.ucdavis.edu/academy/>. "Factors, Characteristics, and Promising

Practices Related to Reunification and Re-entry" and "Achieving Permanency for Children: Timely Adoption in Child Welfare Services." As part of our PQCR process, a literature review was conducted regarding successful emancipation strategies and this can be found in Appendix A.

One of the advantages of being a small county is our ability to make significant changes in a relatively short time frame. Although the SIP is not due to be finalized until April 2010, many strategies have begun to be addressed by the assignment of a lead and/or formation of work groups. In some cases, recommendations were seen as so important that planning began immediately and have been or at the nearing of implementation. An example of this is mental health screening and services for youth in the CWS/Probation systems. This was identified in the PQCR and CSA as a barrier to well-being. Napa is now very close to implementing Universal Mental Health Screening for all children and youth entering foster care.

S.1.1 No Recurrence of Maltreatment

Any recurrence of maltreatment is unacceptable in our community and we need to continually focus with all our stakeholders on this outcome. Strategies that will be fully developed and implemented over the next three years:

- ✓ Expand the use of Family Meetings throughout the life of a case, including at removal and pivotal moments in the life of a child's case. Some of the goals of this strategy are: creation of a safety plan to avoid removal of children; identification of relative placements and placements in the child's neighborhood/community and placement stability.
- ✓ Home visitation program will continue to be a major prevention program to meet the needs of families.
- ✓ Develop a policy and practice for supervisors and social workers to meet prior to any case closure.
- ✓ Standardize the Family Preservation Program.
- ✓ Increase the amount of Mandated Reporter training provided in the community.

C1.1 Timely Reunification:

The literature review pointed to the importance of children in placement continuing to live within the same neighborhood or community. When parents/caregivers can maintain consistent and frequent visits and when services are directed at enhancing and/or improving the parent child relationship, reunification is more probable (Kimberlin et al., 2009). In contrast, key factors associated with re-entry into foster care include children with behavioral or health issues, placement into non-relative foster care, placement instability, parental mental illness, substance abuse, parental poverty, parental ambivalence about reunification, the amount of family coherence at the time of separation, and previous failed reunification attempts." (Page 5)

To that end it was decided that the following strategies regarding reunification would be identified in the SIP. Strategies will be fully developed and implemented over the next three years.

- ✓ Full utilization across the continuum of the case of a safety, risk and protective capacity assessment tool that can be used to identify the risk factors of the family, including the ones mentioned above - behavioral or health issues, mental illness, substance abuse, parental ambivalence about reunification, family coherence and failed reunification attempts.
- ✓ Develop and implement an effective Evidence Based Program for visitation.
- ✓ Implement "icebreaker meetings" (first meeting between birth parent/foster parent) to increase collaboration between the foster parent and birth parent.
- ✓ Implement Family Meetings throughout the life of a case, including removal and pivotal moments in the life of a case. Some of the goals of this strategy, such as using these meeting to identify relative placements, support placement stability.
- ✓ Increase the use of home visitation program.
- ✓ Strengthen collaborative relationships with the Latino Community, including Up Valley and American Canyon. This strategy supports families in their communities and providing services to enhance and improve the parent child relationship.
- ✓ Develop a policy and procedure which outlines key discussion points for supervisors and social workers to review prior to reunification.

C2.1 Timely Adoption:

The review found little in the literature to aid in the endeavor of identifying the mechanisms, programs and services that are successful in achieving timely adoptive practices for children involved with Child Welfare Services, especially for achieving timely adoptive placements. Thus, our strategies will focus locally on efforts to streamline the process of adoption in our county and to enhance collaborations with local adoption agencies and the state adoption program.

- ✓ Explore the use of other community adoption agencies to expand the resources available to potential adoptive families.
- ✓ Concurrent Planning was identified as needing additional policy, practice and training to ensure that we are fully developing concurrent plans for every child entering out system.
- ✓ In collaboration with our partners look at the current process of adoptions, how it operates, any gaps, etc that can be identified and improved to streamline the process.

C4.3 Placement Stability:

The area of placement stability for children and youth who have been in care for more than 24 months and their lifelong connections was seen as a priority area for both child welfare and probation. This was identified in the PQCR, CSA and SIP process.

As stated earlier Universal Mental Health Screening is being implemented to assist in the treatment of mental health needs. In addition the Deputy Director for Child Welfare is already collaborating with Napa County Administrator of Alcohol and Drug Programs to develop more streamlined and accessible AOD services. It was therefore decided that the SIP strategy would be to:

- ✓ Develop practice and policy for the engagement of lifelong connections for children and youth throughout the life of the case.
- ✓ Increase services and structure for youth transitioning from group home placement to their homes.

7. Use of logic models

Developing a logic model helps to delineate the specific methods by which proposed changes from the SIP will improve performance. Logic models were developed for two areas of this plan, Family Preservation and Visitation. These internal planning documents will be revised along the process to help inform the strategic planning process.

8. Integration in to the CAPIT/CBCAP/PSSF Plan

Stakeholders representing the entire continuum of prevention through services, treatment and follow up prevention participated in the CSA/SIP planning process and assisted in identifying strategies to be included in to the plan. We have an average of 100 children in our CWS system and 25 in our out of home placement in Probation. From January 1, 2008 to December 31, 2008, for the state of California the rate of first entries in to foster care is 3.3 per 1,000, whereas for county of Napa it is 1.3 per 1000. We believe this relates directly to strong community involvement and commitment to prevention and early intervention services.

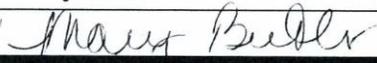
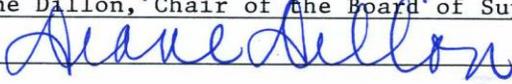
As a community, our focus is to build on the promising collaborations that we have in place to enhance our continuum of services. The use of CAPIT/CBCAP/PSSF and Children's Trust Fund money helps us to do that. As permitted by funding and staff resources, we will continue to expand home visitation, family group conferencing, mandated reporter training and collaboration with the Latino Community.

PQCR and CSA Executive Summaries: Please see Attachments A and B.

NAPA COUNTY
CWS/PROBATION Narrative
2010 -2013 SIP REPORT

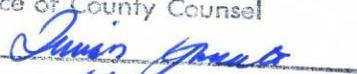
B. PART I - CWS/PROBATION

a. Cover Sheet

California's Child and Family Services Review System Improvement Plan	
County:	Napa
Responsible County Child Welfare Agency:	Napa County Health and Human Services Agency
Period of Plan:	4/9/2010 to 4/9/2013
Period of Outcomes Data:	Quarter ending: January 2010 Quarterly Report
Date Submitted:	
County System Improvement Plan Contact Person	
Name:	Linda Canan
Title:	Child Welfare Services Director
Address:	2261 Elm Street, Napa, CA 94559
Fax:	(707) 259-8310
Phone & E-mail:	(707) 299-2115 Linda.canan@countyofnapa.org
Submitted by each agency for the children under its care	
Submitted by:	County Child Welfare Agency Director (Lead Agency)
Name:	Linda Canan
Signature:	
Submitted by:	County Chief Probation Officer
Name:	Mary Butler
Signature:	
Board of Supervisors (BOS) Approval	
BOS Approval Date:	5-4-10
Name:	Diane Dillon, Chair of the Board of Supervisors
Signature:	

APPROVED AS TO FORM

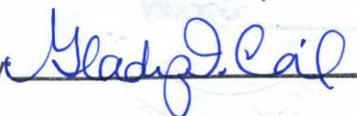
Office of County Counsel

By: 

Date: 4-22-10

ATTEST:

Clerk of the Board of Supervisors

By: 

APPROVED 5-4-10
BOARD OF SUPERVISORS
COUNTY OF NAPA
GLADYS I. COIL
CLERK OF THE BOARD
BY Theresa K. Miller Deputy

B. Part 2. CWS/Probation Narrative

As indicated in the SIP narrative, we in Napa County chose to focus on the outcomes as prioritized by the SIP workgroup, CWS and Probation Leadership Teams and input from numerous stakeholders. Recurrence of maltreatment was chosen as an outcome because of our strong focus on safety. Timely reunification, placement stability and adoptions were chosen because our performance falls below the Federal Standards.

Once we identified the broad outcomes, a comprehensive process was conducted to identify which composite should be targeted to make the most impact on the outcome. We used the data provided by the Center for Social Services Research at U.C. Berkeley, <http://cssr.berkeley.edu/ucbchildwelfare>. This data is updated quarterly and provided to the state and counties. The data that was used in the CSA was typically from the time period January 1, 2008 to June 30, 2008. For the development of the SIP, newer data was available and is reflected in this report.

The improvement goals were developed examining the most current data, utilizing the CSSR Composite Planner and having discussions with key stakeholders and staff. We decided that our improvement goal for each outcome is to reach or exceed the Federal Standard. This is a lofty goal but one the group felt was worth striving toward. While cautioning the reader again that in a county of our size even small number can cause wide swings in outcome data, we still felt that meeting or exceeding federal standards is achievable.

Once the outcomes and improvement goals were chosen, a process to identify the strategies was developed. The PQCR, CSA report, focus group summaries and all meeting notes were reviewed and all recommendations that were made were pulled out for consideration of inclusion in the SIP as possible strategies. The Child Welfare Division Children's Leadership Team, in consultation with leadership in Probation, met on four occasions (and numerous other work group meetings and conference calls) to cull out the strategies and subsequent milestones that would best utilize evidence based practice. This included consideration of information from literature reviews and logic model use. Available county resources and the culture of our county were also taken into consideration. Although these are the four areas that are identified in the SIP, our comprehensive quality management system and the at least quarterly analysis of outcomes conducted at County Leadership Team will continue close monitoring of the CWS/Probation system as a whole and track trends.

It is once again important to re-iterate the counterbalance of outcomes in the CWS/Probation system, improving one outcome may tip another one in the other direction. For example improving prevention services may decrease entries in to care, but increase the time to reunification of those children that enter care due to the severity of the situation. Also our numbers are so small that an increase of one child may change the percentage greatly. With these caveats we chose the following four outcome areas and developed strategies, timeframes and milestones to impact these outcomes.

S 1.1: Safety Outcome Measure - No Recurrence of Maltreatment

This measure answers the question: Of all children who were victims of a substantiated maltreatment allegation during the 6-month period, what percent were not victims of another substantiated maltreatment allegation within the next 6 months?

⇒ **County's Current Performance:**

From July 1, 2008 to December 31, 2008, 91.7% of children with substantiated maltreatment within the 6-month period did not have another substantiated maltreatment allegation within the next 6 months.

Most recent start date	Most recent end date	Most recent numerator	Most recent denominator	Most recent performance
1/7/08	12/31/08	55	60	91.7%

This measure has dropped between the CSA and SIP and is an example of how out small numbers impact the outcomes do dramatically. Current performance is below the Federal Standard (94.6%) as well as the statewide performance (93.0%).

⇒ **Improvement Goal:** 56.76 out of 60 children in referrals in the given time period must have no new referral within 6 months from a previous referral to improve to 94.6%.

Permanency Measure C1.1: Reunification within 12 months (Exit Cohort)

This measure answers the question: Of all children discharged from foster care to reunification during the year that had been in foster care for 8 days or longer, what percent were reunified in less than 12 months from the date of the latest removal?

⇒ **County's Current Performance:**

From January 1, 2008 to December 31, 2008, 38.5% of children discharged from foster care to reunification during the year were discharged within 12 months from the date of the latest removal from home.

Most recent start date	Most recent end date	Most recent numerator	Most recent denominator	Most recent performance
7/1/08	06/30/09	13	20	65.0%

Performance has improved from the CSA to the SIP from 38.5% to 65.0%. Current performance is below the Federal Standard (75.2%) as well as above the statewide performance (61.9%).

⇒ **Improvement Goal:** 15 out of 20 cases in the time period must reunify within 12 months to improve to 75.2%

Permanency Measure C2.1: Adoption Within 24 months (Exit Cohort)

This measure answers the question: Of all children discharged from foster care to a finalized adoption during the year, what percent were discharged in less than 24 months from the date of the latest removal from home?

⇒ **County’s Current Performance:**

From July 1, 2008 to June 30, 2009, 25.0% of children discharged from foster care to a finalized adoption during the year were discharged in less than 24 months from the date of the latest removal from home.

Most recent start date	Most recent end date	Most recent numerator	Most recent denominator	Most recent performance
7/1/08	06/30/09	2	8	25.0%

At the time of the CSA our performance was at 50%, at the time of the last data pull we have dropped to 25%, which is below the Federal Standard (36.6%) as well as the statewide performance (30.5%). Once again it should be noted that these numbers are very small, 2 of 8.

⇒ **Improvement Goal:** 3 out of 8 children in the given time period must be adopted within 24 months to improve to 36.6%.

Permanency Measure C4.3: Placement Stability Outcome: Placement Stability (At Least 24 Months In Care)

This measure answers the question: Of all children served in foster care during a year who were in foster care for at least 24 months, what percent had two or fewer placement settings?

⇒ **County’s Current Performance:**

From July 1, 2008 to June 30, 2009, 34.6% of children in foster care during the year that had been in care for at least 24 months had two or fewer placement settings.

Most recent start date	Most recent end date	Most recent numerator	Most recent denominator	Most recent performance
7/1/08	06/30/09	9	26	34.6%

Current performance is below the Federal Standard (41.8%) as well as above the statewide performance (33.4%).

⇒ **Improvement Goal: 11 out of 26 children in the given time period must have two or fewer placements to improve to 41.8%**

Relationship of the SIP to the county California Department of Social Services Performance Improvement Plan (PIP):

Our goals of improving our identified outcomes to the federal standard areas will help the CDSS to improve their goals to meet their identified standards. If each county in California improves their outcomes, collectively this will improve California’s outcomes. The reader will note as they read the matrix that some of the components of the PIP were chosen for inclusion in our SIP. This includes concurrent planning, family and team decision making, utilizing a standardized assessment tool and a focus on visitation.

C. SIP MATRIX

<u>Outcome/Systemic Factor:</u>					
S.1.1 Safety Outcome: No Recurrence of Maltreatment					
County's Current Performance: For July 1, 2008 to December 31, 2008, 91.7% of children with substantiated maltreatment within the 6-month period did not have another substantiated maltreatment allegation within the next 6 months.					
Improvement Goal: Meet or exceed the Federal Standard of 94.6%.					
Strategy 1		<input type="checkbox"/>	CAPIT	Strategy Rationale Research finds that people who are included and asked to participate in making decisions that affect them are more likely to follow through with the plans and decisions that are made ¹ . Additionally, when people feel valued and respected in contributing to decisions made about them, they are more likely to have increased self-esteem, self-efficacy, and a greater sense of empowerment ² .	
Child Welfare Services Family Meetings/Decision Making will be formalized, including the referral process, when the meetings are to occur, and the development of outcome measures.		<input type="checkbox"/>	CBCAP		
		<input type="checkbox"/>	PSSF		
		<input checked="" type="checkbox"/>	N/A		
Milestone	1.1 Determine current evidence based practice through a literature review of research as well as evaluating models of Family Meetings/Decision Making process used in other counties and states and recommend the best family meeting structure to meet the needs of our county.	Timeframe	Year 1 Year 2 Year 3 May 2010 - July 2010	Assigned to	Family Preservation Supervisor Debbie White

¹ Maddux, J.E. (Self-Efficacy. In C.R. Snyder & S.J. Lopez (EDs.), *Handbook of positive psychology* (pp.277-287). New York: Oxford University Press.

² *Ibid*

	1.2 Present recommendation to CLT which will discuss and make a decision on the best family meeting model to implement.		Year 1	Year 2	Year 3		Family Preservation Supervisor Debbie White
	1.3 Develop an implementation plan for the model including policy, training needed and outcome measures.		Year 1	Year 2	Year 3		Family Preservation Supervisor Debbie White
	1.4 Implement the plan.		Year 1	Year 2	Year 3		Family Preservation Supervisor Debbie White
	1.5 Report outcomes quarterly to CLT.		Year 1	Year 2	Year 3		Staff Services Analyst Ben Guerrieri
Strategy 2 Contract with a Community agency to provide and enhance the availability of home visitation services with measurable outcomes.				CAPIT CBCAP PSSF x N/A	Strategy Rationale Home visitation programs provide more thorough assessments of the quality of the parent-child relationships and use this information to target interventions to enhance this relationship and reduce recurrence of maltreatment.		
Milestone	2.1 Convene a workgroup with the contractor to review the data elements and reporting tools to measure the outcomes.	Timeframe	Year 1	Year 2	Year 3	Assigned to	Supervising Staff Services Analyst Marjorie Lewis
	2.2 Amend the contract with the community agency to provide home visitation services with measurable outcomes.		Year 1	Year 2	Year 3		Staff Services Analyst Doug Calkin

	<p>2.3 Implement the reporting tools and provide ongoing monitoring of outcomes to CLT.</p>		<p>Year 1 Year 2 Year 3</p> <p>October 2010 and ongoing on a quarterly basis.</p>		<p>Staff Services Analyst Doug Calkin</p>
<p>Strategy 3</p> <p>Supervisors and case workers will meet before closing any dependency case to review any risks posed to the child after services cease.</p>			<input type="checkbox"/> CAPIT <input type="checkbox"/> CBCAP <input type="checkbox"/> PSSF <input checked="" type="checkbox"/> N/A	<p>Strategy Rationale</p> <p>Addressing risks posed to families as they exit Child Welfare Supervised care encourages familial stability and mitigates against recurrences of abuse or neglect.</p>	
<p>Milestone</p>	<p>3.1 Revise the case closure policy that requires the case worker and supervisor to meet, utilize a safety and risk assessment tool prior to closing a case to review any risks posed to the child after child welfare services cease.</p>	<p>Timeframe</p>	<p>Year 1 Year 2 Year 3</p> <p>July 2010</p>	<p>Assigned to</p>	<p>Assistant Child Welfare Director Rebecca Feiner</p>
	<p>3.2 Develop a tracking tool to ensure appropriate referrals have been made and to assess the level of utilization of the above policy. Monitor on an ongoing basis.</p>		<p>Year 1 Year 2 Year 3</p> <p>July 2010 and ongoing on a quarterly basis.</p>		<p>Assistant Child Welfare Director Rebecca Feiner Staff Services Analyst Ben Guerrieri</p>
<p>Strategy 4</p> <p>Family Preservation Services provided by child welfare staff will be standardized, including the referral and review process, services offered, and the development of outcome measures.</p>			<input type="checkbox"/> CAPIT <input type="checkbox"/> CBCAP <input type="checkbox"/> PSSF <input checked="" type="checkbox"/> N/A	<p>Strategy Rationale</p> <p>Families will benefit from Family Preservation services provided in a standardized manner. Families requiring services, but not necessarily formal CWS benefit from the prevention program of Family Preservation to reduce subsequent maltreatment.</p>	

Milestone	4.1 Reconvene the Family Preservation work group to review the current process and to develop a plan for standardizing services offered and measuring their effectiveness.	Timeframe	Year 1	Year 2	Year 3	Assigned to	Supervising Staff Services Analyst Marjorie Lewis
	4.2 Present the plan to CLT. The plan will include policy and practice recommendations, training needed and outcome measures.		Year 1	Year 2	Year 3		Supervising Staff Services Analyst Marjorie Lewis
	4.3 Implement the plan.		Year 1	Year 2	Year 3		Family Preservation Supervisor. Debbie White
			May 2010- September 2010				Family Preservation Supervisor- Debbie White
			October 2010				Staff Services Analyst Ben Guerrieri
			January 2011				
Strategy 5			<input type="checkbox"/> CAPIT	Strategy Rationale Increasing mandated reporter training will increase visibility in the community and strengthen relationships with schools and other community mandated reporters.			
Increase the amount of Mandated Reporter training in the community in partnership with the Child Abuse Prevention Council.			<input type="checkbox"/> CBCAP				
			<input type="checkbox"/> PSSF				
		X	<input checked="" type="checkbox"/> Children's Trust Fund				
		Milestone		Timeframe	Assigned to	Assistant Child Welfare Services Director Rebecca Feiner	
5.1 Convene a meeting with the CAPC Director to develop a plan for formalizing the mandated reporter training system.		Year 1	Year 2	Year 3	Emergency Response Supervisor Ken Adams		
			May 2010 - June 2010				

<p>5.2 Co-ordinate the Mandated Reporter Training with the Child Assault Prevention Program's outreach to children to schools.</p>	<p>Year 1 Year 2 Year 3 August 2010 - September 2010</p>	<p>Assistant Child Welfare Services Director Rebecca Feiner Emergency Response Supervisor Ken Adams</p>
<p>5.3 Develop a baseline of the number of trainings conducted, how many participants attended and establish ongoing outcomes.</p>	<p>Year 1 Year 2 Year 3 August 2010</p>	<p>Staff Services Analyst Doug Calkin</p>
<p>5.4 Develop and implement a means to monitor selected outcomes.</p>	<p>Year 1 Year 2 Year 3 August 2010</p>	<p>Staff Services Analyst Doug Calkin</p>
<p>5.5 Implement the approved mandated reporter plan and deliver training on an ongoing basis.</p>	<p>Year 1 Year 2 Year 3 September 2010 and ongoing on a quarterly basis.</p>	<p>Assistant Child Welfare Services Director Rebecca Feiner Emergency Response Supervisor Ken Adams</p>

Describe any additional systemic factors needing to be addressed that support the improvement plan goals.
Develop policies for the family preservation program, family meetings and case closure. Develop a reporting tool for the home visitation project.

Describe educational/training needs (including technical assistance) to achieve the improvement goals.
Once plans are developed, staff and community members (where appropriate), will need to be trained in the family preservation program, family meetings and the mandated reporter curriculum.

Identify roles of the other partners in achieving the improvement goals.
A Community agency will meet with the agency to provide and enhance the availability of home visitation services and develop outcome measures.

The Child Abuse Prevention Council will partner with CWS to increase the amount of Mandated Reporter Training in the community.

Identify any regulatory or statutory changes needed to support the accomplishment of the improvement goals.

None Needed.

Outcome/Systemic Factor:

C1.1 Reunification within 12 months: Of all children discharged from foster care to reunification during the year who had been in foster care for 8 days or longer, what percent were reunified in less than 12 months from the date of the latest removal from home?

County's Current Performance: County's Current Performance: For July 1, 2008 to June 30, 2009, the County's performance is 65.0%

Improvement Goal: Meet or exceed the national standard of 75.2%.

Strategy 1

Continue to monitor and fully utilize a standardized safety, risk and protective capacity assessment tool over the seven decision-making points in child welfare.

<input type="checkbox"/>	CAPIT
<input type="checkbox"/>	CBCAP
<input type="checkbox"/>	PSSF
<input checked="" type="checkbox"/>	N/A

Strategy Rationale

A standardized assessment tool was implemented in the last SIP cycle. It is an important professional value that all children and families are assessed using the same criteria and that decisions are well documented.

Milestone	Timeframe	Assigned to			
1.1 A workgroup will meet on a quarterly basis to address an issues or concerns.	<table border="1"> <tr> <td>Year 1</td> <td>Year 2</td> <td>Year 3</td> </tr> </table> May 2010 and on-going quarterly.	Year 1	Year 2	Year 3	Assistant Child Welfare Services Director Rebecca Feiner
Year 1	Year 2	Year 3			
1.2 Ensure full utilization of the safety, risk and protective capacity tool over the seven decision-making points of child welfare. Track utilization and report progress quarterly to CLT.	<table border="1"> <tr> <td>Year 1</td> <td>Year 2</td> <td>Year 3</td> </tr> </table> May 2010 and ongoing quarterly.	Year 1	Year 2	Year 3	Assistant CWS Director Rebecca Feiner Systems Support Analyst
Year 1	Year 2	Year 3			

					Jaswinder Singh
Strategy 2 Develop and implement the most effective Evidence Based Practice and consistent parent-child visitation program for children in out-of-home care.		<input type="checkbox"/>	CAPIT	Strategy Rationale Research and promising practices indicate that there is a correlation between frequency and quality of visits between parents and children and the timeliness of reunification.	
		<input type="checkbox"/>	CBCAP		
		<input type="checkbox"/>	PSSF		
		<input checked="" type="checkbox"/>	N/A		
Milestone	2.1 With the use of the logic model developed for this outcome to guide the process, conduct a literature review to ascertain current Evidence Based Practice, and research current visitation policies in other counties.	Timeframe	<input type="checkbox"/> Year 1 Year 2 Year 3 June 2010 - September 2010	Assigned to	Visitation Supervisor Denise Seely
	2.2 Convene a visitation work group will develop the most effective visitation policy and implementation plan. This will include where the visits occur, what happens at the visits and how to transition to unsupervised visits in a safe and timely manner and a system to monitor the policy.		<input type="checkbox"/> Year 1 Year 2 Year 3 June - September 2010		Visitation Supervisor Denise Seely
	2.3 Present recommendations to CLT for approval.		<input type="checkbox"/> Year 1 Year 2 Year 3 October 2010		Visitation Supervisor Denise Seely
	2.4 Refine the implementation plan, including policy and training needed.		<input type="checkbox"/> Year 1 Year 2 Year 3 November 2010 - January 2011		Visitation Supervisor Denise Seely
	2.5 Implement visitation plan		<input type="checkbox"/> Year 1 Year 2 Year 3 February 2011		Visitation Supervisor Denise Seely Continuing Services Supervisors Shanna Allen and Debbie White
	2.6 Monitor outcomes and report quarterly to CLT.		<input type="checkbox"/> Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 June 2011 and ongoing quarterly		Staff Services Analyst Ben Guerrieri

Strategy 3 Implement "Icebreaker meetings" (first meeting between birth parent/foster parent) to increase collaboration between the foster parent and birth parent.		<input type="checkbox"/>	CAPIT	Strategy Rationale Other counties have implemented icebreaker meetings that have demonstrated that these meetings help the foster parent and parent to connect and work together in the best interest of the child.	
		<input type="checkbox"/>	CBCAP		
		<input type="checkbox"/>	PSSF		
		<input checked="" type="checkbox"/>	N/A		
Milestone	3.1 Explore how other counties have implemented "icebreaker" meetings.	Timeframe	Year 1 Year 2 Year 3 May 2011 - June 2011	Assigned to	Dependency Investigations Supervisor Shana Allen Placement Resources Supervisor Allen Davis
	3.2 Develop a plan to implement "icebreaker" meetings, including policy, training and outcome measures.		Year 1 Year 2 Year 3 July 2011 - October 2011		Dependency Investigations Supervisor Shana Allen Placement Resources Supervisor Allen Davis
	3.3 Present the plan to CLT and obtain approval.		Year 1 Year 2 Year 3 November 2011		Dependency Investigations Supervisor Shana Allen Placement Resources Supervisor Allen Davis
	3.4 Implement "icebreaker meetings"		Year 1 Year 2 Year 3 January 2012 and on-going		Dependency Invest. Supervisor Shana Allen

				Placement Resources Supervisor Allen Davis Continuing Services Supervisors Denise Seely, Debbie White
	3.5 Develop a measure to assess the utilization and effectiveness of icebreaker meetings.		Year 1 Year 2 Year 3 January 2012 - April 2012 and on-going quarterly.	Child Welfare Leadership Team & Quality Management Assistant Manager Gail Forte
Strategy 4		<input type="checkbox"/>	CAPIT	Strategy Rationale Other California counties and other states have implemented Family Meetings which have decreased time in placement and increased timely reunification.
Child Welfare Services Family Meetings/Decision Making meetings conducted by child welfare staff will be expanded and formalized, including the referral process, when the meetings are to occur throughout the life of the case and the development of outcome measures.		<input type="checkbox"/>	CBCAP	
		<input type="checkbox"/>	PSSF	
		<input checked="" type="checkbox"/>	N/A	
Milestone	4.1 Determine current evidence based practice through a literature review of research as well as evaluating models of Family Meetings/Decision Making process used in other counties and states and recommend the best family meeting structure to meet the needs of our county.	Timeframe	Year 1 Year 2 Year 3 May 2010 - July 2010	Assigned to
	4.3 Develop an implementation plan for the selected model, including policy.		Year 1 Year 2 Year 3 September 2010 - November 2010	
	4.4 Implement the plan.		Year 1 Year 2 Year 3 January 2011	
	4.5 Monitor time in placement and increased timely reunification.		Year 1 Year 2 Year 3 Staff Services Analyst Ben Guerrieri	

			April 2011 and on-going quarterly				
Strategy 5			<input type="checkbox"/> CAPIT	Strategy Rationale			
Collaborate with the community provider to identify when it is appropriate to utilize the home visitation program and increase the use of the program for families in the reunification program and after reunification.			<input type="checkbox"/> CBCAP	Home visitation programs provide more thorough assessments of the quality of the parent-child relationships and use this information to target interventions to enhance this relationship and reduce recurrence of maltreatment.			
			<input type="checkbox"/> PSSF				
		x	N/A				
Milestone	5.1 Designate a continuing services supervisor to attend the weekly community provider meetings.	Timeframe	<input type="checkbox"/> Year 1	Year 2	Year 3	Assigned to	
			May 2010 and on-going				Continuing Services Supervisors Debbie White, Shana Allen, Denise Seely
	5.2 In collaboration with the service provider, develop a policy of when cases should be evaluated for referral to the home visitation program and a system to track the referrals.		<input type="checkbox"/> Year 1	Year 2	Year 3		Continuing Services Supervisor Debbie White, Shana Allen, Denise Seely
			January 2011 - March 2011				
5.3 Formalize the referral process by developing policy, train staff on the policy and implementing the policy.		Year 1	<input type="checkbox"/> Year 2	Year 3	Continuing Services Supervisor Debbie White, Shana Allen, Denise Seely Supervising Staff Services Analyst Marjorie Lewis		
	April 2011 - June 2011						
5.4 Develop a tool for the provider to track and monitor the program and report to CLT on an ongoing basis.		Year 1	<input type="checkbox"/> Year 2	<input type="checkbox"/> Year 3	Staff Services Analyst Doug Calkin		
	April 2011						
Strategy 6			<input type="checkbox"/> CAPIT	Strategy Rationale			
Establish and strengthen collaborative relationships with the Latino Community, including Up Valley and American Canyon.			<input type="checkbox"/> CBCAP	The County Self Assessment identified that agency staff do not know all of the services that are in the county for the Latino community and we need to increase collaboration with these groups to enhance services for child welfare families.			
			<input type="checkbox"/> PSSF				
		X	N/A				
Milestone	6.1 Research existing collaborations that provide services to the Latino communities.	Timeframe	Year 1	<input type="checkbox"/> Year 2	Year 3	Assigned to	
						CWS Director	

		July 2011 - August 2011	Linda Canan Assistant Child Welfare Services Director Rebecca Feiner
6.2. Request to partner with existing collaborations to improve relationships and develop a stronger mutual understanding.	Year 1 Year 2 Year 3	September 2011 - December 2011 and ongoing	CWS Director Linda Canan Assistant Child Welfare Services Director Rebecca Feiner
6.3 Supervisors review with staff the section of the CSA which discusses resources and service array for our families.	Year 1 Year 2 Year 3	August 2010	All CWS Program Supervisors Ken Adams, Allen Davis, Denise Seely, Shana Allen and Debbie White.
6.4 Develop and deliver training for social workers on understanding and using community resources.	Year 1 Year 2 Year 3	May 2011 and ongoing	Supervising Staff Services Analyst Marjorie Lewis
6.5 Revise and maintain the resource list developed in the CSA of what services are available in the county and distribute to staff on an ongoing basis.	Year 1 Year 2 Year 3	August 2010 and ongoing	Supervising Staff Services Analyst Marjorie Lewis

Describe any additional systemic factors needing to be addressed that support the improvement plan goals.

Fully utilize the standardized safety, risk and protective capacity tool. Develop and implement the most effective Evidence Based Practice and consistent visitation program. Implement "Icebreaker" meetings. Implement Family Meetings/Decision Making. Increase utilization of the home visitation program. Strengthen collaborative relationships with the Latino Community.

Describe educational/training needs (including technical assistance) to achieve the improvement goals.

Training of staff on full utilization of the safety, risk and protective capacity tool, visitation program, "icebreaker" meetings, Family Meetings, Home Visitation program, and understanding and using community resources.

Identify roles of the other partners in achieving the improvement goals.

Collaboration with CASA and the courts regarding visitation.
 Collaboration with the community agency contracted to provide home visitation services.
 Collaboration with foster parents to implement "icebreaker" meetings.
 Collaboration with the Latino community including Up Valley and American Canyon to strengthen services for the Latino Community.

Identify any regulatory or statutory changes needed to support the accomplishment of the improvement goals. None needed.

Outcome/Systemic Factor:

C2.1 Adoption within 24 months: Of all children discharged from foster care to a finalized adoption during the year, what percent were discharged in less than 24 months from the date of the latest removal from home?

County's Current Performance: For July 1, 2008 to June 30, 2009, the County's performance is 25.0%.

Improvement Goal: Meet or exceed the national standard of 36.6%

Strategy 1 Explore the use of other community adoption agencies to coordinate recruitment and the home study.	<input type="checkbox"/>	CAPIT	Strategy Rationale For more timely adoptions to occur, we need to expand potential resources available to potential adoptive families.
	<input type="checkbox"/>	CBCAP	
	<input type="checkbox"/>	PSSF	
	<input checked="" type="checkbox"/>	N/A	

Milestone	1.1 Research existing agencies that can provide recruitment and home study capabilities.	Timeframe	<input checked="" type="checkbox"/> Year 1 Year 2 Year 3	Assigned to	Child Welfare Services Director Linda Canan
			October 2010		

	<p>1.2 Collaborate with State Adoptions around partnering with private Adoption agencies.</p>		<p>Year 1 Year 2 Year 3</p> <p>November 2010 - February 2011</p>		<p>Child Welfare Services Director Linda Canan</p>
	<p>1.3 Develop an MOU process outlining roles and responsibilities and approve the service plan and outcome measures.</p>		<p>Year 1 Year 2 Year 3</p> <p>March 2011 - May 2011</p>		<p>Child Welfare Services Director Linda Canan</p>
	<p>1.4 Work closely with community adoption agencies to monitor effectiveness of the MOU.</p>		<p>Year 1 Year 2 Year 3</p> <p>June 2011 and on-going</p>		<p>Child Welfare Services Director Linda Canan</p>
<p>Strategy 2</p> <p>Improve the process and practice of concurrent planning across the continuum of child welfare services.</p>			<input type="checkbox"/> CAPIT <input type="checkbox"/> CBCAP <input type="checkbox"/> PSSF <input checked="" type="checkbox"/> N/A	<p>Strategy Rationale</p> <p>It was developed in the state Program Improvement Plan that concurrent planning has not been implemented consistently across California and implementation would increase timely adoptions.</p>	
<p>Milestone</p>	<p>2.1 Form a concurrent planning work group to review the current process and develop a plan for enhancing and standardizing the process of concurrent planning.</p>	<p>Timeframe</p>	<p>Year 1 Year 2 Year 3</p> <p>July 2011 - October 2011</p>	<p>Assigned to</p>	<p>Dependency Investigations Supervisor Shana Allen</p> <p>Supervisor Staff Services Analyst Marjorie Lewis</p>

2.2 Present the plan to CLT, including policy and practice recommendations, training needed and outcome measures.			Year 1 Year 2 Year 3 November 2011 - January 2012	Dependency Investigations Supervisor Shana Allen Supervisor Staff Services Analyst Marjorie Lewis
2.3 Train staff and implement the plan.			Year 1 Year 2 Year 3 February 2012	Supervisor Staff Services Analyst Marjorie Lewis
2.4. Conduct ongoing monitoring and evaluation of implementation of policy through periodic case reviews and report quarterly to CLT.			Year 1 Year 2 Year 3 June 2012 and ongoing quarterly	Staff Services Analyst Ben Guerrieri

Describe any additional systemic factors needing to be addressed that support the improvement plan goals.

MOU needed with adoption agency. Form a concurrent plan work group.

Describe educational/training needs (including technical assistance) to achieve the improvement goals.

Training on concurrent planning, especially for children who enter out of home placement or face placement disruption.

Identify roles of the other partners in achieving the improvement goals.

Will need to work closely with state adoption and community adoption agencies to collaborate on a solution.

Identify any regulatory or statutory changes needed to support the accomplishment of the improvement goals. None

Outcome/Systemic Factor:

C4.3 Of all children served in foster care during a year who were in foster care for at least 24 months, what percent had two or fewer placement settings?

County's Current Performance: From July 1, 2008 to June 30, 2009, 34.6% of children served in foster care during the year, who were in foster care for at least 24 months, had two or fewer placement settings.

Improvement Goal Our goal is to meet or exceed the federal standard of 41.8% having 2 or fewer placements.

Strategy 1 Develop practice and policy for the engagement of lifelong connections for children and youth throughout the life of the case.	<input type="checkbox"/> CAPIT	Strategy Rationale The PQCR and CSA process identified the engagement of children and youth throughout the life of the case as priorities in establishing lifelong connections and stable placements.
	<input type="checkbox"/> CBCAP	
	<input type="checkbox"/> PSSF	
	<input checked="" type="checkbox"/> N/A	

Milestone	Timeframe	Timeframe			Assigned to
		Year 1	Year 2	Year 3	
1.1. Identify and use a family finding search engine that can assist in identifying relatives and lifelong connections.		Year 1	Year 2	Year 3	Family Preservation Supervisor Debbie White Family Group Conference SW Rocio Diaz- Lara
1.2 Explore ways for youth to be involved at the maximum level possible in decision making about family finding and the actual search process.		Year 1	Year 2	Year 3	
1.3 Create a log to be stored in the case to gather and document information regarding people important to the youth.		Year 1	Year 2	Year 3	
1.4 Train community partners (CASA and foster parents) to assist in "case mining"/creating a log to obtain information to engage lifelong connections for children and youth.		Year 1	Year 2	Year 3	ILP Coordinator Jennifer Marcelli
1.5 Develop a practice and policy regarding the		March 2011 - May 2011			

	creation of resource binders to document resources that the child/youth need.		Year 1 Year 2 Year 3 June 2011 - July 2011		Jennifer Marcelli
	1.6 Train staff in the creation, development and use of life books.		Year 1 Year 2 Year 3 August 2011		Family Preservation Supervisor Debbie White ILP Coordinator Jennifer Marcelli
Strategy 2				Strategy Rationale	
Develop and implement a program of universal mental health screening for all children and youth entering into foster care.			<input type="checkbox"/> CAPIT <input type="checkbox"/> CBCAB <input type="checkbox"/> PSSF <input checked="" type="checkbox"/> N/A	The PQCR and CSA process identified early/ongoing access to mental health services for foster children as an area that could assist in stability of placements for out of home care youth.	
Milestone	1.1 Convene a workgroup including partners from HHS Children's Mental Health Division and EPSDT contractors with the capacity and training to screen and assess foster children to identify their mental health or counseling treatment needs.	Timeframe	Year 1 Year 2 Year 3 April 2010	Assigned to	CWS Director Linda Canan Asst. CWS Director Becky Feiner
	1.2 Identify screening tools, confidentiality consents and referral process necessary to implement Universal MH Screening.		Year 1 Year 2 Year 3 May 2010 – July 2010		CWS Director Linda Canan Asst. CWS Director Becky Feiner
	1.3 Develop policies and procedures as guidance for referring staff.		Year 1 Year 2 Year 3 May 2010 – July 2010		Asst. CWS Director Becky Feiner Staff Services Analyst Ben Guerrieri
	1.4 Train staff to referral process, policy and procedures.		Year 1 Year 2 Year 3 July 2010 – August 2010		All CWS Unit Supervisors Ken Adams, Shana Allen, Allen Davis, Denise Seely, Debbie

	<p>1.5 Convene meetings as necessary to assess the full implementation of the program, determine if there are changes needed to procedures and problem solve any issues as they arise.</p>		<p>Year 1 Year 2 Year 3</p> <p>Beginning September 2010 and ongoing.</p>		<p>White</p> <p>CWS Director Linda Canan</p> <p>Asst. CWS Director Becky Feiner</p>
<p>Describe any additional systemic factors needing to be addressed that support the improvement plan goals.</p> <p>Increased capacity of community provider to provide the enhanced level of service. Staff acceptance of a sole gatekeeper to MH services for foster children.</p>					
<p>Describe educational/training needs (including technical assistance) to achieve the improvement goals.</p> <p>Train staff to the policy and procedure. CBO staff will also need to be trained on the unique needs of foster children as they enter foster care. Cross training will be considered.</p>					
<p>Identify roles of the other partners in achieving the improvement goals.</p> <p>Increase communication with appropriate partners, such as Children’s Mental Health and community providers such as Aldea Children and Family Services.</p>					
<p>Identify any regulatory or statutory changes needed to support the accomplishment of the improvement goals. None needed.</p>					

PROBATION OUTCOME:

<p><u>Outcome/Systemic Factor:</u></p> <p>C4.3 Of all children served in foster care during a year who were in foster care for at least 24 months, what percent had two or fewer placement settings?</p>						
<p>County's Current Performance: From July 1, 2008 to June 30, 2009, 34.6% of children served in foster care during the year, who were in foster care for at least 24 months, had two or fewer placement settings.</p>						
<p>Improvement Goal: Our goal is to meet or exceed the federal standard of 41.8% having 2 or fewer placements.</p>						
<p>Strategy 1.</p> <p>Increase the services and structure for youth transitioning from group home placement to their homes.</p>				<input type="checkbox"/> CAPIT <input type="checkbox"/> CBCAP <input type="checkbox"/> PSSF <input checked="" type="checkbox"/> N/A	<p>Strategy Rationale</p> <p>The PQCR, CSA and SIP process identified difficulties that youth experience going from very structured group home placements to their own homes. Successfully transitions will improve lifelong connections, decrease recidivism and decrease subsequent placement needs.</p>	
Milestone	<p>1.1. Explore ways to provide more intensive supervision and structure for transitioning youth.</p>	Timeframe	<p>Year 1 Year 2 Year 3</p> <p>June 2010</p>	Assigned to	<p>Probation Supervisor Julie Baptista</p>	
	<p>1.2 Develop a form to capture the transition plan, implement the procedure and monitor compliance with the procedure.</p>		<p>Year 1 Year 2 Year 3</p> <p>July 2010 and ongoing</p>		<p>Probation Supervisor Julie Baptista</p>	
	<p>1.3 Explore the ability to provide the opportunity for all parents of transitioning youth to attend the "Parent Project" or other appropriate parenting class.</p>		<p>Year 1 Year 2 Year 3</p> <p>July 2010</p>		<p>Probation Supervisor Julie Baptista</p>	

Describe any additional systemic factors needing to be addressed that support the improvement plan goals.

Develop of a "transition plan" form to document the transition plan. Development of a process for completing the form and tracking compliance. Explore funding to continue and/or expand the Evening Reporting Center program to provide transitional "step down" services for transitional youth, VOICES – ILP program and Parent Project.

Describe educational/training needs (including technical assistance) to achieve the improvement goals.

Training to be offered on an ongoing basis regarding family and youth engagement in the development and implementation of the transition plan.

Identify roles of the other partners in achieving the improvement goals.

Increase communication and collaboration with VOICES, Evening Reporting Center and other identified stakeholders.

Identify any regulatory or statutory changes needed to support the accomplishment of the improvement goals.

None Needed

D. CWSOIP Narrative

Since CWSOIP funds were originally allocated, Napa County has utilized this funding source to support efforts for practice changes that directly impact outcomes for children and youth in out of home care. During the next three years that this SIP will be in effect, we will continue to do so. Specifically, we have used OIP allocation to fund a staff position (Family Meeting Coordinator) dedicated to family group conferencing, family meetings and emancipation conferences.

Napa County has a policy in place that calls for all probation and child welfare youth who are turning 16 to have what we call Life Conferences. Life Conferences are youth centered and youth driven. The youth determines who will be present and, during a preparatory meeting, what the focus will be.

At the initial Life Conference, the first Transitional Independent Living Plan (TILP) is developed. Subsequent Life Conferences take place at least every six months but may be more frequent if that is determined during the initial meeting. The coordinator funded through OIP handles all the logistics for the meeting, the invitations, facilitates the meeting and tracks the action items.

The Family Meeting Coordinator performs similar functions for family meetings and family group conferences related to placement and case planning. During the coming SIP period, we plan to formalize policies and procedures defining mandatory points in the life of a case when a family meeting must take place.

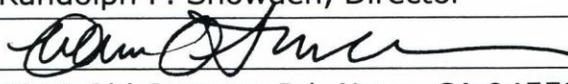
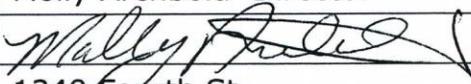
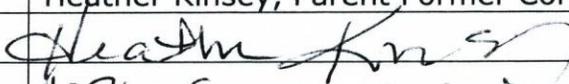
As outlined in this SIP, Napa County will intensify our focus on permanency for children and youth in out of home care. We will be requiring administrative case conferences for any child/youth who has been in placement over two years. For any child/youth who does not have a network of caring adults to form lifelong connections, our plan is to require formal family finding efforts. Many of the family finding activities such as internet search and case mining will be added to the assignment of the Family Meeting Coordinator. We believe this a particular good fit as the coordinator has contact with significant family members and the youth during family meetings and Life Conferences.

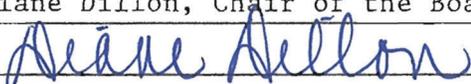
Finally, Napa County has used OIP allocation to support placement resource development efforts. In partnership with other community agencies, we have implemented PRIDE training, increased our recruitment activities and have developed recruitment materials such as bookmarks. CWSOIP allocation may continue to support those efforts as well.

NAPA COUNTY
Office of Child Abuse and Prevention
2010 -2013 SIP REPORT

E. PART II—CAPIT/CBCAP/PSSF

1. Cover Sheet

CAPIT/CBCAP/PSSF Contact and Signature Sheet	
Period of Plan:	4/09/10 through 4/09/13
Date Submitted:	
Submitted by:	Napa County Health and Human Services Agency
Name & title:	Randolph F. Snowden, Director
Signature:	
Address:	2344 Old Sonoma Rd Napa, CA 94559
Fax:	707. 253.6172
Phone & E-mail:	707. 253.4279 Randy.snowden@countyofnapa.org
Submitted by:	Child Abuse Prevention Council (CAPC) Representative
Name & title:	Molly Archbold Director
Signature:	
Address:	1340 Fourth St.
Fax:	707.256.317
Phone & E-mail:	707.252.1123 ext. 18 marchbold@copefamilycenter.org
Submitted by:	Parent Consumer/Former Consumer (Required if the parent is not a member of the CAPC)
Name & title:	Heather Kinsey, Parent Former Consumer
Signature:	
Address:	4221 Grapevine Dr Napa
Fax:	707 257-1923
Phone & E-mail:	celtickinsey@sbcglobal.net

i.	
Submitted by:	CAPIT Liaison
Name & title:	Douglas Calkin
Address:	2261 Elm Street Napa, CA 94559
Fax:	707.259.8310 or 707.299.4293
Phone & E-mail:	707.259.8168 doug.calkin@countyofnapa.org
ii.	
Submitted by:	CBCAP Liaison
Name & title:	Douglas Calkin
Address:	2261 Elm Street Napa, CA 94559
Fax:	707.259.8310 or 707.299.4293
Phone & E-mail:	707.259.8168 doug.calkin@countyofnapa.org
iii.	
Submitted by:	PSSF Liaison
Name & title:	Douglas Calkin
Address:	2261 Elm Street Napa, CA 94559
Fax:	707.259.8310 or 707.299.4293
Phone & E-mail:	707.259.8168 doug.calkin@countyofnapa.org
BOS Approval Date:	
	May 4, 2010
Name:	
	Diane Dillon, Chair of the Board of Supervisors
Signature:	
	

2. CAPIT/CBCAP/PSSF Plan

The CAPIT/CBCAP/PSSF Plan contains the core requirements of the CAPIT/CBCAP/PSSF three year plan. The plan addresses how prevention activities are coordinated and how services will be provided during the three year SIP period of 4/09/2010 through 4/09/2013. The funded programs emphasize comprehensive, integrated, collaborative community based responses to child abuse prevention, intervention and treatment service needs. Napa County will submit the mandated CAPIT/CBCAP/PSSF report annually. Changes to any program or activities that are funded by CAPIT/CBCAP/ PSSF funds will be reported during the annual reporting period.

- a. **County SIP Team Composition - See Attachment F**
- b. **CAPC**

For over twenty-four years, the Child Abuse Prevention Council of Napa County (CAPC) has led the way in building awareness and providing education in an effort to prevent the abuse and neglect of children in Napa County. The CAPC strengthens community collaborations, conducts community education and builds community capacity around prevention. Working with 30 child welfare-serving agencies and community members, CAPC provides leadership to promote and implement prevention efforts at both the local and state levels. Their unified Blue Ribbon Campaign continues to be highly effective in bringing awareness and training opportunities to the community. CAPC members participated in the County Self Assessment (CSA) and System Improvement Plan (SIP) planning process. The Council submits an annual report to the Board of Supervisors.

CAPC Steering Committee	
Gary Lieberstein, District Attorney	Co-Chair
Molly Archbold , CAPC Manager	Co-Chair
Mary Butler, Chief Probation Officer	
Melinda Daugherty, Cope Family Center, Program Manager	
Joelle Gallagher, Executive Director, Cope Family Center	
Joan Lockhart, Executive Director, Parents CAN	
Paul Gero, Deputy District Attorney	
Tracy Lamb, Executive Director Napa Emergency Women’s Services	
Tracey Stuart, Lt. Napa County Sheriffs Department	
Kathy Martin, Retired Principal, NVUSD	
Richard Melton, Chief of Police, Napa Police Department	
Linda Canan, HHS Deputy Director, Child Welfare Services	
Diana Short, Executive Director, Community Resources for Children	
Julie DiVerde, Executive Director, CASA	
Judy Durham, Sexual Assault Victim Services Advocate	
Mark Bontrager, Executive Director, ALDEA Family and Children Services	
Michael Williams, Court Commissioner, Napa County Superior Court	

Mission

The Child Abuse Prevention Council (CAPC) is state mandated to act as an umbrella council for those agencies and community members who work in the field of child abuse prevention and service. A copy of the CAPC bylaws is available upon request.

The Child Abuse Prevention Council of Napa County:

- Creates a unified voice for child abuse prevention in Napa County;
- Promotes and coordinates the myriad of resource agencies that work in prevention and service;
- Supports projects that have a direct positive effect on child abuse prevention and service delivery for the abused;
- Represents the Council's prevention role as a member of the Child Death Review Team, Substance Abuse Prevention Advisory Council and Child Welfare Advisory Panel;
- Facilitates and co-sponsors events, workshops and trainings including maintaining a Mandated Reporter Training Speakers Bureau; and,
- Is a member of the Greater Bay Area CAPC Coalition which supports and facilitates advocacy at the state level and regional events and trainings.

Program

The Child Abuse Prevention Council addresses the issue of child abuse by:

- Running awareness campaigns to educate and communicating the worth of prevention activities surrounding child abuse and to link families in need with resources – especially the most vulnerable.
- Increasing general competence/knowledge of the Napa community, child welfare serving professionals and especially mandated reporters on the subject of child abuse and neglect;
- Defining what systems and services need to be in place in Napa County for the task of preventing child abuse and neglect; and,
- Strengthening partnerships to impact results and broaden resources to ensure the safety, permanence and well-being of every child and family in California.

Population Served

The Child Abuse Prevention Council membership includes over 30 agency and public service representatives. Prevention outreach is for the whole Napa County community. To the best of the Council's abilities, the awareness campaign is presented in both English and Spanish.

- i. The Napa County Child Abuse Prevention Council is funded under Welfare and Institutions Code Section 18983.5 and is incorporated as a nonprofit corporation.
- ii. CAPC carries out County Children's Trust Fund (CCTF) activities under Welfare and Institutions Code, Chapter 11.

- iii. The Juvenile Justice Coordinating Council is designated by the Board of Supervisors to oversee and carry out the purpose the County Children’s Trust Fund.
- iv. The Napa County CAPC is supported by the CCTF.

Fund	Dollar Amount
CAPIT	
CBCAP	
PSSF Family Support	
CCTF	\$30,000
Kids Plate	
Other:	

c. PSSF Collaborative

For the purposes of planning for the use of PSSF as well as other OCAP funds, our local planning body was the stakeholder group that participated in the County Self Assessment and the development of the System Improvement Plan. As has been noted elsewhere, this group included representation from all key community partners, including all the primary agencies in Napa County that are involved in coordinated prevention activities.

During the CSA/SIP process, presentations were made regarding current prevention programs and services. Gaps in prevention services were identified. Input was solicited during meetings as well as through focus groups and surveys. The group was able to reach consensus that supported home visitation and parent education/support as the primary areas critical to prevention efforts in our county.

d. CCTF Commission, Board, or Council

The County Children’s Trust Fund (CCTF) was established to support community partners that are working to prevent child neglect and abuse in the community. Per Welfare and Institutions Code Section 18965, the Board of Supervisors “may designate an existing local voluntary commission, board or council” to carry out the purpose of the CCTF. The Board of Supervisors approved the Juvenile Justice Coordinating Council (JJCC) as the board to oversee and carry out the purpose the County Children’s Trust Fund. The JJCC is well suited to provide oversight of funding priorities because of its youth and child focus, with membership including representatives from many child/youth serving organizations and community members, including youth representation. The County Children’s Trust Fund information is kept in the minutes of the Juvenile Justice Coordinating Council which are open to the public.

Juvenile Justice Coordinating Council Members:
Mary Butler, Chief of Probation Chair
Steve Bouch, Courts
Sheila Daugherty, Community Representative

Terry Davis, Public Defender
Jean Donaldson, Napa Sheriff
Bill Krimm, Non Profit representative
Mark Luce, Board of Supervisors
Gary Lieberstein, District Attorney
Rich Melton, Napa Police
Deborah Mayer, Community Representative
Connie Moreno-Peraza, Alcohol and Drug Administrator
Barbara Nemko, NCOE
Harold Pierre, Family Member
Molly Rattigan, CEO's office
Sam Reyes, Juvenile Justice Commission
Randy Snowden, HHS Director

e. Parent Consumers

Parent Consumers are included in a wide variety of roles within Children’s Welfare Services. The intent during the next three years is that parents/consumers will continue to play an important role in the planning, training and evaluation process of service delivery.

Parent Consumers sit on the Children’s Welfare Advisory Panel (CWAP). This panel meets regularly and reviews the programs in the Children’s Welfare Services Division. The panel is kept up to date on programs and changes within the division. The panel offers suggestions for change in the division as well. The panel is kept informed as to the programs from CAPC and how they can help in publicizing programs within the community. The panel members offer feedback on programs from their own experiences in working with the department.

In addition, via the PQCR, the CSA and the OCAP County Needs Assessment process, parents and consumers have had a voice in reviewing how programs are working and what can be made more effective to prevent child abuse. The parent consumers provide valuable feedback, information and ideas for program planning.

Parent Volunteers are recruited and trained to deliver the Child Assault Prevention Program (CAPP) curriculum, an evidenced based prevention curriculum to children, parents and teachers in a school based setting. This program is funded through the CCTF and contracted to a local non-profit. The program trains parents on child safety through workshops and performs on going recruitment and trainings for additional volunteers who are then able to present the curriculum themselves.

Parent consumers are also recruited as Parent Partners through a contracted local non-profit agency (Parents CAN). Parents who have been consumers and graduates of the child welfare system are hired and trained to provide peer support and mentoring to parents currently involved in the dependency system.

Parents, foster parents and relative caregivers are frequently invited to county sponsored trainings on a variety of topics which builds skills and collaboration.

There is always the challenge of recruiting new parents to the various planning committees because they are so involved in working through their specific family issues. In addition, there is turn-over adding to the challenge of parents, relative caregivers and foster parents participating in committees, needs assessments, or other planning meetings. We work to overcome these challenges by continual recruitment of parent leaders and by providing a small monetary stipend to participants that is funded through the Dahl Trust, a small trust bequeathed to Napa County Child Welfare Services.

f. The Designated Public Agency

On September 8, 2008, the Napa County Board of Supervisors designated the Napa County Health and Human Services Agency as the public agency to administer the CAPIT/CBCAP/PSSF Plan for State fiscal years 2008-2009 and 2009-2010. It is our intent to request the Board of Supervisors continue this designation upon the approval of the SIP three year plan. Napa County Health and Human Services is responsible for monitoring subcontractors, integration of local services, fiscal compliance, data collection, preparing amendments to the county plan, preparing annual reports and outcomes evaluation for the CAPIT/CBCAP/PSSF Plan.

g. The Role of the CAPIT/CBCAP/PSSF Liaison

Within the Child Welfare Services Division, a Staff Services Analyst (SSA) has been assigned the responsibility of serving as the CAPIT/CBCAP/PSSF liaison. The liaison ensures that all program, fiscal and statistical requirements are met in a timely manner. He has responsibility for developing any needed Requests for Proposals, processing contracts under CAPIT/CBCAP/PSSF as well as the County Children's Trust Fund, reviewing billing, monitoring contracts and state reporting. The SSA provides technical assistance and support to subcontractors, seeking guidance from our OCAP state partners as needed. The Liaison disseminates prevention information to the appropriate entities throughout the county and has ongoing communication with the CAPC and other key prevention partners and OCAP.

Since the CDSS OCAP is the state lead agency for CAPIT/CBCAP/PSSF programs, the Liaison will inform the CDSS OCAP of any changes in Liaison contact information within 30 days of the change. This information will be submitted via OCAP-PND@dss.ca.gov or to CDSS OCAP program consultant for the county.

CAPC arranges local training in child abuse issues and the SSA participates and assists in coordinating such training. In relation to other assignments he has, the SSA has attends statewide meetings and convenings (e.g. KSSP) and would be approved to attend any OCAP statewide trainings that are required.

h. Fiscal Narrative

The CAPIT program is funded entirely by State General Funds and is subject to approval through the annual State budget process. The CBCAP and PSSF programs are federally funded and these funds are subject to the annual federal budget process. All programs

operate on the SFY from July 1 through June 30 and all funds must be expended during the SFY allocated. Funds may not be “rolled over” for expenditure in a different year.

i.; ii.; iii; iv. CBCAP expenditures are claimed in the extraneous category on the county expense claim. The contract maximum is linked to the allocation so there is no chance of exceeding the allocation. PSSF/CAPIT expenditures are tracked by line item and are reviewed monthly at program/fiscal meetings by supervisors and managers. This ensures that we stay within the mandated 20% limits.

Children’s Trust Fund Dollars are directed by the Juvenile Justice Coordinating Council. The contracts funded by the CCTF are tracked by the county fiscal department by line item and are reviewed monthly at the program/fiscal meeting with supervisors and managers. An annual accounting of the CCFT funds is distributed to the JJCC.

CAPIT/CBCAP/PSSF funds and CCTF funds are utilized to supplement, not supplant, other State and local public funds and services. Funding is maximized through leveraging of funds for establishing, operating and expanding community based and prevention-focused programs and activities designed to strengthen and support families to prevent child abuse and neglect. Our subcontractors receive funds through a variety of resources including Kinship Support Services funding, Master Settlement Agreement funding, Napa Valley Wine Auction funding, annual community fundraising events and donations from local banks, businesses and philanthropists.

The attached CAPIT/CBCAP/PSSF Expenditure Summary sheet reflects the 20 percent threshold for each of the four service categories. The sheet can be found as an attachment to this plan.

<u>OCAP Category</u>	<u>Subcontractor Program</u>	<u>% Expenditure</u>
Family Preservation:	Family Group Conferencing	20%
Family Support:	Mentoring and Respite	20%
Time Limited		
Family Preservation:	Home Visitation	40%
Adoption:	Training and Support	20%

The CAPIT, PSSF and CBCAP funding (\$145,785) is leveraged to provide comprehensive services to families. The total subcontractor’s resources allocated to these programs is \$625,787.

i. Local Agencies- Request for Proposal

i. **Napa** County Health and Human Services conforms to the Procurement process and procedures outlined below when selecting contractors for service provision. A formal Request for Proposals (RFP) was utilized for the services funded through CAPIT/CBCAP/PSSF and the CCTF. In the case of the CCTF funds, the RFP’s were reviewed by the Juvenile Justice Coordinating Council, who gave the final recommendation of contractor selected. We have selected

our current contractor following this process, and we will continue to use this formal process for future RFP's.

Napa County Procurement Procedures

I. SECTION 2. PROCUREMENT PROCESS AND PROCEDURES

A. 2-1 COMPETITIVE PROCUREMENT

The County of Napa is committed to a program of active competition in the purchase of goods and services. No specifications for the purchase of goods shall be written in such a manner as to limit bidding directly, or indirectly, to any one specific vendor, or any one specified brand or product, except for those items that are approved as standards, are exempt from competitive bidding requirements by law, or are approved as "sole manufacturer" or "sole source" purchases provided for in this document.

Except as otherwise provided for in this Manual or by law, regulation or County ordinance, all purchases for goods and services will be made through open competition to the maximum extent feasible as determined by the Purchasing Agent or his designee and by whatever methods and procedures, formal or informal, that are determined by the Purchasing Agent or his designee to best meet the goals and objectives detailed in this Manual.

Except as otherwise provided by law, even when bids are submitted pursuant to a request for competitive bids, the Purchasing Division may reject any and all bids received if the Division determines that the price, terms or surrounding circumstances of the bid or proposal are such that an award would not be in the best interests of the County.

A. 2-2 EXCEPTIONS TO THE COMPETITIVE PROCESS

1. 2-2.1 WAIVER OF COMPETITIVE BIDDING

In instances where there are limitations on the source of supply, necessary restrictions in specifications, approved standards, quality considerations, or other valid reasons for waiving competitive bidding, purchases may be made without recourse to competitive bidding. Approval of waiver of competitive bidding shall be made by the Purchasing Agent or his designee in accordance with the requirements of Napa County Code, Section 2.36.090.

2. 2-2.2 COMPETITIVE BIDDING NOT REQUIRED

Competitive bidding is also not required for the following:

- Election materials
- Legal brief printing, stenographic services, and transcripts
- Books, publications, subscriptions, recordings, motion picture films, and annual book and periodical contracts
- Property or services, the price of which is fixed by law

- Construction equipment rental
 - Automotive and heavy equipment repairs
 - Proprietary drugs and pharmaceuticals, medical supplies and equipment
 - Training seminars or other classes for personnel
 - Materials, supplies, equipment or services that can only be obtained from one supplier, generally because of its technological, specialized, or unique character. Requires sole manufacturer or sole source justification and the approval of the Purchasing Agent.
 - Goods or services where the cost is under five hundred dollars (\$500)
 - When, in the judgment of the Purchasing Agent, it is in the best interest of the County to negotiate, without engaging in a competitive bidding process, an extension of an existing contract for goods based upon satisfactory performance, as long as such negotiated price is fair and reasonable. This applies even if the existing contract was obtained through prior recent competitive bidding.
 - When competitive quotations for goods are not possible due to an emergency or documented sole source justification. Such purchases shall be made through a negotiated procurement process and coordinated through the Purchasing Division.
 - Purchases made from other public agencies by use of joint powers agreements, cooperative purchasing programs, pooling agreements, and other recognized types of agreements used by government agencies for the purpose of combining purchasing requirements in order to reduce costs, increase efficiency, or reduce administrative expenses. Documentation as to the advantage of the cooperative purchase should be retained where reasonably feasible.
 - Materials and supplies that are acquired from a vendor based on a contractual arrangement with the vendor that was established pursuant to a competitive bid process, such as the contract that the County has with Office Depot for certain types of office supplies
-

ii. Staff writes the RFP and issues it. The responses are reviewed by internal staff and external stakeholders such as other county department staff, community based providers not competing for the funds or staff from other county's child welfare programs. Once the vendor is selected, the contract is prepared and reviewed by the Child Welfare Director, Fiscal Manager, County Counsel and the County Executive Office before final Board of Supervisors approval. In the case of CCTF funds, the JJCC serves as the oversight committee, who makes the final recommendation of selected contractor, before approval by the Board of Supervisors. Priority was given to private, non-profit agencies with programs that serve the needs of children at risk of abuse or neglect and that have demonstrated effectiveness in prevention or intervention.

iii. Our current contractor, Cope Family Center, has a history of successful collaboration with numerous health and human service agencies in Napa County, as well as regional funders like the United Way of the Bay Area. A multidisciplinary team collaborates weekly to case manage clients in the Home Visitation Program. Cope staff frequently collaborates with other agencies to provide emergency services to clients and referrals to community services are made daily. In addition, Cope staff advocate for clients in the areas of health,

housing and education, working closely with staff members of other agencies to provide seamless service delivery.

As the flagship family resource center in Napa County, Cope Family Center is the lead agency for One Family Network (OFN), a collaboration of family resource centers. The Network is designed to better serve the families throughout the entire valley by sharing best practices and resources through co-location and the provision of comparable services, as opposed to duplication of services. Member agencies include Parent Child Advocacy Network (Parents CAN), the Von Brandt Community Center, Calistoga Family Center, St. Helena Community Center and the American Canyon Family Resource Center.

iv. & vi. All services provided by Cope Family Center reflect sensitivity to gender diversity as well as the cultural and linguistic needs of families, particularly Latino families in our community. They provide services in ADA accessible sites and schedules services in the evenings and on weekends for families that have standard work schedules.

Priority has been placed on reaching out to diverse families in the rural areas of Calistoga through the Calistoga Family Center and the highly diverse community of American Canyon. Latino parents are less likely to access services and are over-represented in the low-income communities of Napa. Emphasis is put on providing services in appropriate languages in a culturally competent manner.

Cope services are available to all family members. Cope has reached many fathers through the Cope Positive Discipline class and the Kids' Turn workshops. Also, there is now a special emphasis in reaching fathers through Home Visitation by attempting to schedule visits when fathers are present.

ii., iii., iv. Annually, Cope Family Center serves over 1,500 family members through their home visitation and parent education programs. Referrals are made from Child Protective Services, collaborating community based organizations, and individuals. These birth, kinship, foster and adoptive families face a number of high risk factors, including chronic poverty, mental health issues, substance abuse, acculturation and domestic violence. Sixty percent (60%) of the families are from the Latino community. Seventy-six percent (76%) have household incomes below \$25k per year; however, 86% are employed, and 62% are married, which indicates that Cope services are most highly utilized by families classified as the "working poor." Twenty-six percent (26%) have less than a high school education, 24% have graduated from high school. The projects funded through CAPIT/CBCAP/PSSF and the CCTF are clearly related to the needs of children, especially those 14 years of age and under.

v. Cope Family Center receives training and technical assistance from an array of local private non-profit agencies including Lilliput Children's Services, Aldea Family Services, Family Service of the Napa Valley, Strategies, Parents CAN, Families Thrive and On Track Program Resource, Inc.

viii. A check was run on the contracted agency, Cope Family Center, at the "Excluded Parties List System" <http://www.epls.gov/> with no negative feed back.

ix. Our subcontractor for CAPIT/CBCAP/PSSF services utilizes the Microsoft XP computing system and all data is kept in EXCEL or ACCESS programs. The information is disseminated to our CAPIT/CBCAP/PSSF county liaison upon request and final data from the subcontractor is issued to the county annually for reporting purposes.

CAPIT Funds i., ii.

For services provided through this funding stream, the subcontractor, Cope Family Services, gives priority to children who are at high risk of abuse and neglect, including those being served by Child Welfare Services as well as those referred from other community legal, medical or social service agencies.

Cope Family Services has demonstrated the existence of a 10 percent cash or in-kind match, other than funding provided by the California Department of Social Services. As a non-profit, they have been successful in local community fundraising events as well as in obtaining small grants from other sources.

j. CBCAP Outcomes i., ii., iii., iv.

Napa County has a single contract agency funded by OCAP administered funding that provides prevention and early intervention services. This agency is Cope Family Services. Other prevention services exist in the community but are funded privately. The contract is for services to fill the services gaps or enhance critical services to the target populations. We have worked with the contractor to ensure service delivery is done using evidence based models where possible.

The plan to evaluate engagement outcomes, short term outcomes, intermediate outcomes and long term outcomes will be developed with our current contractor for the CBCAP funding. In going through the County Self Assessment Process, both the contractor and the county have agreed that we have not systematically drilled down to examine the quality of services provided through the CBCAP funds. We have depended more on the client satisfaction surveys and diversion from child welfare for our analysis, concentrating our efforts more on a macro than micro level. A planning group will commence meeting in June 2010 to ensure development of more specific measurable outcomes and an enhanced system for evaluation.

To ensure program and fiscal integrity, we work closely with Cope at the beginning of each fiscal year to develop a budget and claiming system to correctly allocate services to the specific funding stream. Claims are submitted monthly and are reviewed by the county liaison (Staff Services Analyst), the CWS Director and two levels of fiscal staff. Because we are a small county, the CWS Director and Cope Family Services Executive Director sit on a number of regular committees that meet monthly including the Child Welfare Advisory Panel, System of Care Committee and the Child Abuse Council Steering Committee. If there are issues or questions regarding services or claiming, these can usually be resolved with a conversation before or after another meeting.

Families who are served in the prevention/early intervention funded programs may be referred in a variety of ways. Some are self-referred and some are referred by other

agencies, schools or churches. Others are identified as being at risk of abuse or neglect by child welfare staff, usually in the Emergency Response unit. These families do not yet require child welfare response but clearly need support, education and resources.

On a case level, Cope Family Services holds a weekly multi-disciplinary meeting to discuss families receiving prevention/early intervention services to ensure coordination across service providers. Child welfare staff from the Emergency Response and Family Preservation units of child welfare attends, as do staff from Cal WORKS and Napa Emergency Women's Services. Other agencies are invited to attend when they are or could be involved with the family.

The contractor has always provided statistics or reports upon request. If, for example, foundation or private funding applications require information about the prevention and early intervention programs in the county, Cope Family Services has always promptly responded. To date, there has not been a need for a process to address non-compliance as our relationship is a collaboration that focuses on the best interest of the community we serve. They have consistently provided the data required to complete our reporting requirements to OCAP. They also perform client satisfaction surveys on an annual basis and share the results with the liaison in the child welfare division. Please see attachment B5 for an example of a client satisfaction survey that they administer.

k. Peer Review

There is currently no peer review regarding the activities funded by CBCAP. During the next year, we will seek technical assistance from OCAP and work with our contractor to assist them in the development of an acceptable Peer Review Process.

l. Service Array

Cope Family Center has a history of successful collaboration with numerous health and human service agencies in Napa County, as well as regional funders like the United Way of the Bay Area. Cope staff participate on committees such as the Child Welfare Advisory Panel, Child Abuse Prevention Council, and participated in the County Self Assessment process. Cope has a multidisciplinary team which collaborates with other agencies on a weekly basis to case manage clients. Cope staff frequently collaborates with other agencies to provide emergency services to clients and referrals to community services are made daily. In addition, Cope staff advocate for clients in the areas of health, housing and education, working closely with staff members of other agencies to provide seamless service delivery.

As the flagship family resource center in Napa County, Cope Family Center is the lead agency for One Family Network (OFN), a collaboration of family resource centers. The Network is designed to better serve the families throughout the entire valley by sharing best practices and resources through co-location and the provision of comparable services, as opposed to duplication of services. Member agencies include Parent Child Advocacy Network, the Von Brandt Community Center, Calistoga Family Center, St. Helena Community Center and the American Canyon Family Resource Center.

m. CAPIT/CBCAP/PSSF Services and Expenditure Summary (WORKSHEETS)

Please see Attachment C which contains an embedded file.

Workbook Program Descriptions

Overview

The services provided by our contractor, Cope Family Center, are primarily based upon the **Cal-SAHF** and **Touchpoints** models. Both are strength-based models which are evidence based and which focus upon the positive attributes (rather than deficits) inherent in every family. Cope staff utilizes a range of interventions aimed at supporting families to prevent and ameliorate the challenges they are experiencing. These strategies work best when several organizations collaborate, using their collective expertise to provide a continuum of support for overburdened families.

Cal-SAHF: The California Safe and Healthy Families Model Program (Cal-SAHF)/ Family Support Home Visiting Model was developed in 1998 by Terry Eisenberg Carillo, Ph.D. from the San Diego State University Policy Institute, in cooperation with the Center for Child Protection and Children’s Hospital San Diego. The model is family centered, encouraging family participation and empowerment. It is intended to reduce multiple adverse health, social, and economic outcomes affecting overburdened families in California. This model is a research-based design, utilizing the optimal, “best practices” elements of many strong, nationally recognized conceptual models. The model is designed to promote community flexibility in the implementation of the program, while providing a structural base for minimum standards, training, supervision, and a system for maintaining long-term program quality which is based on program outcomes focused on protecting children and improving overall family functioning and self-sufficiency.

Touchpoints: This model was developed by T. Berry Brazelton, M.D., an internationally known expert on child development. As he explains, “touchpoints,” are those predictable times that occur just before a surge of rapid growth in any line of development – motor, cognitive, or emotional – when, for a short time, the child’s behavior falls apart. Dr. Brazelton has found that these predictable periods of regression can become opportunities to help parents understand their child.

Family Group Conferences are increasingly used in a wide range of communities and evidence supports their expansion and development. A growing body of research and evaluation evidence demonstrates the importance of positive working relationships between families and professionals in producing good outcomes for children.

The evidenced base curriculum (Kids’ Turn, Positive Discipline and Guiding Good Choices) utilized for Cope’s parent education classes are selected based on their proven results and taught by experienced contractors.

Descriptions:

The services and activities identified below are designed to help the County achieve the goals and objectives identified in its combined plan for Child Abuse Prevention Intervention and Treatment (CAPIT), Community Based Child Abuse Prevention

(CBCAP) and Promoting Safe and Stable Families (PSSF). Cope Family Center is the recipient of the CAPIT/CBCAP/PSSF Funds. Cope is the oldest and largest Family Resource Center in Napa County, and is located in the most heavily populated area of the county. Cope leverages the CAPIT/CBCAP/PSSF funds (\$145,785) to provide comprehensive services to families. Cope's allocated resources for these programs totals approximately \$554,000.

CBCAP

- **Cope Family Center Home Visitation Program**
Involves families that are not involved in the child welfare system.

The Cope Home Visitation Program is designed to assist families in making improvements needed to maintain their children in their homes. The program provides intensive one on one support for families to build upon their strengths and create a plan for success through voluntary home visiting. The program activities include enhancement of parenting skills and facilitation of early learning, maintenance of family well-being and medical care, development of household management skills (if needed through teaching and demonstrating homemaking), maintenance of and education about nutritional needs, development of community resources and social support network, development of budget management skills and self sufficiency planning. The program offers information and referrals. Family Group Decision Making is among the tools used to empower families to participate fully in identifying their goals and services needed to achieve those goals.

- **Cope Family Center Parenting Education Program**
Involves families that are not in the child welfare system.

Cope's Parent Education and Support Program consists of classes and workshops that are relevant for biological parents, foster/adopt parents and relative caregivers. Services are available in English and Spanish. The program is designed to offer parents a safe, non-judgmental place to learn positive, proactive parenting skills. Cope offers a variety of classes, workshops and individual instruction for parents of children from newborn through the teen years. Support groups for parents, kin caregivers and adoptive parents are also provided.

CAPIT

- **Cope Family Center Home Visitation Program**
Involves families that are not in the child welfare system, as well as families in the child welfare system.

As noted above, the Cope Home Visitation Program is designed to assist families in making improvements needed to maintain their children in their homes. The program provides intensive one on one support for families to build upon their strengths and create a plan for success through voluntary home visiting. The program activities include enhancement of parenting skills and facilitation of early

learning, maintenance of family well-being and medical care, family group conferencing activity, development of household management skills(if needed through teaching and demonstrating homemaking), maintenance of and education about nutritional needs, development of community resources and social support network, development of budget management skills, and self sufficiency planning. The program offers information and referrals. Family Group Decision Making is among the tools used to empower families to participate fully in identifying their goals and services needed to achieve those goals.

- **Cope Family Center Parent Education Program**
Involves families that are not in the child welfare system, as well as families in the child welfare system.

Cope's Parent Education and Support Program consists of classes and workshops that are relevant for biological parents, foster/adopt parents and relative caregivers. Services are available in English and Spanish. The program is designed to offer parents a safe, non-judgmental place to learn positive, proactive parenting skills. Cope offers a variety of classes, workshops and individual instruction for parents of children from newborn through the teen years. Support groups for parents, kin caregivers and adoptive parents are also provided.

PSSF

- **Cope Family Center**
Involves families that are not in the child welfare system, as well as families in the child welfare system.

Cope Family Center is the oldest and most established Family Resource Center in the Napa Valley. It is located in the most densely populated area of the county. Cope has been a leader in supporting and mentoring other FRCs that serve targeted geographic areas within the county. Cope leverages OCAP/PSSF funding to be able to serve all families who are self-referred or are referred to them by child welfare or other agencies. Their mission is to empower families to create happy, healthy lives for their children through child abuse prevention, parent education and self-sufficiency services.

Cope offers a variety of services that enable children to remain in the care of their parents through pre-placement preventative services. Additionally, Cope offers services that support permanency for children through return to their home or adoption. Services include case management, home visitation, household management, self sufficiency training, family group conferencing, parent education and support, information and referral to counseling and/or substance abuse treatment, transportation vouchers to/from services, drop in child care, drop in Family Resource Center, and emergency aid.

APPENDIX A

Literature Review

Date: December 12, 2008

To: Napa County, PQCR Planning Committee

From: Shared Vision Consultants, Inc.

Regarding: Transitioning age youth Literature Review
Overview of Transitional Age Youth Needs

The County of Napa has chosen to conduct their Peer Quality Case Review on the needs of Transitioning Age Youth, to assess the services they provide to the youth and identify possible gaps in services which affect successful outcomes.

To that end it was requested that a literature review be conducted to ascertain the current thinking regarding what is needed for a successful transition to adulthood. Once these areas are identify this will inform the development of the questions that will be asked in the interviews and focus groups and impact practice and policies in the County of Napa.

In reviewing the literature there were many sources of information. What has been collected below is a compilation of trends across sources. The most pertinent articles have been cited and can be found in the Literature Review Binder submitted to the County or in soft copy upon request.

A. Needs of emancipating foster youth

1. **Housing** - In any given year, foster children comprise less than 0.3% of the state's population, and yet 40% of persons living in homeless shelters are former foster children.³
 - A variety of models need to be available including:
 - i. Community living which has to feel different from group home care yet include the same levels of support
 - ii. Scattered site housing where they live independently but with home visiting and case management support
 - iii. Host housing where they live with a relative or caring adult.
 - Emancipated foster youth need to receive priority in housing programs. Leveraging THP Plus Transitional Housing and Proposition I-C Funds and EPSDT funds can help with this goal.

³ Expanding Transitional Services for Emancipated Youth, p 1
2 Expanding Transitional Services for Emancipated Youth, p 4
3 Expanding Transitional Services for Emancipated Youth, p 8
4 Expanding Transitional Services for Emancipated Youth, p 4

2. **Education** - Educational needs must be met while in care so youth are prepared for college or vocational programs. Only 40% of foster youth complete high school compared to 84% of the general population.⁴ (page 4)
 - Programs available must be presented at an early age, so educational goals can be made and achieved.
 - Youth in foster care often have difficulty accumulating credits for high school graduation...Often credits from one district and/or school do not match those of another.² (page 8)
 - Connect youth to county Foster Youth Services programs and school district AB 490 liaisons.

3. **Employment** – Statistics show that 60% of former foster youth earn incomes at or below \$6000 per year, which is substantially below the federal poverty level of \$7,890 for a single individual.² (page 4)
 - Meaningful employment to support themselves must be planned for long before emancipation in the form of higher educational needs or vocational training.
 - Connect to job training programs through local CBOs.
 - Link Workforce Investment Act programs high schools and community colleges to ILPs to coordinate outreach, recruitment and support of foster youth in career technical education and employment pathways.² (page 9)

4. **Mental and behavioral health** - When young people with SED/SMI reach their 18th or 21st birthdays, they face arbitrary disruptions in their care. Because of their age, they often lose eligibility for continuing care in the child mental health system that has served them, ending ongoing caseworker and therapeutic relationships.⁵ (page 3)
 - Ensure that they are enrolled in Medi-Cal upon emancipation
 - Provide linkages for them beyond the age of 21 when their Medi-Cal is cut off
 - Need treatment options for former foster youth suffering from substance abuse issues.
 - Recognition of the needs of LGBTQ youth and resources to support them

5. **Permanency** - Find caring, supportive relationships that will be long term. There is so much grief and loss that it is a barrier to permanency and one cannot get to permanency without going through the grief and loss. Finding names, facts, and details is secondary to working through old issues, fear/ambivalence about relationships, and the unresolved identity questions that result from separation from family at an early age.⁶ (page 23-24)
 - Even the most “successful,” college-bound ILSP graduates often report feeling disconnected, lonely, and depressed.
 - The California Permanency for Youth Project and Family Finding are two initiatives that seek to identify relatives for youth or non-relative adult mentors who pledge to be available to the youth.

⁴Our Children: Emancipating Foster Youth, Cities Counties and Schools Partnership.

⁵Seeking Effective Solutions: Partnerships for Youth Transition Initiative (PYT)

⁶Emancipated Youth Connections Project Final Report/Toolkit.

- Shifts in recruitment strategies from finding parents of teens to finding caring adults who are able and willing to engage in a variety of ways, such as parent to adult child, lifelong mentor, or at times as more of a peer, may be required.⁴ (page 21)

Conclusion:

Unlike other teen, foster youth are not allowed to act out their frustrations during this difficult time in their lives; acting out lands them in juvenile hall, in a group home far from all they know or in yet another home placement with an unfamiliar family. *Our Children: Emancipating Foster Youth*, Cities Counties and Schools Partnership. Pg 5, 2007
The state has taken on the role of parent for these teens, and as such, must help them through these tough years while preparing for their future. Effective use of ILP services can help the state achieve this goal and the goal of the Napa County PQCR is to look at effective practices and build upon them.

ATTACHMENT A

2009 Peer Quality Case Review (PQCR) Executive Summary

In an effort to ensure continuous quality improvement for outcomes for children, youth and families in the child welfare and probations systems, Napa County conducted their Peer Quality Case Review (PQCR) April 7-9, 2009.

Throughout the planning and the PQCR event itself, Napa County was committed to the principle that the PQCR is an invaluable process in assisting to drill more deeply into practice areas which address the needs of the children, youth and families they serve. This commitment coupled with our strong history of interagency collaboration led us to choose the same focus area for Child Welfare and Probation, "Transitioning Aged Youth". Our county is very clear that the youth that are transitioning out of the child welfare and probation systems, are the responsibility of both agencies, as well as the community. We wanted to focus on "our youth" in an effort to explore ways to improve transitional services for these youth.

In an effort to mirror with the principle expressed by youth throughout the child welfare and probation systems, "nothing about us, without us", Napa County felt very strongly that it was imperative to involve youth in all aspects of the PQCR process. Youths served on the Planning Committee, helped facilitate a focus group, participated in focus groups and served as interviewers on each of the interview panels.

Many of the youth involved in the PQCR process have received services from V.O.I.C.E.S. (Voice Our Independent Choices For Emancipation Support), a local non-profit under the parent organization of On the Move. The development of this program was supported by a strong coalition of youth serving agencies including Probation, Child Welfare, the County Office of Education and local non-profits serving youth. The actual design of the program was done under the leadership of 10 founding youth who had been in foster care. Currently it is youth led, with youth involved in every aspect of service delivery and service development.

In an effort to glean as much information as possible from peer counties, Napa invited the counties of Butte, Monterey, Nevada, Solano and Stanislaus to participate on the interview teams and provide peer county insights and recommendations. These counties were selected due to their excellent outcomes in these areas or because of promising practices that had been observed by staff.

A literature review revealed five areas important to the successful transitioning of youth: Housing, Education, Employment, Mental and Behavioral Health, and Permanency. To gather information on current practice around transitioning aged youth, the county examined its data, conducted focus groups and interviewed child welfare social workers and Probation Officers. Four probation interviews and ten child welfare interviews were conducted. Focus groups were conducted with youth in Juvenile Hall, youth currently in and out of care, care providers including birth parents, foster parents, and relative care providers, and social worker and probation supervisors. All of the information was synthesized and is presented in this report.

This report is divided into three sections: the background and introduction to the PQCR process can be found in Section I, the methodology for choosing the focus area and how the process was conducted can be found in Section II, and the summary of practice and recommendations can be found in Section III.

Several trends were found in the PQCR process and have been clustered under the headings found in the literature review. The summary of findings (Section III) breaks them down further in to the areas of strengths, challenges, resources, systemic factors, state technical assistance and documentation.

We believe that one of Napa County's strengths lies in our passionate staff and inclusiveness of youth. Strong relationships are frequently formed between the child welfare social worker, probation officer and youth. The PQCR process validated what we already believed - that our staffs know the youth and the staff practice many positive engagement strategies and promising practices.

The challenges identified below are closely linked to the areas found in the literature review.

Housing: It is very difficult for youth to find housing. Napa has a strong THP+ program, but has limited beds and the requirement that youth be employed in order to be eligible for the program makes it very difficult to access the service. Another concern is that while youth in the system often do not want to apply for programs at the time that they are eligible; once they leave the system they become ineligible and, at this point, don't have a way to come back in for assistance.

Education: Youth in the Probation system have a good high school graduation rate and feel that their educational needs are being met. The difficulty occurs between high school and junior college or college. Youth identified college attendance as a goal, but had difficulty developing a plan to get there.

Employment: The current economic climate has compounded the difficulty for many youth to find employment. Promising practices in this area were identified as care providers and group homes that help the youth learn how to fill out applications and apply for jobs. Challenges included the difficulty applying for jobs over the internet, transportation to interviews and work, and the stigma of being a foster youth or probation ward.

Mental Health and Behavioral Health: Once the youth leave the system, it is difficult for them to continue to have their mental health needs met. Although applying for Medi-Cal appears to be easy for the youth, finding an agency to accept Medi-Cal is difficult. Obtaining SSI was seen as a major obstacle across both systems and emancipation. After care services for youth was recommended in all focus groups and was seen as a trend in interviews.

Permanency: It is agreed by all that lifelong connections are invaluable to youth exiting either system. However, both Child Welfare and Probation continue to have difficulties establishing lifelong connections for all our youth. Family Finding is seen as a promising practice, although youth expressed conflicted emotions about finding family that hasn't helped them for years. The use of effective concurrent planning will ultimately assist in this area.

ATTACHMENT B

2009 County Self Assessment (CSA) Executive Summary

As part of a continuous quality improvement process for child welfare services in California, all counties must develop a three year System Improvement Plan (SIP) on a triennial basis. Each county incorporates input from various child welfare constituents and reviews the full scope of Child Welfare and Probation services within the county, examining strengths and needs from prevention through continuum of care. The process of doing this is referred to as the County Self Assessment (CSA).

In Napa County, a focus group that included judges and attorneys and four stakeholder meetings were held in the months of August and September 2009. Over 70 stakeholders participated in these meetings, representing services providers from across the county and a wide range of disciplines.

The conclusions drawn from the CSA process include:

- Significant program development and improvement has been made since the adoption of the three year SIP in 2006. Nearly all improvement goals in the SIP have been met by the Child Welfare Division of Health and Human Services and the Juvenile Division of the Probation Department.
- The most recent statewide data on child welfare outcomes for Napa County shows our county to exceed federal and state standards in all measures relating the safety of children, i.e., No Recurrence of Maltreatment; No Maltreatment in Foster Care; Timely Investigations of Child Abuse and Timely Social Worker/Probation Officer Visits with Child.
- The most recent statewide data on child welfare outcomes shows Napa County's performance on some permanency related outcomes such as Reunification within 12 Months and Timely Adoptions to fall below state and federal standards. Other county permanency outcomes such as Placement Stability are stronger.
- Napa County has a rich array of community services available for families and children across the county. There are strong public-private partnerships among many stakeholders.
- Attention needs to be given to strengthening the collaboration between public child welfare and agencies serving our monolingual and bi-cultural families.
- Focus continues to be needed on recruitment and retention of county foster families as well as other placement resources.

The CSA process was rewarding and provided Child Welfare and Probation with rich information and considerations. County staff sincerely thanks the community participants who helped us throughout this assessment.

ATTACHMENT C



Microsoft Office
Excel Worksheet

OCAP Workbook 1

ATTACHMENT D

ENDORSED
SEP 16 1986
JANICE F. NORTON
NAPA COUNTY CLERK
J. Catania
Deputy Clerk

RESOLUTION NO. 86-87

RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF NAPA, STATE OF CALIFORNIA
ESTABLISHING THE NAPA COUNTY CHILD ABUSE
PREVENTION COORDINATING COUNCIL

WHEREAS, existing State legislation requires the creation of a Child Abuse Prevention Coordinating Council (hereinafter "Council") pursuant to Chapter 12.5, (commencing with Section 18980) of Part 6 of Division 9 of the Welfare and Institutions Code (hereinafter the "Act"); and

WHEREAS, the Board of Supervisors has previously created a Children's Trust Fund (December 14, 1982) pursuant to Chapter 11, Article 5 (Sections 18965-18971) of the Welfare and Institutions Code and has designated the Mental Health Advisory Board as the reviewing body which establishes criteria for determining those programs to be funded and recommending proposals to the Board of Supervisors of the County of Napa; and

WHEREAS, the previously existing Child Abuse Council of Napa County has agreed to implement the provisions of the Welfare and Institutions Code creating a Child Abuse Prevention Coordinating Council; and

WHEREAS, Section 18983 of the Act requires that this County fund the Council from said Children's Trust Fund; and

WHEREAS, the functions of the Child Abuse Prevention Coordinating Council shall include the following:

- a. To provide a forum for interagency cooperation and coordination in the prevention, detection, treatment and legal processing of child abuse cases.

ATTACHMENT E



A Tradition of Stewardship
A Commitment to Service

Board of Supervisors

1195 Third St.
Suite 310
Napa, CA 94559
www.co.napa.ca.us

Main: (707) 253-4121
Fax: (707) 253-4176

**CERTIFIED EXCERPTS FROM THE DRAFT SUMMARY OF PROCEEDINGS OF THE
NAPA COUNTY - BOARD OF SUPERVISORS REGULAR MEETING
COUNTY OF NAPA
OCTOBER 7, 2008**

Excerpt #1

1. CALL TO ORDER; ROLL CALL

The Board of Supervisors of the County of Napa met in regular session on Tuesday, October 7, 2008 at 9:00 a.m. with the following members present: Chair Brad Wagenknecht, Supervisors Diane Dillon, Bill Dodd, Mark Luce and Harold Moskowitz. Chair Wagenknecht called the meeting to order.

Excerpt #2

- 7D Director of Health and Human Services and Chief Probation Officer request the designation of the Juvenile Justice Coordinating Council as the administrative body responsible for carrying out the purpose of the County Children's Trust Fund in accordance with Welfare and Institutions Code Section 18965.

Motion moved by Mark Luce, seconded by Bill Dodd to approve. Motion passed 5 - 0.

The foregoing excerpts are true and correct copies of the original items on file in the draft summary of proceedings in this office.

Date: April 29, 2009

Clerk of the Board of Supervisors

By: *Sherry Vutajane*
Sherry Vutajane, Deputy

BRAD WAGENKNECHT
DISTRICT 1

MARK LUCE
DISTRICT 2

DIANE DILLON
DISTRICT 3

BILL DODD
DISTRICT 4

HAROLD MOSKOWITZ
DISTRICT 5

ATTACHMENT F

ROSTERS

<u>CAPC Steering Committee</u>
Gary Lieberstein, District Attorney Co-Chair
Molly Archbold , CAPC Manager
Mary Butler, Chief Probation Officer
Melinda Daugherty, Cope Family Center Program Manager
Joelle Gallagher, Executive Director, Cope Family Center
Joan Lockhart, Executive Director, Parents CAN
Paul Gero, Deputy District Attorney
Tracy Lamb, Executive Director, Napa Emergency Women's Services
Tracey Stuart, Napa County Sheriffs Department Lieutenant
Kathy Martin, Retired Principal, Napa Valley Unified School District
Richard Melton, Chief of Police, Napa Police Department
Linda Canan, Health and Human Services Deputy Director, Child Welfare Services
Diana Short, Executive Director, Community Resources for Children
Julie DiVerde, Executive Director, CASA
Judy Durham, SAVS (Sexual Assault Victims Services) Advocate
Mark Bontrager, Executive Director, ALDEA Family and Children Services
Michael Williams, Court Commissioner, Napa County Superior Court

<u>CCTF Commission</u> Juvenile Justice Coordinating Council
Mary Butler, Chief Probation Officer Chair
Steve Bouch, Court Executive Officer
Sheila Daugherty, Community Representative
Terry Davis, Public Defender
Jean Donaldson, Napa Sheriff
Bill Krimm, Non Profit representative
Mark Luce, Board of Supervisors
Gary Lieberstein, District Attorney
Rich Melton, Napa Police
Deborah Mayer, Community Representative
Connie Moreno-Peraza, Alcohol and Drug Administrator
Barbara Nemko, Napa County Office of Education
Harold Pierre, Family Member
Molly Rattigan, County Executive's Office
Sam Reyes, Juvenile Justice Commission
Randy Snowden, Health and Human Services Agency Director

SIP Planning Committee

Required Core Representatives

Name	Affiliation
Sarah Pritchard	Director, Child Abuse Prevention Council
Deb Mayer	Board Member, Juvenile Justice Coordinating Committee (Children's Trust Fund Commission)
Linda Canan	Child Welfare Services Director, Napa County Health and Human Services (Designated Agency to administer CAPIT/CBCAP/PSSF)
Chris Smalley	Nursing Supervisor, Napa County Public Health Dept
Jaye Vanderhurst	Napa County Mental Health Director
Halsey Simmons	Manager, Napa County Mental Health Department
Rebecca Feiner	Asst. Child Welfare Services Director
Shana Allen	SW Supervisor, Napa County Child Welfare Services
Denise Seely	SW Supervisor, Napa County Child Welfare Services
Allen Davis	SW Supervisor, Napa County Child Welfare Services
Debbie White	SW Supervisor, Napa County Child Welfare Services
Ken Adams	SW Supervisor, Napa County Child Welfare Services
Vernice Cooper	SW, Napa County Child Welfare Services
Maria Grant	SW, Napa County Child Welfare Services
Jennifer Marcelli	SW, Napa County Child Welfare Services
Lauren Harris	SW, Napa County Child Welfare Services
Camellia Wire	SW, Napa County Child Welfare Services
Sandra Maggioli	SW, Napa County Child Welfare Services
Maria Fernandez	SW, Napa County Child Welfare Services
Doug Calkin	Staff Services Analyst, Napa County Child Welfare Services
Ben Guerrieri	Staff Services Analyst, Napa County Child Welfare Services
Marjorie Lewis	Supervising Staff Services Analyst, Napa County Child Welfare
Adrianna Benavente	Legal Clerk, Napa County Child Welfare Services
Gail Forte	Manager, Quality Management, HHSA
Marlena Garcia	Supervisor, Parents CAN
Heather Kinsey	Parent Representative
Mary Butler	Chief Probation Officer, Napa County Probation Department
Amanda Gibbs	Asst. Chief, Napa County Probation Department
Julie Baptista	Supervisor, Napa County Probation Department
Joelle Gallagher	Executive Director, Cope Family Center (PSSF Collaborative)
Doris Gentry	Foster Parent and President, Napa County Foster Parent Association
Mitch Findley	Youth Representative
Emily Jinks	Youth Representative
Rory Scotland	Youth Representative

**Recommended and
Other Stakeholders**

Name	Affiliation
Mark Boessenecker	Supervising Judge, Family Law/Juvenile Division, Superior Court of California, County of Napa
Michael S. Williams	Commissioner, Child Support and Juvenile Department, Superior Court of California, County of Napa
Stephen A. Bouch	Court Executive Officer, Superior Court of California, County of Napa
Carrie R. Gallagher	Attorney, Napa County Counsel Administration
Chris Apallas	Attorney, Napa County Counsel Administration
Michael Lernhart	Attorney, Napa County Public Defender
Norma Ferriz	Program Director, St. Helena Family Center
Sherry Tennyson	Executive Director, American Canyon Family Resource Center
Karen Alvord	Executive Director, Lilliput Children's Services
Joy Metoyer	Regional Manager, Lilliput Children's Services
Alexis Pickrell	Social Worker, Lilliput Children's Services
Connie Moreno-Peraza	Napa County Alcohol and Other Drug Services Administrator
Shirin Vakharia	Supervising MHC, Napa County AOD Services
Julie Diverde	Director, Napa CASA Program
Tracy Lamb	Director, Napa Emergency Women's Services
Michelle Savage	Manager, Community Resources for Children
Jeanne Morris	Foster Care Educational Liaison, Napa County Office of Education
Mike Coughlin	Special Education Coordinator Napa Valley Unified School District
JoAnn Acantilalo	Community Resources for Children
Kathy Martin	Napa Valley Unified School District Representative
Mike Hensley	Sergeant, Napa Police Department
Jeff Matlock	Deputy, Napa County Sheriff's Department
Leroy Anderson	Lieutenant, Napa Sheriff's Department
Toni McIntosh	Social Worker, Napa Police Department
Judith Lefler	Assistant Director, Bay Area Regional Training Academy
Cyndia Cole	Training Specialist, Bay Area Regional Training Academy
Mark Bontrager	Director, Aldea Children and Family Services
Steven Boyd	Director, Progress Foundation (THP+ Provider)
Judi Chan	Foster Parent trainer, Napa Valley College
Alissa Gentile	Director, VOICES (ILP/EYS service provider)
Ian Stanley	Asst. Director, VOICES (ILP/EYS service provider)
Francis Ortiz Chavez	Director, Puertas Abiertas
Donald Henderson	CDSS
Lynn Maschmeyer	CDSS
Nancy Littlefield	CDSS
Diana Loretz	District Manager, California State Adoptions
Tom Amato	Director, Angwin Teen Center
Charlotte Lucero	SW Intern, Napa County Child Welfare Services
Esther McHenry	St. Helena Family Center

ATTACHMENT G

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY CA DEPARTMENT OF SOCIAL SERVICES

**NOTICE OF INTENT
CAPIT/CBCAP/PSSF PLAN CONTRACTS
FOR NAPA COUNTY**

PERIOD OF PLAN (MM/DD/YY): 4/9/2010 THROUGH (MM/DD/YY) 4/8/2013

The undersigned confirms that the county intends to contract, or not contract with public or private nonprofit agencies, to provide services in accordance with Welfare and Institutions Code (**W&I Code Section 18962(a) (2)**).

In addition, the undersigned assures that funds associated with Child Abuse Prevention, Intervention and Treatment (CAPIT), Community Based Child Abuse Prevention (CBCAP), and Promoting Safe and Stable Families (PSSF) will be used as outlined in statute.

The County Board of Supervisors designates Napa County Health and Human Services Agency as the public agency to administer CAPIT and CBCAP.

W&I Code Section 16602 (b) requires that the local Welfare Department shall administer PSSF. The County Board of Supervisors designates the Napa County Health and Human Services Agency as the public agency to administer PSSF.

Please enter an X in the appropriate box.

- The County intends to contract with public or private nonprofit agencies to provide services.
- The County does not intend to contract with public or private nonprofit agencies to provide services and will subcontract with _____ County to provide administrative oversight of the projects.

In order to receive funding, please sign and return the Notice of Intent with the County's System Improvement Plan:

California Department of Social Services
Office of Child Abuse Prevention
744 P Street, MS 8-11-82
Sacramento, California 95814



County Board of Supervisors Authorized Signature

Diane Dillon

Print Name

5-4-10

Date

Chair of the Board of
Supervisors

Title



MINUTES OF THE
NAPA COUNTY - BOARD OF SUPERVISORS MEETING
COUNTY OF NAPA

May 4, 2010

Draft Summary of the Proceedings

1. [CALL TO ORDER; ROLL CALL](#)

The Board of Supervisors of the County of Napa met in regular session on Tuesday, May 4, 2010 at 9:00 a.m. with the following supervisors present: Chair Diane Dillon, Supervisors Mark Luce, Bill Dodd, Keith Caldwell and Brad Wagenknecht. The meeting was called to order by Chair Diane Dillon.

2. [PLEDGE OF ALLEGIANCE](#)

Connie Johansen Brennen led the assembly in the pledge of allegiance.

3. APPROVAL OF MINUTES

None.

4. [PRESENTATIONS AND COMMENDATIONS](#)

- A. [Presentation of Retirement Proclamation to Stephen A. Bouch, Napa Superior Court Executive Officer, in recognition of over 40 years of public service.](#)

Presented proclamation.

- B. [Presentation of a proclamation to Kris Brown, Health and Human Services Agency Deputy Director, Comprehensive Services for Older Adults, declaring May 2010 as "Older Americans Month" in Napa County.](#)

Presented proclamation.

- C. [Presentation of a proclamation to Jaye Vanderhurst, Mental Health Director, declaring May as "Mental Health Month" in Napa County.](#)

Presented proclamation.

ATTACHMENT H

- D. [Presentation of a proclamation to Doris Gentry, declaring May 2010 as "Foster Parent Appreciation Month" and May 7, 2010 as "Foster Parent Appreciation Day" in Napa County.](#)

Presented proclamation.

- E. [Director of Human Resources to introduce new County of Napa employees.](#)

Presented new employees.

5. [PUBLIC COMMENT](#)

None.

6. [DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS](#)

None.

7. [CONSENT ITEMS](#)

Human Services

- A. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 4573 with Suzanne Seymour, dba Falcon Truck School, increasing the amount by \$29,500 for a new annual maximum of \$41,800, incorporating Addenda to the Compensation, Class/Course List and Refund Policy for Course Cancellation or Withdrawal exhibits, and incorporating provisions to comply with federal funding requirements for training services for clients participating in the Workforce Napa program.

A-4573 (Amend. 3)

- B. Director of Health and Human Services and Chief Probation Officer request approval of and authorization for the Chair to sign the following:
1. County System Improvement Plan (SIP) for the period April 10, 2010 through April 10, 2013 for submission to the California Department of Social Services; and
 2. Notice of Intent designating Napa County, through its Health and Human Services Agency Child Welfare Services Division, as the public agency to administer the Child Abuse Prevention, Intervention, and Treatment Program (CAPIT), Community-Based Child Abuse Prevention Program (CBCAP), and Promoting Safe and Stable Families (PSSF) Plan for State Fiscal Years 2010-2011, 2011-2012 and 2012-2013.

ATTACHMENT H

- C. Second reading and adoption of an ordinance repealing Chapter 9.12 (Minor Alcohol Offenses) of the Napa County Code, and adding a new Chapter 9.12 entitled the Social Host Accountability Ordinance including imposition of civil fines and abatement costs. ENVIRONMENTAL DETERMINATION: General Rule. It can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore CEQA is not applicable. [See Guidelines For the Implementation of the California Environmental Quality Act, 14 CCR 15061(b)(3)].

O-1336

Community Resources & Infrastructure

- D. Director of Conservation, Development and Planning requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 6779 with Analytical Environmental Services, an environmental consulting firm, increasing the amount by \$33,400 for a new maximum of \$443,185 for the preparation of the California Environmental Quality Act (CEQA) document for the Circle-S Ranch Project Agricultural Erosion Control Plan Application P06-01508-ECPA .

A-6779 (Amend. 3)

- E. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Kristin Lowell, Inc. for a maximum amount of \$8,240 for the term May 4, 2010, through December 31, 2010, to prepare the Engineer's Report required to fund fire protection and street maintenance improvements with assessments imposed by County Service Area No. 3.

A-7391

- F. Director of Public Works requests approval of and authorization for the Chair to sign a revenue agreement with California Transplant Donor Network (CTDN) effective May 4, 2010, at \$2,500 per month with the term expiring on June 30, 2013, for the use of the Coroner facility for the harvesting of tissue.

A-7392

- G. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 7159 with the California Department of Water Resources (DWR) extending the termination date from May 15, 2010 to May 15, 2011 with no other changes to the Agreement.

A-7159 (Amend.1)

- H. Second reading and adoption of an ordinance amending various sections of Division II of Title 13 of the Napa County Code relating to onsite sewage disposal systems (commonly known as septic systems). ENVIRONMENTAL DETERMINATION: The proposed action will not have a significant effect on the environment and therefore CEQA is not applicable. [See guidelines for the implementation of the California Environmental Quality Act, 14 CCR

ATTACHMENT H

sec. 15061(b)(3)].

O-1337

General Admin & Finance

- I. Chief Information Officer requests the rescindment of Agreement No. A-7380 with Oracle USA, Inc. and the approval of and authorization for the Chair to sign a new License and Services Agreement with Oracle America, Inc. for the purchase of a PeopleSoft module for the management of employee travel and expense reimbursements.

Item removed from the agenda.

- J. County Executive Officer requests authorization for out-of-country travel for Supervisor Brad Wagenknecht to attend the Air & Waste Management Association’s annual conference and exhibition in Calgary, Canada, June 22-25, 2010 (with all expenses paid by the Bay Area Air Quality Management District).
- K. County Executive Officer/Purchasing Agent and Director of Public Works request the following:
 - 1. Declare certain items of personal property, which are fixed and non-fixed assets, as surplus and no longer required for public use;
 - 2. Authorize the disposal of fixed asset and non-fixed asset surplus property items at public auction. (4/5 vote required); and
 - 3. Authorize the Purchasing Agent to dispose of certain items by donation and by recycling.
- L. County Executive Officer requests the following reappointments/appointments to the Advisory Board on Alcohol and Drug Programs (ABAD) with terms of office as follows:

<u>Applicant</u>	<u>Representing</u>	<u>Term Expires</u>
Susan Bohrer-Todd*	Interested Citizen	January 1, 2013
Joyce Wallace*	Interested Citizen	January 1, 2013
Catalina Chavez-Tapia*	Business Community	January 1, 2013
Barbra J. Clarke**	Recovering Community	January 1, 2012
Thelma Taylor**	Interested Citizen	January 1, 2013

* incumbent

** new applicant recommended by ABAD

ATTACHMENT H

- M. Second reading and adoption of an ordinance amending Napa County Code Section 5.52.040 regarding annual registration fees for businesses using commercial weighing or measuring devices and/or point-of-sale systems, and amending Napa County Code Section 15.48.050 to eliminate a redundant fee waiver policy for charitable organizations. ENVIRONMENTAL DETERMINATION: Pursuant to CEQA Guidelines Section 15273, CEQA does not apply to the establishment, modification, structuring, restructuring, or approval of fees which the agency finds are for the purpose of recovering or partially recovering operating expenses. As the fees affected by the proposed resolution and ordinance are designed solely to cover the cost of services being provided by the County as documented in the study by 101 Consulting on file with the Clerk of the Board, CEQA does not apply.

O-1338

Motion moved by Bill Dodd, seconded by Keith Caldwell, to approve consent items. Motion passed 5 - 0.

8. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

10. ADMINISTRATIVE ITEMS

Human Services

- A. Director of Health and Human Services and Public Health Officer to provide an update on the ambulance franchise process and findings of the review of the regional Emergency Medical Services Agency.

Napa County Public Health Officer Dr. Karen Smith presented report.

General Admin & Finance

- B. County Executive Officer requests the following actions regarding fire protection services:
1. Receive a report from the County Fire Chief regarding operational issues; and
 2. Approval of and authorization for the Chair to sign renewal of Agreement No. 7049 with the California Department of Forestry and Fire Protection for a maximum of \$8,122,304 for the term July 1, 2010 through June 30, 2011 for fire protection services.

A-7049

ATTACHMENT H

County Executive Office Principal Management Analyst Helene Franchi introduced item. County Fire Chief Ernie Loveless made presentation.

Testimony presented.

Motion moved by Keith Caldwell, seconded by Mark Luce, to approve requested actions. Motion passed 5 - 0.

- C. [Second reading and adoption of an ordinance changing the effective date of Ordinance No. 1332 relating transient commercial occupancies from June 14, 2010 to December 1, 2010, allowing more time for discussion and analysis of vacation rental alternatives. ENVIRONMENTAL DETERMINATION: General Rule. It can be seen with certainty that there is no possibility proposed action may have a significant effect on the environment and therefore CEQA is not applicable. Guidelines For the Implementation of the California Environmental Quality Act, 14 CCR 15061\(b\)\(3\)\].](#)

O-1339

Conservation, Development and Planning Director Hillary Gitelman introduced item.

Motion moved by Brad Wagenknecht, seconded by Keith Caldwell, to approve adoption of ordinance. Motion passed 4 - 1, with Brad Wagenknecht, Mark Luce, Bill Dodd, and Keith Caldwell voting yes / Diane Dillon voting no.

9. SET MATTERS OR PUBLIC HEARINGS

- A. [9:15 AM Recess to the Lake Berryessa Resort Improvement District \(LBRID\) meeting \(See LBRID Minutes\).](#)
- B. [9:20 AM Recess to the Napa Berryessa Resort Improvement District \(NBRID\) meeting \(See NBRID Minutes\).](#)
- C. [10:00 AM PUBLIC HEARING Auditor-Controller requests consideration and possible adoption of a resolution establishing the property tax administration fee allocable to public entities in Napa County for Fiscal Year 2009-2010, as authorized by Chapter 3.44 of the Napa County Code and Section 95.3 of the Revenue and Taxation Code.](#)

R-2010-45

**Opened public hearing.
Auditor-Controller Tracy Schulze made presentation.
No testimony presented.
Closed public hearing.**

ATTACHMENT H

Motion moved by Bill Dodd, seconded by Brad Wagenknecht, to approve adoption of resolution. Motion passed 5 - 0.

11. [LEGISLATIVE ITEMS](#)

Supervisor Bill Dodd requested an update on Skyline Wilderness Park legislation.

Supervisor Mark Luce reported on a meeting held yesterday in Sacramento regarding SB 1205 where, as Chair, he represented the Legislation and Governmental Organization Committee for the Association of Bay Area Government (ABAG).

12. [BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS](#)

Supervisor Brad Wagenknecht reported on:

1. His attendance along with three other Board of Supervisors at yesterday's Local Agency Formation Commission (LAFCO) meeting.
- 2 The San Francisco Bay Conservation and Development Commission (BCDC) meeting.
3. His attendance at the County Medical Services Program meeting.

Chair Diane Dillon reported on the successful Napa Local Food Forum held last Wednesday.

13. [BOARD OF SUPERVISORS FUTURE AGENDA ITEMS](#)

Supervisor Brad Wagenknecht requested a County Fire study session.

14. [COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS](#)

None.

15. [CLOSED SESSION](#)

- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9(a))

Names of Cases:

1. Lake Luciana LLC v. County of Napa, et al. (Napa County Superior Court # 26-49388 & US District Court # CV 09-4131 JSW)
2. St. Helena Unified School District v. Napa County Office of Education; County of Napa; et al. (Solano County Superior Court # FCS033906)
3. Latinos Unidos de Napa vs. County of Napa, et. al. (Napa County Superior Court

ATTACHMENT H

Case No. 26-50568)

- 1. Closed session not held.**
- 2. Closed Session held. No reportable action.**
- 3. Closed session not held.**

B. CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)

Agency Designated Representative: Suzanne Mason, Human Resources Director
Employee Organization: SEIU Local 1021 - NAPE (Public Services Employee Unit and Supervisory Unit of the County of Napa); Napa County Deputy Sheriffs' Association (Employee Unit and Supervisory Unit of the County of Napa)
Unrepresented Employees: Non-Classified Management, Classified Management and Confidential Employees of the County of Napa (Excluding Elected Officials)

Closed session held. No reportable action.

C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)

Closed session held. No reportable action.

D. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9(a))

Name of case: Mishewal Wappo Tribe of Alexander Valley v. Salazar (U.S. District Court # CV 09-02502-JW)

Closed session held. No reportable action.

16. ADJOURNMENT

Adjourned to the Board of Supervisors special meeting, Tuesday, May 11, 2010 at 8:00 a.m.

DIANE DILLON, Chair

ATTEST:

GLADYS I. COIL, Clerk of the Board