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Agenda: Children and Families Commission 03-2016

735 East Carnegie Drive, Suite 150, San Bernardino, California 92408

Meeting date, time, and place March 2, 2016 - 3:30 p.m.
First 5 San Bernardino
Commission Conference Center

Pledge of Allegiance Chair or designee will lead the Pledge of Allegiance

SPECIAL PRESENTATION Kelly A. Marschall, Principal, Social Entrepreneurs, Inc.
 • Kim Kempell, Giving 365
 • Susan Gomez, Director, Inland Empire Community Collaborative

Conflict of Interest Disclosure Commission members shall review agenda item contractors, subcontractors, and agents, which may require member abstentions due to conflict of interest and financial interests.
A Commission member with conflicts of interests shall state their conflict under the appropriate item. A Commission member may not participate in or influence the decision on a contract for which their abstention has been recorded.

Report Advisory Committee Report by Margaret Hill, Chair

Report Executive Director's Report by Karen E. Scott

Consent Item The following consent items are expected to be routine and non-controversial and will be acted upon by the Commission at one time unless any Commissioner directs that an item be removed from the Consent Agenda for discussion.

The agenda and supporting documents are available for review during regular business hours at First 5 San Bernardino, 735 East Carnegie Drive, Suite 150, San Bernardino, California 92408.

Interpreters for hearing impaired and Spanish speaking individuals will be made available with forty-eight hours notice. Please call Commission staff (909) 386-7706 to request the service. This location is handicapped accessible.

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| Item No. | CONSENT |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Approve minutes of January 6, 2016 Commission Meeting. (Presenter: Ann M. Calkins, Executive Assistant, 252-4252) |
| 2 | Approve employment contracts between the County of San Bernardino, Children and Families Commission, for the three-year period of April 2, 2016 through April 1, 2019 with options to extend the term of the contracts for a maximum of three successive one-year periods at the discretion of the Assistant Executive Officer for Human Services, with Denis Dickinson, Office Assistant II, for an annual cost of \$41,340 (\$27,560 Salary, \$13,780 Benefits). |

| Item No. | DISCUSSION |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3 | Approve Amendment A1 to Contract HW052 with County of San Bernardino Department of Behavioral Health to extend for one year through Fiscal Year 2016-2017 in the amount of \$5,134,283, resulting in the cumulative total amount of \$20,590,517 for Fiscal Years 2013-2017. (Presenter: Ronnie S. Thomas, Staff Analyst II, 252-4255) |
| 4 | Approve Amendment A2 to Contract IC023 with Harder+Company Community Research for Fiscal Year 2016-2017 in the amount of \$301,600 resulting in a cumulative total amount of \$1,479,440 for Fiscal Years 2012-2017 to provide external evaluation, consultation and professional services. (Presenter: Scott McGrath, Supervisor, 909-252-4259) |
| 5 | Authorize First 5 San Bernardino to take part as the lead agency in partnership with San Bernardino County Superintendent of Schools in the Infant Toddler Quality Improvement System Block Grant (I/T QRIS), a California Department of Education funding opportunity for Fiscal Years 2015-2016 through 2016-2017. (Presenter: Chrystina Smith-Rasshan, Staff Analyst II, (252-4267) |
| 6 | Approve Budget Revision for Fiscal Year 2015-2016. (Presenter: Debora Dickerson-Sims, Administrative Supervisor II, 252-4269) |
| 7 | Authorize non-renewal of the Investing in Children Early Education Contracts listed below effective June 30, 2016, allowing the contracts to expire, terminate, by their own terms: <ul style="list-style-type: none"> A. Barstow Unified School District, Contract EC012 A2 B. Fontana Unified School District, Contract EC009 A1 C. Hesperia Unified School District, Contract EC013 A2 D. Lucerne Valley Unified School District, Contract EC014 A2 E. Lucerne Valley Unified School District, Contract EC015 A1 F. Rialto Unified School District, Contract EC016 A2 G. San Bernardino City Unified School District – Adult School, Contract EC011 A2 H. San Bernardino City Unified School District, Contract EC010 A2 I. San Bernardino County Preschool Services Department, Contract EC007 A2 (Presenter: Cindy Faulkner, Operations Manager, 252-4253) |
| 8 | Approve investment into the Footsteps2Brilliance® Mobile Learning Technology under the Legacy XII Model Innovation County License through collaborative partnership with San Bernardino County Superintendent of Schools as the lead, in an amount not to exceed \$228,500 for Fiscal Year 2015-2016. (Presenter: Karen E. Scott, Executive Director, 252-4254) |

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| Item No. | INFORMATION |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9 | Receive 2 nd Quarter information on the Inland Empire United Way 2-1-1 for Fiscal Year 2015-2016. (Presenter: Mary Jaquish, Supervisor, 909-252-4254) |
| 10 | Receive information on Local Outcomes Brief for Fiscal Year 2014-2015. (Presenter: Scott McGrath, Supervisor, 252-4259) |

Public Comment

Persons wishing to address the Commission will be given up to three minutes and pursuant to Government Code 54954.2(a)(2) "no action or discussion will be undertaken by the Commission on any item NOT on the agenda."

Commissioner Roundtable

Open to comments by the Commissioners

**Next Meeting at
First 5 San
Bernardino**

April 6, 2016

The agenda and supporting documents are available for review during regular business hours at First 5 San Bernardino, 735 East Carnegie Drive, Suite 150, San Bernardino, California 92408.

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**CHILDREN AND FAMILIES COMMISSION
for San Bernardino County
AGENDA: MARCH 2, 2016**

Subject: Information Relative to Possible Conflict of Interest

Instructions: Contractors, subcontractors, principals and agents are listed below for each applicable agenda item. Commissioners are asked to review the items for possible conflicts of interest and to notify the Commission secretary prior to the Commission meeting of conflicts concerning items on the meeting’s agenda. This procedure does not relieve the Commissioner of his or her obligations under the Political Reform Act.

Background: The Political Reform Act of 1974 (Government Code section 87100 et. Seq.) prohibits public officials from making, participating in making or in any way attempting to use their official position to influence a governmental decision in which they have reason to know they have a “financial interest.” Additionally, Government Code section 1090 et seq. prohibits public officers and employees from being financially interested in any contract made by them in their official capacity or by the board of which they are members. A limited exception is allowed for County Children’s and Families Commissions. (See Government Code section 1091.3)

| Item No. | Contractor | Principals & Agents | Subcontractors; Principals & Agents | Commissioner Abstentions |
|-----------------|-------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| 1 | N/A | N/A | N/A | |
| 2 | N/A | N/A | N/A | |
| 3 | County of San Bernardino Department of Behavioral Health | James Ramos Third District Supervisor and Chairman of the Board of Supervisors | West End Family Counseling Center; Victor Community Support Svcs, Christian Counseling Center, Desert Mountain Children’s Center, Hearts and Lives, Lutheran Community Care Center, | Haugan Powell |
| 4 | Harder+Company Community Research | Sonia Taddy-Sandino Vice-President | N/A | |
| 5 | San Bernardino County Superintendent of Schools | Ted Alejandre County Superintendent | N/A | Powell |
| 6 | N/A | N/A | N/A | |
| 7A | Barstow Unified School District | Jeff Malan Superintendent | <i>Success for all Foundations – professional development for Curiosity Corner curriculum)</i> <i>Love and Logic – parent workshop</i> | |

Children and Families Commission
Conflict of Interest, March 2, 2016
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| | | | | |
|----|--------------------------------------------------------|-----------------------------------------------------------------------------------------|----------------------------|---------------------|
| 7B | Fontana Unified School District | Dr. Leslie Boozer, Ed. D, J.D. Superintendent | N/A | |
| 7C | Hesperia Unified School District | David McLaughlin Superintendent | N/A | |
| 7D | Lucerne Valley Unified School District | Suzette Davis Superintendent | N/A | |
| 7E | Lucerne Valley Unified School District | Suzette Davis Superintendent | N/A | |
| 7F | Rialto Unified School District | Dr. Cuauhtemoc Avila Superintendent | N/A | |
| 7G | San Bernardino City Unified School District | Debra Love Director of Purchasing | N/A | |
| 7H | San Bernardino City Unified School District | Debra Love Director of Purchasing | N/A | |
| 7I | County of San Bernardino Preschool Services Department | James Ramos Third District Supervisor and Chairman of the Board of Supervisors | Child Care Resource Center | Haugan Ohikhuare |
| 8 | Footsteps2Brilliance® Legacy XII Model | Gregory A. Spencer Director | N/A | |



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Minutes: Children and Families Commission Meeting

735 East Carnegie Drive, Suite 150, San Bernardino, California 92408

Meeting Date, Time and Location January 6, 2016
3:30 p.m.
Chair Haugan called the meeting to order at 3:35 p.m.

Pledge of Allegiance The Pledge of Allegiance was led by Chair Haugan

Special Presentation None

Conflict of Interest Disclosure Commission members shall review agenda item contractors, subcontractors, and agents, which may require member abstentions due to conflict of interest and financial interests.

A Commission member with conflicts of interests shall state their conflict under the appropriate item. A Commission member may not participate in or influence the decision on a contract for which their abstention has been recorded.

- Attendees**
- Commissioners Present**
- Linda Haugan
 - Margaret Hill
 - Maxwell Ohikhuare, M.D.
 - Ron Powell
 - Paul Vargas
 - Elliot Weinstein, M.D.
- Staff Present**
- Karen E. Scott, Executive Director
 - Cindy Faulkner, Operations Manager
 - Ann M. Calkins, Executive Assistant
 - Staci Scranton, Supervising Office Assistant
 - Mary Jaquish, Supervisor
 - Scott McGrath, Supervisor
 - Sophie Akins, Commission Counsel
 - Ronnie Thomas, Staff Analyst II
 - Leslie Fountain, Media Specialist II
 - RuthAnn Martinez, Staff Analyst II

- Amanda Ferguson, Staff Analyst II
- William Kariuki, Staff Analyst II
- Ronnie Thomas, Staff Analyst II
- Jeffrey Pontius, Staff Analyst II

**Report –
Margaret Hill
Advisory
Committee
Chair**

The next Advisory Committee Meeting is scheduled for Thursday, January 21, 2016 at 11:30 a.m. at this location.

**Report –
Karen E. Scott
Executive
Director**

Happy New Year and Save the Dates

January 8: “Policy Breakfast: Status Report for Early Childhood in San Bernardino County”, 7:30 to 10:00 a.m. at University of California, San Bernardino - Santos Manuel Event Center.

February 3: “Commission Operations and Budget Workshop”, 1:00 to 5:00 p.m. at First 5 San Bernardino – Review and discuss Commission policies and procedures, program requirements with the State, development of initiatives, funding strategies, budget recommendations, long term financial plan development, etc.

**Changes to
the Agenda**

Executive Director Karen Scott announced that Item 7 was pulled from the agenda.

Consent

A motion was made by Commissioner Hill and seconded by Commissioner Ohikhuare to approve the Consent Item. With Commissioner Gonzales absent, and without further comment or objection, motion carried by unanimous vote.

| Item No. | CONSENT |
|----------|----------------------------------------------------------------------------------------------------------------------|
| 1 | Approve minutes of November 4, 2015 Commission Meeting (Presenter: Ann M. Calkins, Executive Assistant, 252-4252) |

| Item No. | DISCUSSION |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2 | <p>Elect Chair and Vice-Chair for the Children and Families Commission of San Bernardino County. (Presenter: Karen E. Scott, Executive Director, 252-4252)</p> <p>A nomination for Linda Haugan to continue as Chair was received from the floor. Linda Haugan accepted the nomination.</p> <p>A nomination for Dr. Ohikhuare to continue as Vice-Chair was received from the floor. Dr. Ohikhuare accepted the nomination.</p> <p>A motion was made by Commissioner Vargas and seconded by Commissioner Weinstein to close the nominations.</p> |

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| | <p>As no further nominations were received from the floor, the nominations were closed and the slate was put to a vote. Without further comment or objection, the slate was elected by a unanimous vote.</p> |
| 3 | <p>Elect Chair for the First 5 San Bernardino Advisory Committee. (Presenter: Karen E. Scott, Executive Director, 252-4252)</p> <p>A nomination for Margaret Hill to continue as Advisory Committee Chair was received from the floor. Margaret Hill accepted the nomination. A motion was made by Commissioner Vargas and seconded by Commissioner Ohikhuare to close the nominations.</p> <p>As no further nominations were received from the floor, the nominations were closed and the slate was put to a vote. Without further comment or objection, the slate was elected by a unanimous vote.</p> |
| 4 | <p>Approve First 5 San Bernardino's (F5SB) support of the Reach Out and Read Program in partnership with American Academy of Pediatrics, California Chapter 2 to provide books for pediatricians to distribute during well-child check-ups for children 0-5 years in the total amount of \$250,000 for Fiscal Years 2015-2017. (Presenter: Ruth Ann Martinez, Staff Analyst II, 252-4264)</p> <p><u>Discussion</u> Commissioner Weinstein and Vice Chair Ohikhuare applauded First 5's efforts to work with the American Academy of Pediatrics to get this program underway and are pleased to see it fits in well with the Countywide Vision. They hope to see this program working many years after First 5's initial monetary contribution and take pride in learning that other First 5's statewide are exploring this opportunity in their respective counties. Commissioner Hill asked if, in addition to English and Spanish books, Asian books will be made available as well. Mary Jaquish, First 5 Supervisor, answered that each provider can order books as needed for their respective counties ethnic population. To answer Commissioner Powell's questions, Ms. Jaquish stated 4400 books are available at this time for distribution and the pediatricians themselves can select the books.</p> <p><u>Public Comment</u> None</p> <p>A motion was made by Commissioner Weinstein and seconded by Commissioner Ohikhuare to approve Agenda Item 4. With Commissioner Gonzales absent and without further comment or objection, motion carried by unanimous vote.</p> |
| 5 | <p>Approve and authorize issuance of a Request for Qualifications for an Auditor (RFQ 16-01) to conduct and prepare an annual audit and report of First 5 San Bernardino's financial statements for Fiscal Years 2015-2016, 2016-2017, 2017-2018. (Presenter: Debora Dickerson-Sims, Administrative Supervisor II, 252-4269)</p> <p><u>Discussion</u> None</p> <p><u>Public Comment</u> None</p> <p>A motion was made by Commissioner Powell and seconded by Commissioner Vargas to approve Agenda Item 5. With Commissioner Gonzales absent and without further comment or objection, motion carried by unanimous vote.</p> |

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| 6 | <p>Approve Amendment A1 to Contract IC027 with VIVA Strategy + Communications for strategic consultation services to support implementation of the County's Quality Rating Improvement System (QRIS) as follows:</p> <p style="padding-left: 40px;">A. Increase amount by \$173,040 for Fiscal Years 2015-2016 for a total contract amount of \$280,120 and a cumulative contract amount of \$323,295 from Fiscal Years 2014-2015 through 2015-2016.</p> <p>(Presenter: Cindy Faulkner, Operations Manager, 252-4253)</p> <p><u>Discussion</u> Karen Scott, Executive Director, gave a brief QRIS overview.</p> <p><u>Public Comment</u> None</p> <p>A motion was made by Commissioner Hill and seconded by Commissioner Vargas to approve Agenda Item 6. With Commissioner Gonzales absent and without further comment or objection, motion carried by unanimous vote.</p> |
| 7 | <p>Authorize staff to prepare a recommendation for Commission response for children ages 0-5, directly or indirectly affected by the December 2, 2015 tragedy in San Bernardino County as follows:</p> <p style="padding-left: 40px;">A. Formulate recommendation by exploring the unique need and engaging existing stakeholders and present recommendation at future Commission meeting; and</p> <p style="padding-left: 40px;">B. Authorize funding not to exceed \$25,000 for a multi-media support campaign.</p> <p>(Presenter: Scott McGrath, Supervisor, 252-4259)</p> <p>ITEM 7 PULLED FROM AGENDA</p> |

Public Comment None

Commissioner Roundtable Commissioner Hill stated she appreciates the good work First 5 continues to do, however, suggests staff look into a mechanism to disseminate First 5 information to the locals schools and community in general.

Adjournment A motion was made by Commissioner Powell and seconded by Vargas to adjourn. With Commissioner Gonzales absent and without further comment or objection, the meeting adjourned at 4:20 p.m.

**Future
meetings at
First 5 San
Bernardino**

In lieu of a regular Commission Meeting on February 3, 2016, the Commission will participate in the following strategic workshops:

1:00 p.m. to 3:00 p.m. Operations/Pre-Budget

3:30 p.m. to 5:00 p.m. Initiatives/Pre-Budget

The next scheduled Commission Meeting is March 2, 2016 at 3:30 p.m.

Attest

Linda Haugan, Chair

Ann M. Calkins, Commission Clerk



**AGENDA ITEM 2
MARCH 2, 2016**

| | |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject | Employment Contract – Denis Dickinson, Office Assistant II |
| Recommendations | <ol style="list-style-type: none">1. Approve employment contract between the County of San Bernardino, Children and Families Commission, and Denis Dickinson, Office Assistant II, for an annual cost of \$41,340 (\$27,560 Salary, \$13,780 Benefits) for the contract period of April 2, 2016 through April 1, 2019.2. Authorize the Assistant Executive Officer for Human Services to execute amendments to the contract to extend the contract term for a maximum of three successive one-year periods on behalf of the County, subject to review by County Counsel.3. Direct the Assistant Executive Officer for Human Services to transmit all documents in relation to contract extensions to the Clerk of the Board within 30 days of execution. <p>(Presenter: Karen E. Scott, Executive Director, 252-4252)</p> |
| Financial Impact | The total annual cost of \$41,340 is fully reimbursed by the Children and Families Commission’s (Commission) Trust Fund. Adequate appropriation and revenue have been included in the Commission’s 2015-2016 budget and will be included in future recommended budgets. |
| Background Information | <p>The recommend contract will allow the Commission to fill one vacant Office Assistant II position to meet staffing needs. The contract will be effective April 2, 2016, for a contract term of three years through April 1, 2019, subject to the termination provisions of the contract. The proposed employment contract authorizes the Assistant Executive Officer for Human Services, as the appointing authority, the discretion to modify the term as follows: 1) Amend the contract to extend the term for a maximum of three successive one-year periods, 2) Terminate the contract at any time without cause with a 14-day prior written notice to the other party, and 3) Terminate the contract immediately for just cause.</p> <p>On January 23, 2001 (Item No. 59), the Board of Supervisors (Board) approved Contract No. 01-50 with the Commission to maintain a mutually cooperative working relationship to effectively and efficiently implement the Commission’s mission. The terms and conditions of the agreement require Human Services (HS) to provide the Commission with support for the administration of staff benefits, review and act on Board agenda items and personnel-related issues, and provide employment contract administration services. The agreement has been amended several times to revise language regarding services or to add services provided by the County. The Commission reimburses the County for the cost of these services.</p> <p>At the request of the Commission, Human Resources provided a certification list for the Office Assistant II position. Of the 74 who applied, six were invited to interview, with four candidates willing to participate in the interview process. The two-member interviewing panel consisted of the Supervising Office Assistant and an Accountant III. Based on the interview, Denis Dickinson was offered the Office Assistant II position contingent upon Board approval. Based on his past experience, the Commission recommends a starting hourly rate of \$13.25.</p> |

Review

This item has been reviewed by Human Resources (Mark DeBoer, Human Resources Division Chief, 387-5564) on March 1, 2016; Human Services Contracts (Regina Dalton, Contracts Manager, 388-0241) on February 29, 2016; and County Counsel (Cynthia O'Neill, Deputy County Counsel, 387-5455) on February 19, 2016;

| |
|------------------------------------------|
| Report on Action as taken |
| Action: |
| Moved: _____ Second: _____ |
| In Favor: |
| Opposed: |
| Abstained: |
| Comments: _____ |
| Witnessed: |



F A S

STANDARD CONTRACT

FOR COUNTY USE ONLY

| | | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------------------------|----------------------------------------|---------------------------------------|--------------------------|------------------------|--------|
| <input checked="" type="checkbox"/> New | FAS Vendor Code | | SC | Dept. 498 | A | Contract Number | |
| <input type="checkbox"/> Change | ePro Vendor Number n/a | | ePro Contract Number n/a | | | | |
| <input type="checkbox"/> Cancel | County Department Human Services | | Dept. 903 | Orgn. ADMI | Contractor's License No. | | |
| County Department Contract Representative Karyn Baxter | | Telephone (909)386-8369 | | Total Contract Amount \$13.25/hour | | | |
| Contract Type <input type="checkbox"/> Revenue <input type="checkbox"/> Encumbered <input type="checkbox"/> Unencumbered <input checked="" type="checkbox"/> Other: | | | | | | | |
| If not encumbered or revenue contract type, provide reason: | | | | Employment Contract | | | |
| Commodity Code | | Contract Start Date April 2, 2016 | Contract End Date April 1, 2019 | Original Amount \$13.25/hour | Amendment Amount \$ | | |
| Fund RRC | Dept. 903 | Organization ADMI | Appr. 100 | Obj/Rev Source 1010 | GRC/PROJ/JOB No. | Amount \$13.25/hour | |
| Fund | Dept. | Organization | Appr. | Obj/Rev Source | GRC/PROJ/JOB No. | Amount \$ | |
| Fund | Dept. | Organization | Appr. | Obj/Rev Source | GRC/PROJ/JOB No. | Amount | |
| Project Name Children and Families Commission Office Assistant II | | | Estimated Payment Total by Fiscal Year | | | | |
| | | | FY | Amount | I/D | FY | Amount |
| | | | _____ | _____ | _____ | _____ | _____ |
| | | | _____ | _____ | _____ | _____ | _____ |

THIS CONTRACT is entered into in the State of California by and between the County of San Bernardino, hereinafter called the County, the Children and Families Commission, hereinafter called the Commission, and

Name
 Denis Dickinson hereinafter called Contractor
 Address _____
 Address on file _____
 Telephone _____ Federal ID No. or Social Security No. _____
 () - _____

IT IS HEREBY AGREED AS FOLLOWS:

WHEREAS, the County and the Commission desire to obtain the services of Contractor on the terms and conditions set forth in this Contract, and

WHEREAS, Contractor has the skills and knowledge necessary to provide services for the Commission;

NOW, THEREFORE, in consideration of mutual covenants and conditions, the parties agree as follows:

| | |
|------------------------------------------------------------|------------------------------|
| <i>Auditor-Controller/Treasurer/Tax Collector Use Only</i> | |
| <input type="checkbox"/> Contract Database | <input type="checkbox"/> FAS |
| Input Date | Keyed By |

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I. DUTIES AND RESPONSIBILITIES OF CONTRACTOR

Contractor shall be employed as an Office Assistant II with the Children and Families Commission (Commission). Contractor shall work cooperatively with the staff of the Commission under the direction of the Operations Manager, performing a broad range of duties including, but not limited to, the following:

- A. Collect, enter, process, sort, and tabulate information according to departmental process and procedure which may involve a wide range of research, decision making, and discretion.
- B. Answer telephones, take and relay messages, and receive visitors.
- C. Provide general information, instruction, and assistance regarding programs and services to the public and other employees; answer questions regarding specific departmental procedures and practices; provide information over the telephone and make appointments.
- D. Prepare/compile letters, memoranda, reports, file narratives, invoices, statements, warrant requests, charts, tables, claims, bills, payment vouchers, receipts, lists, schedules, appointments, supply orders, notices and statistical data, and other documents related to the area assigned.
- E. Request and accept records and other information from a variety of sources; input and maintain data into various database programs; post information from various reports and documents to appropriate records; audit and verify documents and other records for a variety of purposes to include accuracy, legality, and consistency.
- F. Operate a variety of office equipment such as computer terminals, calculators, fax machines, information and image management systems, copiers, sorters, viewers, and other office machines to enter and retrieve data, produce and/or process materials to include correspondence, memoranda, reports, numeric data, requisitions, tabulations, and statements.
- G. Maintain manual and computerized alphabetical, numerical or subject matter files; sort and file correspondence, bills, invoices, requisitions, demands, contracts, permits, applications, work orders, purchase orders, inter-office memoranda, and a wide variety of other documents, records and similar media; pull material from files; purge files as needed or scheduled.
- H. Receive and issue receipts for any fees and cash payments.
- I. Make mathematical calculations; assemble, tabulate, and compare financial and other data; compile a variety of data to include statements, claims, reports, and payroll data when needed.
- J. Schedule appointments and meetings for individuals and groups; notify attendees and prepare meeting material(s); make arrangements for room set-up and refreshments if required; and record meeting results.
- K. Assist in the training of other staff members as needed.
- L. Store and distribute office supplies; keep a record of supplies needed, received and issued; compare bills and invoices against order sheets or purchase orders and against receiving records; confer with vendors; order a variety of supplies, including community engagement supplies, equipment, and other items; log, check, and record the receipt and delivery of various purchases while maintaining the inventory.
- M. Prepare, compose, type, or assemble information into proper form from outlined instructions or established procedures, including letters, forms, records, and reports from rough drafts, marginal notes or verbal instructions; type bills, vouchers, receipts, lists, schedules, orders, notices, and statistical data.
- N. Transcribe a wide variety of dictation; file documents with the appropriate agency; maintain records in files or calendar books in accordance with departmental policies and procedures.
- O. Receive, sort and distribute mail.

- P. Perform other special projects and duties as assigned.
- Q. Provide vacation and temporary relief as required.
- R. Travel throughout the County as required.

II. CONFLICT OF INTEREST

As a condition of employment, Contractor does hereby agree to follow and uphold the Conflict of Interest policy of the County's Personnel Rules as follows:

No official or employee shall engage in any business or transaction or shall have a financial or other personal interest or association, direct or indirect, which is in conflict with the proper discharge of official duties or would tend to impair independence of judgment or action in the performance of official duties. Personal, as distinguished from financial interest, includes an interest arising from blood or marriage relationships, or close business, personal or political associations. This section shall not serve to prohibit independent acts or other forms of enterprise during those hours not covered by active County employment, providing such acts do not constitute a conflict of interest as defined herein. Contractor is also subject to the provision of California Government Code Sections 1090, 1126, 87100, and any other conflict of interest code applicable to County employment.

III. TERM

This Contract shall be effective April 2, 2016 and shall remain in effect through April 1, 2019, subject to the termination provisions below. The Assistant Executive Officer for Human Services is authorized to execute amendments to the Contract to extend the term of this Contract for a maximum of three successive one-year periods. Notwithstanding the foregoing, either party may terminate this Contract at any time without cause with a fourteen (14) day prior written notice to the other party. This Contract may be terminated for just cause immediately by the County. Contractor shall serve at the pleasure of the appointing authority, the Assistant Executive Officer for Human Services, who shall have the full authority and discretion to exercise County rights under this paragraph.

IV. COMPENSATION OF CONTRACTOR

Upon the effective date of this Contract, Contractor shall be considered a Contract employee in the County's Unclassified Service. Contractor shall receive only the benefits and compensation specifically set forth in this Contract. This Contract provides for the full compensation to Contractor for the services required hereunder. This Contract supersedes any prior employment Contract of Contractor.

A. SALARY RATE

Contractor shall be compensated for services at a rate of \$13.25 per hour not to exceed 40 hours per work week unless expressly authorized, pursuant to the Overtime provision of this Contract. Contractor shall be evaluated and will be eligible to receive step increases of approximately 2.5% after each completion of 2,080 service hours and upon approval of the appointing authority, up to a maximum of \$16.89, based on a meets standards work performance evaluation. Contractor does not gain probationary or regular status during the term of this Contract. Payment for services shall be made bi-weekly during the term specified in Section III of this Contract.

B. OVERTIME

Overtime shall be defined as all hours actually worked in excess of forty (40) hours a work period. For purposes of defining overtime, paid leave time, excluding sick leave, shall be considered as time actually worked. If Contractor is authorized by Executive Director, or designee, to work overtime, Contractor shall be eligible to receive overtime compensation at one and one half (1½) times the Contractor's regular rate of pay.

In lieu of cash payment, upon request of the Contractor and approval of the appointing authority, Contractor may accrue compensating time off at premium hours. Cash payment at the Contractor's base rate of pay shall automatically be paid for any compensating time, which exceeds eighty (80) hours, or for any hours on record immediately prior to termination of Contract.

C. LEAVE PROVISIONS

Contractor shall receive, or be subject to, the following Leave Provisions in the same manner and amount as employees in the Clerical Unit: Bereavement, Blood Donation, Compulsory, Holiday, Jury Duty, Sick, Vacation, and Voluntary Time Off.

Refer to Item O in this Section for processing of leave balances upon termination of this Contract.

D. MEDICAL AND DENTAL COVERAGE

Contractor must enroll in a medical and dental plan offered by the County, unless enrolled in other comparable employer sponsored coverage. If eligible, Contractor shall receive the Medical Premium Subsidy (MPS) to offset the cost of medical plan premiums charged to Contractor. The MPS shall not be considered compensation earnable for purposes of calculating benefits or contributions for the San Bernardino County Employee's Retirement Association. The applicable MPS shall be paid directly to the provider of the County-sponsored medical plan in which the eligible Contractor has enrolled. In no case shall the MPS exceed the total cost of the medical insurance premium for the coverage selected (e.g., when the MPS amounts exceed the lowest HMO cost). Contractor shall receive the following MPS amounts, per pay period, as applicable:

| Coverage type | Scheduled for 40 to 60 Hours | Scheduled for 61 to 80 Hours |
|---------------|------------------------------|------------------------------|
| Employee Only | \$97.45 | \$194.90 |
| Employee + 1 | \$167.28 | \$334.57 |
| Employee + 2 | \$236.72 | \$473.43 |

If enrolled in a County-sponsored medical plan and all other Plan eligibility requirements are met, Contractor shall receive a Dental Premium Subsidy (DPS) amount, per pay period, as applicable:

| Coverage Type | Scheduled for 40 to 60 Hours | Scheduled for 61 to 80 Hours |
|---------------|------------------------------|------------------------------|
| Employee Only | | |
| Employee + 1 | \$4.73 | Up to \$9.46 |
| Employee + 2 | | |

The applicable DPS amount shall be paid directly to the provider of the County-sponsored dental plan in which the eligible employee has enrolled. In no case shall the DPS exceed the total cost of the dental insurance premium for the coverage selected (e.g., when the DPS amounts exceed the dental plan cost).

To be eligible for the MPS and DPS, Contractor must be scheduled for a minimum of forty (40) hours per pay period and have received pay for at least one-half plus one hour of scheduled hours in a pay period.

Contractor shall not receive Flex Dollars if Contractor chooses to "opt-out" or "waive" from the County-sponsored health plans.

E. VISION CARE INSURANCE

Subject to carrier requirements, the County shall pay the premiums for vision care insurance for Contractor (employee-only coverage) if Contractor is scheduled and receives pay for at least forty-one (41) hours per pay period.

F. LIFE INSURANCE

The County shall pay premiums for a term life insurance policy for Contractor in the same manner and amount as employees in the Clerical Unit. County-paid life insurance will become effective and continue for each pay period in which the Contractor is paid for one half plus one of their regularly scheduled hours. For pay periods in which Contractor does not meet the paid hours requirement, Contractor shall have the option of continuing life insurance coverage at Contractor's expense.

G. ACCIDENTAL DEATH AND DISMEMBERMENT

Contractor shall be eligible to purchase Accidental Death and Dismemberment Insurance coverage and additional supplemental term life insurance in the same manner and amount as offered by the County to employees in the Clerical Unit.

H. EXPENSE REIMBURSEMENT

Contractor shall be eligible for expense reimbursement in the same manner and amount as employees in the Clerical Unit.

I. RETIREMENT PLAN

Contractor shall participate in the County's general employee retirement system during the term of this Contract. Contractor shall pay the required employee contribution for the term of the Contract. Contractor's participation in the general retirement system shall be in accordance with the applicable terms of the County Employee Retirement Law of 1937, the California Public Employees' Pension Reform Act of 2013 (Gov't Code section 7522 et seq.), and the By-Laws and other requirements of the San Bernardino County Employees' Retirement Association.

J. RETIREMENT MEDICAL TRUST ("Trust")

Upon termination of this Contract, Contractor shall be eligible to convert the cash value of unused Sick Leave to the Trust in the same manner and amount as employees in the Clerical Unit, provided the Contractor meets the eligibility requirements (e.g., years of service, etc.) for participation. Contractor shall not receive County contributions to the Trust.

Refer to Item O in this section for processing of unused Sick Leave balances upon termination of this Contract.

K. SALARY SAVINGS PLAN

Contractor shall be eligible to participate in the County's 457(b) Salary Savings Plan, per the Plan Document. Contractor shall not receive County match contributions with respect to participation in such plan.

L. DEPENDENT CARE ASSISTANCE PLAN (DCAP) AND FLEXIBLE SPENDING ACCOUNT (FSA) PLAN FOR MEDICAL EXPENSE REIMBURSEMENT

Contractor shall be eligible to participate in the County's DCAP and FSA Plans in the same manner as employees in the Clerical Unit and per the plan documents. Contractor shall not receive any County match contributions with respect to participation in either plan.

M. LEGALLY REQUIRED BENEFITS

Contractor shall receive all benefits as required by law when eligible (e.g., FMLA, Military Leave, Time Off for Voting, and Medicare). Where the County provides a greater benefit than is required by law,

Contractor shall only receive the minimum benefit in accordance with the law, unless the greater benefit is specifically provided for in another provision of this Contract.

N. SHORT TERM DISABILITY

Contractor shall be eligible to receive the same Short-Term Disability insurance benefits as offered to employees in the Clerical Unit.

O. BENEFITS UPON TERMINATION OF CONTRACT

Contractor Separated from County Service

Upon separation from County employment, Contractor shall be compensated for any unused Vacation and Holiday Leave at the then base rate of pay. Contractor will be eligible to convert the cash value of unused Sick Leave to the Retirement Medical Trust Fund in the same manner and amount as employees in the Clerical Unit, if eligibility requirements are met. If eligibility requirements are not met at the time of separation, unused Sick Leave shall be forfeited.

Contractor to Regular County Employment

In the event this Contract is terminated because Contractor is appointed to a regular County position without a break in service, the Contractor shall be provided a new date of hire (i.e., Regular Hire Date). Eligibility for benefits, including, but not limited to, retirement system contributions, health benefits, and leave accrual rates shall be based upon the provisions of the applicable Memorandum of Understanding (MOU) or ordinance in effect at the time Contractor is appointed to a regular County position. Seniority, for purposes of layoff, shall be determined by the most recent Regular Hire Date or as otherwise provided in the applicable MOU.

At the sole discretion of the appointing authority of the County department or office in which appointment to the regular position is made, unused leave balances may be maintained and carried over. Any leave balances carried over shall be in accordance with the applicable MOU for the bargaining unit associated with the position hired into. Any leave balances not authorized to be carried over shall be distributed as outlined in "Contractor Separated from County Service" above.

Contractor to New Contract Position

In the event the Contractor accepts another Contract position with the County without a break in service, at the sole discretion of the appointing authority of the County department or office in which appointment to the Contract position is made, leave accrual rates and unused leave balances may be maintained and carried over. Any leave balances carried over shall be in accordance with the applicable MOU for the bargaining unit associated with the position hired into. Any leave balances not authorized to be carried over will distributed as outlined in "Contractor Separated from County Service" above.

V. GENERAL PROVISIONS RELATING TO CONTRACTOR

A. TOUR OF DUTY

Contractor's standard tour of duty (regularly scheduled work week) shall be established by the Executive Director, or his/her designee. The Executive Director, or his/her designee, may modify or change the number of hours in a standard day, tour of duty or shift to meet the needs of the service. Contractor shall not work more than 40 hours per work week without prior approval from the Executive Director, or his/her designee. The Executive Director shall have the right to direct Contractor to take such time off as is necessary to ensure that Contractor's actual time work does not exceed forty (40) hours within any given work period.

B. CLASSIFICATION

Contractor will not attain regular status in this position, and as an unclassified Contract employee, will not be provided those rights under the San Bernardino County Personnel Rules afforded only to

employees who have attained regular status. This Contract does not expand or alter any jurisdiction established by the Personnel Rules or any MOU. Contractor shall adhere to the County's and the Commission's standards of employee conduct, including all applicable rules, policies, and regulations. Violation of applicable standards may result in Contract termination or lesser penalties.

C. WORKERS' COMPENSATION AND LIABILITY COVERAGES

Contractor shall be covered by the County's Workers' Compensation insurance coverage during the hours actually worked under this Contract. Contractor shall be covered by the County's Public Liability Insurance only while performing services under this Contract. Contractor shall only receive those benefits as required by law.

D. USE OF PRIVATE VEHICLE

If the services to be performed under this Contract require Contractor to drive a vehicle, Contractor must possess a valid California driver's license at all times during the performance of duties under this Contract.

Contractor agrees to allow the County to obtain a Department of Motor Vehicles report of Contractor's driving record.

In order for Contractor to be able to use a private vehicle during the performance of duties under this Contract, Contractor shall be covered by vehicle liability insurance at least equal to the minimum requirements of the California Vehicle Code. Such requirements currently are:

1. Fifteen thousand dollars (\$15,000) for single injury or death;
2. Thirty thousand dollars (\$30,000) for multiple injury or death;
3. Five thousand dollars (\$5,000) for property damage.

Failure to comply with the requirements of this Paragraph shall be deemed cause for termination of this Contract, pursuant to Section III above.

E. EVIDENCE OF ELIGIBILITY TO WORK

Contractor shall submit evidence of eligibility to work in the United States and verification of identity within three (3) working days of the effective date of this Contract. Contractor shall submit to a pre-employment background check, including a medical examination through the County's Center for Employee Health and Wellness. This provision is satisfied if Contractor is a current employee or Contractor who previously met the requirements of this provision.

F. DIRECT DEPOSIT

Contractor must make arrangements for the direct deposit of paychecks into the financial institution of their choice via electronic fund transfer. Inability or failure by Contractor to make such arrangements will result in the County paying Contractor via pay card.

G. MISCELLANEOUS

Government Code section 53243.2 requires the following provision be included in this Contract: If this Contract is terminated, any cash settlement related to the termination that Contractor may receive from the County shall be fully reimbursed to the County if Contractor is convicted of a crime involving an abuse of his or her office or position, as defined in Section 53243.4.

VI. REIMBURSEMENT AND INDEMNIFICATION

- A. The Commission agrees to reimburse the County for total compensation cost of the employee.
- B. The Commission shall indemnify, defend, and hold harmless the County, its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages, and/or liability arising out of the County's provision of the contracted personnel to the Commission.

VII. CONCLUSION

This Contract, consisting of nine (9) pages, is the full and complete document describing services regarding the Contractor's rights and obligations of the parties, including all covenants, conditions, and benefits.

COUNTY OF SAN BERNARDINO

► _____
James Ramos, Chairman, Board of Supervisors

Dated: _____

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD

Laura H. Welch
Clerk of the Board of Supervisors
of the County of San Bernardino

By _____
Deputy

By ► _____
(Authorized signature - sign in blue ink)

Name Denis Dickinson
(Print or type name of person signing contract)

Title Office Assistant II
(Print or Type)

Dated: _____

Address Address on file

| | | |
|---------------------------------------------------|------------------------------------------|-------------------------------------------------------------------------|
| Approved as to Legal Form | Reviewed by Contract Compliance | Presented to BOS for Signature |
| ► _____ Cynthia O'Neill, Deputy County Counsel | ► _____ Regina Dalton, Contracts Unit | ► _____ Linda Haugan, Assistant Executive Officer for Human Services |
| Date _____ | Date _____ | Date _____ |



**AGENDA ITEM 3
MARCH 2, 2016**

| | |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject | Amendment A1 for Contract HW052 with the Department of Behavioral Health |
| Recommendations | Approve Amendment A1 to Contract HW052 with County of San Bernardino Department of Behavioral Health to extend for one year through Fiscal Year 2016-2017 in the amount of \$5,134,283, resulting in the cumulative total amount of \$20,590,517 for Fiscal Years 2013-2017. (Presenter: Ronnie S. Thomas, Staff Analyst II, 252-4255) |
| Financial Impact | This contract provides a financial commitment to the Department of Behavioral Health not to exceed \$5,134,283.00 for Fiscal Year 2016-2017. |
| Background Information | <p>Since 2004, the Commission has invested in the comprehensive <u>S</u>creening <u>A</u>ssessment <u>R</u>eferral and <u>T</u>reatment (SART) initiative, a tremendous effort toward changing systems of care for children in San Bernardino County. In 2013, the SART initiative was expanded to include <u>E</u>arly <u>I</u>dentification & <u>I</u>ntervention <u>S</u>ervices (EIS). EIS are services and activities directed toward individuals and families for whom a short-duration, relatively low-intensity intervention is appropriate to measurably improve a mental health problem or concern very early in its manifestation.</p> <p>This amendment represents an allocation of local match funds not to exceed 12% for MediCal Early, Periodic, Screening, Diagnosis and Treatment (EPSDT) reimbursement as well as for the direct services in the Screening, Assessment, Referral and Treatment (SART) and Early Identification & Intervention (EIS) programs for children ages 0-5 years. In addition, this amendment is part of a continued effort to support an operational coordination system yielding quality outcomes for the 10 SART/EIS centers (see Attachment C) throughout the County to build capacity as well as develop “best practice” policies for this 0-5 comprehensive treatment model of care.</p> <p>This financial collaboration between First 5 San Bernardino (F5SB) and the Department of Behavioral Health (DBH) along with our partners from Children and Family Services (CFS), Department of Public Health (DPH), Preschool Services Department (PSD) and Children’s Network aims at changing systems of care for children in San Bernardino County; making the full development of the SART/EIS model of care possible.</p> <p>Approval of this investment supports:</p> <p>SPA 1: Child Health</p> <p>Objective 1.1.a – Families have access to resources and environments that support the total wellness of the child.</p> <p>Objective 1.1.b – Families are knowledgeable of and utilize available resources to manage their health.</p> <p>Objective 1.1.c – Children are born healthy</p> |

SPA 2: Systems and Networks

Objective 2.1.a – Systems and services effectively support and engage children, families and communities

Objective 2.1.b – Families, providers and stakeholders collaborate effectively to improve the well-being of the child.

Review

Sophie Akins, Commission Counsel

| |
|------------------------------------------|
| Report on Action as taken |
| Action: |
| Moved: _____ Second: _____ |
| In Favor: |
| Opposed: |
| Abstained: |
| Comments: _____ |
| Witnessed: |

**CHILDREN
AND FAMILIES
COMMISSION
FOR
SAN BERNARDINO COUNTY
STANDARD CONTRACT**

| <i>FOR COMMISSION USE ONLY</i> | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------|---------------------|----------------------------------------|-------------------|--------------------------|-----------------|
| <input type="checkbox"/> | New | Vendor Code | SC | Dept. | A | Contract Number |
| <input checked="" type="checkbox"/> | Change | SANBERN748J | | 903 | | HW052 A1 |
| <input type="checkbox"/> | Cancel | | | | | |
| Organization | | | Dept. | Orgn. | Contractor's License No. | |
| Children and Families Commission | | | 903 | PROG | | |
| Commission Representative | | | Telephone | | Total Contract Amount | |
| Cindy Faulkner, Operations Manager | | | 909-386-7706 | | \$20,590,517 | |
| Contract Type | | | | | | |
| <input type="checkbox"/> Revenue <input checked="" type="checkbox"/> Encumbered <input type="checkbox"/> Unencumbered <input type="checkbox"/> Other: | | | | | | |
| If not encumbered or revenue contract type, provide reason: _____ | | | | | | |
| Commodity Code | | Contract Start Date | | Contract End Date | | Original Amount |
| 95200 | | July 1, 2013 | | June 30, 2017 | | \$15,456,234 |
| Amendment Amount | | | | | | |
| \$5,134,283 | | | | | | |
| Fund | Dept. | Organization | Appr. | Obj/Rev Source | GRC/PROJ/JOB No. | Amount |
| RRC | 903 | PROG | 300 | 3357 | CFHESY17 | \$4,582,205 |
| Fund | Dept. | Organization | Appr. | Obj/Rev Source | GRC/PROJ/JOB No. | Amount |
| RRC | 903 | PROG | 300 | 3357 | SNLCPY17 | \$552,078 |
| Fund | Dept. | Organization | Appr. | Obj/Rev Source | GRC/PROJ/JOB No. | Amount |
| | | | | | | |
| Abbreviated Use | | | Estimated Payment Total by Fiscal Year | | | |
| 0-5 Comprehensive | | | FY | Amount | I/D | FY |
| Treatment Services: SART | | | 16-17 | \$5,134,283 | I | |
| and Early Identification & | | | | | | |
| Intervention Services | | | | | | |
| & EPSDT Local Match | | | | | | |

THIS CONTRACT is entered into in the State of California by and between the Children and Families Commission for San Bernardino County, hereinafter called the Commission, and

Legal Name (hereinafter called the Contractor)
 County of San Bernardino
 Department/Division
 Department of Behavioral Health
 Address
 268 W. Hospitality Lane, Suite 400
 San Bernardino, CA 92415
 Phone
 (909) 387-7000
 Federal ID No.

Program Address (if different from legal address):
 900 E. Gilbert Street, Cottage #4
 San Bernardino, CA 92415

**IT IS HEREBY AGREED AS FOLLOWS:
AMENDMENT NO. 1**

1. The following definitions in Section I, DEFINITIONS are amended to read as follows:

Carryover Clients: A client receiving services across multiple fiscal years. This scenario can only occur relative to the FDM only.

Demonstrated Outcomes: Data supported evidence that indicators addressed through the program demonstrate marked improvement.

Dosage: The frequency and level of exposure to services offered to the participant.

| Auditor-Controller/Treasurer Tax Collector Use Only | |
|-----------------------------------------------------|------------------------------|
| <input type="checkbox"/> Contract Database | <input type="checkbox"/> FAS |
| Input Date | Keyed By |

Parent-Peer: Parents assisting other parents by advocating, guiding and providing moral support as they navigate systems and services.

Performance Target: The specific result that a Contractor seeking investment will commit to achieve. It is tangible in the sense that it can be verified and narrow enough to be directly achieved by the Contractor. It almost always represents a measurable change in the participant of a program.

Program Work Plan: A document containing program expectations and deliverables as agreed upon by First 5 San Bernardino and program contractors. The work plan includes information on the individual components of the program in addition to structure including dosage, activities, outcome expectations and verification methods. This document is signed by the contractor leadership and is approved by the First 5 San Bernardino Commission.

2. Paragraph I. Staffing and Notification of Section III, CONTRACTOR'S GENERAL RESPONSIBILITIES, is amended to read as follows:

I. Staffing and Notification

Contractor shall notify Commission of any continuing vacancies beyond 30 days and any positions that become vacant during the term of this Contract that may result in reduction of services to be provided under this Contract. Upon notices of vacancies, the Contractor shall apprise Commission of the steps being taken to provide the services without interruption and to fill the position as expeditiously as possible. Vacancies and associated problems shall be reported to the Commission on each periodically required report for the duration of said vacancies and/or problems.

In the event of a problem or potential problem that will severely impact the quality or quantity of service delivery, or the level of performance under this Contract, Contractor will notify the Commission within one working day, in writing and by telephone.

3. Paragraphs A. Contract Amount and H. Budget Line Item Variance of Section IV. FISCAL PROVISIONS are amended to read as follows:

A. Contract Amount

The maximum amount of reimbursement under this Contract shall not exceed \$5,134,283 per fiscal year for fiscal years 2013/14, 2014/15, 2015/16, and 2016/17 to fund the 0-5 Comprehensive Treatment Services program and is not to exceed a cumulative total of \$20,590,517 for the duration of the Contract term subject to the availability of California Children and Families Trust Fund monies. These funds are divided as follows:

| Fiscal Years | SART Services | Early Identification & Intervention | DBH Admin, Coordination, & Evaluation | Total |
|-------------------------------------------------------------|---------------|-------------------------------------|---------------------------------------|---------------------|
| Fiscal Year 2013-2014 July 1, 2013 through June 30, 2014 | \$ 2,500,000 | \$ 1,500,000 | \$ 600,000 | \$ 4,600,000 |
| Fiscal Year 2014-2015 July 1, 2014 through June 30, 2015 | \$ 2,500,000 | \$ 1,500,000 | \$ 600,000 | \$ 4,600,000 |
| Fiscal Year 2015-2016 July 1, 2015 through June 30, 2016 | \$ 2,500,000 | \$ 1,500,000 | \$ 600,000 | \$ 4,600,000 |
| Fiscal Year 2016-2017 July 1, 2016 through June 30, 2017 | \$ 2,500,000 | \$ 1,500,000 | \$ 582,205 | \$ 4,582,205 |
| | | | TOTAL: | \$18,382,205 |

| Fiscal Years | Local Match for EPSDT Medi-Cal Services | Total |
|-------------------------------------------------------------|-----------------------------------------|--------------------|
| Fiscal Year 2013-2014 July 1, 2013 through June 30, 2014 | \$ 552,078 | \$ 552,078 |
| Fiscal Year 2014-2015 July 1, 2014 through June 30, 2015 | \$ 552,078 | \$ 552,078 |
| Fiscal Year 2015-2016 July 1, 2015 through June 30, 2016 | \$ 552,078 | \$ 552,078 |
| Fiscal Year 2016-2017 July 1, 2016 through June 30, 2017 | \$ 552,078 | \$ 552,078 |
| | TOTAL: | \$2,208,312 |

Initial Here

H. Budget Line Item Variance

Annual variances in excess of 10% of a line item cannot be made by the Contractor without prior approval of the Commission. Variance shall not result in a change to the total Contract amount or an increase to the administrative cost allocation of the approved budget. Contractor shall provide written justification for any budget line item variances of more than 10%.

The 10% variance does not apply to Section A. Salaries and Benefits of the approved Budget.

4. Paragraph A. of Section VII, TERM is amended to read as follows:

- A. This Contract is effective commencing July 1, 2013 and expires June 30, 2017, but may be terminated earlier in accordance with provisions of paragraph below or Section VII of this Contract.

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5. Paragraph A. Notices of Section IX, GENERAL PROVISIONS is amended to read as follows:

A. Notices

When notices are required to be given pursuant to this Contract, the notices shall be in writing and mailed to the following respective addresses listed below.

Contractor: County of San Bernardino
Department of Behavioral Health
268 W. Hospitality Lane, Suite 400
San Bernardino, CA 92415

Notices will be cc'd to DBH Program Manager at:
Department of Behavioral Health
Children and Youth Collaborative Services
900 E. Gilbert Street, Cottage #4
San Bernardino, CA 92415

Commission: First 5 San Bernardino
735 E. Carnegie Drive, Suite 150
San Bernardino, CA 92408

continued on the next page

ATTACHMENTS

Attachment A – Amended Work Plan for 2016-2017

Attachment B – Amended Program Budget for 2016-2017

All other terms and conditions of this contract remain in full force and effect.

**CHILDREN & FAMILIES COMMISSION FOR
SAN BERNARDINO COUNTY**

**COUNTY OF SAN BERNARDINO
CHILDREN'S NETWORK**

Legal Entity

▶ _____
Authorized Signature

Linda Haugan

Printed Name

Commission Chair

Title

Dated

▶ _____
Authorized Signature

James Ramos

Printed Name

Chairman, Board of Supervisors

Title

Dated

Official Stamp

| | | |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| <p>Reviewed for Processing</p> <p>▶ _____ Cindy Faulkner Operations Manager</p> <p>_____ Date</p> | <p>Approved as to Legal Form</p> <p>▶ _____ Sophie Akins Commission Counsel</p> <p>_____ Date</p> | <p>Presented to Commission for Signature</p> <p>▶ _____ Karen E. Scott Executive Director</p> <p>_____ Date</p> |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|



Agency Name: COUNTY OF SAN BERNARDINO
DEPARTMENT OF BEHAVIORAL HEALTH

Program Name: 0-5 COMPREHENSIVE TREATMENT
SERVICES: EIIS, & SART (EPSDT MEDI-
CAL REIMBURSEMENT MATCH)

Contract #: HW052 A1 **Fiscal Year (FY):** 2013 –
2017

Service Area: COUNTYWIDE

1. Program Administration

0-5 Comprehensive Treatment Services: Screening, Assessment, Referral and Treatment (SART) & Early Identification and Intervention Services (EIIS)

The County of San Bernardino Department of Behavioral Health (DBH) will procure and contract with service providers in order to implement these programs in the four (4) regions of San Bernardino County designated as: (1) West End, (2) Central/East Valley, (3) Morongo-Basin and (4) Desert/Mountain areas. DBH will provide services for a minimum of 1500 at-risk children, ages 0-5, in need of assessment and treatment related to social-emotional, developmental, and mental health conditions. These services will be delivered through two programs, SART and EIIS, and these services are to be coordinated through the structure currently serving the SART system (e.g., DBH SART Liaison, SART Coordinator), hereafter referred to as the 0-5 Comprehensive Treatment Services system. DBH will ensure that successful providers will implement and adhere to the additional requirements outlined by First 5 San Bernardino in the program Requirements and Expectations, which is Attachment A of the contract.

Strategic Goals and Outcomes

It is First 5 San Bernardino's mission and vision to promote, support, and enhance the health and early development of children prenatal through age five. The First 5 San Bernardino Strategic Plan outlines activities through five strategic and inter-related initiatives: (1) Early Screening and Intervention, (2) Health Care Access, (3) Oral Health, (4) Primary Care Services, and (5) Health and Safety Education. These strategies support our goal that "*Children and families are healthy and safe*". Services for this procurement align with the Early Screening and Intervention strategy. To support our mission and vision, the following "guiding principles" help to clarify how services should be provided and what children and families should expect from services provided through the 0-5 Comprehensive Treatment Services system of care, they are:

- Service providers have a responsibility to ensure that screening, assessment, referral and treatment of young children at risk for developmental challenges are provided in a nurturing fashion which respects the cultural, ethnic and linguistic needs of our residents and builds on family strengths.

- Services for young children in our county should be easily accessible with many points of entry and no “wrong door”.
- Children have a right to appropriate services to help support their development regardless of status, insurance coverage or ability to pay.
- Families should be supported through every step of the process in obtaining services necessary to enhance their child’s development within SART (intensive services) or through coordinated referral to Early Identification and Intervention Services (less intensive services).
- All aspects of services must be grounded in best practices and meet quality standards.
- Principles of equity and social justice must be considered when developing priorities for whom will have access to any new services developed.

Task 1.1 – Include Screening, Assessment, Referral, & Treatment (SART)

The County of San Bernardino Department of Behavioral Health (DBH) will include in the procurement a Screening, Assessment, Referral, and Treatment (SART) program as a component to be implemented and included in the 0-5 Comprehensive Treatment Services Model of Care (see Diagram A.1). First 5 San Bernardino defines SART as transdisciplinary services to young children who have a developmental, behavioral concerns or who are at risk for disabilities or special needs provided through a wide range of disciplines and approaches (often referred to as “treatment”) to ensure that these children grow to their greatest potential.

Services are intended to improve the social, developmental, cognitive, emotional and behavioral functioning of children ages birth through 5 years old. For the SART program, the target population will be children up through 5 years of age who have experienced physical, sexual or emotional abuse; experienced premature birth, poor maternal nutrition, or prenatal exposure to alcohol or other drugs; family violence, family substance abuse, maternal mental illness, or been involved in the foster care system. This population is at risk for manifesting emotional and behavioral disorders and significant developmental delays.

Funding, Requirements & Expectations

Funding, requirements and Expectations for SART Service Providers utilizing First 5 funds are listed below and are in addition to DBH requirements. In addition, the funding amount is listed in Article VI Fiscal Provisions of the current contract between First 5 and DBH.

| Screening Assessment Referral and Treatment Services |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • Must serve children ages 0-5. • Must implement the First 5 San Bernardino SART Service model of care as agreed upon by First 5 and DBH. |

| |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • Have a current Medi-Cal Certification or have the ability to become Medi-Cal Certified within 90 days of the contract awarded in order to bill for Medi-Cal eligible services. • Must adhere and implement the scope of work and program description outlined in the 0 – 5 Comprehensive Treatment Services RFP issued by DBH. • Must implement a structured Referral Coordination process. • Must implement a structured Case Management process with a Public Health Nurse establishing an MOU with the Department of Public Health. • Must provide Transdisciplinary Assessment services. • Must implement evaluation tools set forth by the RFP issued by DBH. |
| Priority Recommended Components |
| <ul style="list-style-type: none"> • Address the barrier caused by location and access to reliable transportation of the participant(s) and identify their specific plan for addressing transportation barriers as specified by RFP issued by DBH. • Expansion of services in or into priority/high-need areas. |

Task 1.2 – Include Early Identification and Intervention Services

The County of San Bernardino Department of Behavioral Health (DBH) will include in the procurement the Early Identification and Intervention Services (EIIS) as a component to be implemented and included in the 0-5 Comprehensive Treatment Services Model of Care (see Diagram A.1). First 5 San Bernardino defines Early Identification and Intervention Services as services to young children who do not qualify for SART services, but display some type of developmental, behavioral concern or who are at risk for disabilities or special needs provided through a variety of activities, both clinical and non-clinical, to ensure that these children grow to their greatest potential.

Services are intended to improve the social, developmental, cognitive, emotional and behavioral functioning of children ages birth through 5 years old. For EIIS, the target population will be children up through 5 years of age who may, or may not, have experienced the abuse or trauma, but are perceived as being at risk for manifesting emotional and behavioral disorders and significant developmental delays without the provision of attachment enrichment activities and do not require SART services.

Funding, Requirements & Expectations

Funding, requirements and expectations for Early Identification and Intervention Service Providers utilizing First 5 funds are listed below and are in addition to DBH requirements. The funding amount is listed in Article VI Fiscal Provisions of the current contract between First 5 and DBH.

| <p style="text-align: center;">Early Identification and Intervention Services</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • Must serve children ages 0-5. • Must implement the Early Identification and Intervention Services to support the 0 – 5 Comprehensive Treatment Services program. • Have a current Medi-Cal Certification or have the ability to become Medi-Cal Certified within 90 days of the contract awarded in order to bill for Medi-Cal eligible services. • Must adhere and implement the scope of work and program description outlined in the 0 – 5 Comprehensive Treatment Services RFP issued by DBH. • Must implement a structured Referral Coordination process. • Must implement evaluation tools set forth by the RFP issued by DBH. |
| <p style="text-align: center;">Priority/Recommended Components</p> |
| <ul style="list-style-type: none"> • Address the barrier caused by location and access to reliable transportation of the participant(s) and identify their specific plan for addressing transportation barriers as specified by RFP issued by DBH. • Expansion of services in or into priority/high-need areas. |

0-5 COMPREHENSIVE TREATMENT SERVICES SYSTEM OF CARE MODEL

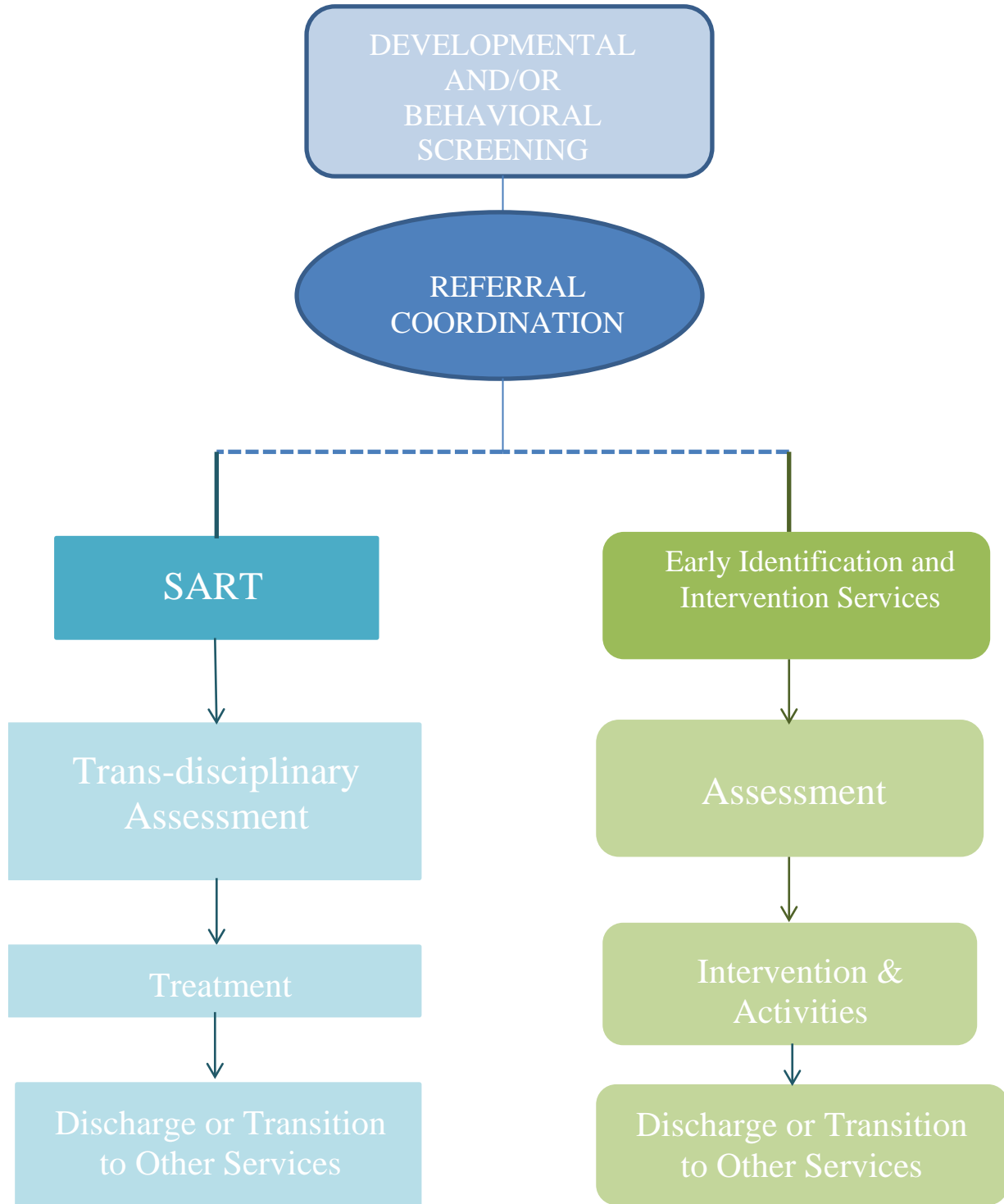


Diagram A.1

2. Data Sharing, Research and Evaluation Activities

Develop an effective mechanism for sharing evaluation data on the 0-5 Comprehensive Treatment Services Model of Care (SART services and Early Identification and Intervention Services) outlined in the Contract and Attachment A.

3. Local Match for EPSDT Medi-Cal Services

DBH shall support the 0-5 Comprehensive Treatment Services Model of Care (SART services and Early Identification and Intervention Services) by managing the Medi-Cal Early, Periodic, Screening, Diagnosis and Treatment (EPSDT) reimbursement that will support, in conjunction with other funding sources, the delivery of SART services countywide and will have the primary responsibility to monitor the Medi-Cal EPSDT contracts and coordinate site visits with the selected Vendors.

The contract amount for the local match for EPSDT Medi-Cal Services shall not exceed 12% to administer the SART program for children 0-5 for fiscal years 2013-2017 and is not to exceed a cumulative total of \$2,208,312 (\$552,078 annually) for the duration of the contract term. This is subject to the availability of California Children and Families Trust Fund monies.



**FIRST 5 SAN BERNARDINO
PROGRAM BUDGET
FISCAL YEAR: 2016-2017**

| | | |
|------------------------------------------------------------|---------------------------------------------|--------------------------------------|
| ORGANIZATION: Department of Behavioral Health | DIRECTOR: Michael Shertell | PROGRAM YEAR: 2016-2017 |
| PROGRAM TITLE: 0-5 Comprehensive Treatment Services | PROGRAM DIRECTOR: Dr. Timothy Hougen | TOTAL BUDGET: \$ 5,134,283.00 |
| INITIATIVE: Health Systems | FINANCE OFFICER: Nina Baca | RFP/CONTRACT #: HW052 A1 |

| LINE | BUDGET CATEGORY | FTE | PAY RATE | # OF HOURS | BENEFIT RATE | F5SB SALARY | F5SB BENEFITS | F5SB BUDGET | TOTAL SALARY | First 5 % of TOTAL SALARY | DESCRIPTION/ JUSTIFICATION |
|------|------------------------------------|------|----------|------------|--------------|-------------|---------------|-------------|--------------|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I. | SALARIES & BENEFITS | A | B | C | D | E | F | G | H | I | J |
| 1 | Name: Automated Systems Analyst II | 1.00 | 39.92 | 2,080 | 49% | 83,038.00 | 40,633.00 | 123,671.00 | 123,673.00 | 100% | Develops and/or implements program changes related to group structures, treatment goals and directions, incorporation of newly mandated services, and contract services; provides consultation to other professionals on community resources available for the treatment of a client; provides consultation on community resources available for treatment of clients; recommends changes in therapeutic techniques, environment, and/or charting to facilitate patient recovery; serves as a consultant or trainer for staff, community agencies, and other professionals on complex client, placement, and mental health issues; provides community outreach and makes special presentations to civic groups; acts as liaison and coordinates services between clients and county and/or contract mental health agencies; assesses contract programs to determine if they are meeting the treatment needs of clients; monitors contracts for programmatic and fiscal compliance; prepares reports, proposals, grants, manuals and correspondence; monitors therapeutic and administrative components of the program. |



**FIRST 5 SAN BERNARDINO
PROGRAM BUDGET
FISCAL YEAR: 2016-2017**

| | | |
|------------------------------------------------------------|---------------------------------------------|--------------------------------------|
| ORGANIZATION: Department of Behavioral Health | DIRECTOR: Michael Shertell | PROGRAM YEAR: 2016-2017 |
| PROGRAM TITLE: 0-5 Comprehensive Treatment Services | PROGRAM DIRECTOR: Dr. Timothy Hougen | TOTAL BUDGET: \$ 5,134,283.00 |
| INITIATIVE: Health Systems | FINANCE OFFICER: Nina Baca | RFP/CONTRACT #: HW052 A1 |

| LINE | BUDGET CATEGORY | FTE | PAY RATE | # OF HOURS | BENEFIT RATE | F5SB SALARY | F5SB BENEFITS | F5SB BUDGET | TOTAL SALARY | First 5 % of TOTAL SALARY | DESCRIPTION/ JUSTIFICATION |
|------|-----------------------------|------|----------|------------|--------------|-------------|---------------|-------------|--------------|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I. | SALARIES & BENEFITS | A | B | C | D | E | F | G | H | I | J |
| 2 | Business Systems Analyst II | 1.00 | 42.6177 | 2,080 | 45% | 88,644.00 | 39,815.00 | 128,459.00 | 128,461.00 | 100% | Identifies, gathers, analyzes and documents business requirements for business application and information technology projects; reviews and approves prototypes and design specifications; develops and coordinates acceptance criteria; assists with the development of test and implementation plans; Identifies security and application access needs for department and agency customers; identifies and develops recommendations for other system controls; writes departmental and agency system documentation; develops and writes training documentation and trains departmental and agency customers; coordinates with vendors and other external agencies regarding system interfaces and other business application and information technology issues; reviews or assists with the review of team member performance and team project progress to ensure compliance with customer requests, cost effectiveness, and team capability to produce and support information technology applications and systems within allocated resources; recommends alternative actions to meet schedules; provides status reports; resolves problems in the analysis, testing, |



**FIRST 5 SAN BERNARDINO
PROGRAM BUDGET
FISCAL YEAR: 2016-2017**

| | | | | | |
|-----------------------|--------------------------------------|--------------------------|--------------------|------------------------|-----------------|
| ORGANIZATION: | Department of Behavioral Health | DIRECTOR: | Michael Shertell | PROGRAM YEAR: | 2016-2017 |
| PROGRAM TITLE: | 0-5 Comprehensive Treatment Services | PROGRAM DIRECTOR: | Dr. Timothy Hougen | TOTAL BUDGET: | \$ 5,134,283.00 |
| INITIATIVE: | Health Systems | FINANCE OFFICER: | Nina Baca | RFP/CONTRACT #: | HW052 A1 |

| LINE | BUDGET CATEGORY | FTE | PAY RATE | # OF HOURS | BENEFIT RATE | F5SB SALARY | F5SB BENEFITS | F5SB BUDGET | TOTAL SALARY | First 5 % of TOTAL SALARY | DESCRIPTION/ JUSTIFICATION |
|------|----------------------|------|----------|------------|--------------|-------------|---------------|-------------|--------------|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I. | SALARIES & BENEFITS | A | B | C | D | E | F | G | H | I | J |
| 3 | Clinical Therapist I | 1.00 | 32.1725 | 2,080 | 50% | 66,918 | 33,316.00 | 100,234.00 | 100,236.00 | 100% | Develops and/or implements minor and major program changes related to such areas as group structures, treatment goals and directions, the incorporation of newly mandated services, and contract services; provides consultation to other professionals on community resources available for the treatment of a client; recommends changes in therapeutic techniques, environment, and/or charting to facilitate patient recovery; serves as a consultant or trainer for staff, community agencies, and other professionals on complex client, placement, and mental health issues; provides community outreach and makes special presentations to civic groups; acts as liaison and coordinates services between clients and county and/or contract mental health agencies; assesses contract programs to determine if they are sufficient in meeting the treatment needs of clients; monitors contracts for both programmatic and fiscal compliance; prepares reports, proposals, grants, manuals and correspondence; monitors therapeutic and administrative components of the program. |



**FIRST 5 SAN BERNARDINO
PROGRAM BUDGET
FISCAL YEAR: 2016-2017**

| | | | | | |
|-----------------------|--------------------------------------|--------------------------|--------------------|------------------------|-----------------|
| ORGANIZATION: | Department of Behavioral Health | DIRECTOR: | Michael Shertell | PROGRAM YEAR: | 2016-2017 |
| PROGRAM TITLE: | 0-5 Comprehensive Treatment Services | PROGRAM DIRECTOR: | Dr. Timothy Hougen | TOTAL BUDGET: | \$ 5,134,283.00 |
| INITIATIVE: | Health Systems | FINANCE OFFICER: | Nina Baca | RFP/CONTRACT #: | HW052 A1 |

| LINE | BUDGET CATEGORY | FTE | PAY RATE | # OF HOURS | BENEFIT RATE | F5SB SALARY | F5SB BENEFITS | F5SB BUDGET | TOTAL SALARY | First 5 % of TOTAL SALARY | DESCRIPTION/ JUSTIFICATION |
|---------------------------|----------------------|------|----------|------------|--------------|---------------|---------------|---------------|---------------|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I. | SALARIES & BENEFITS | A | B | C | D | E | F | G | H | I | J |
| 4 | Office Assistant III | 1.00 | 19.2778 | 2,080 | 55% | 40,097.00 | 22,218.00 | 62,315.00 | 62,316.00 | 100% | Aides the coordination of programs through various clerical activities. Including, but not limited to: processing and facilitation of referrals; data entry activities (e.g., Collects, enters, processes, sorts, and tabulates information); daily operations (e.g., answers telephones, takes messages); creates communications (e.g., prepares/compiles letters, reports, case histories, invoices, statements, charts, claims); audits and verifies documents and other records; types bills, vouchers, receipts, lists, schedules, orders, notices and statistical data. |
| Total Salaries & Benefits | | | | | | \$ 278,697.00 | \$ 135,982.00 | \$ 414,679.00 | \$ 414,686.00 | | |



**FIRST 5 SAN BERNARDINO
PROGRAM BUDGET
FISCAL YEAR: 2016-2017**

| | | |
|------------------------------------------------------------|---------------------------------------------|--------------------------------------|
| ORGANIZATION: Department of Behavioral Health | DIRECTOR: Micheal Shertel | PROGRAM YEAR: 2016-2017 |
| PROGRAM TITLE: 0-5 Comprehensive Treatment Services | PROGRAM DIRECTOR: Dr. Timothy Hougen | TOTAL BUDGET: \$ 5,134,283.00 |
| INITIATIVE: Health Systems | FINANCE OFFICER: Nina Baca | RFP/CONTRACT #: HW052-A1 |

| II. SERVICES & SUPPLIES | | | | |
|-------------------------|--------------------------------|------------------|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | Expense: | % of Allocation: | TOTAL F5SB BUDGET | Description/Justification: |
| 1 | Program Materials/Supplies | 0.07% | 3,700.00 | Program materials and supplies include costs for flyers, brochures, pamphlets, forms, booklets, binders, games, flip charts, markers, etc. in connection with the programs provided to children and their families. |
| 2 | Participant Support/Incentives | 0.21% | 11,000.00 | Includes materials and costs for participant focus groups and/or survey/interview questionnaires, and trainings for 0-5 Comprehensive Treatment providers in association with program evaluation and outcomes. |
| 3 | Office Equipment | 0.19% | 10,000.00 | Office equipment for staff includes software and networking costs for 3 FTEs who are responsible for data evaluation, reports, onsite contract monitoring, consultation and program coordination. |
| 4 | Office Supplies | 0.16% | 8,000.00 | Includes items necessary for adequate workstations and daily program activities. Items include, but are not limited to: computer mouse trackball, wrist rests, keyboards, document |
| 5 | Utilities | 0.04% | 2,150.00 | Phone services including dial tone, long distance and voicemail. |
| 6 | Professional Services | 12.80% | 657,152.00 | 1. ISD programing services for data entry, retrieval, matching and data systems collaboration. 2. Costs of Local Match for EPSDT Medi-Cal Services, not to exceed 12%. 3. Objective Arts database modifications including import of outcome data from outside data sources; additional programing of algorithms and reports for past and future data comparisons |



**FIRST 5 SAN BERNARDINO
PROGRAM BUDGET
FISCAL YEAR: 2016-2017**

| | | |
|------------------------------------------------------------|---------------------------------------------|--------------------------------------|
| ORGANIZATION: Department of Behavioral Health | DIRECTOR: Micheal Shertel | PROGRAM YEAR: 2016-2017 |
| PROGRAM TITLE: 0-5 Comprehensive Treatment Services | PROGRAM DIRECTOR: Dr. Timothy Hougen | TOTAL BUDGET: \$ 5,134,283.00 |
| INITIATIVE: Health Systems | FINANCE OFFICER: Nina Baca | RFP/CONTRACT #: HW052-A1 |

| | | | |
|--|---------------------------|------------|--|
| | Total Services & Supplies | 692,002.00 | |
|--|---------------------------|------------|--|

| | | | |
|------|------|--|--|
| III. | FOOD | | |
|------|------|--|--|

| | Event(s): | TOTAL F5SB BUDGET | Description/Justification: |
|---|------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------|
| 1 | Classes/Meetings | 5,000.00 | Covers light snacks, water, coffee, tea, etc. to be provided at training sessions and extended meetings, focus groups, etc. |
| | Total Food | 5,000.00 | |

| | | | |
|-----|--------|--|--|
| IV. | TRAVEL | | |
|-----|--------|--|--|

| | Destination: | Purpose: | TOTAL F5SB BUDGET | Description/Justification: |
|---|------------------|----------------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | First 5 Approved | Staff Development/Training | 7,595.00 | Includes the cost for conference registrations, presenter, travel and other fees associated with attending or hosting clinical trainings, outcome measures and evaluation trainings, data systems trainings and other developmental courses beneficial to staff roles with the program. This item may include travel expenses such as hotel stays and meal reimbursements. |
| 2 | | Employee Mileage/Travel | 15,000.00 | Covers personal mileage costs for staff for meetings at partners' offices as needed. Mileage also covers travel for program related meetings/trainings for DBH staff or that DBH |
| | Total Travel | | 22,595.00 | |

| | | | |
|----|----------------|--|--|
| V. | SUBCONTRACTORS | | |
|----|----------------|--|--|

| | Organization Name: | TOTAL F5SB BUDGET | Description/Justification: |
|--|--------------------|-------------------|----------------------------|
| | | | |



**FIRST 5 SAN BERNARDINO
PROGRAM BUDGET
FISCAL YEAR: 2016-2017**

| | | | | | |
|------------------------------------------------------------|----------------------------------------------|---------------------------------------------|-----------------------------------------------------------------------------------------------|--------------------------------------|--|
| ORGANIZATION: Department of Behavioral Health | | DIRECTOR: Micheal Shertel | | PROGRAM YEAR: 2016-2017 | |
| PROGRAM TITLE: 0-5 Comprehensive Treatment Services | | PROGRAM DIRECTOR: Dr. Timothy Hougen | | TOTAL BUDGET: \$ 5,134,283.00 | |
| INITIATIVE: Health Systems | | FINANCE OFFICER: Nina Baca | | RFP/CONTRACT #: HW052-A1 | |
| 1 | SART Contracts | 2,500,000.00 | Subcontractors required to provided appropriate Mental Health services to children and youth. | | |
| 2 | Early Identification & Intervetion Contracts | 1,500,000.00 | Subcontractors required to provided appropriate Mental Health services to children and youth. | | |
| | Total Subcontractors | 4,000,000.00 | | | |
| VI. INDIRECT COSTS | | | | | |
| | Percent: | | | | |
| | Basis: | | | | |
| | Total Indirect Costs | \$ - | | | |
| TOTAL FIRST 5 BUDGET | | \$ 5,134,283.00 | | | |



Program Outline Document 2016-2017

AGENCY INFORMATION

Contract #: HW052 A1

Legal Entity: County of San Bernardino

Dept./Division: Department of Behavioral Health

Project Name: 0-5 Comprehensive Treatment Services: SART and Early Identification & Intervention Services

Address: 303 E. Vanderbilt Way, Suite 400
San Bernardino, CA 92415

Phone #: 909-387-7000

Website: www.sbcounty.gov/dbh/index.asp

Fax #: 909-387-7611

Program Site Address: 900 E. Gilbert Street, Cottage #4
San Bernardino, CA 92415

See attached for SART/EIIS centers (Page 4).

CONTACT INFORMATION

CONTRACT REPRESENTATIVE/SIGNING AUTHORITY

Name: James Ramos

Title: Third District Supervisor and Chairman of the Board of Supervisors

Address: County of San Bernardino Board of Supervisors
385 North Arrowhead Avenue, 5th Floor
San Bernardino, CA 92415-0011

Direct Phone #: 909-387-4855

Fax #: 909-387-3018

E-Mail: SupervisorRamos@sbcounty.gov

PROGRAM CONTACT

Name: Dr. Timothy Hougen

Title: Program Manager II

Address: 900 East Gilbert Street, Cottage #4
San Bernardino, CA 92415

Direct Phone #: 909-387-7024

Fax #: 909-387-7611

E-Mail: thougen@dbh.sbcounty.gov

FISCAL CONTACT

Name: Nina Baca

Title: Accounting Technician

Address: 303 E. Vanderbilt Way, Suite 400
San Bernardino, CA 92415

Direct Phone #: 909-388-0836

Fax #: 909-890-1291

E-Mail: nbaca@dbh.sbcounty.gov

ADDITIONAL CONTACT (Describe): Program

Name: Temporarily vacant

Title: Clinical Therapist I

Address: 900 E. Gilbert Street, Cottage #4 San Bernardino, CA 92415

Direct Phone #: 909-387-7000

Fax #: 909-387-7611

E-Mail:

PROGRAM INFORMATION

TYPE OF AGENCY

- Educational Institution Describe: Choose an item.
Government Agency Describe: County
Private Entity/Institution Describe: Choose an item.
Community-Based Describe: Choose an item.

FIRST 5 FOCUS AREA

STRATEGY

- Health, Education, Family, Systems
Early Screening and Intervention, Health Care Access, Oral Health
Early Education Programs, Access to Quality Child Care
Parent Education, Resource Center & Case Management
Integrated Systems Planning & Implementation, Countywide Information Referral Systems, Organizational Capacity Building
Health & Safety Education, Other:
Quality Provider Programs, Other:
Other:
Community Outreach, Other:

PROGRAM DESCRIPTION

The impact of the problems associated with substance abuse in pregnancy is very costly to society and to the life of every child affected. Services will be provided to children ages birth to their sixth birthday, who have been prenatally exposed to drugs and/or alcohol. DBH will provide services for a minimum of 1,500 at risk children, ages 0-5, in need of assessment and treatment related to social-emotional, developmental and mental health conditions. These services will be delivered through two programs, SART and EIIS, and these services are to be coordinated through the structure currently serving the SART system (e.g., DBH SART Liaison, SART Coordinator), here after referred to as the 0-5 Comprehensive Treatment

SERVICE AREA (LOCATIONS)

Countywide

Services system. The mission of this community-based public/private partnership is to ensure that all pregnant women and their children in our county receive a comprehensive continuum of prevention services, screening, assessment, referral, treatment.

COMMISSION LEVEL OUTCOMES

1,500 Children and families are healthy and safe

ASSIGNED ANALYST: Ronnie Thomas

CONTRACT AMOUNT

| Fiscal Year | Amount |
|--------------------|----------------------|
| 2013-2014 | \$ 5,152,078 |
| 2014-2015 | \$ 5,152,078 |
| 2015-2016 | \$ 5,152,078 |
| 2016-207 | \$ 5,134,283 |
| Total | \$ 20,590,517 |



SART/EIIS PROVIDER LIST

| NAME OF SITE, SITE ADDRESS, PHONE NUMBER & CONTACT NAME | REGION SERVED |
|------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| West End Family Counseling Center (SART/EIIS) 855 North Euclid Avenue Ontario, CA 91762 909-983-2020 | West Valley |
| Victor Community Support Services (SART/EIIS) 1908 Business Center Drive, Suite 220 San Bernardino, CA 92408 909-890-5930 | Central Valley |
| Christian Counseling Center (SART/EIIS) 205 East State Street Redlands, CA 92373 909-793-1078 | Central Valley |
| Christian Counseling Center (SART/EIIS) 51 West Olive Street Redlands, CA 92373 909-793-1078 | Central Valley |
| Desert Mountain Children's Center (SART/EIIS) 17800 Highway 18 Apple Valley, CA 92307 760-552-6700 | High Desert |
| Desert Mountain Children's Center (SART/EIIS) 58967 Business Center Drive Yucca Valley, CA 92284 760-369-3130 | Low Desert |
| Desert Mountain Children's Center (SART/EIIS) 42001 Fox Farm Road Big Bear Lake, CA 92315 909-866-2165 | Mountain Communities |
| Hearts and Lives (EIIS) 24028 Lake Drive, Suite A Crestline, CA 92325 909-338-3222 | Mountain Communities |
| Desert Mountain Children's Center (EIIS) 42007 Fox Farm Road Big Bear Lake, CA 92315 909-866-2165 | Mountain Communities |
| Lutheran Community Care Center (EIIS) 309 E. Mountain View St., Suite 100 Barstow, CA 92311 760-256-7279 | High Desert |



**AGENDA ITEM 4
MARCH 2, 2016**

| | |
|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject | Amendment A2 for Contract IC023 with Harder+Company Community Research |
| Recommendations | Approve Amendment A2 to Contract IC023 with Harder+Company Community Research for Fiscal Year 2016-2017 in the amount of \$301,600 resulting in a cumulative total amount of \$1,479,440 for Fiscal Years 2012-2017 to provide external evaluation, consultation and professional services. (Presenter: Scott McGrath, Supervisor, 909-252-4259) |
| Financial Impact | \$1,479,440 for Fiscal Years 2012-2017 |

Recommendations A fundamental concept of the First 5 program is to focus on the benefit to participants rather than to mainly assess activities. This principle is reflected in Section 130100(b) of the California Children and Families Act, which states that "... the state and county commissions shall use outcome-based accountability to determine future expenditures". The Act further states, in Section 130400(a)(1)(C)(ii), that each strategic plan "shall, at a minimum, include ... a description of how measurable outcomes of such programs, services, and projects will be determined by the county commission using appropriate reliable indicators."

On June 6, 2012, the Commission approved Contract IC023 with Harder+Company Community Research for Fiscal Years 2012-2015 in the annual amount of \$294,460 and a cumulative amount of \$883,380 to provide a variety of services related to evaluation and facilitation. Harder+Company provides a wide variety of supportive services such as technical support and training for both commission and funded agency staff, data analysis, data quality checks, preparation of the annual evaluation brief and data book, development of evaluation instruments and frameworks and our annual funded agency survey. In addition to these ongoing services, Harder+Company has partnered with First 5 Staff on a number of special projects. Some of the outcomes achieved through these projects were:

- A comprehensive "look-back" report detailing the accomplishments of First 5 San Bernardino (F5SB) since its inception in 1999.
- An evaluation brief for the F5SB Capacity Building Academy.
- Multiple asset maps and reports detailing regional community assets and challenges from a community member perspective.
- Successful facilitation in the creation of and Commission approved F5SB's Strategic Plan for 2015-2020.
- A comprehensive systems level evaluation of F5SB's Healthy Cities initiative.

On June 3, 2015, the Commission approved a one-year extension to Contract IC023 A1 in the amount of \$294,460 with a cumulative amount of \$1,177,840 to provide standard annual evaluation activities, provide an analysis of past case management and resource center initiatives, a comprehensive study of F5SB's universal screening initiative and a data dashboard design for future data sharing.

Due to the ongoing relationship with Harder+Company and F5SB since 2007, and

the desire to complete projects that are in progress, approval is requested for a contract amendment for Fiscal Year 2016-2017. Pending Commission approval, Harder+Company will continue with ongoing evaluation activities in addition to several special projects including:

- Design and implement data dashboards to monitor agency performance and to provide a snapshot of progress towards F5SB’s strategic plan goals and objectives.
- Developmental evaluation of the Inland Empire Oral Health Action Coalition supported by F5SB funding which seeks to strengthen the system of care in San Bernardino County in regard to children’s oral health.
- A process evaluation of the county’s collaborative effort to build a Quality Rating Improvement System for County early learning environments (supported by First 5 California IMPACT grant).
- An update of F5SB’s Strategic Plan for Fiscal Years 2015-2020.

Review

Sophie Akins, Commission Counsel

| | |
|----------------------------------|----------------------|
| Report on Action as taken | |
| Action: | |
| Moved: _____ | Second: _____ |
| In Favor: | |
| Opposed: | |
| Abstained: | |
| Comments: _____ | |
| Witnessed: | |



Program Outline Document 2016-2017

AGENCY INFORMATION

Contract #: IC023A2

Legal Entity: Harder+Company Community Research

Dept./Division: _____

Project Name: _____

Address: 202 West 1st St. Suite 4-0430
Los Angeles, Ca. 90012

Phone #: (213) 891-1113

Website: http://harderco.com

Fax #: (213) 891-0055

Program Site Address: same

Client Referral Phone #: N/A

Choose an item.

CONTACT INFORMATION

CONTRACT REPRESENTATIVE/SIGNING AUTHORITY

Name: Sonia Taddy-Sandino

Title: Vice President

Address: 202 West 1st St. Suite 4-0430
Los Angeles, Ca. 90012

Direct Phone #: (213)891-1113

Fax #: (213) 891-0055

E-Mail: Staddy-sandino@harderco.com

PROGRAM CONTACT

Name: Joelle Greene

Title: Senior Research Associate

Address: same

Direct Phone #: same

Fax #: same

E-Mail: jgreene@harderco.com

FISCAL CONTACT

Name: Egan Brumley

Title: Financial Manager

Address: 299 Kansas St.
San Francisco, Ca. 94103

Direct Phone #: (415) 522-5400

Fax #: (415) 522-5145

E-Mail: ebrumley@harderco.com

ADDITIONAL CONTACT (Describe): Contract Representative

Name: Anna Cruz

Title: Research Associate

Address: 202 W. 1st st. Suite 4-0430
Los Angeles, Ca. 90012

Direct Phone #: (213) 891-1113

Fax #: (213) 891-0055

E-Mail: acruz@harderco.com

PROGRAM INFORMATION

TYPE OF AGENCY

- Educational Institution Describe: Choose an item.
- Government Agency Describe: Choose an item.
- Private Entity/Institution Describe: Choose an item.
- Community-Based Describe: Choose an item.

FIRST 5 FOCUS AREA

- Health
- Education
- Family
- Systems

STRATEGY

- Early Screening and Intervention
- Health Care Access
- Oral Health
- Early Education Programs
- Access to Quality Child Care
- Parent Education
- Resource Center & Case Management
- Integrated Systems Planning & Implementation
- Countywide Information Referral Systems
- Organizational Capacity Building

- Health & Safety Education
- Other: _____
- Quality Provider Programs
- Other: Internal Contract
- Other: _____
- Community Outreach
- Other: Evaluation/Web-based data system

PROGRAM DESCRIPTION

Harder+Company helps nonprofits, public agencies, and foundations to pursue their missions through high-quality research and consulting services. They provide data-driven analysis to help organizations understand the results of their programs and initiatives—and translate that data into actionable improvements. Their expertise spans a wide range of social impact areas, such as healthcare, social services, community development, educational achievement, arts and culture, and violence prevention. Consulting services provided by the firm include program evaluation, strategic planning, community engagement, and nonprofit capacity-building.

SERVICE AREA (LOCATIONS)

COMMISSION LEVEL OUTCOMES

ASSIGNED ANALYST: William Kariuki

CONTRACT AMOUNT

| Fiscal Year | Amount |
|--------------------|---------------------|
| 2012-2013 | \$ 294,460 |
| 2013-2014 | \$ 294,460 |
| 2014-2015 | \$ 294,460 |
| 2015-2016 | \$ 294,460 |
| 2016-2017 | \$ 301,600 |
| Choose an item. | \$ |
| Total | \$ 1,479,440 |

**CHILDREN
AND FAMILIES
COMMISSION
FOR
SAN BERNARDINO COUNTY
STANDARD CONTRACT**

| <i>FOR COMMISSION USE ONLY</i> | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-------------------------------------|----------------------------------------|------------------------------------|--------------------------------------|------------------------------|
| <input type="checkbox"/> New <input checked="" type="checkbox"/> Change <input type="checkbox"/> Cancel | Vendor Code HARDERT271 | SC | Dept. 903 | A | Contract Number IC023 A2 | |
| Organization Children and Families Commission | | | Dept. 903 | Orgn. PROG | Contractor's License No. | |
| Commission Representative Cindy Faulkner, Operations Manager | | | Telephone 909-386-7706 | | Total Contract Amount \$1,479,440 | |
| Contract Type <input type="checkbox"/> Revenue <input checked="" type="checkbox"/> Encumbered <input type="checkbox"/> Unencumbered <input type="checkbox"/> Other: | | | | | | |
| If not encumbered or revenue contract type, provide reason: _____ | | | | | | |
| Commodity Code 95200 | | Contract Start Date July 1, 2012 | | Contract End Date June 30, 2017 | | Original Amount \$883,380 |
| Amendment Amount \$301,600 | | | | | | |
| Fund RRC | Dept. 903 | Organization PROG | Appr. 300 | Obj/Rev Source 2445 | GRC/PROJ/JOB No. | Amount \$294,460 |
| Fund RRC | Dept. 903 | Organization IMPT | Appr. 300 | Obj/Rev Source 2445 | GRC/PROJ/JOB No. | Amount \$7,140 |
| Fund | Dept. | Organization | Appr. | Obj/Rev Source | GRC/PROJ/JOB No. | Amount |
| Abbreviated Use External Evaluation, Consultation & Professional Services | | | Estimated Payment Total by Fiscal Year | | | |
| | | | FY | Amount | I/D | FY |
| | | | 16-17 | \$301,600 | I | |
| | | | | | | |
| | | | | | | |

THIS CONTRACT is entered into in the State of California by and between the Children and Families Commission for San Bernardino County, hereinafter called the Commission, and

Legal Name (hereinafter called the Contractor)

Harder+Company Community Research

Department/Division

Address

202 West 1st Street, Suite 4-0430

Los Angeles, CA 90012

Phone

(213) 891-1113

Federal ID No.

94-3042271

Program Address (if different from legal address):

AMENDMENT NO. 2

IT IS HEREBY AGREED AS FOLLOWS:

WHEREAS, the Commission and Contractor previously entered into Contract No. IC023 on July 1, 2012, (Contract) wherein Contractor agreed to provide external evaluation activities, consultation and professional services to the Commission; and

WHEREAS, Paragraph C, of Section I allows the parties to extend the term of the Contract upon mutual agreement; and

WHEREAS, the parties hereby desire to modify the Contract to extend the term of the Contract, specify the annual compensation to be received by Contractor for the extended term as well as make clarify the scope of services and program budget for the extended term.

NOW, THEREFORE, in consideration of the mutual covenants herein set forth and the mutual benefits to be derived therefrom, the parties agree as follows:

1. Paragraph A of Section I, TERM, is amended as follows:

A. This Contract is effective commencing July 1, 2012 and expires June 30, 2017, but may be terminated earlier in accordance with provisions of paragraph below or Article X of this Contract.

Initial Here

2. Paragraph C of Section, TERM, is amended as follows:

C. The Contract term may be extended for one (1) additional, two year period upon the mutual written agreement of the parties.

3. Paragraph A of Section VII, FISCAL PROVISIONS, is amended as follows:

A. Contract Amount

The maximum amount of reimbursement under this contract shall not exceed \$1,479,440 for the duration of the Contract term subject to the availability of California Children and Families Trust Fund monies. The consideration to be paid to Contractor, as provided herein, shall be in full payments for all Contractor's services and expenses incurred in the performance hereof. These funds are divided as follows:

| | | |
|-----------------------|-------------------|------------------------------------|
| Fiscal Year 2012-2013 | \$ <u>294,460</u> | July 1, 2012 through June 30, 2013 |
| Fiscal Year 2012-2013 | \$ <u>294,460</u> | July 1, 2013 through June 30, 2014 |
| Fiscal Year 2014-2015 | \$ <u>294,460</u> | July 1, 2014 through June 30, 2015 |
| Fiscal Year 2015-2016 | \$ <u>294,460</u> | July 1, 2015 through June 30, 2016 |
| Fiscal Year 2015-2017 | \$ <u>301,600</u> | July 1, 2016 through June 30, 2017 |

Initial Here

4. Paragraph A of Section IX, GENERAL PROVISIONS, is amended as follows:

A. Notices

When notices are required to be given pursuant to this Contract, the notices shall be in writing and mailed to the following respective addresses listed below.

Contractor: Harder+Company Community Research
202 West 1st Street, Suite 4-0430
Los Angeles, CA 90012

Commission: First 5 San Bernardino
735 E. Carnegie Drive, Suite 150
San Bernardino, CA 92408

continued on next page

5. The following exhibits attached to this Amendment No. 2 shall be appended to the Contract as Attachments A and B to the Contract, as identified on the exhibits.

Attachment A – Amended Scope of Work for 2016-2017

Attachment B – Amended Program Budget for 2016-2017

6. All other terms and conditions of this contract shall remain in full force and effect.

CHILDREN & FAMILIES COMMISSION FOR
SAN BERNARDINO COUNTY

HARDER+COMPANY COMMUNITY
RESEARCH

Legal Entity

▶

Authorized Signature

Linda Haugan
Printed Name

Commission Chair
Title

Dated

▶

Authorized Signature

Sonia Taddy-Sandino
Printed Name

Vice President
Title

Dated

Official Stamp

Reviewed for Processing

▶

Cindy Faulkner
Operations Manager

Date

Approved as to Legal Form

▶

Sophie Akins
Commission Counsel


Date

Presented to Commission for
Signature

▶

Karen E. Scott
Executive Director

Date



Harder+Company Community Research Scope of Work (Budget Narrative) FY16-17 First 5 San Bernardino Comprehensive Evaluation

The proposed budget for the 2016-2017 evaluation year is \$301,600. This includes \$294,460 for general evaluation services and an additional \$7,140 for services in support of the first year implementation of QRIS under the CA IMPACT grant. Here we provide a budget narrative and budget that outlines work to be completed this program year. This budget includes proposed activities with the understanding that the final SOW will be determined in collaboration with First 5 San Bernardino Staff. It is our goal to create a meaningful SOW that allows for maximum flexibility to meet the Commission's emergent needs so that all evaluation activities and products will be useful and relevant to the Commission's work.

Budget Narrative

The following narrative highlights evaluation activities and services we anticipate providing to First 5 San Bernardino. In an effort to ensure continuity with previous years' evaluations, we will retain as many components of the existing system as possible (which allows for meaningful comparisons over time) while allowing flexibility to expand and adapt systems to meet the Commission's needs.

I. Technical Support and Training

The Harder+Company team will provide technical support and assistance to First 5 staff, Commissioners and funded contractors.

- + **Task 1.1 – Develop and monitor Evaluation Frameworks & Tools:** Harder+Company will develop, update and monitor evaluation frameworks for each strategy including the identification or adaptation of standard tools to measure outcomes across funded contractors. The evaluation framework outlines the type of data that will be collected by funded contractors, the tools they will use, and how data will be reported to F5SB.
- + **Task 1.2 - Training & Capacity Building for Funded Contractors:** Harder+Company will support First 5 staff by assisting with the planning and facilitation of orientation meetings, trainings, and peer learning opportunities. We anticipate that this will include support and training/facilitation for approximately 3 to 4 partner meetings/trainings per year at the discretion of First 5 staff.
- + **Task 1.3 – Technical Support to First 5 Staff:** Harder+Company will provide ongoing technical support to First 5 staff with the specific goal of supporting the work of the Evaluation Department staff. We anticipate that this will include providing training and support to help F5SB staff so that they can provide direct assistance to funded agencies related to data collection, data entry, and data use. We anticipate that this would include 2-3 meetings per year (including sharing evaluation findings related to organizational effectiveness) as well as ongoing in-person and phone support as needed. Harder+Company will also participate in in-person joint team meetings with the F5SB Internal Evaluation Team at least once every six weeks to support ongoing work and may participate more frequently as desired upon request by the Evaluation Supervisor.
- + **Task 1.4 - Technical Support to Commission, Advisory Committees and Management:** Senior Harder+Company staff will be available throughout the year to provide planning and research support to the F5SB management staff, Commission, work groups and advisory committees. This includes ongoing support to management staff and assistance with strategic planning updates and implementation guidelines. We also anticipate active participation and support for the following groups:
 - Advisory Committee meetings and associated sub-committee meetings (estimated 6-8 per year)
 - Commission Planning meetings/workshops (estimated 2-3 per year)
 - Attendance at Commission meetings (estimated at once per month)

II. Data Collection, Analysis, and Synthesis

In addition to analyzing participant-level data collected and entered into Persimmony by funded contractors, Harder+Company will gather primary data throughout the year using a mixed methods approach including focus groups, case studies, interviews, and surveys. The evaluation team will work closely with F5SB staff to refine protocols and data collection methods each year. Specific tasks include:

- + **Task 2.1 – Funded Contractor Survey:** Harder+Company will update and disseminate a survey to all First 5 funded programs. The survey is designed to assess how programs contribute to the Commission’s systems level outcomes, including but not limited to, systems integration, partnership and collaboration among service providers, cultural competency, leveraging of additional funding, best practices and information sharing.
- + **Task 2.2 – Data Analysis:** The evaluation team will analyze and synthesize the data from all of the above mentioned sources including participant level process and outcome data entered into Persimmony. The data will be used to generate a series of data reports, including the Annual Evaluation Data Book described below. Depending on the type and quality of the data, this will include a combination of thematic analyses (for qualitative data), social network analysis, descriptive analysis, t-tests, etc.
- + **Task 2.3 – Data Quality Checks:** The evaluation team will assist First 5 Evaluation Staff with quarterly data quality checks. This includes reviewing data entered by Funded Contractors into Persimmony for completeness and accuracy, communicating with grantees with problematic or missing data, and providing support and guidance to improve the quality of the Commission’s data.

III. Reporting and Data Use

Harder+Company will work with F5SB staff to develop products that meaningfully disseminate the outcomes of the Commission’s work to diverse stakeholder audiences. The two major dissemination products include the Annual Evaluation Data Book and the Annual Evaluation Brief. The evaluation team will work closely with First 5 staff to use this data to develop a series of smaller reports and communications materials to help share the story of First 5 SB’s impact with diverse audiences. A description of deliverables and other reports are provided below.

- + **Task 3.1 - Annual Evaluation Data Book:** The Annual Evaluation Data Book will be prepared using all data entered into Persimmony. The Data Book includes program service and outcome information organized by focus area and serves as an informational tool for the Commission staff and other stakeholders throughout the year. This year the evaluation team will create the data book in Tableau, an interactive data visualization platform if the Commission prefers. The draft of Data Book (or Tableau file) will be submitted by December of 2016.
- + **Task 3.2 – Annual Evaluation Brief:** Harder+Company will produce an Annual Evaluation Brief to communicate general evaluation findings to F5SB’s Stakeholders. This brief is typically four pages in length and is professionally designed. We will work with Commission Staff to determine which evaluation findings will be included in the Brief. A draft of the Evaluation Brief will be submitted no later than November of 2016.
- + **Task 3.3 – Evaluation Learning Briefs:** The Harder+Company team will use available data (from primary and secondary sources) to develop up to 3 community-friendly mini reports (4-6 pages) and/or communication materials that highlight a particular strategy, promising practice, special population or area of interest to the Commission. The evaluation team will work closely with F5SB staff to select the topics for each year. These profile briefs will be released at different points throughout the year to help ensure a continuous flow of information and feedback to the Commission and broader community and to allow the Commission to be responsive to emergent trends, needs, or policy discussions.

The topics of these briefs will be identified in collaboration with Commission Staff, however it may be helpful to focus one brief on the newly implemented BONUS (Babies Optimal Nutrition and Ultimate Support) program to track lessons learned and progress towards goals. The production schedule for these briefs will be established with Commission staff.

IV. Special Studies and Projects

Each year, the Harder+Company team will conduct at least one special study or project as designated by First 5 Commission and staff. These special studies are intended to be responsive to emergent needs or address topics of special interest to the Commission. For 2016-17 we propose three projects in this category we believe would be of value to the Commission.

- + **Task 4.1 – Refine and Refresh Data Dashboards:** In 2015-16 a workgroup of Commission staff met to develop the framework for data dashboards intended to capture and communicate the work being done by funded contractor’s to meet the Commission’s Strategic Plan Objectives. This task will allow the evaluation team to continue working to refine the dashboards and to refresh the data presented in them on a quarterly basis.
- + **Task 4.2 – Systems Change Evaluation--Oral Health Action Coalition:** First 5 San Bernardino is supporting the development of the Oral Health Action Coalition, which is intended to strengthen the system of oral health in San Bernardino County. Harder+Company will conduct a developmental evaluation to support the development of and provide evaluation of the systems change. This includes development of an evaluation framework, interviews with coalition members and other community stakeholders, attendance and observations of coalition meetings, development and administration of a survey of coalition members. A more detailed work plan will be submitted to the Commission for approval in preparation for this work.
- + **Task 4.3 – Refresh Strategic Plan:** This task will allow us to support a convening of Commission staff and other stakeholders, including Advisory Committee Members, to revisit the Strategic Plan and refresh content as appropriate.
- + **Task 4.4 – QRIS Data Support:** Evaluation is an important component of the CA IMPACT grant to implement QRIS countywide. In this first year of implementation, the evaluation team will provide technical assistance and support to the various work groups and executive committee of the QRIS Collaborative to ensure process and outcome measures are conceptualized, tracked and reported in ways that will support the ongoing development of QRIS. Note that funds for this task come from CA IMPACT.

V. Ongoing Project Management

- + **Task 5.1 – Team Meetings:** The Harder+Company Team will meet approximately every two weeks to monitor progress on all project tasks; frequency of meetings may increase during periods of heavy data collection or report writing. Each meeting includes an agenda and notes that highlight next steps, action items and decisions made. These notes may be furnished upon request. Meetings are not held if there is no business to discuss.

Harder+Company Community Research
First 5 San Bernardino Comprehensive Evaluation
Budget FY16-17

| Tasks | | | | | | | Total Hours | % of Total by task | |
|-------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-----------------|--------|-------|------------------|-------------|--------------------|--------|
| | Greene | Taddy | Kronz | Perera | Moore | Welsh-Keyner | | | |
| I. Technical Support & Training | | | | | | | | | |
| 1.1 | Develop/refine frameworks & tools: develop and/or update evaluation frameworks for each strategy including the identification or adaptation of standard tools to measure outcomes across funded partners. | 8 | 0 | 16 | 16 | 16 | 24 | 80 | |
| 1.2 | Training & Capacity Building for Funded Partners: support First 5 staff by assisting with the planning and facilitation of orientation meetings, trainings, and peer learning opportunities. | 8 | 0 | 24 | 24 | 24 | 16 | 96 | |
| 1.3 | Technical Support to First 5 Staff: provide ongoing technical support around the design and implementation of evaluation systems at First 5 San Bernardino, including in-person team meeting every 6 weeks. | 40 | 0 | 60 | 50 | 50 | 60 | 260 | |
| 1.4 | Technical Support to Commission, Management and Advisory Committees: provide planning support to the F5SB management, Commission, work groups, and advisory committees. | 60 | 4 | 20 | 20 | 8 | 16 | 128 | |
| Subtotal | | 116 | 4 | 120 | 110 | 98 | 116 | 564 | 22% |
| II. Data Collection, Analysis, & Synthesis | | | | | | | | | |
| 2.1 | Funded Contractor Survey: Disseminate a survey to all First 5 funded programs, analyze data and create data deck | 2 | 0 | 8 | 0 | 24 | 48 | 82 | |
| 2.2 | Data Analysis: Conduct analysis of all data including funded contractor survey, data book and topical evaluation briefs | 24 | 0 | 60 | 60 | 60 | 160 | 364 | |
| 2.3 | Data Quality Checks: Conduct and/or assist F5 staff with quarterly reviews of Persimmony data entered by grantees | 2 | 0 | 8 | 8 | 8 | 24 | 50 | |
| Subtotal | | 28 | 0 | 76 | 68 | 92 | 232 | 496 | 19% |
| III. Reporting & Data Use | | | | | | | | | |
| 3.1 | Create Annual Evaluation Data book: Compile data book in either hard copy or interactive Tableau | 8 | 0 | 24 | 24 | 24 | 160 | 240 | |
| 3.2 | Prepare Annual Evaluation Brief: Identify key evaluation highlights from prior program year and create narrative. | 8 | 2 | 24 | 24 | 24 | 24 | 106 | |
| 3.3 | Develop up to three community-friendly mini-reports: Develop up to three brief reports taking a more in depth look at findings within a programmatic area, such as BONUS, Family Literacy, systems change, etc. | 24 | 4 | 48 | 24 | 24 | 60 | 184 | |
| Subtotal | | 40 | 6 | 96 | 72 | 72 | 244 | 530 | 21% |
| IV. Special Studies / Projects | | | | | | | | | |
| 4.1 | Refine and update data dashboards: Continue to update and enhance visual data dashboards. | 8 | 0 | 24 | 24 | 40 | 40 | 136 | |
| 4.2 | Systems Change Evaluation of Oral Health Action Coalition: Conduct developmental evaluation of OHAC/oral health systems change. | 16 | 2 | 24 | 180 | 180 | 180 | 582 | |
| 4.3 | Strategic Plan Refresh: Conduct one to two meetings with Commission staff and key advisory committee members to review and refresh strategic plan as appropriate. | 8 | 2 | 16 | 8 | 8 | 24 | 66 | |
| 4.4 | QRIS Data Support: Provide technical assistance to QRIS workgroups around data collection and monitoring as part of the IMPACT grant. | 12 | 0 | 16 | 16 | 16 | 0 | 60 | |
| Subtotal | | 44 | 4 | 80 | 228 | 244 | 244 | 784 | 30% |
| V. Ongoing Project Management | | | | | | | | | |
| 5.1 | Internal team meetings: Conduct team meetings to coordinate ongoing work. | 40 | 0 | 40 | 40 | 40 | 40 | 200 | |
| Subtotal | | 40 | 0 | 40 | 40 | 40 | 40 | 200 | 8% |
| TOTAL HOURS | | 268 | 14 | 412 | 518 | 546 | 876 | 2574 | |
| Labor Summary | | | | | | | | | |
| | | | | | | | | | % time |
| J. Greene (Project Director) | | 268 | \$175 | | | \$46,900 | | | 13% |
| S.Taddy (Sr. Advisor) | | 14 | \$200 | | | \$2,800 | | | 0.7% |
| M. Kronz (Project Manager) | | 412 | \$110 | | | \$45,320 | | | 19.8% |
| V. Perera (Research Associate) | | 518 | \$110 | | | \$56,980 | | | 24.9% |
| J. Moore (Research Associate) | | 546 | \$110 | | | \$60,060 | | | 26.3% |
| A. Welsh-Keyner (and other Research Assistants as required) | | 876 | \$90 | | | \$78,840 | | | 42.1% |
| Labor costs (includes all fringe and overhead) | | | | | | \$290,900 | | | |
| Direct costs | | | | | | | | | |
| Telephones/fax/webinar | | | \$800 | | | | | | |
| Travel including to conferences as requested | | | \$4,500 | | | | | | |
| Client incentives | | | \$450 | | | | | | |
| Photocopying/printing | | | \$1,500 | | | | | | |
| Postage | | | \$200 | | | | | | |
| Tableau software | | | \$750 | | | | | | |
| Meeting expenses/supplies | | | \$2,500 | | | | | | |
| Direct costs | | | \$10,700 | | | | | | |
| Grand Total | | | | | | \$301,600 | | | |



**AGENDA ITEM 5
MARCH 2, 2016**

| | |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject | Infant Toddler Quality Improvement System Block Grant – Funding Opportunity |
| Recommendations | <p>Authorize First 5 San Bernardino to take part as the lead agency in partnership with San Bernardino County Superintendent of Schools in the Infant Toddler Quality Improvement System Block Grant (I/T QRIS), a California Department of Education funding opportunity for Fiscal Years 2015-2016 through 2016-2017. (Presenter: Chrystina Smith-Rasshan, Staff Analyst II, (252-4267))</p> |
| Financial Impact | None |
| Background Information | <p>California is expanding access to high-quality early learning and care through its support for a county and regional Quality Rating Improvement System (QRIS).</p> <p>The purpose of the 2015–2017 I/T QRIS Block Grant is to support local QRIS consortia to provide training, technical assistance, and resources to help infant and toddler child care providers meet a higher tier of quality as determined by their local QRIS. The funds in the amount of \$24.2 million in state general funds have been appropriated for this purpose. The California Department of Education (CDE) envisions that a local QRIS consortium will use the I/T QRIS Block Grant funding to support local early learning programs serving infants and toddlers and to increase the number of low-income infants and toddlers in high quality early learning settings.</p> <p>In order to apply for the Infant/Toddler QRIS Block Grant, counties must have an operational QRIS. There are two levels of eligibility:</p> <ol style="list-style-type: none"> 1. Consortia currently receiving CSPP Block Grant funds 2. New Consortia with an operational QRIS, as of January 1, 2016. <p>If County application is approved, the grant allocations are based on the following funding formula:</p> <ul style="list-style-type: none"> • \$25,000 base for each participating county • Additional funding is pro-rated based on the number of infants and toddlers in EESD contracted programs in the county; San Bernardino’s preliminary allocation amount is \$741,737 with no required matching funds. <p>In January 2016, the San Bernardino County QRIS Consortia agreed that First 5 San Bernardino (F5SB) should be appointed as a lead in partnership with San Bernardino County Superintendent of Schools for this funding opportunity. A letter of intent to apply to the California State Department of Education was submitted by the deadline of January 27, 2016 which listed all QRIS consortium participants. F5SB will act as the fiscal administrative lead and San Bernardino County Superintendent of Schools is responsible for the Infant Toddler/ QRIS direct services.</p> <p>Funding can be applied retroactively to July 2015 for related expenses incurred in Fiscal Year 2015-2016. Up to 20% of the funding can be paid directly to providers</p> |

through block grants, and up to 20% of the funding can go toward assessment and access projects. In addition, 90% of the grant funds will be distributed upfront and the final 10% will be distributed after the grant period. The grant application is due March 15, 2016. Grant allocations will be published at the beginning of March and the Intent to Award will be posted on March 22, 2016.

As per Strategic Plan, SPA 2: Systems and Networks, F5SB is providing leadership in the development of this QRIS – a system that supports children prenatal through age 5 and results in sustainable and collective impact.

Authorizing F5SB to participate in the I/T QRIS Block Grant ensures that F5SB and the San Bernardino County QRIS Consortium is part of a network of local Quality Rating Improvement Systems (QRIS) that better coordinates, implements, and evaluates quality early learning programs. This opportunity not only positions the San Bernardino County QRIS Consortium for additional State, Federal and/or private funding, but also gives families information and support they need to optimize their child's development and learning by selecting the best program for their child.

Review

Sophie Akins, Commission Counsel

| | |
|----------------------------------|----------------------|
| Report on Action as taken | |
| Action: | |
| Moved: _____ | Second: _____ |
| In Favor: | |
| Opposed: | |
| Abstained: | |
| Comments: _____ | |
| Witnessed: | |



**AGENDA ITEM 6
MARCH 2, 2016**

| | |
|-------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Subject | Budget Revision for Fiscal Year 2015-2016 |
| Recommendations | Approve Budget Revision for Fiscal Year 2015-2016 (Presenter: Debora Dickerson-Sims, Administrative Supervisor II, 252-4269) |
| Financial Impact | The financial impact is as follows: |

| BUDGET CATEGORY | OBJECT CODE | ADMI | PROGRAM | IMPACT |
|--------------------------------|-------------|-----------------|---------------------|-------------------|
| | | | | |
| REVENUE | 8298 | | | \$ 402,840 |
| | | | | |
| SALARY & BENEFITS | | | | |
| Salaries | 1010-1060 | (19,574) | | \$ 19,574 |
| Benefits | 1105-1317 | (10,961) | | 10,961 |
| | | | | |
| SERVICES & SUPPLIES | | | | |
| | | | | |
| Services & Supplies | 2037-2905 | | 62,500 | 104,010 |
| | | | | |
| CONTRACT SERVICES | | | | |
| | | | | |
| Contractual | 3357 | | (434,805) | 268,295 |
| TOTAL EXPENSES | | (30,535) | \$ (372,305) | \$ 402,840 |

Background Information

On January 25, 2016, Phase 2 of the application for IMPACT was completed and submitted to First 5 California. As part of the application, a five-year budget was included with a total requested amount of \$5,428,804 of which \$402,840 is for Fiscal Year 2015-2016.

A separate budget unit called IMPACT was created by the San Bernardino County Auditor-Controller/Treasurer/Tax Collector's office in order to track the expenses separately to enable First 5 San Bernardino to accurately report expenditures to First 5 California. This budget revision does not increase the Fiscal Year 2015-2016 budget, however, it does reallocate unspent dollars from the existing budget unit (Program and Operations) to the new budget unit (IMPACT). In addition, First 5 California IMPACT funding will increase revenue by \$402,840 which will reimburse the cost for IMPACT expenditures.

Pending Commission approval, this revision would go into effect immediately.

Review

Sophie Akins, Commission Counsel

| |
|------------------------------------------|
| Report on Action as taken |
| Action: |
| Moved: _____ Second: _____ |
| In Favor: |
| Opposed: |
| Abstained: |
| Comments: _____ |
| Witnessed: |



FY 2015-2016 REVISED BUDGET

| BUDGET CATEGORY/ DESCRIPTION | FY 2013-2014 ACTUALS | FY 2014-2015 APPROVED BUDGET | FY 2014-2015 ESTIMATED ACTUAL | PROPOSED CHANGES | FY 2015-2016 BUDGET | FY 2015-2016 REVISED BUDGET |
|-------------------------------------------------|-------------------------|---------------------------------|----------------------------------|---------------------|------------------------|--------------------------------|
| I. Beginning Fund Balance | \$ 91,033,504 | \$ 83,643,086 | \$ 84,387,816 | | \$ 78,067,528 | \$ 78,067,528 |
| II. Revenue | | | | | | |
| Annual Disbursement | \$ 21,181,010 | \$ 19,877,133 | \$ 20,435,778 | | \$ 20,435,778 | \$ 20,435,778 |
| IMPACT | | | | 402,840 | | \$ 402,840 |
| Interest | \$ (591,990) | \$ 276,517 | \$ 297,972 | | \$ 283,074 | \$ 283,074 |
| Other revenues (SMIF, etc) | \$ 6,768 | \$ 9,000 | \$ 35,645 | | \$ 6,950 | \$ 6,950 |
| Total Revenue | \$ 20,595,788 | \$ 20,162,650 | \$ 20,769,395 | 402,840 | \$ 20,725,802 | \$ 21,128,642 |
| III. Expenses | | | | | | |
| Program Strategic Priority Area (SPA) | \$ 23,197,465 | \$ 30,000,000 | \$ 23,630,398 | (372,305) | \$ 27,000,000 | \$ 26,627,695 |
| Subtotal for Direct Services | \$ 23,197,465 | \$ 30,000,000 | \$ 23,630,398 | \$ (372,305) | \$ 27,000,000 | \$ 26,627,695 |
| Program Services Support | \$ 557,438 | \$ 847,411 | \$ 758,310 | - | \$ 979,953 | \$ 979,953 |
| Community Engagement Services Support | \$ 263,878 | \$ 467,085 | \$ 320,730 | | \$ 435,735 | \$ 435,735 |
| Operations | \$ 3,222,695 | \$ 2,650,811 | \$ 2,380,245 | (30,535) | \$ 2,559,909 | \$ 2,529,374 |
| Impact | | | | 402,840 | | \$ 402,840 |
| | \$ 27,241,476 | \$ 33,965,307 | \$ 27,089,683 | \$ - | \$ 30,975,597 | \$ 30,975,597 |
| Excess of Revenues over (under) Expenses | \$ (6,645,688) | \$ (13,802,657) | \$ (6,320,288) | | \$ (10,249,795) | \$ (9,846,955) |
| IV. Ending Fund Balance | \$ 84,387,816 | \$ 69,840,429 | \$ 78,067,528 | | \$ 67,817,733 | \$ 68,220,573 |



**PROJECTED REVENUE BUDGET
FISCAL YEAR 2015-2016**

| BUDGET CATEGORY DESCRIPTION | AMOUNT | PROPOSED CHANGES | Revised Amount |
|----------------------------------------|----------------------|-----------------------------|---------------------------|
| REVENUE | | | |
| ANNUAL DISBURSEMENT | \$ 20,435,778 | \$ - | \$ - |
| INTEREST | \$ 283,074 | \$ - | \$ - |
| OTHER REVENUES | \$ 6,950 | \$ - | \$ - |
| IMPACT | | \$ 402,840 | |
| TOTAL REVENUE BUDGET | \$ 20,725,802 | \$ 402,840 | \$ 21,128,642 |



PROPOSED PROGRAM STRATEGIC PRIORITY AREA (SPA)
FISCAL YEAR 2015-2016

| BUDGET CATEGORY DESCRIPTION | AMOUNT | PROPOSED CHANGES | Revised Amount |
|-------------------------------------|----------------------|---------------------|----------------------|
| SPA 1 CHILDREN AND FAMILIES | | | |
| HEALTH | | | |
| EARLY LEARNING | | | |
| FAMILY | | | |
| SPA 2 SYSTEMS AND NETWORK | | | |
| Leadership as a Covener and Partner | | | |
| Capacity Building | | | |
| TOTAL DIRECT SERVICES BUDGET | \$ 27,000,000 | \$ (372,305) | \$ 26,627,695 |



FIRST 5
SAN BERNARDINO
REVISED BUDGET
FISCAL YEAR 2015-2016

| BUDGET CATEGORY DESCRIPTION | AMOUNT | PROPOSED CHANGES | Revised Amount |
|------------------------------------------------|---------------------|---------------------|---------------------|
| SALARIES/BENEFITS | | | |
| PAYROLL | \$ 1,782,450 | -30535 | \$ 1,751,915 |
| SERVICES/SUPPLIES | | | |
| COMNET CHARGES (DIAL TONE) | \$ 13,146 | | |
| ELECTRONIC EQUIPMENT MAINTENANCE | \$ 23,178 | | |
| COMNET SPECIAL SERVICES (VOICE MAIL) | \$ 2,174 | | |
| MEMBERSHIPS | \$ 36,000 | | |
| TUITION REIMBURSEMENT | \$ 2,000 | | |
| COMPUTER SOFTWARE | \$ 7,000 | | |
| INVENTORABLE EQUIPMENT | \$ 15,000 | | |
| NON-INVENTORABLE EQUIPMENT | \$ 2,000 | | |
| SPECIAL DEPT EXPENSE | \$ 4,500 | | |
| UTILITIES (TELEPHONE, NETWORK FOR IPADS, ELEC) | \$ 22,500 | | |
| INSURANCE | \$ 10,000 | | |
| GENERAL OFFICE EXPENSE | \$ 20,000 | | |
| PRESORT & PACKAGING | \$ 5,500 | | |
| COURIER & PRINTING (COUNTY PRINT SVCS) | \$ 2,000 | | |
| TEMPORARY HELP | \$ 10,000 | | |
| SUBSCRIPTIONS | \$ 330 | | |
| PROFESSIONAL & SPECIAL SVCS (HR) | \$ 32,000 | | |
| AUDITING | \$ 20,900 | | |
| DATA PROCESSING | \$ 103,559 | | |
| COUNTY SERVICES | \$ 71,500 | | |
| GEN MAINTENANCE - EQUIPMENT | \$ 2,000 | | |
| RENTS & LEASES - EQUIPMENT | \$ 17,000 | | |
| RENTS & LEASES - BUILDING | \$ 298,791 | | |
| CONFERENCES/TRAINING/SEMINAR FEES | \$ 14,649 | | |
| MOTOR POOL | \$ 1,500 | | |
| MILEAGE REIMB (EMPLOYEE) | \$ 10,000 | | |
| OTHER TRAVEL | \$ 18,558 | | |
| AIR TRAVEL | \$ 11,674 | | |
| TOTAL SERVICES/SUPPLIES | \$ 777,459 | | |
| TOTAL OPERATIONS BUDGET | \$ 2,559,909 | \$ (30,535) | \$ 2,529,374 |



IMPACT REVISED BUDGET FISCAL YEAR 2015-2016

| BUDGET CATEGORY | | |
|------------------------------------------------|-----------|----------------|
| DESCRIPTION | | AMOUNT |
| SALARIES/BENEFITS | | |
| PAYROLL | \$ | 30,535 |
| SERVICES/SUPPLIES | | |
| COMNET CHARGES (DIAL TONE) | \$ | 164 |
| ELECTRONIC EQUIPMENT MAINTENANCE | \$ | 290 |
| COMNET SPECIAL SERVICES (VOICE MAIL) | \$ | 27 |
| MEMBERSHIPS | \$ | 450 |
| TUITION REIMBURSEMENT | \$ | 25 |
| COMPUTER SOFTWARE | \$ | 88 |
| UTILITIES (TELEPHONE, NETWORK FOR IPADS, ELEC) | \$ | 113 |
| INSURANCE | \$ | 114 |
| MATERIALS & SUPPLIES (PRINTING) | \$ | 3,000 |
| GENERAL OFFICE EXPENSE | \$ | 250 |
| PRESORT & PACKAGING | \$ | 62 |
| PROFESSIONAL & SPECIAL SVCS | \$ | 13 |
| INCENTIVES/STIPENDS | \$ | 96,000 |
| AUDITING | \$ | 746 |
| COUNTY SERVICES | \$ | 940 |
| GEN MAINTENANCE - EQUIPMENT | \$ | 25 |
| RENTS & LEASES - BUILDING | \$ | 1,703 |
| CONTRACTUAL | \$ | 268,295 |
| TOTAL SERVICES/SUPPLIES | \$ | 372,305 |
| TOTAL IMPACT (QRIS) BUDGET | \$ | 402,840 |



**AGENDA ITEM 7
MARCH 2, 2016**

Subject Early Care and Education Contracts

Recommendations Authorize non-renewal of the Investing in Children Early Education Contracts listed below effective June 30, 2016, allowing the contracts to expire, terminate, by their own terms:

- A. Barstow Unified School District, Contract EC012 A2
- B. Fontana Unified School District, Contract EC009 A1
- C. Hesperia Unified School District, Contract EC013 A2
- D. Lucerne Valley Unified School District, Contract EC014 A2
- E. Lucerne Valley Unified School District, Contract EC015 A1
- F. Rialto Unified School District, Contract EC016 A2
- G. San Bernardino City Unified School District – Adult School, Contract EC011 A2
- H. San Bernardino City Unified School District, Contract EC010 A2
- I. San Bernardino County Preschool Services Department, Contract EC007 A2

(Presenter: Cindy Faulkner, Operations Manager, 252-4253)

Financial Impact None

Background Information First 5 San Bernardino has supported early learning for more than 10 years spanning back to FY 2004/05 with an investment of \$900,000 in that first year. In the beginning this funding was directed to School Readiness (SR), a program sponsored by First 5 CA which provided \$1 from them to each \$2 invested by First 5 San Bernardino*. This SR program ended effective 06/30/2011 and the matching dollars were no longer available to Commissions. F5SB continued to fund “stand alone” Preschool and Pre-k programs.

From FY 2005/06 – FY 2010/11 F5SB has invested as follows:

| FY 05/06 | FY 06/07 | FY 07/08 | FY 08/09 | FY 09/10 | FY 10/11 |
|--------------|------------|--------------|--------------|--------------|--------------|
| \$2,408,192* | \$911,960* | \$5,187,681* | \$5,158,501* | \$5,187,681* | \$4,275,721* |

| FY 11/12 | FY 12/13 | FY 13/14 | FY 14/15 | FY 15/16 |
|-------------|-------------|-------------|-------------|-------------|
| \$4,367,786 | \$5,160,101 | \$6,976,361 | \$5,835,424 | \$5,158,663 |

The former SR program was dependent on identification of low API qualifying scores for schools and required Commissions to offer services to meet the four (4) First 5 CA Identified Result Areas: Improved Child Development, Family Functioning, Child Health and Systems of Care and, therefore, included a complete array of family services.

School Readiness (SR) is now referred to as Early Childhood Education (ECE) and it includes not only preschool education but also child care which occurs in many types of settings.

In November of 2011, the Commission approved the latest funding cycle for F5SB's ECE focus with an Early Learning initiative supporting full day Preschool and part-day Pre-K programs. The Investing in Children RFP 11-03 investment was not to exceed \$6.25 million per year for FY 2012/13, 2013/14 and 2014/15. The primary goal of the investment was to provide high quality and developmentally appropriate early education programs for 4 year olds in San Bernardino County through a quality preschool experience to ensure children were able to enter school ready to learn and succeed in school and in life. Also, the Commission's investment under RFP 11-03 implemented school-based Infant /Toddler care for teen parents to facilitate their obtaining a high school diploma/GED. In FY 2013/14, the Commission actually increased the investment by \$1,808,069.00 to increase the number of slots available to preschoolers. The \$5M+ annual investment by F5SB provided early education services for a little over 800 children in FY 2015/16.

On April 1, 2015, the Commission approved an additional year of funding under this investment that would then end effective June 30, 2016 with the contractors/school districts listed (A through I). This additional one year period allowed the Commission time to reevaluate the objectives, identify and collaborate with other providers and resources, tighten alignment with the revised Strategic Plan and make recommendations that ensure funding is appropriately aligned and allocated with the Commission's goals to operate more from a systems level.

Over the last year, the First 5 Advisory Committee, First 5 Education Advisory Subcommittee, along with First 5 staff and even a couple of Commissioners have done just that. They have met on numerous occasions, discussing, researching and evaluating the Commission's overall Early Learning investments, outcomes and opportunities. This work has been instrumental in realizing F5SB's goal of identifying and recommending funding strategies that are data driven and based on need to continue to support, enhance and collaborate in the early development of children prenatal through age five from a systems level aligned with the F5SB Strategic Plan.

A major driver of the systems change focus on F5SB's investment into Early Learning is the SB 837 legislation, known as Transitional Kindergarten (TK). (See Attachment A). From the F5SB perspective, TK ideally is an opportunity to utilize "existing resources" to prepare young children, specifically age 4, for success in school.

In addition to TK, there are many California State Preschool Programs (CSPP) offered throughout the County of San Bernardino. The San Bernardino County Superintendent of Schools (SBCSS) provides part day CSPP programs to approximately 1,900 preschoolers. The County of San Bernardino's Preschool Services Department (PSD) provides CSPP to 764 of these youngsters. Our local school districts provide CSPP to more than 7,300 additional preschoolers accounting for about 10,000 slots within the County. Most of the funding for these State programs comes from the California Department of Education.

Rounding off the list of available preschool experience for children ages 0 – 5 are those provided by PSD - 6,023 for Head Start and 1,466 for Early Head Start through PSD, Easter Seals, and Volunteers of America.

An unintended consequence with the F5SB Commission investing in Preschool and Pre-K programs was that there were times when CSPP and Head Start slots would go unfilled because of the availability of F5SB slots for 4 year olds. Another unintended consequence related to preschool or other child development programs is that the ones offered by Local Education Agencies (LEA) to prepare three and four year old children for school, (or in this case funded by F5SB for 4 year olds), are not required to be taught by persons meeting teacher credential requirements such as those with the State QRIS Matrix. Instead, they need only meet separate child development permit requirements. Pursuant to EC 48000(f), TK programs are intended to be aligned to the California Preschool Learning Foundations developed by the CDE. The Department of Education's TK programs for 4 year olds are required to be taught by a teacher who meets credentialing requirements. With the focus on the statewide QRIS matrix, F5SB must also ensure teachers meet the required credentialing standards in any programs funded by the Commission. The Commission would much better serve preschoolers by coordinating and catalyzing within the current structures and funded early education programs rather than funding direct classrooms with minimal reach (due to the cost and availability of facilities, qualified teachers, etc.) and less impactful or trackable outcomes.

Taking inventory of what currently exists and acknowledging opportunities to further support the systems and networks led the Commission to the Quality Rating Improvement Systems (QRIS) arena. Serving in the capacity of convener and leader (as outlined in the Commission's goals of Strategic Priority Area 2: Systems and Networks), F5SB applied for, on behalf of the QRIS Consortium, and was approved for a \$5 million IMPACT grant offered by First 5 CA, to support QRIS over the next 5 years in San Bernardino County.

Where formerly F5SB invested in ECE through RFP 11-03, contracting in the amount of more than \$5 million per year, F5SB is now investing \$1.4 million per year into QRIS, which includes funding for support of Improvement Strategies and ECE Workforce Development as well as funding for required match and in-kind contributions to the \$5 million award received by the QRIS Consortium under the IMPACT grant to cover QRIS implementation from FY 2015/16 – FY 2020/21. ECE partners have committed to this work and their roles and responsibilities, as well as in-kind contributions were included in the IMPACT application. This funding is an excellent leveraging opportunity of local and state funding to maximize results and obtain collective impact for quality early childhood education and quality early child care. F5SB's support will go beyond the reach that touches only 800 children to a "system" with the capacity to impact all 200,000 children ages prenatal through 5 and beyond.

First 5 San Bernardino has led in the establishment of a QRIS Consortium whose members include LEA's, Higher Education Institutions, Preschool Services Department, Child Care Planning Council, several San Bernardino County departments and the Child Care Resource and Referral agency. This consortium has provided Early Learning expertise and local perspective as active members of the QRIS throughout the strategic planning and implementation process.

Over the last six months, QRIS Consortium members have met with the First 5 Advisory Committee, and using key indicator information and other sources of data

to ensure alignment with the First 5 Strategic Plan and the recently adopted QRIS Strategic Plan, have vetted out recommendations for strategies (possible funding areas). Each strategic goal is directly linked to specific outcomes, outlined in the QRIS Strategic Plan.

- Goal 1: Sustainable System
- Goal 2: Qualified Workforce
- Goal 3: Systems Alignment
- Goal 4: Results Focused

Instead of the investment into Preschool and Pre-K programs, it is the recommendation of the Advisory Committee that First 5 continue to support and enhance high quality and developmentally appropriate early education for children in San Bernardino County through the work of the QRIS Consortium and the Consortia's written QRIS Strategic Plan which aims to strengthen existing systems, support programs and services with demonstrated records of success achieving impact, and evaluating potential resources for sustainability.

Partnering with stakeholders in the ECE community is a concept that requires extensive strategic planning, collaboration and long term commitment. Development planning includes assessment of proposed coverage areas (serving children in a variety of ECE settings), prioritizing service options, identifying and securing agreements with partner school districts, developing program policies and procedures, developing teacher training and work force development training, determining and solidifying rating and assessment infrastructure and developing evaluation goals and objectives.

As discussed at the February 3, 2016 Commission's pre-budget planning workshop, the F5SB budget will be reduced by \$5 million for the next two fiscal years. The Commission is unable to continue the investment of \$5,158,663 with the Early Care and Education contractors listed in A through I. With this reduction, the goal to utilize and leverage existing resources (funding and services) and the goal to catalyze systems change becomes even more critical to operations.

Because these contracts are with school districts with their own unique human resource and local union requirements and who are currently in budget planning processes themselves, time is of the essence. Approval is sought from the Commission to forgo renewing the contracts and allow these contracts to expire, terminate by their own terms, effective June 30, 2016, with early notification given to districts to begin their necessary processes of ramping down or identifying alternate funding to continue programs. The Commission's regular close-out process will be completed with each of these contractors.

The Advisory Committee and F5SB staff, however, recommend to continue funding the school-based Infant /Toddler care program (Easter Seals EC005 A2) for teen parents to facilitate their obtaining a high school diploma/GED, for an additional year. Unlike the other ECE contracts under RFP 11-03, this contract did not focus on Early Education for 4 year olds. Maintaining support of Infant/Toddler programs is important at this time to leverage additional State funding, with the release of the CDE's Request for Applications (RFA) for the fiscal year (FY) 2015-16

Infant/Toddler (I/T) QRIS Block Grant. This program allocates state-wide \$24,163,000 of one-time funding through June 30, 2017 for Quality Rating and Improvement System (QRIS) work. The funding allows for a base award of \$25,000 for each county QRIS and additional funding prorated based on the number of infants and toddlers in Early Education and Support Division’s (EESD) contracted programs. San Bernardino County is eligible to receive about \$700,000 and is in the process of applying for this funding as a qualified “existing” QRIS local consortium with F5SB serving as the lead agency. This is an excellent opportunity for F5SB, the County Office of Education, Head Start, Child Care Resource Center and others to realize the power of strategic leveraging for funds to support program objectives.

And finally, related to Early Education, the F5SB Commission is in full support of the San Bernardino Countywide Vision, (Education element), which includes the Cradle to Career initiative. An opportunity has presented itself to the County Office of Education with a White House Initiative through a program called Footsteps to Brilliance (F2B). F2B is essentially an innovative and sustainable Virtual Universal Pre-School application that can be used by all San Bernardino County residents once a contract for a specific cohort is selected and contracted. Our Superintendent of County Schools is committed to investing to receive grant allowances of nearly \$6 million for a five-year period to implement this program. F5SB is posturing as a valuable partner in this venture to unite and roll out a resource that will impact both 0-5 year olds and Pre-K through 3rd grade students in our community, enabling our Cradle to Career initiative to collect reliable data that can inform future policy and programs. This again is a low to no cost way for F5SB to promote Early Learning for children and to contribute to collective impact with a far-reaching and sustainable approach.

With adoption of these included focuses to supporting early learning priorities, the Commission will continue to help build a foundation for learning and prepare children for kindergarten.

Review

Sophie Akins, Commission Counsel

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| Report on Action as taken | |
| Action: | |
| Moved: _____ | Second: _____ |
| In Favor: | |
| Opposed: | |
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| Comments: _____ | |
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Transitional Kindergarten Program Overview

Transitional Kindergarten (TK) programs, as defined in statute, are not preschool classrooms or child development programs. They are part of the K-12 public school system. Local Education Agencies (LEAs) must offer TK classes for all age-eligible children to attend. Pursuant to *EC 48000(f)*, TK programs are intended to be aligned to the California Preschool Learning Foundations developed by the California Department of Education. TK programs are required to be taught by a teacher who meets credentialing requirements. TK is meant to be the first year of a two-year kindergarten program that uses a modified kindergarten curriculum that is age and developmentally appropriate.

The school district will receive the same full ADA funding rate for TK students that they receive for all kindergarten students (once the child turns age 5). In addition to core ADA funding, districts can utilize and structure other funding sources that can support their TK classrooms. According to School Services of California, "For funding purposes, transitional kindergarten (TK) is kindergarten. Any funding (federal, state, and local) currently provided to local educational agencies (LEAs) to support kindergarten (K) also includes TK pupils." Please see the chart of additional funding sources below:

Additional Funding Sources

Unrestricted –

- ⇒ Tier III programs – including Instructional Materials, School and Library Improvement Block Grant, Senate Bill (SB) 472/Assembly Bill (AB) 430

Less Restricted

- ⇒ Title I (regular and ARRA) and EIA-State Compensatory Education – use for supplemental support for low-performing students
- ⇒ Title I may also be used to provide for preschool support at eligible schools for low-income students

Somewhat Restricted

- ⇒ Title I set aside for professional development – required set aside of 10% for districts in program improvement
- ⇒ Title II, Part A – can be used for professional development and possibly class-size reduction (CSR)
- ⇒ School Improvement Grants – must follow the plan for an individual site

Most Restricted

- ⇒ Title III, English Language Acquisition Program (ELAP), Economic Impact Aid (EIA)- Limited English Proficient (LEP) – use to supplement all other resources to address language proficiency and acquisition
- ⇒ Title II, Part D – use for technology, there are some districts that received American Recovery and Reinvestment Act (ARRA) Title II, Part D competitive grant

California Transitional Kindergarten Stipend Funds

CDE released award notifications for \$15 million in California Transitional Kindergarten Stipend (CTKS) funds for professional development, secured through the 2014-15 state budget. This grant funding is intended to supplement existing efforts and investments to transitional kindergarten teachers and Title 5 California State Preschool Program teachers.

Grantees must use CTKS funds for educational and professional development expenses related to early learning, including 1) stipends for credentialed teachers to complete at least 24 units in early childhood education or child development or both; 2) registration costs; 3) tuition; 4) Continuing Education Units in early childhood education, 5) official transcripts that prove the required accredited college units in early childhood education or child development, or a combination of both; and, 6) books. First priority is given to transitional kindergarten teachers, then preschool teachers.

The stipends are administered by local planning councils (LPCs)—which plan for child care and development services based on the needs of families in the local community—and funding will be expended by June 2017.

Other Funding & Support

Local Education Agencies (LEAs) should ensure that parents understand the difference between various locally implemented preschool programs intended to support kindergarten readiness and the transition to kindergarten from the TK program delineated in statute. In addition to state and federal funds, districts have used private grants as well as funding and resource partnerships with local County Offices of Education, local First 5 agencies and organizations like DonorsChoose.org. Below are examples of some of these partnerships that a district can use as models.

Fresno County Office of Education & California State University, Fresno

The Fresno County Office of Education established a partnership with California State University, Fresno's Kremen School of Education and Human Development to develop a TK Boot Camp to address the new Common Core, Preschool Learning Foundations and Curriculum Framework training; schedule options; and curriculum and environment resources. TK teachers participated in this training voluntarily on Friday evenings and Saturdays for three weekends and were offered course units as part of their professional development.

First 5 Los Angeles & DonorsChoose.org

First 5 Los Angeles is continuing its four-year partnership with DonorsChoose.org to “bring donations to preschools and transitional kindergarten classroom projects in Los Angeles County public schools.” This is a four-year partnership to offer “Double Your Impact” matches for projects submitted by preschool, pre-K and transitional kindergarten public school teachers in L.A. County, encouraging donors to fund the first half of projects submitted through DonorsChoose.org. Teachers submitting for donations “may post up to two projects anytime during the 2012-2013 school year, but the offer will only be available until the entire \$112,500 in funds allocated to the program are awarded.” Learn more at First 5 LA.

First 5 Fresno & Fresno County Office of Education

First 5 Fresno established a TK Special Projects Program to offer one-time grants as part of its Community Grants Program in partnership with Fresno County Office of Education. As written in the First 5 Fresno grant application, “The program was established to support Fresno County school districts implementing transitional kindergarten in the 2011/2012 school year with ongoing technical assistance and professional development through the Fresno County Office of Education and financial support for supplies, materials, curriculum, etc. through the Commission.”

First 5 Shasta

First 5 Shasta County's commitment to supporting the learning experiences of young children led it to establish a Special Opportunity Grant for the 2011-12 academic year. First 5 Shasta allotted \$103,500 for grant funds, offering grants that range from \$5,000 – \$30,000, to support elementary school districts and charter schools implementing transitional kindergarten.

Univision and Telemundo Los Angeles

Univision-KMEX Los Angeles and Telemundo have partnered with Los Angeles Unified School District to offer informational and news segments on TK to support parent outreach and recruitment. Please see example news segment from Telemundo Los Angeles.

The 2015-16 State budget further clarified the law to allow school districts to enroll 4 year olds even if they turn 5 after the December cutoff date, providing another local option to get more children ready for kindergarten. The **Expanded TK approach** gives districts an option to use a combination of local and Average Daily Attendance (ADA) funding to offer school readiness opportunities to children who might not otherwise have access. Statutory changes made in the 2015-16 state budget clarify that school districts and charter schools may draw down ADA to support TK programs for any child as soon as he or she turns 5. They can use local general fund,

federal Title I, or Local Control Funding Formula (LCFF) supplement and concentration dollars (as appropriate) to pay for ETK for the part of the school year before children turn 5.



**AGENDA ITEM 8
MARCH 2, 2016**

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| Subject | Footsteps2Brilliance® Legacy XII Model Innovation County License Collaborative Partnership |
| Recommendations | Approve investment into the Footsteps2Brilliance® Mobile Learning Technology under the Legacy XII Model Innovation County License through collaborative partnership with San Bernardino County Superintendent of Schools as the lead, in an amount not to exceed \$228,500 for Fiscal Year 2015-2016. (Presenter: Karen E. Scott, Executive Director, 252-4254) |
| Financial Impact | Not to exceed \$228,500 from unspent Early Learning program budget |
| Background Information | Footsteps2Brilliance (F2B) has developed an Early Learning Mobile Technology Platform that can be accessed from any smart phone, tablet or traditional computer. F2B is essentially an innovative and sustainable Virtual Universal Pre-School application that can be used by all San Bernardino County residents under a Legacy XII Model Innovation County License. |

The typical F2B license, that would provide access to the Enterprise App for a cohort of 1,800 preschool students, would be for a 3 year period at a cost of \$691,052. These children would receive unique identifiers and their progress in learning is tracked through data collection built into the platform.

The Legacy XII Model Innovation County License is for a period of 5 years, with access to the F2B App, 3 years of hosted program development, webinars, parent engagement events, stakeholder/town hall meetings and technical support. A cohort of children is identified by the grantee to receive the unique identifiers and participate in the data collection/research component of F2B. The silver-lining for being selected to apply for the Legacy XII license is that F2B will provide service grants to cover the majority of the cost and the Footsteps2Brilliance app and services will be available free to all families, all residents of San Bernardino County!

The San Bernardino County Superintendent of Schools (SBCSS) has been working to identify best practice models to increase family and community engagement and level the playing field for all early learners. SBCSS sought an innovative technological solution to increase access to high-quality early learning Pre-K curriculum to children and families throughout the County in a manner that supported the ability to scale effectively. The F2B platform and content is such a model and it aligns with the San Bernardino Countywide Vision Cradle to Career initiative goals.

The First 5 San Bernardino (F5SB) Commission also supports the Cradle to Career initiative. The Commission's goals under Early Learning include ensuring that children 0 to 5 have access to and benefit from high quality early education, family engagement and support that prepares all children to reach their optimal potential. Having access to a quality education is the equalizer that will ensure more positive outcomes for children and is the basis for the Commission's investment into QRIS.

With support of Talk, Read, Sing, Reach Out and Read, Vision2Read, and the IRead collaborative, F5SB is committed to helping to eliminate the 30 million word gap that occurs by age 3 for lower economic children. In addition, F5SB is supportive of foundational solutions that increase the number of children reading proficiently at 3rd grade. F2B Mobile Learning Technology is an effective tool to meet these objectives. Under Early Learning Goal 1.2b, the Commission can ensure that parents and caregivers are knowledgeable of and utilize quality early care and education resources. An immediate opportunity that lends itself under the free access with Legacy XII, working with partners such as the SBCSS, County of San Bernardino Preschool Services Department (PSD), Child Care Resource Center (CCRC) and F5SB, is the ability to introduce the F2B app, train providers and parents and support access resources to reach nearly 15,000 children in family childcare and exempt child care settings alone. In its Capacity Building role, F5SB can also work to market the F2B app and its benefits to all child serving organizations affecting education such as the County libraries, faith-based organizations, City Parks and Recreation departments and non-profit providers like the YMCA or Boys and Girls Club. The use of the F2B Mobile Learning Technology platform will enable all stakeholders to scale an early learning solution quickly throughout its schools, homes and community for all eligible Pre-K children.

The San Bernardino County Superintendent of Schools (SBCSS) has taken the lead on bringing Footsteps2Brilliance to San Bernardino County. The Legacy XII Model Innovation County License, for a period of 5 years would cost \$5,997,200. With immediate commitment and application under this license, the cost would be reduced by \$5,541,000 through service grant allowances, bringing the total 5 year cost to \$457,000. (See Investment Summary attachment)

The SBCSS seeks partners to contribute to the cost of this commitment. Other partners currently in negotiation include PSD, Children's Fund, Child Care Resource Centers and County Libraries. The availability for investment funding may be limited or restricted with those organizations, especially within such a short time frame. Because this resource is available to all 200,000 children ages 0 to 5 in our County, and because the resource will become a valuable tool in our systems building and collective impact work, F5SB recommends that the Commission approve investment into the Footsteps2Brilliance® Mobile Learning Technology under the Legacy XII Model Innovation County License through collaborative partnership with San Bernardino County Superintendent of Schools, in an amount not to exceed \$228,500 for Fiscal Year 2015-2016. This amount may be less once the investment amounts of the other partners is determined. SBCSS will submit the F2B Legacy XII application, enter into the 5 year contract and develop MOU's to recoup contributory share of the cost with the participating partners, including F5SB.

Implementing Footsteps 2 Brilliance in San Bernardino County, as a free resource to all residents, is an opportunity to leverage the power of mobile learning technology and a research-based educational strategy, and to employ collective impact objectives amongst collaborators in the field to prepare young children for early learning success supporting the Cradle to Career initiative goals.

Review

Sophie Akins, Commission Counsel

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| Report on Action as taken |
| Action: |
| Moved: _____ Second: _____ |
| In Favor: |
| Opposed: |
| Abstained: |
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Investment Summary: San Bernardino County Superintendent of Schools

| | 3 Year License | Legacy XII Model Innovation County License |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Quantity | Up to 1,848 San Bernardino County PreK SBCSS Students Only | Up to 1,848 PreK Students & all eligible PreK children within the County of San Bernardino. Impacting 2,035,000+ Residents of San Bernardino County, CA |
| Term | 3 Year Access | 5 Years of Access SBCSS pays for 3 Years of Access for 1,848 Students. Footsteps will provide its services for free for year's 4 and 5 to the COE. Footsteps will also provide service grants to allow access of its services for free to families of all eligible Birth thru PreK children in the county for 5 years. |
| Product | <i>Footsteps2Brilliance Enterprise App, School Edition, Bilingual Edition</i> | <i>Footsteps2Brilliance Enterprise App, School Edition, Bilingual Edition</i> |
| License Cost | \$691,052.00 | \$5,997,200.00 |
| Legacy XII Grants | N/A | -\$1,887,000.00 |
| Equity Access Grant | N/A | -\$1,672,701.00 |
| Less Model Innovation County Early Adopter Grant | N/A | -\$1,980,483.00 |
| Discount Sub-Total | N/A | -(\$5,540,184.00) |
| License Sub-Total | \$691,052.00 | \$457,016.00 |
| Includes: 3 Years of PD, Webinars, Parent Nights, Stakeholder & Town Hall Meetings, and Tech Support. Hosting Provided During Access Period | Up to 198 Days of PD & Outreach within 3 Years | Up to 99 Days of PD & Outreach within 3 Years |
| Total | \$691,052.00* | \$457,016.00* |

*Price Valid for 30 days. All agreements, including The Model Innovation County License, requires an upfront payment in the full amount within 30 days of an approved agreement. Financing may be available.



**AGENDA ITEM 9
MARCH 2, 2016**

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| Subject | Inland Empire United Way 2-1-1 |
| Informational Item | Receive 2 nd Quarter information on the Inland Empire United Way 2-1-1 for Fiscal Year 2015-2016. (Presenter: Mary Jaquish, Supervisor, 909-252-4254) |
| Financial Impact | None |
| Background Information | <p>The 2-1-1 system is a toll-free number that connects people from anywhere in the County of San Bernardino to a centralized, 24-hour service offering information and referrals for social services in their area. The 2-1-1 service continues to be a comprehensive resource and referral program in the County and includes a countywide, searchable database of verified government and non-profit service providers and programs, available to service providers and the public. 2-1-1 has been identified as the lead agency for referral and resources and is supported by multiple entities within the County.</p> <p>There are currently more than 3,000 programs offered by more than 1,000 agencies serving San Bernardino County. The 2-1-1 program enhances community access to resources by connecting families to needed services such as healthcare, parenting education, childcare, local food pantries, transitional shelters, clothing, transportation, and temporary financial aid.</p> <p>First 5 San Bernardino (F5SB) has invested in this countywide resource and referral platform since Fiscal Year 2006-2007, allowing the call center representatives to connect families to resources. In addition to the resource and referral lines, 2-1-1's toll free number provides a systematic approach to identify and prevent child abuse in the County.</p> <p>On a quarterly basis, 2-1-1 provides a Statistics Report to stakeholders. In the second quarter of Fiscal Year 2015-2016, data demonstrates a total of 11,952 families with children accessed 2-1-1 with 18% (1,470) of those families with children ages 0-5.</p> <p>In reviewing all 2-1-1 calls, the report indicates that 76% of callers were women and 91% of callers were English speaking with the majority of callers between 50 and 60 years of age.</p> <p>The majority of calls were generated from San Bernardino (2,813), Victorville (1,436) and Ontario (1,082) with the extent of the callers receiving viable information.</p> <p>The report also highlights two non-profit agencies that received the majority of referrals seeking basic needs, that being Catholic Charities (1,283) and Community Action Partnership (936). Regarding county departments, Aging and Adult Services (286), Behavioral Health (561), and Transitional Assistance (488) received the majority of the referrals for county provided resources.</p> |

Besides providing information and referral services, 2-1-1 also practices quality assurance measures by conducting call back surveys to determine if referrals were accessed and needs were met. For the second quarter, call back surveys indicated that 92% of callers were satisfied with services received and 97% indicated that they would call 2-1-1 again if they needed additional help.

Lastly and specifically related to children 0-5 and their families, the highest requested needs in the second quarter were housing (15%), utilities (12%) and food (11%) with 36% of families receiving public assistance (see Attachment A).

The 211 full report can be viewed at:
<https://ieuw.org/images/211-December2015.pdf>.

Review

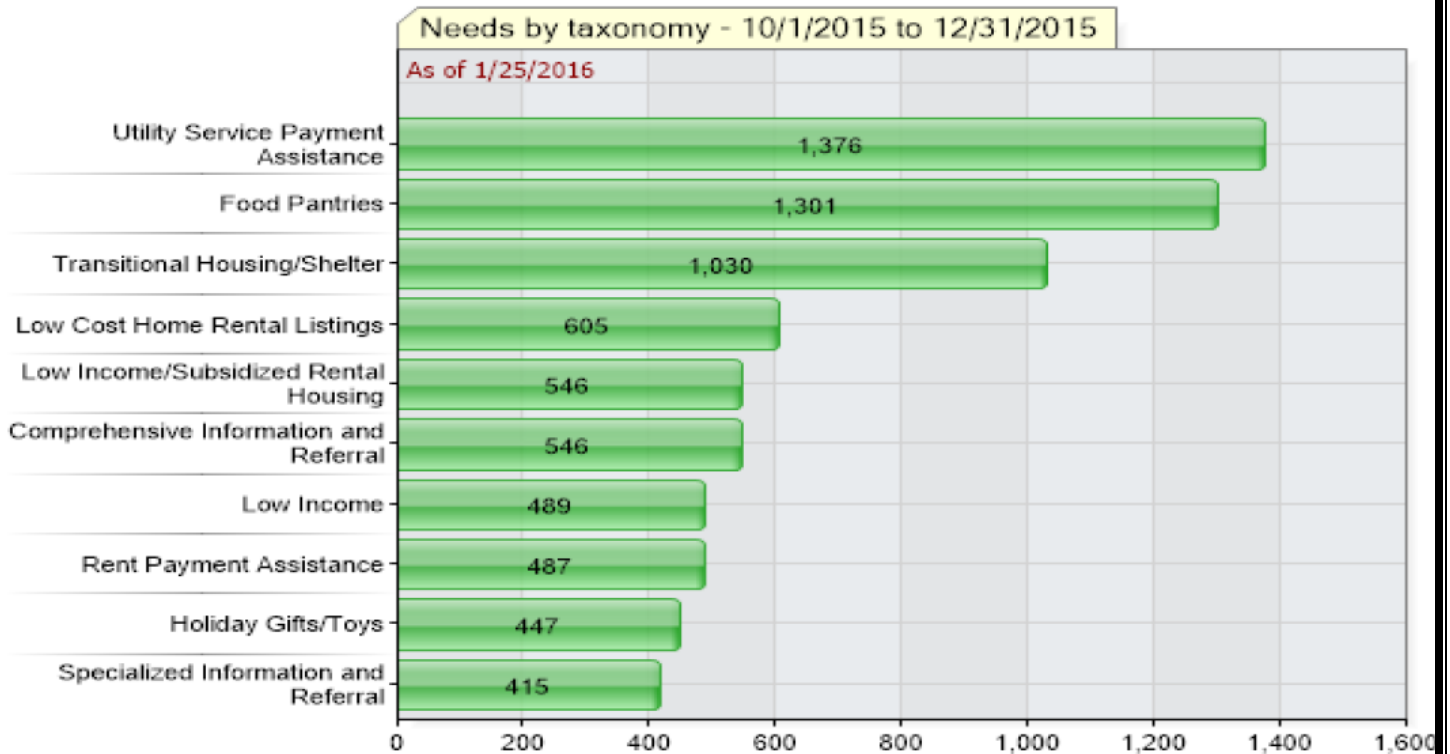
Sophie Akins, Commission Counsel

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| Report on Action as taken |
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| Opposed: |
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| Comments: _____ |
| Witnessed: |

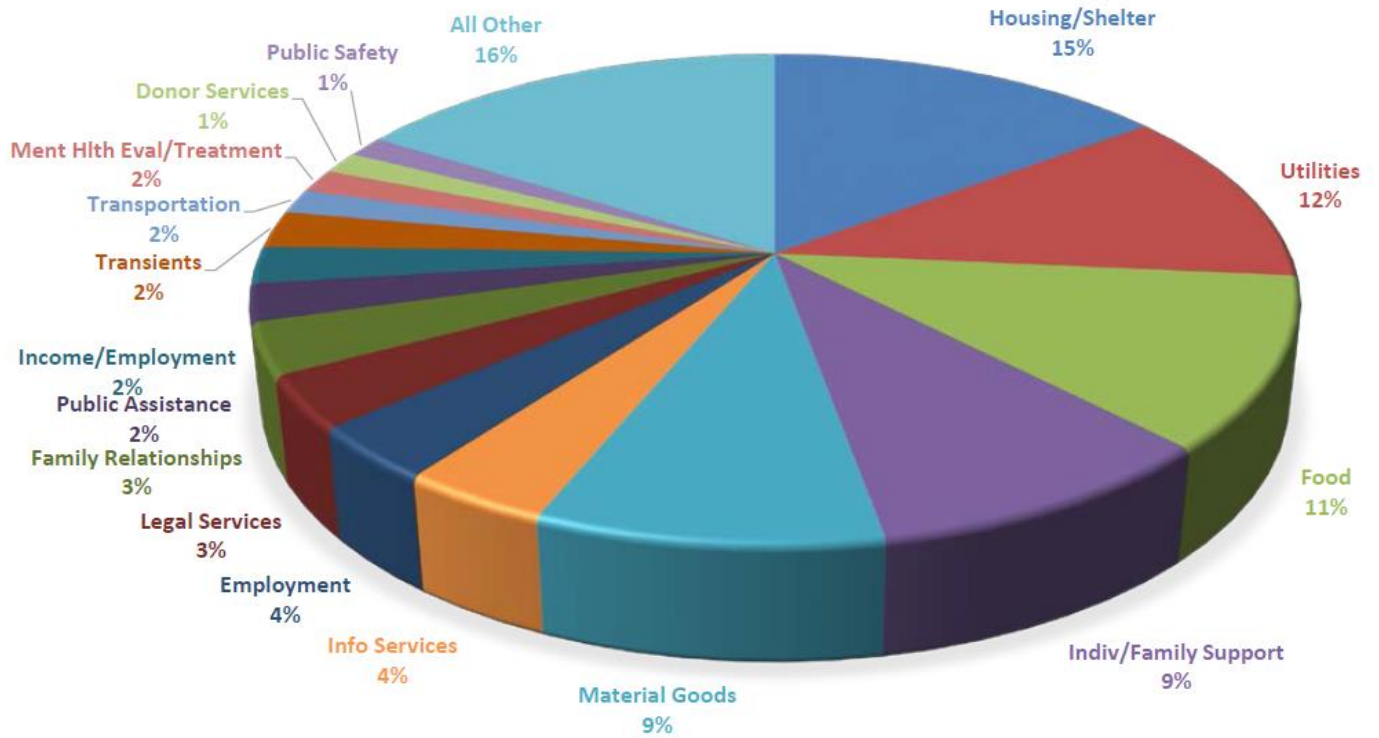
AGENDA ITEM 9 / ATTACHMENT A

- Total number of callers who had families with children (1-18) 11,952
- Total number of callers who were 0-5 families in the second quarter 1,470
- Percentage of female callers 76%
- Average age of callers 50-60
- Top cities calling – San Bernardino (19%), Victorville (11%), Ontario (8%), Fontana (8%), Upland (5%), Rialto (5%), Hesperia (5%), Rancho Cucamonga (4%), Apple Valley (4%), Adelanto (3%), Colton (2%), Barstow (2%), Redlands (2%)
- Top non-profits and County Departments receiving referrals: Catholic Charities, Community Action Partnership, County of San Bernardino Aging and Adult Services, DBH and TAD

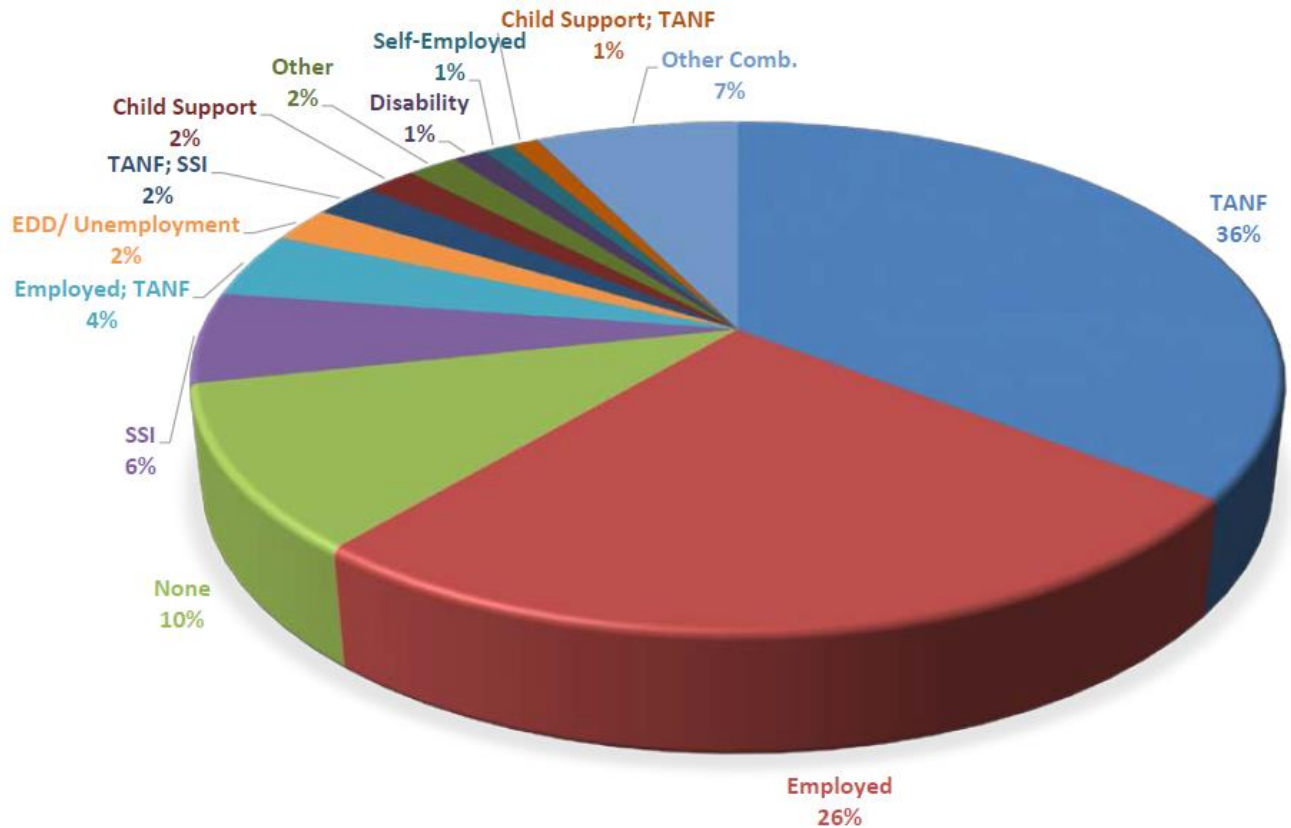
Caller needs:



First 5 families' needs over the last 3 months:



Families' main source of income:





**AGENDA ITEM 10
MARCH 2, 2016**

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| Subject | Local Outcomes Brief for Fiscal Year 2014-2015 |
| Recommendations | Receive information on Local Outcomes Brief for Fiscal Year 2014-2015. (Presenter: Scott McGrath, Supervisor, 252-4259) |
| Financial Impact | None |
| Background Information | <p>The 2014-2015 Local Outcomes Brief was prepared in partnership with Harder+Company, who has worked with over 30 First 5 county commissions since 1999 and has served as the external evaluator for First 5 San Bernardino (F5SB) since 2004. Over the years, Harder+Company has worked closely with F5SB staff and its funded agencies to collect, assess and measure data for program improvement and strategic decision-making. These efforts have served to tell the story of how First 5 programs and services have impacted the lives of children and families.</p> <p>The document highlights compelling data collected for the year in the F5SB Strategic Plan focus areas of Health, Family, Education and Systems. The larger data set collected and arranged by Harder+Company is available in a separate “Data Book” intended to be used to provide more in depth information as necessary and/or requested.</p> <p>The 2014-15 Local Outcomes Brief will be posted on the F5SB website www.first5sanbernardino.com. Printed copies will be made available in the coming weeks.</p> |
| Review | Sophie Akins, Commission Counsel |

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|------------------------------------------|
| Report on Action as taken |
| Action: |
| Moved: _____ Second: _____ |
| In Favor: |
| Opposed: |
| Abstained: |
| Comments: _____ |
| Witnessed: |