



HUMAN RESOURCES AGENCY

CECILIA ESPINOLA, ADMINISTRATOR

1000 EMELINE ST., SANTA CRUZ, CA 95060

(408) 454-4130 OR 454-4045 FAX: (408) 454-4642

December 1, 1998

Agenda: December 15, 1998

BOARD OF SUPERVISORS

County of Santa Cruz

701 Ocean Street

Santa Cruz, California 95060

ENHANCEMENTS TO CHILD WELFARE SERVICES PROGRAMS:
EMERGENCY WORKLOAD RELIEF AND OPTIONS FOR RECOVERY

Dear Members of the Board:

The State Department of Social Services has recently allocated funds to the Human Resources Agency for Emergency Workload Relief (EWR) and Options for Recovery (OFR), two allocations that are designed to enhance the County's Child Welfare Services. The purpose of this letter is to request your Board's acceptance of unanticipated revenue associated with these two allocations, as well as the addition of positions and purchase of fixed assets required for the implementation of activities to enhance the County's continuum of services for abused and neglected children.

Emergency Workload (EWR)

As part of the State budget for FY 98/99, the Legislature provided a funding augmentation to counties to support additional Emergency Response services for the protection of children. As you are aware, Emergency Response services include a variety of activities designed to investigate and respond to allegations of child maltreatment. These activities include in-person response 24 hours a day, seven days a week to reports of child abuse, neglect, or exploitation, initial intake services, assessment, crisis intervention, counseling, emergency shelter care, transportation assistance, and other activities as appropriate. Emergency response services are designed to maintain the child safely in his or her own home or to protect the safety of the child by arranging an alternative placement.

The Emergency Workload Relief (EWR) funding augmentation was approved by the Legislature as part of the FY 98/99 budget, in response to an ongoing request by counties to reevaluate the

BOARD OF SUPERVISORS

Agenda: December 15, 1998

Enhancements to Child Welfare Services Programs

workload allocation formula that has been in effect since 1984. As you may be aware, the Legislature responded to Counties' request by passing SB 2030 (Costa), which requires the State Department of Social Services to conduct a study to evaluate the adequacy of the current Child Welfare Services budgeting and workload formulas, and to report back to the Legislature by January 30, 2000. In the interim, as part of the FY 98/99 budget, the Legislature has made available a total augmentation of \$67,797,000 to counties for workload relief in the Emergency Response program. For the last six months of FY 98/99, HRA anticipates EWR expenditures in the amount of \$172,304. The funds are to be used to supplement, and not supplant, existing funds for Child Welfare Services. No County match is required in order to accept these funds, as your Board has already appropriated the required full match for Santa Cruz County's Child Welfare Services (CWS) program. It is anticipated that the EWR augmentation will become a permanent part of the County's overall CWS allocation from the State.

As a result of the EWR augmentation, we now have the opportunity to add much needed staffing and other resources to enhance services and provide some workload relief to our County's existing Emergency Response program for the protection of children. The Human Resources Agency has reviewed existing staffing and program resources, and has determined where additional staffing and resources are most needed. HRA has developed the following proposal for the utilization of EWR augmentation funds.

EWR Positions to be Added

All positions to be added will be fully funded by the EWR allocation and represent no new county cost.

- **1.0 FTE Social Work Supervisor II--** to supervise the work of Emergency Response Social Workers. The Child Welfare League of America recommends a standard of 1 Supervisor to 7 experienced Social Workers, and 1 Supervisor to 5 less experienced Social Workers. The addition of a new Supervisor will bring our Emergency Response program into compliance with this standard, and will improve the level of supervision and oversight provided to Social Workers who are required to make critical decisions regarding the safety of children.
- **2.0 FTE Social Worker I--to** function as case aides to assist case-carrying Social Workers with supervised visits, transportation assistance, and a variety of other tasks to implement family case plans.
- **1.0 FTE Senior Case Data Clerk--** to assist Social Workers with data entry and maintenance of client records in the Child Welfare Services/Case Management System (CWS/CMS) computer system.

BOARD OF SUPERVISORS
 Agenda: December 15, 1998
 Enhancements to Child Welfare Services Programs

EWR Fixed Assets and Other Operating Costs

In addition to the positions listed above, increased operational costs and fixed assets are needed to enhance Emergency Response operations. Laptop computers are needed to enable Social Workers to perform data entry and tracking tasks while in the field. Open Data Based Communications software will enable HRA to develop ad hoc reporting capabilities in the Child Welfare Services/Case Management System (CWS/CMS). Additional vehicles are needed to enable staff to perform mandated visits, as well as to transport children and families to activities that are required under their case plans. Operational costs and fixed assets will be funded by the EWR allocation, at no additional county cost. HRA is requesting approval to purchase the following fixed assets:

4 Laptop computers equipped for CWS/CMS @ \$4,000=	\$16,000
1 Van @ \$28,000=	\$28,000
1 Car @ \$20,000=	<u>\$20,000</u>
	\$64,000

Options for Recovery Prop-am

In addition to the EWR augmentation, at this time HRA has the opportunity to participate in the Options for Recovery (OFR) program funded through the California Department of Social Services (CDSS). OFR allows counties to develop specialized foster care resources for young children affected by their parents' drug and alcohol abuse. The OFR program has been successfully piloted in five counties over the past nine years, and CDSS is now offering similar funding to interested counties statewide. The major goals of the OFR program are: 1) to intervene early and prevent the devastating effects of maternal substance abuse on infants; 2) to improve the health and welfare of infants and children of substance abusing women; 3) to limit the number of children in high cost institutionalized placements such as hospitals and group homes; 4) to provide substance-exposed children with less restrictive, more family-like settings consistent with the special needs and considerations of the child; and 5) whenever possible, to reunify the substance-exposed child with the biological mother.

These OFR goals are consistent with HRA's broader objectives for the expansion and improvement of our available pool of foster homes, as well as our commitment to the safety and well-being of children. As you may recall, with the assistance of funding from the Packard Foundation, HRA is currently conducting an in-depth analysis of our foster care recruitment resources and practices, and is working to develop new resources to strengthen our efforts in this area. The need for more and better foster homes, particularly to serve children affected by parental substance abuse, is one of our most critical needs, and will be directly addressed by implementing the OFR program.

BOARD OF SUPERVISORS
 Agenda: December 15, 1998
 Enhancements to Child Welfare Services Programs

For FY 98/99, Santa Cruz County has been awarded an allocation of up to \$242,523 in State and Federal funds for the OFR program. To allow time for program development and start-up, HRA is proposing to begin implementation of the OFR program on approximately January 1, 1999 at a cost of \$134,163 for six months of operation through June 30, 1999. These expenditures will be offset by State and Federal revenues through the administrative claiming process. By realigning operational and overhead costs in other areas of the social services budget, HRA will incur no additional County cost to implement the OFR program.

HRA's OFR plan includes the following major activities: 1) Recruitment of specialized foster homes to care for young children from families affected by substance abuse; 2) Foster care licensing and specialized training for OFR foster parents; 3) Respite child care for OFR foster parents; and 4) Enhanced outreach and support to natural parents to assist them in accessing treatment, relating to the child welfare system, and accomplishing the goals required in their reunification plan. To implement these activities, HRA will need to add the following positions, fixed assets, and operating expenses at no additional County cost.

OFR Positions to be Added

- **2.0 FTE Senior Social Worker/Social Worker II--**to provide foster home recruitment, training, and licensing services, as well as outreach and intervention services to OFR families.
- **1.0 FTE Senior HRA Analyst (to be funded by the OFR and EWR allocations)--**to provide necessary program development activities, administrative and fiscal oversight, and program management functions. This position will support the OFR program, as well as Emergency Response and other program components in Child Welfare Services. Two thirds of this position will be charged to the OFR allocation, and one third to the EWR allocation.

OFR Fixed Assets and Other Operating Costs

OFR funds for FY 98/99 are budgeted for respite child care, foster parent training, and foster parent recruitment materials, as well as other operating costs. In addition, the following fixed assets are requested for the new OFR staff:

2 CWS/CMS equipped computers @ \$4,120=	\$8,240
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Conclusion

The funding allocations for Emergency Workload Relief and Options for Recovery provide Santa Cruz County with much needed resources to strengthen our continuum of services for abused and neglected children, and particularly for young children who are affected by their parents'

BOARD OF SUPERVISORS
Agenda: December 15, 1998
Enhancements to Child Welfare Services Programs

substance abuse. At this time, HRA requests your Board's approval to accept and appropriate revenue allocated by the State and to take related actions necessary in order to implement these activities.

IT IS THEREFORE RECOMMENDED that your Board:

1. Adopt the attached resolution accepting and appropriating \$306,467 in unanticipated revenue;
2. Approve the addition of 7.0 FTE positions in the Human Resources Agency, and direct County Personnel to expedite classification and hiring; and
3. Approve purchase of fixed assets in the amount of \$72,240 and direct General Services to expedite the purchasing.

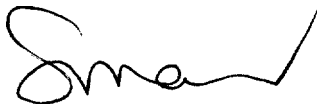
Very truly yours,



CECILIA ESPINOLA
Administrator

CE/JY:n:\hra\board\cwaugbos.wpd

RECOMMENDED:



Susan A. Mauriello
County Administrative Officer

cc: County Administrative Office
Auditor-Controller
County Personnel
General Services

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO. _____

On the motion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

WHEREAS, the County of Santa Cruz is a recipient of funds from State Dept _____
of Social Services for Options for Recovery and Emergency Workload program; and
Relief

WHEREAS, the County is recipient of funds in the amount of \$ 306,467
which are either in excess of those anticipated or are not specifically set
forth in the current fiscal year budget of the County; and

WHEREAS, pursuant to Government Code Section 29130(c)/29064(b), such funds
may be made available for specific appropriation by a four-fifths vote of
the Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County
Auditor-Controller accept funds in the amount of \$ 306,467 t o

Department HRA - Social Service Admin

T/C	Index Number	Revenue Subsubject Number	Account Name	Amount
			See attached	306,467

and that such funds be and are hereby appropriated as follows:

T/C	Index Number	Expenditure Subsubject Number	PRI/UCD	Account Name	Amount
				See attached	306,467

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been
researched and that the Revenue(s) ~~(has been)~~ (will be) received within the
current fiscal year.

BY *He Anne Acorn*
Department Head

Date 12/1/98

COUNTY ADMINISTRATIVE OFFICER Recommended to Board
 Not Recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz,
State of California, this _____ day of _____ 19_____
by the following vote (requires four-fifths vote for approval):

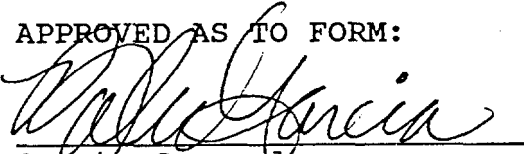
AYES: SUPERVISORS
NOES: SUPERVISORS
ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:


County Counsel

APPROVED AS TO ACCOUNTING DETAIL:


Auditor-Controller

Distribution:
Auditor-Controller
County Council
County Administrative Officer
Originating Department

Attachment to Board Letter Agenda: EWR/OFR

12/15/98

Accept funds as follows:

<u>Subj</u>	<u>Index #</u>	<u>_____</u>	<u>Account Name</u>	<u>Amount</u>
001	392100	0520	St - cws	162,938
001	392100	0924	Fed-Cws	143,529
TOTAL				\$ 306,467

Appropriate funds as follows:

<u>T/C #</u>	<u>Index #</u>	<u>Subobj</u>	<u>Account Name</u>	<u>Amount</u>
021	392100	3100	Reg Pay	115,397
021	392100	3150	OASDI	8,827
021	392100	3155	Retirement	16,385
021	392100	3160	Insurance	7,491
021	392100	3451	Misc Exp	2,460
021	392100	3489	PC software	18,000
021	392100	3493	Office Expense	3,900
021	392100	3665	Prof & Spec Exp	7,500
021	392100	3800	R/L Equipment	1,200
021	392100	3810	R/L Structure	3,412
021	392100	3835	Adv & Promotion	2,500
021	392100	4080	CPS - Misc	36,960
021	392100	4164	Travel - Meals	1,495
021	392100	4166	Travel - Mileage	5,500
021	392100	4170	Travel - Registration	3,200
021	392100	8404	Other Equipment	24,240
021	392200	8406	Field Equipment	48,000
TOTAL				\$ 306,467