



Agenda Item 4
October 7, 2015

DATE: September 24, 2015

TO: Children and Families Commission of Orange County

FROM: Christina Altmayer, Executive Director 

SUBJECT: Prevention and Early Intervention Program Agreement

ACTION: Adopt resolution authorizing agreement with the Children's Home Society of California for Prevention and Early Intervention Services

SUMMARY:

Consistent with Children and Families Commission of Orange County's direction, a Request for Response (RFR) for the Prevention and Early Intervention (PEI) Program was released on April 24, 2015. At the July 2015 Commission meeting, Children's Home Society of California (CHS) was identified as the successful respondent of the RFR and entered into contract negotiations on August 1, 2015. This agenda item requests adoption of a resolution authorizing an agreement for the provision of prevention and early intervention services between the Commission and CHS.

DISCUSSION:

In April 2015, the Request for Response (RFR) was released for a two-year pilot program with a focus on families with at least one child age 0-5, which had an initial Child Abuse Registry report with the targeted outcome of reducing risk of subsequent abuse. This outcome will be measured by a reduction in child abuse reports and substantiated incidences of abuse and neglect. Criteria for eligibility for the Prevention and Early Intervention (PEI) Program are: families for which there is a first Child Abuse Registry Report (CAR); one or more children in the household are under the age 5; and families whose CAR report, based on the determination of the Social Service Agency (SSA), will not receive further intervention by the Child Welfare Agency.

Consistent with the action taken by the Commission at the December 2014 meeting, the scope of services includes:

- Use a standardized evidence based assessment as a pre and post measurement for participant families.
- A hub agency that will be accountable for data collection and quality assurance among the community service providers and does not provide direct services to the targeted families. Children's Home Society of California is recommended to serve as the hub agency.
- A collaboration of Community Service Providers (CSPs) that can leverage existing community resources including evidence based intervention models such as Triple P (Positive Parenting Program), COPE (Community Parent Education), and PCIT (Parent Child Interactive Therapy). At this time, CSPs in the PEI collaborative include:

- Child Behavior Pathways
 - Child Guidance Center
 - Children's Bureau
 - Hands on Parenting
 - Human Options
 - Boys Town
 - Olive Crest
 - Orange County Child Abuse Prevention Center
 - The Raise Foundation
 - Western Youth Services
- Commitment of all agencies to a rigorous evaluation that identifies the benefit to the individual family for having participated in program, reduction in the number of 0-5 children whose families have subsequent and or substantiated child abuse reports, and the potential cost savings to the system because of the voluntary intervention. Dr. Emily Putnam-Hornstein along with the Children's Data Network has been engaged to develop an evaluation design for the PEI Program that includes a Randomized Control Trial.
 - The payment structure for this agreement will be based on the achievement of key milestones including: engagement of family, completion of services, family does not re-enter Child Welfare System with an additional substantiated CAR report for six (6) months post services.

Children's Home Society was identified as the most qualified respondent to the RFR and has been engaged in negotiations with Commission and SSA staff for approximately 60 days to finalize all aspects of the scope of work, Memorandums of Understanding with SSA and the CSPs, the referral process and performance payment structure. Children's Home Society will:

- Serve as the administrative hub agency to coordinate services for PEI families through a multi-disciplinary collaboration of CSPs.
- Serve in the capacity of a fiscal and administrative lead to a collaboration of CSPs that will provide evidence based or promising practice family strengthening services to eligible families.
- Receive referrals from SSA and refer the family to the most appropriate CSP in the collaborative to receive PEI services.
- Provide oversight to CSPs through rigorous data reporting and evaluation, consistent meeting requirements, staff expertise and training.

Attachment 1 provides a detailed summary of the scope of services and the terms and conditions for the agreement with Children's Home Society of California and their collaborative of community service providers.

STRATEGIC PLAN & FISCAL SUMMARY:

The proposed project has been specifically reviewed in relation to the Strategic Plan and is consistent with the Commission Strong Families goal area. The Round 2 Catalytic Funding has \$460,000 allocated to support prevention and early intervention services. In addition, unspent funding has been identified in FY 2014/15 and unallocated funding in FY 2015/16 of \$40,000 for an entire program budget of \$500,000

PRIOR COMMISSION ACTIONS:

- July 2015 – Approved evaluation design
- April 2015- Program Update
- December 2014- Approved release of the Request for Proposal
- October 2014- Released contingency on Title 4E waiver and confirmation of prevention early intervention scope
- January 2013- Programmatic update and funding set aside
- March 2012- Funding Allocation as part of the Round 2 Catalytic Investment

RECOMMENDED ACTION:

Adopt resolution (Attachment 2) authorizing the Executive Director or designee and Commission Counsel to prepare and negotiate Agreement FCI-PEI-01 with the Children's Home Society of California for the term of two years in the amount not to exceed \$500,000.

ATTACHMENTS:

1. Children's Home Society of California Prevention & Early Intervention Agreement Terms & Conditions
2. Resolution for Children's Home Society of California

Contact: Kim Goll

Children's Home Society of California Prevention & Early Intervention Agreement Terms & Conditions	
Background	<p>At the December 2014 meeting, the Commission confirmed the use of Round 2 Catalytic funding to support a Prevention Early Intervention (PEI) two year pilot program. This two year pilot program targets families with at least one child age 0-5, who had an initial Child Abuse Registry report, and based on an assessment by Social Service Staff would not receive further services. The purpose of the PEI Program is to create a voluntary support structure for these families by connecting them to community services that will help them manage the circumstances that are putting stress on their family unit, thereby reducing stress and the potential for abuse.</p> <p>In April 2015, the Request for Response (RFR) was released to identify and select an administrative hub agency and Community Service Providers (CSP) willing to leverage existing services to target families with children ages 0-5 that met the additional program criteria. The Children's Home Society of California was the successful respondent to the Commission's RFR for the provision of services for the Prevention & Early Intervention (PEI) Program.</p>
Scope of Services	<p><i>Program Overview</i></p> <p>Consistent with the action taken by the Commission at the December 2014 meeting, the scope of services for this agreement includes:</p> <ul style="list-style-type: none"> • The use of a standardized evidence based assessment that can be used as a pre and post measurement for participant families. • A hub agency that will be accountable for collaborative performance management and which includes, but is not limited to, data collection, quality assurance among the community service providers, data exchange with the Social Service Agency (SSA), and CSP performance payment. • A collaboration of CSPs that can leverage existing community resources including but not limited to evidence based intervention models such as Triple P (Positive Parenting Program), COPE (Community Parent Education), and PCIT (Parent Child Interactive Therapy). • Commitment of all agencies to a rigorous randomized control trial evaluation (discussed below) that identifies the benefit to the individual family for having participated in the program, reduction in the number of children ages 0-5 whose families have subsequent and or substantiated child abuse reports, and the potential cost savings to the system because of the voluntary intervention. <p><i>PEI Program Eligibility</i></p> <p>A family is eligible for service if they have at least one child between 0 to 5 years of age, the report is an initial Child Abuse Registry Report, and based on the assessment of SSA staff, no additional services will be offered to the family. This includes families whose reports were investigated and determined to not meet the legal threshold for further investigation.</p> <p>Once CHS receives a family referral from the Social Service Agency for the PEI Program, the estimated timeline for CHS referral to a CSP is within 48 hours by utilizing a referral matrix which identifies the evidence based program used by each CSP, geographic coverage of the county, number of referrals each CSP can take, and other information. Based on the program design, the CSPs have 72 hours to make their first contact with the family and CSP must make five attempts at contacting the families before the referral is closed. CHS will be providing oversight to CSPs through rigorous data reporting and evaluation, consistent meeting requirements, staff expertise and training.</p> <p><i>Services</i></p> <p>The role of the CSPs includes family outreach, engagement, and service delivery. After receiving a referral from CHS, a CSP is responsible for engaging the family into voluntary family strengthening services that are evidence based or promising practices (as rated by the California Clearinghouse).</p>

	<p>CSPs are required to attempt to contact referred families at most five times. SSA will be notified of families that were unable to be contacted or were contacted but denied voluntary services. The families that do not participate in the PEI program will remain in the evaluation.</p> <p>If a family has agreed to participate in voluntary services the CSP will conduct a pre assessment of the family. The results of the pre assessment will be documented in the Commission’s online reporting system and when appropriate the CSP will also use the results of the pre assessment to connect families with additional services (such as food stamps, food banks, job training, child care, etc.). Additionally, the CSP will complete the evidence based family strengthening program as well. Currently the CSPs have just over 920 service slots available to PEI Families that are referred through this program. The Commission will work with CHS to confirm a list of approved evidence-based interventions.</p> <p>The CSPs will be subcontractors of the hub agency and during the 24-month term of the agreement, the collaborative of CSPs may change based on participant needs, access to leveraged funding for services, and CSP ability to perform.</p>
<p>Payment Structure</p>	<p>The proposed agreement will have two different payment structures. First, the hub agency will be reimbursed for its administrative oversight of the project. Consistent with the original program design that was incorporated into the RFR, the hub agency is limited to a maximum budget of \$175,000 for the two year pilot. The budget for the hub agency shall include all training and purchase costs of the pre and post assessment tool, CSP performance monitoring, data collection and oversight, and communication and reporting with the Commission, SSA, and outside evaluation firm.</p> <p>The remaining portion of the funding (no less than \$325,000), will be used to provide performance stipends to the CSPs that are participating. The intent of agreement structure is to provide progress or performance payments to the CSP’s as they are able to engage families, complete services, and ultimately stabilize the family so that there is not another substantiated child abuse report. A minimum of 65% of the total funding will go towards progress or performance payments to the CSP. These payments are likely to be structured as follow:</p> <ul style="list-style-type: none"> • <u>1st Payment</u> – eligible once the family has agreed to participate in voluntary family strengthening service, pre assessment has been completed and entered into online client and outcome tracking system. • <u>2nd Payment</u> - eligible once family completes all services and a post assessment is completed and entered into the online system. • <u>3rd Payment</u> – eligible once family has no additional substantiated CAR report for six (6) months post services. <p>There are several factors that are involved in determining the performance stipend amount, including but not limited to the number of child abuse registry calls that meet the Commission program criteria (at least one child age 0-5, first call to the registry, and no other services), the number of families that will voluntarily participate in the program, the number of families that will complete services, and finally the number of families that will have no further substantiated report. Additional factors include looking at SSA data from 2010 forward, understanding similar program models from other county commission to predict engagement levels, and understanding the randomization protocol, Commission staff believes that the program will likely serve 652 families. Given this, the total stipend amount will be \$450 (divided into four possible payments). This will allow the program to have a small contingency fund should there be a higher than expected number of families that meet the Commission criteria and or a higher participating rate. Commission and CHS staff will monitor these data elements close throughout the program implementation and will report to the Commission any variances from the estimated amounts.</p>
<p>Program</p>	<p>Under the PEI Agreement, there are mutually agreed upon provisions for CHS to provide project</p>

<p>Management</p>	<p>management for services provided. Included below is a description of project management services proposed for this Agreement.</p> <ul style="list-style-type: none"> • CHS will enter into a Memorandum of Understanding (MOU) with SSA (SSA MOU) to grant legal access to confidential information of eligible PEI families. This MOU will govern the flow of information exchanged between SSA, CHS and the CSPs in the collaborative. Included in this MOU will be a schedule of meetings to provide oversight for the family referral process. • CHS will enter into a MOU with the CSPs (CSP MOU) in the collaborative that will govern the terms and conditions of being a CSP in the PEI Program. Included in the MOU will be the responsibilities of CHS and CSPs involving referral, family engagement, pre assessment, monitoring families through completion of the family strengthening program and intervening if the family stops services prior to completion, post assessment, reporting and data collecting. • Ongoing monitoring of data reported on the project and development of corrective action plans if targets are not being met as described in the both the SSA MOU and CSP MOU. Examples of the types of performance data that will be monitored by CHS include but are not limited to; <ul style="list-style-type: none"> ○ Total number of referrals made by SSA ○ Number of referral made to each CSP ○ Number of families engaged in services by each CSP ○ Number of families completing services ○ Pre and Post assessment progress ○ Number of families declining services or not complete by CSPs ○ Types of auxiliary services referred for the family
<p>Evaluation</p>	<p>A critical aspect of the project for long term sustainability efforts is the requirement for service providers to participate in rigorous evaluation. The evaluation design is being developed by a team led by Dr. Emily Putnam-Hornstein of the Children’s Data Network at USC. The intent of the rigorous evaluation is to:</p> <ol style="list-style-type: none"> 1. Independently determine the impact of the intervention on the participating families by demonstrating that the community-based intervention measurably reduces rates of abuse and neglect; and, 2. Measure the impact of specific elements of the intervention in terms of an efficient and effective process such as referral rates, willingness of families to participate in services, program completion rate, etc. <p>The evaluation will be conducted through a random control trial under protocols developed by the Children’s Data Network (CDN). SSA will send all eligible referrals to the CDN (CDN) for randomization. Roughly 50% of the referrals will be sorted into a control group that will receive services consistent with SSA current protocol for other support services but will not receive any PEI services, the other 50% will be sorted into an intervention group that will be referred to CHS for services. After receiving the randomized referrals back from CDN, SSA will send the referrals to CHS within a mutually agreed upon time period (which may vary based on whether the child abuse report was investigated or not.)</p> <p>Commission staff will continue to work with the CDN, Dr. Putnam-Hornstein and SSA to support the evaluation design.</p>

CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY

RESOLUTION NO. ___-15-C&FC

October 7, 2015

A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE AGREEMENTS FCI-PEI-01 WITH CHILDREN'S HOME SOCIETY OF CALIFORNIA TO ACT AS A HUB AGENCY TO COORDINATE SERVICES THROUGH A MULTI-DISCIPLINARY COLLABORATION OF COMMUNITY SERVICE PROVIDERS AND AUTHORIZING APPROVAL AND EXECUTION OF SUCH AGREEMENT ON BEHALF OF THE COMMISSION

WHEREAS, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the "Act") implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County ("Commission"); and

WHEREAS, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County's children prenatal to five years of age as codified in the Act; and

WHEREAS, the Executive Director and Commission Counsel have prepared a standard Consultant Services Agreement, which was approved by the Commission; and

WHEREAS, the Commission desires to enter Agreement FCI-PEI-01 ("Agreement") with Children's Home Society of California, hereinafter referred to as "Contractor", to act as the HUB agency to coordinate services through a multi-disciplinary collaboration of community service providers ("CSP's") for the terms and in the amounts as specified in Attachment 1 in the October 7, 2015 staff report; and

WHEREAS, Contractor desires to enter into the Agreement with Contractor in furtherance of the purposes of the Act and the Strategic Plan on the terms and conditions set forth in the applicable Agreement; and

WHEREAS, Commission has reviewed the staff report for the October 7, 2015 Commission meeting relating to the scopes of services to be provided and hereby finds and determines that the proposed Agreement is in furtherance of and consistent with the Commission's Strategic Plan; and

WHEREAS, Commission desires to authorize the Commission Chair and Commission Clerk to execute the Agreement with the Contractor in the amount and for the terms as specified in Attachment 1 of the October 7, 2015 staff report for this Agenda Item;

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:

Section 1 Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

Section 2 Commission authorizes the Executive Director, or designee, and Commission Counsel to prepare and negotiate the Agreement with the Contractor as described in the October 7, 2015 staff report for this Agenda Item to act as a hub agency to coordinate services through a multi-disciplinary collaboration of community service providers (“CSP’s”) in the amounts and for the terms consistent with the October 7, 2015 staff report and scope of services referenced therein.

Section 3 The form of the Agreement with the Contractor, in the amounts and for the terms as specified in the October 7, 2015 staff report for this Agenda Item, shall be substantially similar to the form of the standard Consultant Services Agreement, subject to minor, non-substantive revisions as reviewed and approved by the Executive Director or designee and Commission Counsel. The approval by the Executive Director or designee of the Agreement shall be conclusively evidenced by the execution of such Agreement by the Commission Chair and delivery thereof to the Commission Clerk.

Section 4 Commission hereby approves the agreements or payment mechanism with the Contractors as described in the October 7, 2015 staff report for this Agenda Item to act as a hub agency to coordinate services through a multi-disciplinary collaboration of community service providers (“CSP’s”) in the amounts and for the terms as specified in the October 7, 2015 staff report for this Agenda Item.

Section 5 The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Agreement on behalf of the Commission.

Section 6 A copy of each Agreement when executed by the Commission Chair and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. Each final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

Section 7 In addition to the authorization of Section 2 above, the Executive Director, or designee, is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Agreement(s), (ii) to cause the issuance of warrants, (iii) to administer the Commission’s obligations, responsibilities, and duties to be performed under such agreement(s), and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement(s) in the furtherance thereof.

Section 8 The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on October 7, 2015 to wit:

AYES Commissioners: _____

NOES Commissioner(s): _____

EXCUSED Commissioner(s): _____

ABSTAINED Commissioner(s): _____

CHAIR

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, ROBIN STIELER, Interim Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

IN WITNESS WHEREOF, I have hereto set my hand and seal.

ROBIN STIELER
Interim Clerk of the Commission, Children and Families Commission
of Orange County, County of Orange, State of California

Resolution No: __-15-C&FC

Agenda Date: October 7, 2015

Item No. __



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

ROBIN STIELER, Interim Clerk of the Commission

By: _____
Deputy

EXHIBIT A TO RESOLUTION OF COMMISSION

(Attach copy(ies) of final executed Agreement)