



**Agenda Item No. 5
September 5, 2012 Meeting**

DATE: August 17, 2012

TO: Children and Families Commission of Orange County

FROM: Christina Altmayer, Interim Executive Director 

SUBJECT: Public Hearing: FY 2011-12 Annual Report and Financial Audit

SUMMARY:

The California Children & Families Act of 1998 (Health & Safety Code Sections 130140 & 130150) requires that each county commission complete an annual audit and program report of the preceding fiscal year, conduct a public hearing on the audit and program reports, and submit both to the First 5 California Commission on or before November 1 of each year. Also, the audit report must be filed with the State Controller's Office.

This year, compliance with the public hearing requirements will be conducted through a two step process. The September public hearing has been convened for the purpose of presenting the annual program report to the Commission and community for consideration. Authorization is requested to establish a Commission Audit Committee to review the annual financial audits and receive the final reports at the October Commission meeting.

Certifications

Each year, First 5 California requests each county commission's Executive Director to certify compliance with Health and Safety Code Section 130140 (Fiscal Memo 10-01) prior to July 1, 2012 in order to remain eligible to receive Proposition 10 tobacco tax revenues. This certification was submitted to the First 5 California in April 2012 prior to the prescribed deadline. First 5 California also requests that each county commission certify that Commission funds have been used only to supplement, not supplant, existing program funding for grantees. Commission authorization is requested for the Executive Director to provide the First 5 California with a statement that the Children and Families Commission of Orange County did not use its funding to supplant existing program funds.

Annual Program Report including Supplemental Report

State law requires that each county commission prepare an annual program report to address: (1) how funds were spent; (2) the progress toward and achievement of program goals and objectives; and (3) the measurement of outcomes. This report is submitted to First 5 California for the consolidated annual report to the Governor and the Legislature. The full report is on file with the Clerk of the Board of the Commission. Attachment 1 includes a summary of the full report. Attachment 2 is a supplemental report that provides relevant service and demographic data by the Commission's goal areas and programs.

Commissioners

Interim Executive Director

Highlights from the *FY 2011-12 Annual Report* include:

- 150,518 children ages 0-5 received Commission-funded services
- 179,563 family members of children ages 0-5 received Commission-funded services
- 1,084,996 services were provided to children
- 691,194 services were provided to family members

In May 2011, the Commission authorized an AB 99 Compliant Budget for FY 2011-12 that represented a 41 percent reduction in Commission funded programs as compared to the FY 2010-11 program budget. This reduction in program funding, and the related redesign of programs, has resulted in a reduction in the number of children and families served and the services provided them. There was a 9% reduction in the over all number of children served and a 23 percent reduction in the number of services provided. Although the number of children served decreased, the percent of children served who were at or below 200 percent of the Federal Poverty Level (based on client level data) increased from 78 percent in FY 2010-11 to 90 percent of children served in FY 2011-12. In February 2012, the Commission approved \$45 million in catalytic investments to sustain services. The Commission's investments in catalytic programs to sustain services are not reflected in these numbers. Service levels are expected to increase in FY 2012-13 as catalytic programs are implemented beginning July 1, 2012.

Commission Audit Committee

The annual independent financial audit of the Commission and the single audit of federally funded programs were conducted in August by the accounting firm Vavrinek, Trine, Day, and Company. The focus of the single audit was on the VISTA (Volunteers in Service to America) program and American Recovery and Reinvestment Act (ARRA) Health Research grant. The audit process did not identified issues or findings to date, and the financial statements have properly classified the catalytic investments as part of the fund balance with the details provided in the notes section of the financial statements. The audit reports must be filed with the State Controller's Office and First 5 California by November 1. For compliance purposes, establishing a Commission Audit Committee to receive the Annual Financial Audit Report and Single Audit Report and authorizing the filing of the reports with the designated agencies is recommended. The final audit reports will be available in October 2012, and presented to the Commission Audit Committee in October 2012.

STRATEGIC PLAN AND FISCAL SUMMARY:

The reports and recommended actions presented in this staff report have been reviewed in relation to the Commission's Strategic Plan and are consistent with applicable goals.

PRIOR COMMISSION ACTIONS:

- April 2012 – Annual Review of Strategic Plan
- April 2012 – Review and approval of FY 2012-13 Business Plan
- March 2012 – Conducted public hearing on state commission's FY 2010-11 Annual Report

RECOMMENDED ACTIONS:

1. Conduct Public Hearing on the FY 2011-12 Annual Report.
2. Receive the Annual Report including Supplemental Report for FY 2011-12 (Attachment 1) and authorize the Executive Director to submit Report to the First 5 California Commission.
3. Authorize the Executive Director to execute required certifications to the First 5 California Commission and to incorporate non-substantive revisions to the Annual Program Report including Supplemental Report for FY 2011-12 prior to submittal.
4. Establish a Commission Audit Committee to receive the final Annual Financial Audit and Single Audit Reports in a public hearing prior to November 1, 2012, and authorize the filing of the reports with the designated agencies.
5. Provide policy direction to staff.

ATTACHMENT:

1. Annual Summary Report including Supplemental Report, FY 2011-12

Contacts: Kelly Pijl – Commission Audit Committee
Alyce Mastrianni – Annual Report

AR1/AR2 Summary Report
for Fiscal Year 2011-2012 (July 1, 2011 - June 30, 2012)

County: Orange

Wednesday, August 29, 2012

Result Area	Service	Status	Total Dollars Spent	Total Number of Children Served	Total Number of Parents/Other Family Members/Providers Served
Improved Family Functioning	Provision of Basic Family Needs (Food, Clothes, Housing)	In Progress	\$3,041,693	783	1,593
Improved Systems of Care	Service Outreach, Planning, Support and Management	In Progress	\$525,363		
Improved Family Functioning	Behavioral, Substance Abuse, and Mental Health Services	In Progress	\$174,002	164	201
Improved Child Development	Preschool for 3 and 4 Year Olds	In Progress	\$52,742	0	744
Improved Family Functioning	Family Literacy Programs	In Progress	\$1,122,453	28,078	23,629
Improved Family Functioning	Community Resource and Referral	In Progress	\$214,702	0	19,480
Improved Family Functioning	Targeted Intensive Parent Support Services	In Progress	\$163,849	195	211
Improved Child Development	State School Readiness Programs & Local Match	In Progress	\$0	0	0
Improved Child Development	Comprehensive Screening and Assessments	In Progress	\$3,330,367	19,292	37,304
Improved Child Development	Targeted Intensive Intervention for Identified Special Needs	In Progress	\$455,399	151	1,410
Improved Child Health	Nutrition and Fitness	In Progress	\$202,897	1,974	755
Improved Child Health	Health Access	In Progress	\$2,849,853	16,552	27,834
Improved Child Health	Home Visitation for Newborns	In Progress	\$3,744,256	3,182	3,441
Improved Child Development	Early Education Programs for Children (Other than School Readiness and Preschool for 3/4 year olds)	In Progress	\$503,649	1,199	740
Improved Child Development	Early Education Provider Program	In Progress	\$2,485,418	23,563	25,678
Improved Child Health	Oral Health	In Progress	\$1,128,386	14,208	5,217
Improved Child Health	Primary Care Services (Immunizations and/or Well Child Checkups)	In Progress	\$2,097,169	16,935	7,110
Improved Child Health	Targeted Intensive Intervention for Identified Special Needs	In Progress	\$0	67	538
Improved Child Health	Safety Education and Intentional and Unintentional Injury Prevention	In Progress	\$525,389	0	326
Improved Child Health	Specialty Medical Services	In Progress	\$3,597,197	9,749	16,854
Improved Systems of Care	Provider Capacity Building, Training and Support	In Progress	\$0		
Improved Child Health	Comprehensive Screening and Assessments	In Progress	\$80,000	0	0
Improved Child Development	Local School Readiness (Mirror Programs)	Not Yet Accessed	\$1,756,113	0	0
Improved Family Functioning	Community Strengthening Efforts	Not Yet Accessed	\$1,254,797	0	0
TOTAL			\$29,305,694	136,092	173,065

**Supplement to Orange County's Annual Report to the State
July 2011 – June 2012**

During 2011-2012 fiscal year (FY11/12), the Children and Families Commission of Orange County (Commission) funded 92 organizations to implement 161 individual programs serving children, families, and providers. This report provides details on the numbers of children and family members served by Commission-funded programs and the services that were provided to them. The information is provided first for the Commission as a whole, and then by Commission funding category. For each group, the following information is provided:

Data	Data Source(s)
Number of children ages 0-5, family members, and service providers receiving services from Commission-funded programs	<ul style="list-style-type: none"> • Grants and Evaluation Management System (GEMS) • Group/Aggregate Services Module
Number of services provided to children, family members, and service providers	
Number of children with client level data	<ul style="list-style-type: none"> • GEMS and Bridges Connect System Children 0-5 Client Level Data on children receiving intensive services and whose parents consent to data collection
Age breakouts of children with client level data	
Ethnicity of children with client level data	
Primary Language of children with client level data	
Poverty level of children with client level data	
Numbers of different types of services provided to children, family members, and service providers	<ul style="list-style-type: none"> • GEMS Group/Aggregate Services Module
Key Service Outcomes	<ul style="list-style-type: none"> • Service Outcome Questionnaires (SOQs) in GEMS and Bridges Connect

In FY11/12, the Commission implemented a standardized set of funded services to address each of the Commission's targeted outcomes and objectives. Each table in this report detailing the services provided has three columns – the first two columns list the Strategic Plan outcomes and services used by Commission-funded programs, and the third column lists the number of services accomplished. Under the revised reporting guidelines, providers were asked to report the number of new clients served, the number of repeat clients served, and the total number of services. Although progress has been made to standardize data collection across programs, there remain some inconsistencies in the methods providers use to count the number of clients and number of services. As such, in most cases, only the number of New clients (i.e., Children 0-5, Parents/Guardians, and Providers) is reported. When the number of services is listed, the service description in the second column of the service table specifies the service being reported.

Following is a list of the Commission goal areas and funding subcategories presented in this report with the page numbers where their data can be found.

Table of Contents

Commission Goal Area	Funding Subcategory	Page
All	Commission-Wide Data	4
Healthy Children	Bridges Maternal Child Health Network	10
	Community Clinics	15
	Health Access and Education	18
	Children's Dental	20
	Pediatric Health Services	22
	School Readiness Nursing	26
	Nutrition and Fitness	29
Strong Families	Homeless Prevention	31
	Family Support Services	34
Ready to Learn	Early Learning Specialist	39
	Early Literacy	42
	CARES Plus	43
	Other Early Learning Programs	44
Capacity Building	Capacity Building / AmeriCorps/VISTA	46
	Performance Outcomes Measurement System	47
Appendix	First 5 Special Needs Definition	50

Acronyms

AAP	American Academy of Pediatrics
ASQ	Ages and Stages Questionnaire (child development screening tool)
ATOD	Alcohol, Tobacco, and Other Drugs
CB	Capacity Building
CHOC	Children's Hospital of Orange County
ECERS	Early Childhood Environment Rating Scale
EL	Early Learning
ELLCO	Early Language and Literacy Classroom Observation Tool
ELP	Early Learning Program
HC	Healthy Children
PEDS	Parent Evaluation of Developmental Status (child development screening tool)
SF	Strong Families
SRN	School Readiness Nurse
UCI	University of California, Irvine

The Children and Families Commission of Orange County (Commission)

California voters passed Proposition 10, the California Children and Families First Act (The Act) in 1998. The Act provided for a 50 cent per pack excise tax on cigarettes. The monies collected are restricted to funding parent education, health and early care programs that promote early childhood development from the prenatal stage through age five.

The Act enabled the Board of Supervisors for each county to establish a Commission for its county. On December 15, 1998, the Orange County Board of Supervisors adopted County Ordinance No. 98-18, creating the Children and Families Commission of Orange County.

In February 2000, the Children and Families Commission of Orange County adopted its first Strategic Plan to become eligible for Proposition 10 tobacco tax revenue allocations. The Strategic Plan outlines the Commission's goals, outcomes, indicators and objectives, and guides its funding decisions. In May 2006, the Commission adopted an update to the Strategic Plan, which highlighted linkages between the Strategic Plan and other planning efforts and expanded program-specific measures to better reflect the diverse services the Commission funds. The Strategic Plan is updated annually in a public hearing. The Commission's mission is to: Provide leadership, funding and support for programs that achieve the vision that all children are healthy and ready to succeed when they enter school.

The Commission has identified four goals in its Strategic Plan:

1. *Healthy Children*: Ensure the overall physical, social, emotional and intellectual health of children during the prenatal period through age five.
2. *Strong Families*: Support and strengthen families in ways that promote good parenting for the optimal development of young children.
3. *Ready to Learn*: Provide early care and education opportunities for young children to maximize their potential to succeed in school.
4. *Capacity Building*: Ensure an effective delivery system for child and family services.

Commission-Wide Data

Table 1. Aggregate Data for all Commission-Funded Programs

	Children Ages 0-5	Family Members	Service Providers
Number of people receiving services*	150,518	179,563	16,263
Number of services provided	1,084,996	691,194	44,504

* Although each grantee reports an unduplicated count, clients served by more than one program may be counted more than once when data from multiple grantees are added together.

Table 2. Description of Children Served¹ in FY11/12

Based on Client Level Data

Variable Considered	Category Label	Count ²	Percent
Total number of children with client-level data		12,064	100
Age at most recent interview	Two or Younger	7,282	60
	Three through Five	4,782	40
Ethnicity	Amer. Indian/Alaska Native	19	<1
	Asian or Pacific Islander	563	5
	Black/African American	145	1
	Hispanic/Latino	9,108	78
	White	936	8
	Multiracial	561	5
Primary Language	Unknown	281	2
	English	3,048	41
	Spanish	3,762	50
	Vietnamese	120	2
At or Below 200% Federal Poverty Level	Other	590	8
		7,724	90

¹A child can be served by more than one provider. In that event, the child is counted each time he/she is served by a different provider. The unduplicated count of children intensively served and authorized for entry into the GEMS and Bridges Connect databases is 12,064.

²The counts for specific demographic variables may be less than the total number of children entered in GEMS and Bridges Connect. This typically occurs because survey respondents decline to answer a specific question, or an error in data entry results in an out-of-range value that must be deleted.

Table 3. Services Provided by All Commission-Funded Programs

Strategic Plan Outcome	Service	Number Completed
HC.1 Children are born healthy	Prenatal care visits	14,077
	Kits for New Parents distributed	23,962
	Case management meetings/home visits to support prenatal care	2,541
	Classes to support healthy pregnancy	63
	Pregnant women receive support for healthy pregnancy and early childhood health	10,132
	Home visits/case management conducted with expectant mothers with a history of Alcohol, Tobacco, and Other Drugs (ATOD) abuse	504
	Classes for ATOD at-risk	60
	Home visits/case management meetings conducted with parents with a history of ATOD abuse	548
HC.2 Children receive early screening and, when necessary, assessment for developmental, behavioral, emotional, and social conditions, and referral and linkage to services as appropriate	Providers trained on how to screen, assess and/or identify child developmental milestones	125
	Providers educated on child development, recognizing key milestones, and the importance of screening and/or assessment	2,236
	Providers receive informational materials regarding developmental milestones and development	737
	Children receive developmental screening using AAP recommended tools (e.g. PEDS, ASQ)	24,599
	Parents receive education, resources, referrals, and support regarding their child's development	4,677
	Parents receive informational materials regarding developmental milestones and development	17,771
	Children receive vision screening	10,803
	Children receive hearing screening	10,230
	Children receive body composition and stature screening (height, weight, BMI)	10,340
	Children receive health status screening (e.g., asthma, allergies, etc.)	13,783
	Children receive behavior health screening using Commission-approved tool	1,315
	Children receive comprehensive screening (Includes: vision, hearing, height, weight, health, and developmental milestones using PEDS or ASQ)	9,949
Children receive assessment (e.g., vision, hearing, speech/language, psychosocial issues, motor skills, health, special needs, and/or parent-child functioning)	1,005	
HC.3 Children have and use a	Children are enrolled in health insurance	7,545
	Children are linked to a health care home	7,943

Table 3. Services Provided by All Commission-Funded Programs

Strategic Plan Outcome	Service	Number Completed
regular place for medical and dental care	Children receive primary care services (visit), including well child and sick visits	14,806
	Children are linked to a dental home	2,691
	Children receive a dental screening	17,237
	Children receive preventative dental treatment (e.g., cleaning, sealant)	7,742
	Children receive restorative dental treatment (e.g., carries)	427
	Children receive emergency dental treatment (e.g., abscess)	41
	Children with special needs receive dental care	322
	Parents receive training on oral health	7,459
	Children receive oral health education	9,257
	Providers receive oral health education	384
HC.4 Children grow up healthy	Mothers receive breastfeeding education, intervention and support	16,085
	Parents receive nutrition and physical activity education	487
	Children enrolled in multi-disciplinary weight loss and/or physical activities program	253
	Children receive nutrition and physical activity education	1,726
	Children screened for up to date immunizations	20,997
	Children receive specialty care clinic visits	1,148
	Parents receive home visits focused on ongoing medical surveillance and linkage to appropriate referrals	98
	Parents receive specialty care education, resources, referrals, and support	4,150
SF.1 Families are stably housed	Providers receive specialty care education	250
	Children receive emergency or transitional shelter (64,348 bed nights)	780
	Family members emergency or transitional shelter (105,411 bed nights)	1,355
	Children receive emergency services to meet basic needs	240
	Family members (parents and older siblings) receive emergency services to meet basic needs	412
	Parents receive job skills training	219
	Parents receive life skills training sessions	342
SF.2 Children are safe and well cared for	Parents receive weekly case management services	973
	Parents receive home safety checks (2,893 home safety checks)	2,379
	Parents receive training about preventable injuries and deaths	442
	Parents receive information and materials regarding preventable injuries	249
	Parents participate in parenting education classes on healthy child development	12,870
	Home visits to improve parent knowledge of healthy child development	22,875

Table 3. Services Provided by All Commission-Funded Programs

Strategic Plan Outcome	Service	Number Completed
	Office visits to improve parent knowledge of healthy child development	15,174
	Children receive health education classes	10,636
	Providers receive consultations to improve provider knowledge of healthy child development	707
SF.3 Caregivers have ready access to family support services and resources	Mothers are screened with the Bridges Screening Tool	13,889
	Parents receive referrals to services	39,703
	Providers receive referrals to services	2,933
	Parents receive follow up on referrals and services are accessed	12,089
	Parents receive Kit for New Parents	23,962
SF.4 Families have resources to support the management and treatment their child's behavioral health needs	Children receive behavioral health treatment services	351
	Providers are educated to increase awareness and identification of behavioral health issues	893
	Providers receive training on behavioral health treatment services for children 0-5	348
	Parents receive education, resources, referrals, and support regarding their child's behavioral health issues	289
	Parents receive behavioral health screening	655
	Parents receive regular and routine behavioral health treatment by a licensed professional	39
	Children read to at physicians' offices or clinics	27,138
	Parents participate in a program designed to increase the frequency of reading at home	326
EL.1 Children have the developmental skills* to be proficient learners in school	Children participate in a program designed to increase the frequency of reading at home	30,767
	Provider will recruit and support pediatrician offices to participate in Reach Out Read National Program	4
	Books distributed to children	85,016
	New and used books collected for distribution	68,807
	Children participating in early literacy programs	18
	Children participating in early math programs	6,710
	Parents receive speech and language services	843
	Children receive speech and language services	958
	Providers receive training on speech and language services	1,786
	Providers will conduct classroom assessments using an established tool such as ECERS or ELLCO	367
Providers are given resources and early intervention strategies for appropriate early care	1,786	

Table 3. Services Provided by All Commission-Funded Programs

Strategic Plan Outcome	Service	Number Completed
	Children receive center-based early care and education services other than preschool	749
	Children receive comprehensive Commission-funded preschool services	438
	Children receive enhanced school readiness services through other preschool programs	508
	Parents participate in a drop-in, family-focused early learning program (i.e., Learning Link)	3,016
	Children participate in a drop-in, family-focused early learning program (i.e., Learning Link)	2,405
EL.2 Schools are ready for children when they enter kindergarten	Children visit Kindergarten classrooms prior to start of school year	7,452
	Children's health and development records are transferred to their elementary school prior	4,997
	Children's records are entered into the computerized district system prior to entering kind	5,433
EL.3 Parents have the supports that contribute to children's readiness for school success	Parents receive tools, resources, information and/or training needed to transition their child to school	17,105
CB.1 Increase sustainability	Number of volunteers recruited	198
CB.2 Increase access and efficiency, quality and effectiveness	Children with special needs served	6,194
	Providers receive trainings to build the capacity of the agency to increase quality services	1,848
	Parents receive transportation to health or social services	1,274
	Children 0-5 receive transportation to health or social services	669
	Children 0-5 received specialized child care	218