

**Agenda Item No. 5
December 4, 2013 Meeting**

DATE: November 21, 2013
TO: Children and Families Commission of Orange County
FROM: Christina Altmayer, Executive Director 
SUBJECT: Approve Funding Actions for the Technology Capacity Building Agreements

SUMMARY:

The Commission approved the release of a Capacity Building Request for Applications (RFA) focused on Technology Solutions as part of the funding plan for FY 2013/14. A total of \$250,000 was allocated for the RFA. The one-time funding awards are intended to improve the quality of programs to children ages 0-5 through the strategic application of technology and/or bolster the technical capacity of Orange County non-profit organizations to enhance programs for young children. The RFA was posted to the Commission's website on September 13, 2013 and applications were due to the Commission on October 23, 2013. Commission staff received 32 applications totaling \$1.179 million in funding requests. A summary of the applications recommended for funding are included in Attachment 1.

DISCUSSION:

The Technology Capacity Building award recommendations, and associated award conditions are presented in Attachment 1. Projects recommended for funding are consistent with the vision that all children are healthy and ready to learn, as outlined in the Commission's Strategic Plan and are focused on the effective application of technology solutions that impact service delivery. During the application phase, organizations were provided the opportunity to attend applicant conferences to ask questions regarding their specific proposals, review the application criteria and eligibility. Staff then provided a summary of the questions and answers and made that available on the Commission website.

At the direction of the Commission's Chair, staff identified and worked with a consultant that has expertise in integrating technology in non-profit organizations to evaluate the proposals against the stated criteria. The criteria included but were not limited to:

- Identifying a community need related to children ages 0-5 that could be addressed through technology and improved service delivery.
- Describing the agency's capacity to integrate technology uses, and to sustain, upgrade and manage technology internally once deployed.
- Proving substantial return on investment, e.g., reducing ongoing costs to the organization through the integration of a technology solution.
- Working to integrate systems between service providers.

Commission staff will notify all agencies awarded funding and begin the process of contract development. All conditions indicated on Attachment 1 will be included in the executed contracts. Agreements will include a requirement for the agencies to develop a plan that documents and integrates technology planning for the agency as well as a final report that documents the outcome for the technology investments. Projects recommended for funding include:

- Four projects proposing to convert to Electronic Health Records
- Assistive technology planning to improve access to services by blind, visually impaired and deaf blind children (0-5)
- Interactive virtual theatrical performances to teach children and families readiness techniques and concepts of good health and fitness
- Technology improvements for the Homeless Management Information
- Systems to improve referrals for young children to needed and available community services
- Integrating assessments and other tools into an electronic format
- Technology enhancements to improve evaluation efforts

The funding for the Homeless Management Information System Coordinated Assessment project will come from FY 2012/13 savings from the Family Redirection Program due to the changes in the program design and under spending from other program providers. Attachment 1 shows a total allocation of \$297,000, which includes \$50,000 from the Homeless Prevention budget sub category.

Consistent with prior practice, Commission staff is available to provide technical assistance and feedback review to any applicant that was not awarded funding. The application review process, for example, identified applications that while not a fit for Commission funds might appeal to other technology funders. Staff and the consultants that assisted in the review will provide technical assistance to those agencies to develop additional applications for non-Commission funding. Additionally, there were applications from current Commission grantees that are not recommended for this funding but staff will work with these agencies to review technology request as part of their Commission renewal process. The funding recommendation include a set aside amount that could help to offset the costs of these technology projects. All other agencies not recommended for funding will be contacted by Commission staff and encouraged to contact the Commission for feedback on their application.

STRATEGIC PLAN & FISCAL SUMMARY:

The proposed agreements have been specifically reviewed in relation to the Strategic Plan, and the recommended actions are designed to further the Capacity Building Goal, among others. Funding for this agenda item is available in the FY 2013/14 Budget in the Capacity Building Grants and Homeless prevention categories.

PRIOR COMMISSION ACTIONS:

- November 2013 - Summary of submitted proposal and review process
- October 2013 - Update on Release of Request for Proposal
- July 2013 - Discussion and Commission approval of FY 2013/14 Funding Plan

RECOMMENDED ACTION:

Adopt resolution (Attachment 2) authorizing the Executive Director, or designee, to enter into agreements for the terms and amounts and conditions specified in Attachment 1.

ATTACHMENTS:

1. Recommendations for Capacity Building Funding
2. Resolution to enter into Capacity Building Grant Agreements

Technology Capacity Building Funding Recommendations

Agency	Project Summary	Funding Requested	Recommended Funding	Conditions
Arts and Learning Conservatory	Interactive virtual theatrical performances for its Wonder Learning Project, targets 4,000 children from Early Head Start. The purpose is to teach children and families readiness techniques and concepts of good health and fitness through direct audience participation.	\$40,000	\$15,000	Commission funding to be used as match funding. Commission staff will assist in identifying other potential funders that would be interested in this approach to learning and parent engagement. Funding must be used to document impact of services and to develop a sustainable model for ongoing work.
Child Guidance Center	With the goal of improving health care access, efficiencies, service enhancements and service integration for the 0-5 age population, aims to implement and EHR technology system at CGC's 3 OC locations.	\$50,000	\$100,000	Contingent on funded agencies working as a collaborative to research, identify and implement Electronic Health Records (EHR) that will be in compliance with HIPAA and other funders requirements. Agencies will be required to identify 0-5 proportion of clients versus entire client population and agreement amounts will be proportional to 0-5 children within each program and agencies original request. Staff may develop one agreement with the an identified collaborative administrative lead or multiple agreements with each agency.
Intervention Center for Early Childhood	Face-Time is our project to identify, acquire, implement and sustain a cloud based integrated EHR, Payroll and Billing Technology which will streamline administration time, and increase and maximize face to face time with our clients.	\$24,344		
Mariposa Women and Family Center	Mariposa will improve, strengthen and expand its services for underserved at-risk young children by transitioning to an electronic medical record system. This new EHR system will increase efficiency, improve accuracy, allow for sharing of records and treatment plans to ensure continuity with other providers, and more robustly track individualized outcomes.	\$50,000		
Women's Transitional Living Center	This "Serving the Children" IT project will increase the level of security, increase effectiveness, and improve outcomes for the children and families we serve.	\$16,000		
Delhi Center	This technology project will integrate an online registration system that allows parents to sign up their children 0-5 for our various nutritional and exercise programs aimed at combating childhood obesity as well as to request referrals for their children online.	\$20,000	\$20,000	Conditional on identifying expanded scope to fully utilize online system to identify and link families with 0-5 children will appropriate services and development of an evaluation of system. This should include linkage to Delhi Center services as well as other community resources such as 211, Help Me Grow, etc.
Community Development Corporation	Moving from Efforts to Outcomes will enhance KidWorks services by implementing a technology solution to track children and families and measure impact of our preschool and parent programs.	\$42,000	\$40,000	Conditional on agency developing and implementing a plan that demonstrates internal capacity to utilize and sustain the technology.
Orange County Child Abuse Prevention Center	The Field assessment and screening tool project will help our team link their field work to our community collaborative partners much more efficiently. These advantages will allow our team to increase the number of OC children ages 0-5 that receive comprehensive assessments and screenings for developmental, social, emotional, and behavioral issues.	\$50,000	\$30,000	Contingent on working with Commission staff to review other options for internet and tablet compatible assessment and screening tools, identifying other potential system users, and ensuring the ability of the new technology to interface with Net Chemistry.
Blind Children's Learning Center	The project will improve accessibility and inclusion for blind, visually impaired and deaf blind children (0-5) by providing assistive technology that can be customized to meet the child's needs.	\$50,000	\$10,000	Funding will support the development of a comprehensive plan for integrating assistive technology.
People for Irvine Community Health, DBA 211 Orange County	211 OC seeks to design and implement a Coordinated Assessment system which will streamline the assessment of homeless families and linkage to appropriate shelter programs.	\$50,000	\$50,000	Funding for this project will pulled from existing savings within the Homeless Prevention budget for FY 13/14. Funding is contingent on verification of match for non 0-5 families that would participate in the Coordinate Assessment project.
Set aside	Set aside to help support current Commission grantees that applied for capacity building technology requests that will be reviewed as part of the renewal process.		\$35,000	Specific funding actions will be approved as part of the renewal funding awards in February 2014. Funding will be available to provide one-time funding to support technology that may offset operational costs.
		Total	\$300,000	

*Funding to support 211 OC would come from savings within the Homeless Prevention allocation in the FY 13/14 budget.

CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY

RESOLUTION NO. ___-13-C&FC

December 4, 2013

A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR OR DESIGNEE AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE AGREEMENTS WITH DESIGNATED ORGANIZATIONS TO PROVIDE TECHNOLOGY CAPACITY BUILDING SERVICES; AND, AUTHORIZING APPROVAL AND EXECUTION OF SUCH AGREEMENTS 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 Master Agreement for Services (“Master Agreement”), which was approved by the Commission; and

WHEREAS, the Commission desires to enter Agreements with each of the Organizations, hereinafter referred to as the “Contractor” in each of the Agreements identified in the staff report for the December 4, 2013 Commission meeting to provide Technology Capacity Building services for the terms and in the amounts and on the conditions as described in Attachment 1 herein; and

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

WHEREAS, Commission has reviewed the staff report for the December 4, 2013 Commission meeting relating to the scopes of services to be provided and hereby finds and determines that the proposed Agreements are 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 Agreements with each of the Contractors for the terms and in the amounts and on the conditions as specified in Attachment 1 to the December 4, 2013 staff report for this Agenda Item; and

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 Agreements with each of the Contractors described in Attachment 1 to the December 4, 2013 staff report for this Agenda Item to provide Technology Capacity Building services for the terms and in the amounts and on the conditions, consistent with the December 4, 2013 staff report and scope of services referenced therein; and

Section 3 The form of any Agreements with the Contractors, for the terms and in the amounts specified in Attachment 1 to the December 4, 2013 staff report for this Agenda Item shall be substantially similar to the form of the standard Master 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 Agreements shall be conclusively evidenced by the execution of such Agreements by the Commission Chair and delivery thereof to the Commission Clerk.

Section 4 Commission hereby approves the Agreements with each of the Contractors as described in Attachment 1 to the December 4, 2013 staff report for this Agenda Item to provide Technology Capacity Building services for the terms and in the amounts and on the conditions as specified in the December 4, 2013 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 Agreements on behalf of the Commission.

Section 6 A copy of each final 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.

EXHIBIT A TO RESOLUTION OF COMMISSION

(Attach copy(ies) of final executed Agreements)