

**Agenda Item 8  
February 4, 2015**

DATE: January 27, 2015  
TO: Children and Families Commission of Orange County  
FROM: Christina Altmayer, Executive Director  
SUBJECT: Receive Executive Officer's Report

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The following is the Executive Officer's Report for February 4, 2015:

**a. Financial Update and Quarterly Investment Report**

The Commission's total Tobacco Tax Revenue through November 2014 as reported by First 5 California is \$10,937,880. Proposition 10 revenues for July through November are four percent higher than the budget plan and flat compared to the prior year. The November revenue amounts posted by First 5 California were reduced by the Board of Equalization administrative/licensing fees and backfill amounts. The BOE administrative costs increased from \$15.8 million in FY 2012/13 to \$16.6 million in FY 2013/14. Administrative costs are expected to increase again for FY 2014/15 according to the Governor's Budget. Backfill charges against FY 2014/15 Proposition 10 tobacco tax also increased from \$13.6 million to \$14.7 million for the current year.

**b. Strategic Communications Reports for December and January**

Curt Pringle & Associates provides strategic communications services in the areas of legislative advocacy, community partnership, and public awareness. The Strategic Communications Activities Reports for December 2014 and January 2015 are included as Attachments 3 and 4.

**c. Conditions of Children in Orange County Report**

The Commission's December 2014 agenda included an update on the Annual Report on the Conditions of Children in Orange County. As reported, the County Social Services Agency (SSA) requested that the Commission take the lead in development of the report for the next three years. The Social Services Agency filed an agenda item for consideration by the Board of Supervisors later this month. In the interim, in order to be ready by March 1, 2015 to start development of the 21<sup>st</sup> Annual Report, staff initiated a request for proposal to the Commission's qualified on-call evaluation consultant panel to solicit interest in the project. Half of the eligible consultants have submitted a letter of interest to be considered, with proposals scheduled to be received by February 2, 2015. Members of the Conditions of Children Report Redesign Steering Committee were invited to participate on the proposal review committee. The March Commission agenda will include a request authorization to enter into contract with the recommended evaluation consultant.

**d. Prevention and Early Intervention (Neighbor to Neighbor) Program**

At the December 2014 meeting, the Commission approved the development of a prevention early intervention program design known as Neighbor to Neighbor and subsequent release of an

application document. Much of the program design is based on the recent research done by Dr. Emily Putnam-Hornstein that indicates that an initial Child Abuse Report (CAR) is a strong indicator of significant risk to a 0-5 child.

Staff continues to work in partnership with Orange County Social Service Agency (SSA) to identify leveraged funding from their agency and refine the program design. Consistent with the terms approved by the Commission at the December meeting the program will focus on:

- Families for which this is the first CAR report
- One or more children in the household are under the age of five
- Families' whose CAR report, based on the determination of SSA, will not receive further intervention by the Child Welfare Agency.

Given the focus on prevention and early intervention and the potential high return on investment from avoidance of child welfare costs, this project will likely be a strong candidate for a performance-based contract, similar to the Pay for Success model being assessed for the Bridges Maternal Child Health Network. The proposed plan includes a strong evaluation component and will identify at the onset what data will be collected by partners and reporting intervals. Given the proposed structure of a performance based contract, Commission staff is designing the application processes as a Request for Response and will select the most qualified collaborative to engage in contract negotiations. Staff anticipates the release of the Request for Response in February and will return to the Commission in March with a progress update.

Additionally, staff continues to investigate complementary funding opportunities to support the development of performance based contracting and or Pay for Success. Commission staff with support from SSA completed an application for a grant opportunity that would provide technical assistance in assessing the feasibility of structuring the Neighbor to Neighbor as a Pay for Success program.

**e. Anaheim Village Plan Collaborative Capacity Building Grant**

The Commission approved an allocation of up to \$25,000 at the April 2014 meeting to support a capacity building grant to the Anaheim City School District, acting as fiscal agent on behalf of the Anaheim Village Plan Collaborative. The agencies that have participated in the Collaborative include Western Youth Services, the Anaheim YMCA, Anaheim City School District, and the Anaheim Union High School District. The Commission's funding was matched by the Samueli Foundation and the Orange County Community Foundation, which each contributed \$10,000, reducing the Commission contribution to \$12,000 for a total project budget of \$32,000.

The Collaborative has been meeting weekly to develop the strategic plan. As part of this work, they have met with representatives of the Children's Bureau's Magnolia Place to learn more about its model of community engagement and service provision. The Village Plan's approach will build on the successes and lessons learned from the Magnolia Place Community Initiative in Los Angeles County.

The remaining step to finalize the plan includes a refinement of the key strategies to be employed over the initial 18-months to three-years to stabilize and grow the collaborative. This is a critical step in the process that will provide further input to plan and assess other community

partners' commitment to join in the collaborative effort. The Commission is expected to receive the final plan in early February and will return to the Commission in March with a progress report.

**f. Redesigned Website Launch**

The Children and Families Commission website has been redesigned and will launch on February 4, 2015. The new design is consistent with the Commission's rebranding process and has been updated for easier navigation. A preview of the new site was shared with the Commissioners last fall. The content is consolidated into four main areas: Outcomes, Strategic Investments, Trends & Research, and Community Partnerships. The site will continue to have standard content including newsroom, publications and reports, and the Commission's four goal areas: Healthy Children, Early Learning, Strong Families, and Capacity Building. Under the organizational changes implemented this year, staff has been assigned to ensure that the site is regularly updated with new content based on Commission actions. The site can be accessed at [occhildrenandfamilies.com](http://occhildrenandfamilies.com).

**ATTACHMENTS:**

1. Financial Highlights
2. Quarterly Investment Report
3. Strategic Communications Report for December 2014
4. Strategic Communications Report for January 2015

# Financial Highlights As of December 31, 2014

## Comparison of Budget vs. Actual Fiscal Year 2014-15 Unaudited Period Ending 12/31/14

	<b>FY 2014-15 Amended Budget</b>	<b>FY 2014-15 Actual Expenses</b>	
<b>Financing Sources</b>			
Tobacco Tax Revenue	\$25,230,753	\$9,332,012	37.0%
Interest Earnings	150,000	100,053	66.7%
Other Revenue	<u>5,350,598</u>	<u>76,771</u>	1.4%
<b>Revenue Total</b>	<b>\$30,731,351</b>	<b>\$9,508,836</b>	
<b>Expenses</b>			
Healthy Children	\$15,391,725	\$1,478,923	9.6%
Strong Families	2,397,872	736,300	30.7%
Early Learning	9,928,928	409,159	4.1%
Capacity Building*	<u>2,717,024</u>	<u>725,446</u>	26.7%
<b>Program Services</b>	<b>\$30,435,549</b>	<b>\$3,349,828</b>	
Admin. Functions**	<u>2,536,182</u>	<u>936,350</u>	
<b>Total Operating Exp.</b>	<b>\$32,971,731</b>	<b>\$4,286,178</b>	

\*Includes Evaluation costs of \$207,133

\*\*Administrative costs and functions are defined by State Commission guidelines (Fiscal Memo No. 05-01, dated April 14, 2006) pursuant to Chapter 284, Statutes of 2005 (AB 109). Actual Administrative expenses of \$936,350 and encumbrances of \$689,740 were 4.9% of the Fiscal Year 2014-15 Amended Budget of \$32,971,731. Final administrative expenses are projected to be 9% at year end.

### **Total Encumbrances as of December 31, 2014 including multi-year contracts through FY 2016-17**

Healthy Children	\$25,773,376
Strong Families	\$2,478,570
Early Learning	\$19,545,147
Capacity Building	\$2,501,942
Admin. Functions	\$689,740

## Revenue and Cash Balance Update

The Commission's total Tobacco Tax Revenue through November 2014 as reported by First 5 California is \$10,937,880. Prop 10 revenues for July through November are 4% higher than the budget plan. Revenue has been received through October, and the November revenue posted by First 5 California was reduced by the Board of Equalization administrative/licensing fees and backfill amounts.

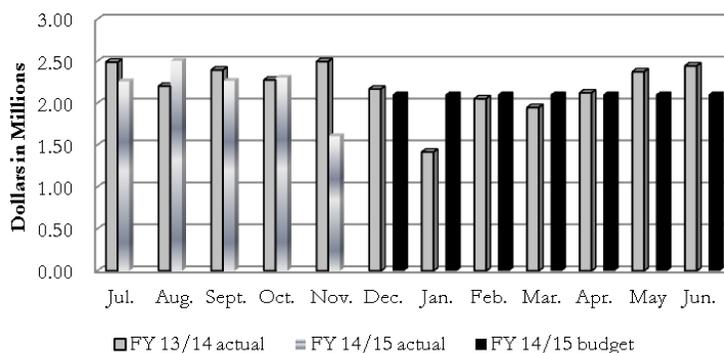
Interest earnings for July 2014 through December 2014 are \$100,053.

## Catalytic Funding Update

\$9,953,816 in Catalytic Funding was expensed in FY 2012-13 and FY 2013-14. Expenses booked in the current year total \$1,270,308 as of December 31, 2014. Another \$6,250,000 was previously distributed for Catalytic Homeless Programs but has not yet been expensed.

As of December 31, 2014, \$21,422,876 was encumbered for Round 1 and Round 2 programs. Over \$16 million is encumbered for Children's Dental and \$4 million for Developmental Services.

## Fiscal Year 2013-14 & 2014-15 Tobacco Monthly Revenues



## Forecasted Fiscal Year 2014-15 Ending Fund Balance

*From Commission Long Term Financial Plan*

Beginning Fund Balance, July 1, 2014	\$61,718,344
Forecasted Revenue	30,731,351
Budgeted Program Expenses	(30,435,549)
Budgeted Administrative Expenses	(2,536,182)
Catalytic Projects	<u>(45,348,949)</u>
<b>Projected June 30, 2015 Fund Balance</b>	<b>\$14,129,015*</b>

\*Based on Commission action through December 2014. Projected fund balance does not include Catalytic funding. For financial planning purposes, Catalytic funding has been designated by Commission action and removed from available fund balance.

**Children & Families Commission of Orange County**  
**Quarterly Investment Report**  
**October 1, 2014 through December 31, 2014**

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**OVERVIEW**

Pursuant to the Commission's Investment Policy Statement dated May 7, 2014, the Treasurer submits this Quarterly Investment Report to the Commission. This Investment Report summarizes investment activities for the Commission for the three-month period from October 1 through December 31, 2014.

The Commission has invested 100% of its funds in the Orange County Investment Pool (OCIP). All funds are managed by the Office of the Orange County Treasurer.

**Orange County Investment Pool**

The primary goal of the OCIP is to invest public funds in a manner which will provide the maximum security of principal invested with secondary emphasis on providing adequate liquidity to Pool Participants and lastly to achieve a market rate of return. The Commission's investment in the OCIP as of December 31, 2014 totaled \$56,345,700.

**PORTFOLIO PERFORMANCE SUMMARY – QUARTERLY**

The following table presents an overview of the Commission's investments for the months of October, November and December 2014.

Month Ended	Commission's Month End Balance	Commission's Monthly Gross Yield	OCIP Market Value	OCIP Book Value	Average Days to Maturity
October	\$56,910,647	0.41%	\$3,207,916,872	\$3,205,697,457	372 days
November	\$57,704,963	0.40%	\$3,692,211,077	\$3,689,268,372	366 days
December	\$56,345,700	0.33%	\$3,882,065,635	\$3,882,995,464	350 days

**ECONOMIC UPDATE**

From October through December, the U.S. economy continued its steady economic growth. The job market added 214,000 new jobs in October, 321,000 in November, and 252,000 in December. The unemployment rate was 5.8% in October, 5.8% in November, and dropped to 5.6% in December. According to the S&P/CaseShiller home pricing index, the housing market continued to improve as year-over-year home prices increased for the twenty-ninth consecutive month in October, up 4.5% from a year before. The Federal Reserve met twice during the quarter. In October, it voted to end its asset purchase program on October 31, 2014.

Rates on short-term Treasuries increased as investors anticipated a target interest rate hike from the Federal Reserve during 2015. However, rates on longer-term securities dropped during the quarter mainly due to signs of a weakening global economy. The 10-year Treasury ended the quarter at 2.17%, down from 2.49% at the end of the previous quarter.

**U.S. Treasury Yield Curve:** The Treasury 3-month and 2-year yields increased and the 5, 10 and 30-year yields decreased during the Quarter Ended December 31, 2014.



	<u>Quarter Ended December 31, 2014</u>	<u>Quarter Ended September 30, 2014</u>
3-Month	0.04%	0.02%
2-Year	0.67%	0.57%
5-Year	1.65%	1.76%
10-Year	2.17%	2.49%
30-Year	2.75%	3.20%

Source: Bloomberg World Markets

### **COMPLIANCE MONITORING**

As of December 31, 2014, 100% of the holdings of the Commission are in compliance with the Commission’s Investment Policy Statement dated May 7, 2014. Further, OCIP had no compliance exceptions for the three months ending December 2014. During the fourth quarter of 2014, the Auditor Controller’s Internal Audit unit issued one audit report and one follow-up audit report that were provided to the Board of Supervisors as part of the Treasurer’s Monthly Investment Report. Those reports are:

#### New Audit Reports

- The Auditor-Controller Report on Continuous Compliance Auditing of the Treasury Investment Portfolio for the Quarter Ended June 30, 2014 identified no compliance deficiencies.

#### Follow-up Audits

- The Auditor-Controller Initial Follow-up and Close-out of Management Letter on Review of the Schedule of Assets Held by the County Treasury as of September 30, 2012 noted one recommendation made was fully implemented.

We have attached the Investment Policy and Treasury Oversight Committee Compliance Summary as reported in the Treasurer’s Monthly Report for the months of October, November, and December, 2014 (Attachment C). This summary tracks compliance in a variety of areas.

### **PORTFOLIO HOLDINGS OF DEBT ISSUED BY POOL PARTICIPANTS**

Under guidelines outlined in the County’s current IPS, the County Treasurer may invest in A or above rated securities issued by municipalities. Municipal debt issued by the County of Orange is exempt from this credit rating requirement. OCIP may invest no more than 5% of pool assets in any one issuer, with the exception of the County of Orange which has a 10% limit. OCIP has a total market value of \$230 million in AA- rated County of Orange debt, which represents approximately 2.8% of assets. Prior to purchasing any pool participant debt, a standardized credit analysis is performed.

### **STATEMENT OF ACTIVITY**

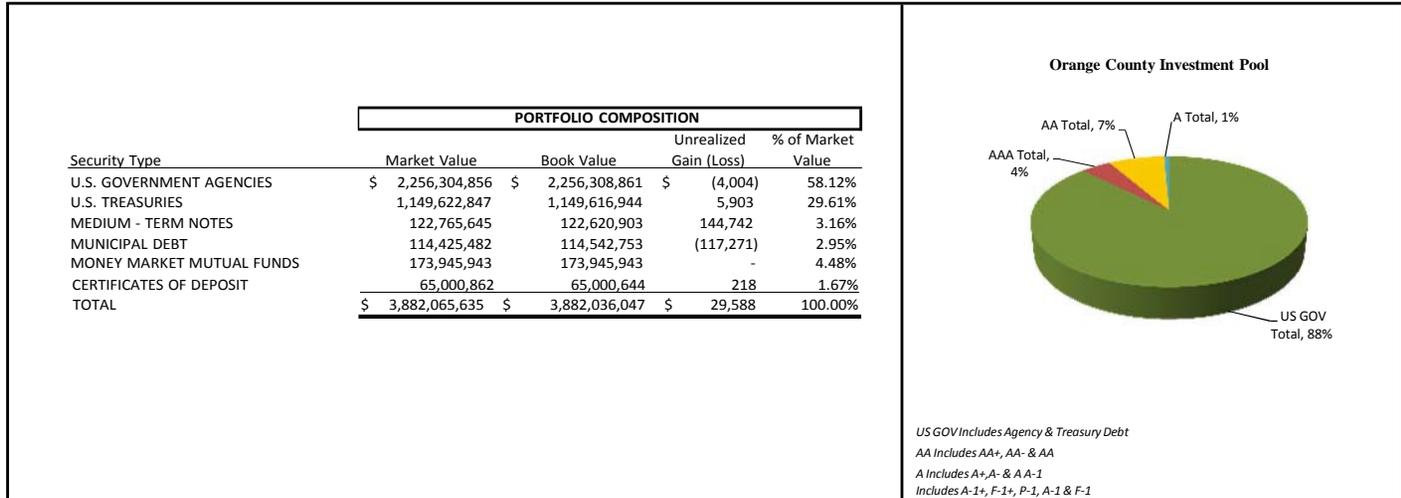
We have included the Statement of Activity for the months of October, November and December 2014 (Attachment B). These Statements report the beginning and ending balances of the Commission’s funds invested in the OCIP. All deposits, withdrawals, investment earnings, and administrative fees for the reporting period are also posted. The Commission’s month-end balances for October, November and December were \$56,910,647, \$57,704,963, and \$56,345,700 respectively.

#### Attachments:

- A. Orange County Investment Pool Summary

- B. Statement of Activity for the months of October, November, and December 2014
- C. Investment Policy and Treasury Oversight Committee Compliance Summary for October, November, and December 2014

**ORANGE COUNTY TREASURER-TAX COLLECTOR  
ORANGE COUNTY INVESTMENT POOL  
INVESTMENT POOL SUMMARY  
AT DECEMBER 31, 2014**



SUMMARY OF INVESTMENT DATA							
INVESTMENT TRENDS							
	DECEMBER 2014	NOVEMBER 2014	INCREASE (DECREASE)	NET CHANGE %	DECEMBER 2013	INCREASE (DECREASE)	NET CHANGE %
<b>Orange County Investment Pool (OCIP)</b>							
End Of Month Market Value <sup>1,2</sup>	\$ 3,882,065,635	\$ 3,692,211,077	189,854,558	5.14%	\$ 3,755,775,867	\$ 126,289,768	3.36%
End Of Month Book Value <sup>2</sup>	\$ 3,882,995,464	\$ 3,689,268,372	193,727,092	5.25%	\$ 3,755,971,783	\$ 127,023,681	3.38%
Monthly Average Balance <sup>2</sup>	\$ 4,033,901,483	\$ 3,410,678,512	623,222,971	18.27%	\$ 4,038,228,460	\$ (4,326,977)	-0.11%
Year-To-Date Average Balance <sup>2</sup>	\$ 3,299,763,621	\$ 3,152,936,048	146,827,574	4.66%	\$ 3,186,614,514	\$ 113,149,107	3.55%
Monthly Accrued Earnings <sup>3</sup>	\$ 1,193,721	\$ 1,128,421	65,300	5.79%	\$ 837,870	\$ 355,851	42.47%
Monthly Net Yield <sup>3,4</sup>	0.27%	0.33%	-0.05%	-16.57%	0.16%	0.11%	67.86%
Year-To-Date Net Yield <sup>3</sup>	0.33%	0.34%	-0.01%	-3.17%	0.24%	0.08%	34.55%
Annual Estimated Gross Yield <sup>5</sup>	0.49%	0.49%	0.00%	0.00%	0.37%	0.12%	32.43%
Weighted Average Maturity (WAM) <sup>5</sup>	350	366	(16)	-4.37%	310	40	12.90%

<sup>1</sup> Market values provided by Bloomberg and Northern Trust.

<sup>2</sup> In December 2014, OCIP balances increased primarily due to incoming secured property tax receipts.

<sup>3</sup> In December 2014, OCIP monthly accrued earnings and monthly and year-to-date net yields were higher than December 2013, primarily due to increased investment in longer term, higher yielding securities and a slightly lower Treasury administrative fee from higher total pool participant balances.

<sup>4</sup> In December 2014, the OCIP monthly net yield decreased due to incoming secured property tax receipts that were deposited and invested in short maturities until distribution to County agencies and school districts. Over 65% of OCIP secured tax receipts were distributed to County agencies and school districts in late December and January. In December 2014, OCEIP monthly net yield decreased due to investment of secured property tax distributions in shorter

<sup>5</sup> Annual estimated gross yield for December 2013 is reported at the actual annual gross yield for FY 13/14.

<sup>6</sup> In December 2014 OCIP WAM was higher than December 2013, primarily due to investing in slightly longer maturities as part of a planned program to reduce significant excess liquidity. In addition, OCEIP WAM decreased in December 2014 due to a temporary increase in shorter maturities related to the December receipt of over \$1.03 billion from the secured property tax distributions.



COUNTY OF ORANGE  
**OFFICE OF THE TREASURER-TAX COLLECTOR**

Shari L. Freidenrich, CPA, CCMT, CPFA, ACPFIM  
P. O. BOX 4515  
SANTA ANA, CA 92702-4515

[ocgov.com/ocinvestments](http://ocgov.com/ocinvestments)

October 31, 2014

**ORANGE COUNTY CHILDREN AND FAMILIES COMMISSION**

Attn: Christina Altmayer, Executive Director  
1505 E. 17th Street, Suite 230  
Santa Ana, CA 92705

Monthly Apportionment Gross Yield: 0.414%

Administration Fee: -0.076%

Monthly Apportionment Net Yield: 0.338%

**Fund Number : 225**

**OCTOBER 2014 STATEMENT**

**CASH IN TREASURY**

**Transactions**

Transaction Date	Transaction Description	Tran Type	Authorized Signer	Amount
10/01/14	September 2014 Admin Fee	AF		\$ (3,567.44)
10/22/14	September 2014 Interest	IN		\$ 20,017.37

**Summary**

Total Deposit:	\$	2,595,525.81	Beginning Balance:	\$	56,015,809.95
Total Withdrawal:	\$	(1,700,688.93)	Ending Balance:	\$	56,910,646.83

**ACCRUED INVESTMENT INCOME**

**Transactions**

Transaction Date	Transaction Description	Tran Type	Authorized Signer	Amount
10/22/14	September 2014 Interest	IN		\$ (20,017.37)
11/03/14	October 2014 Interest	IN		\$ 20,171.78

**Summary**

Total Accrual:	\$	20,171.78	Beginning Balance:	\$	20,017.37
Total Payment:	\$	(20,017.37)	Ending Balance:	\$	20,171.78



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**OFFICE OF THE TREASURER-TAX COLLECTOR**

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November 30, 2014

**ORANGE COUNTY CHILDREN AND FAMILIES COMMISSION**

Attn: Christina Altmayer, Executive Director  
 1505 E. 17th Street, Suite 230  
 Santa Ana, CA 92705

Monthly Apportionment Gross Yield: 0.399%  
**Administration Fee: -0.076%**  
 Monthly Apportionment Net Yield: 0.323%

**Fund Number : 225**

**NOVEMBER 2014 STATEMENT**

**CASH IN TREASURY**

**Transactions**

Transaction Date	Transaction Description	Tran Type	Authorized Signer	Amount
11/03/14	October 2014 Admin Fee	AF		\$ (3,699.03)
11/14/14	October 2014 Interest	IN		\$ 20,171.78

**Summary**

Total Deposit:	\$ 2,314,144.08	Beginning Balance:	\$ 56,910,646.83
Total Withdrawal:	\$ (1,519,828.19)	Ending Balance:	\$ 57,704,962.72

**ACCRUED INVESTMENT INCOME**

**Transactions**

Transaction Date	Transaction Description	Tran Type	Authorized Signer	Amount
11/14/14	October 2014 Interest	IN		\$ (20,171.78)
12/01/14	November 2014 Interest	IN		\$ 18,995.74

**Summary**

Total Accrual:	\$ 18,995.74	Beginning Balance:	\$ 20,171.78
Total Payment:	\$ (20,171.78)	Ending Balance:	\$ 18,995.74



COUNTY OF ORANGE  
**OFFICE OF THE TREASURER-TAX COLLECTOR**

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 P. O. BOX 4515  
 SANTA ANA, CA 92702-4515

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December 31, 2014

**ORANGE COUNTY CHILDREN AND FAMILIES COMMISSION**

Attn: Christina Altmayer, Executive Director  
 1505 E. 17th Street, Suite 230  
 Santa Ana, CA 92705

Monthly Apportionment Gross Yield: 0.331%  
**Administration Fee: -0.076%**  
 Monthly Apportionment Net Yield: 0.255%

**Fund Number : 225**

**DECEMBER 2014 STATEMENT**

**CASH IN TREASURY**

**Transactions**

Transaction Date	Transaction Description	Tran Type	Authorized Signer	Amount
12/01/14	November 2014 Admin Fee	AF		\$ (3,616.47)
12/15/14	November 2014 Interest	IN		\$ 18,995.74

**Summary**

Total Deposit:	\$	2,352,086.70	Beginning Balance:	\$	57,704,962.72
Total Withdrawal:	\$	(3,711,349.01)	Ending Balance:	\$	56,345,700.41

**ACCRUED INVESTMENT INCOME**

**Transactions**

Transaction Date	Transaction Description	Tran Type	Authorized Signer	Amount
12/15/14	November 2014 Interest	IN		\$ (18,995.74)
01/02/15	December 2014 Interest	IN		\$ 16,263.16

**Summary**

Total Accrual:	\$	16,263.16	Beginning Balance:	\$	18,995.74
Total Payment:	\$	(18,995.74)	Ending Balance:	\$	16,263.16

**ORANGE COUNTY TREASURER-TAX COLLECTOR  
INVESTMENT POLICY (IPS) AND TREASURY OVERSIGHT COMMITTEE (TOC) COMPLIANCE SUMMARY  
October 31, 2014**

COMPLIANCE CATEGORY	PERFORMED BY	REGULATORY/POLICY GUIDELINES	CURRENT STATUS
Annual Compliance Audit	IA	Performance Evaluation-Cal Govt. Code 27134	Calendar Year 2013 completed.
Quarterly Schedule of Assets Review	AC	Performance Evaluation-Cal Govt. Code 26920(a)	Quarter ended September 30, 2014 in process.
Annual Schedule of Assets Audit	AC	Performance Evaluation-Cal Govt. Code 26920(b)	Annual audit of Schedule of Assets as of June 30, 2014 in process.
Treasury Administrative Fee	TTC	Compensation Agreement-Cal Govt. Code 27013	FY 13/14 in process.
Annual Broker/Dealer Review	TTC	Authorized Financial Dealers and Qualified Institutions	Calendar Year 2013 completed.
Annual Broker/Dealer IPS Certification	TTC	Authorized Financial Dealers and Qualified Institutions	All 2014 IPS certifications received.
IPS Compliance Deficiencies	TTC	Investment/Diversification/Maturity Restrictions	FY 13/14 identified two compliance incidents (both in December 2013). FY 14/15 identified zero compliance incidents as of October 31, 2014.
TOC Bylaw Changes	BOS	TOC Review and BOS Annual Approval	TOC reviewed Bylaws and made no changes at the October 22, 2014 meeting. No BOS approval required.
Annual IPS Approval	BOS	TOC Review and BOS Annual Approval	TOC reviewed IPS changes at the October 22, 2014 meeting. BOS approval scheduled for December 16, 2014.
TOC Annual Report	BOS	TOC Bylaws Rule 30 - Oral and Written Report	TOC 2013 Annual Report presented to BOS on February 25, 2014
Broker/Financial Institution List	TTC	OC Gift Ban Ordinance and Form 700	TOC members were provided a list of active TTC Broker/Dealers and Financial Institutions at October 22, 2014 meeting.
Certificates of Compliance	TTC	TOC Bylaws Rule 34 - Annual	TOC members are in compliance for 2014.
Ethics Training	TTC	TOC Bylaws Rule 34 - Every Two Years	TOC members are in compliance for Calendar Year 2013.
Conflict of Interest Form 700 Filing	TTC	TOC Bylaws Rule 34 / IPS - Every Year	TOC members are in compliance for Calendar Year 2013.
Conflict of Interest Form 700 Review	TTC	IPS Sec. X (removed from IPS approved in 2014)	TOC members are in compliance for Calendar Year 2013.

LEGEND	
Auditor-Controller Internal Audit	AC
Board of Supervisors	BOS
Internal Audit Department	IA
Treasury Oversight Committee	TOC
Office of Treasurer-Tax Collector	TTC

**ORANGE COUNTY TREASURER-TAX COLLECTOR  
INVESTMENT POLICY (IPS) AND TREASURY OVERSIGHT COMMITTEE (TOC) COMPLIANCE SUMMARY  
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Annual Compliance Audit	IA	Performance Evaluation-Cal Govt. Code 27134	Calendar Year 2013 completed, with only two TTC reported exceptions found.
Quarterly Schedule of Assets Review	AC	Performance Evaluation-Cal Govt. Code 26920(a)	Quarter ended September 30, 2014 in process.
Annual Schedule of Assets Audit	AC	Performance Evaluation-Cal Govt. Code 26920(b)	Annual audit of Schedule of Assets as of June 30, 2014 in process.
Treasury Administrative Fee	TTC	Compensation Agreement-Cal Govt. Code 27013	Annual review of fees for FY 13/14 in process.
Annual Broker/Dealer Review	TTC	Authorized Financial Dealers and Qualified Institutions	Calendar Year 2013 completed.
Annual Broker/Dealer IPS Certification	TTC	Authorized Financial Dealers and Qualified Institutions	All 2014 IPS certifications received.
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Conflict of Interest Form 700 Filing	TTC	TOC Bylaws Rule 34 / IPS - Every Year	TOC members are in compliance for Calendar Year 2013.
Conflict of Interest Form 700 Review	TTC	IPS Sec. X (removed from IPS approved in 2014)	TOC members are in compliance for Calendar Year 2013.

LEGEND	
Auditor-Controller Internal Audit	AC
Board of Supervisors	BOS
Internal Audit Department	IA
Treasury Oversight Committee	TOC
Office of Treasurer-Tax Collector	TTC

**ORANGE COUNTY TREASURER-TAX COLLECTOR  
INVESTMENT POLICY (IPS) AND TREASURY OVERSIGHT COMMITTEE (TOC) COMPLIANCE SUMMARY  
December 31, 2014**

COMPLIANCE CATEGORY	PERFORMED BY	REGULATORY/POLICY GUIDELINES	CURRENT STATUS
Annual Compliance Audit	IA	Performance Evaluation-Cal Govt. Code 27134	Calendar Year 2013 completed, with only two TTC reported exceptions found.
Quarterly Schedule of Assets Review	AC	Performance Evaluation-Cal Govt. Code 26920(a)	Quarter ended September 30, 2014 in process.
Annual Schedule of Assets Audit	AC	Performance Evaluation-Cal Govt. Code 26920(b)	Annual audit of Schedule of Assets as of June 30, 2014 in process.
Treasury Administrative Fee	TTC	Compensation Agreement-Cal Govt. Code 27013	Annual review of fees for FY 13/14 in process.
Annual Broker/Dealer Review	TTC	Authorized Financial Dealers and Qualified Institutions	Calendar Year 2013 completed.
Annual Broker/Dealer IPS Certification	TTC	Authorized Financial Dealers and Qualified Institutions	All 2014 IPS certifications received.
IPS Compliance Deficiencies	TTC	Investment/Diversification/Maturity Restrictions	FY 13/14 identified two compliance incidents (both in December 2013). FY 14/15 identified zero compliance incidents as of December 31, 2014.
TOC Bylaw Changes	BOS	TOC Review and BOS Annual Approval	TOC reviewed Bylaws and made no changes at the October 22, 2014 meeting. No BOS approval required.
Annual IPS Approval	BOS	TOC Review and BOS Annual Approval	TOC reviewed IPS on October 22, 2014 and the BOS approved the IPS on December 16, 2014.
TOC Annual Report	BOS	TOC Bylaws Rule 30 - Oral and Written Report	TOC 2013 Annual Report presented to BOS on February 25, 2014
Broker/Financial Institution List	TTC	OC Gift Ban Ordinance and Form 700	TOC members were provided a list of active TTC Broker/Dealers and Financial Institutions at October 22, 2014 meeting.
Certificates of Compliance	TTC	TOC Bylaws Rule 34 - Annual	TOC members are in compliance for 2015.
Ethics Training	TTC	TOC Bylaws Rule 34 - Every Two Years	TOC members are in compliance for Calendar Year 2014.
Conflict of Interest Form 700 Filing	TTC	TOC Bylaws Rule 34 / IPS - Every Year	TOC members are in compliance for Calendar Year 2013.
Conflict of Interest Form 700 Review	TTC	IPS Sec. X (removed from IPS approved in 2014)	TOC members are in compliance for Calendar Year 2013.

LEGEND	
Auditor-Controller/Internal Audit	AC
Board of Supervisors	BOS
Internal Audit Department	IA
Treasury Oversight Committee	TOC
Office of Treasurer-Tax Collector	TTC



**To:** Kelly Pijl, External Affairs Director  
Children and Families Commission of Orange County

**From:** Todd Priest, Vice President  
Curt Pringle & Associates

**Date:** December 31, 2014

**Subject:** December 2014 Strategic Communications Summary Report

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The following is a summary of activities that were provided by Curt Pringle & Associates to the Children and Families Commission of Orange County for the month of December 2014.

### **Legislative Advocacy**

#### *Board of Equalization*

- Continue to work with Commission staff regarding BOE Administrative Fees. Two new BOE members take office in January, Diane Harkey and Fiona Ma.

#### *Legislative/Budget Update*

- Updates regarding Assembly and Senate committee chairmanships were provided.
- The last day for legislation to be introduced is February 27, 2015. CP&A is monitoring legislation that might impact the Commission or its grantees.

#### *Briefings*

- Discussed the First 5 Legislative Advocacy day schedule with Commission staff and is working to coordinate a breakfast briefing with the Orange County legislative delegation. Save the date notices were sent to each legislative office requesting their participation.

### **Community Partnership**

- Met with Lacy Kelly, CEO of the Association of California Cities-Orange County, to discuss Commission engagement in ACC-OC and the potential to interview Christina Altmayer on the Cox Civic Connection program in March 2015.
- Continued to follow-up with UPS regarding their potential partnership on the Champions for Children's Literacy Initiative.

**Public Awareness**

*8<sup>th</sup> Annual Essentials for Young Lives Donation Drive – 2015*

- Coordinated the first *Essentials* Steering Committee conference call that was held on December 18, 2014.
- Secured the involvement of the California Building Industry Association (CBIA).
- Began preparing documents such as fact sheets, important dates, and other informational pieces for the Steering Committee planning efforts.
- Secured the Sheriff's participation to serve as Honorary Chair of the *Essentials* campaign for the fifth consecutive year.
- Secured the participation of UPS to serve as a major campaign partner and provide transportation/delivery services during the campaign for the fifth year.
- Secured Cox Communications to provide an in-kind donation by running the *Essentials* Public Service Announcement a minimum of 100 times during the month of April 2015.



**To:** Kelly Pijl, External Affairs Director  
Children and Families Commission of Orange County

**From:** Todd Priest, Vice President  
Curt Pringle & Associates

**Date:** January 20, 2015

**Subject:** January 2015 Strategic Communications Summary Report

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The following is a summary of activities that were provided by Curt Pringle & Associates to the Children and Families Commission of Orange County for the month of January 2015.

### **Legislative Advocacy**

#### *Board of Equalization*

- Working to schedule a meeting with new BOE member Diane Harkey to discuss BOE administrative fees.

#### *Legislative/Budget Update*

- Update regarding the Governor's proposed FY 2015-16 budget was provided.
- CP&A continues to monitor legislation that might impact the Commission or its grantees.

#### *Briefings*

- Coordinated a legislative roundtable breakfast during the First 5 Legislative Advocacy Day for the Commission on February 10, 2015.
  - Secured a meeting room at the Citizen Hotel.
  - Secured participation of seven legislators representing Orange County.
- Scheduled briefings with Assembly Members Travis Allen and Matt Harper during the First 5 Legislative Advocacy Day on February 10, 2015.
- Drafted letter to be sent to Orange County city managers to accompany the Commission's annual report.
- Reached out to the cities of Los Alamitos and Lake Forest to schedule city briefings.

### **Community Partnership**

- Continued to follow-up with UPS regarding their potential partnership on the Champions for Children's Literacy Initiative.

**Public Awareness**

*8<sup>th</sup> Annual Essentials for Young Lives Donation Drive – 2015*

- Coordinated the Essentials Steering Committee meeting held on January 15 and working to coordinate the next meeting for January 28.
- Coordinated with the Orange County Sheriff's Department to begin developing the 2015 Essentials public service announcement.
- Reached out to the Automobile Club of Southern California to discuss potential partnerships.
- Working to secure an in-kind sponsorship to provide storage facilities during the drive.
- Reviewed and edited the 2015 sponsorship levels document.
- Began to draft an op-ed for distribution during the drive.