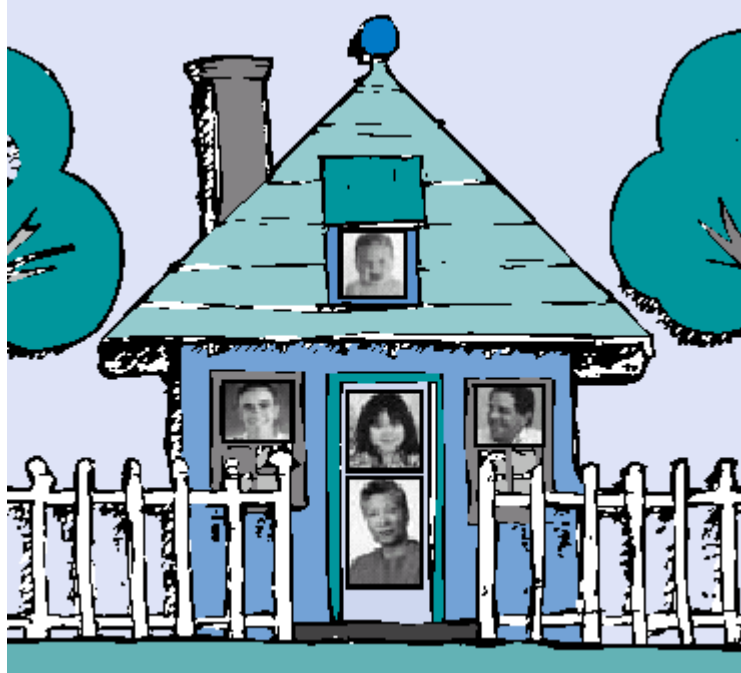


**Harris County
Protective Services for
Children and Adults
(HCPS)**



BOARD MEETING MATERIAL

February 2017

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**HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS
BOARD OF DIRECTORS MEETING
Thursday, February 23, 2017
2525 Murworth
Room D36
Houston, Texas 77054**

AGENDA

TIME: 4:30 P.M.

**Call to Order Jerry LeVias, President
Approval of Minutes..... Patrice McKinney, Secretary
Treasurer's Report..... Sherea McKenzie, Treasurer**

EDUCATIONAL PROGRAM

**Harris County Protective Services CORE VALUES..... Anna M. Bell, Director
Organizational Development
Emmony Pena, Quality Improvement
Coordinator**

**Legislature Update..... Amanda Jones, Legislative Coord.
Office of Legislative Relations**

COMMITTEE/LIAISON REPORTS

**Youth Services Committee..... Sherea McKenzie
Report on activity over the last 30 days of the Youth Services Center, Community Youth Services, Preparation for Adult Living, TRIAD Prevention Program and Systems of Hope regarding the programs' planning, statistics, the behavioral characteristics of the clients, staff hiring and terminations, contract status and approvals, correspondence, donations, goals and objectives, and quality assurance**

**Youth On Board Report..... Kymora Anderson
Report on youth activities during the past 30 days**

**Guardianship Committee Marilyn DeMontrond
Report on activity of the Guardianship Program, including an update on probate court issues and Representative Payee Program, the programs' planning, statistics, the behavior characteristics of the clients, staff hiring and terminations, contract status and approvals, correspondence, donations, goals and objectives, and quality assurance**

**Financial and Business Services Committee Sherea McKenzie
Report on budget, grants management, facilities, information technology, human resources and legal**

Children's Services Committee Patrice McKinney
Report on activity over the last 30 days of BEAR ... BE A Resource for CPS Children, Children's Crisis Care Center, Medical/Dental Clinic, and Training Institute regarding each programs' service statistics, progress toward or barriers to achieving goals and objectives, the programs' planning, statistics, the behavior characteristics of the clients, staff hiring and terminations, contract status and approvals, correspondence, donations and quality assurance

Ad Hoc Committee on Board Restructure Philip Kunetka
Report on activity over the last 30 days of Ad Hoc Activities

Harris County Children's Protective Services Fund..... Philip Kunetka
Quarterly update of Fund Board activities

Child Welfare League of America (CWLA) Report..... Marilyn DeMontrond
Report on CWLA activities during the past 30 days

Texas & Regional Councils of Child Welfare Boards..... Janet Stansbury
Report on activities of the Regional Council of Child Welfare Boards during the past 30 days

Executive Committee..... Jerry LeVias
Review of DFPS Update, Committee Reports and Status Report on Executive Committee activities

Monthly Status Report from Executive Director Joel Levine

Monthly Status Report from Regional Director CJ Broussard-White

Appearances before the Board

1. 3 minutes

A speaker whose subject matter as submitted relates to an identifiable item of business on this agenda will be requested by the Board President or other presiding board member to come to the podium where they will be limited to three minutes (3). A speaker whose subject matter as submitted does not relate to an identifiable item of business on this agenda will be limited to three minutes (3) if they have not appeared at any of the four preceding board meetings.

2. 1 minute

A speaker whose subject matter as submitted does not relate to an identifiable item of business on this agenda and who has appeared at any of the four preceding board meetings will be limited to one minute (1).

The Board may take action on any item listed on this agenda

Shirley G. Burlew, Administrative Services Coordinator

MONTHLY HIGHLIGHTS

February 23, 2017

Adult Services

- ✚ The continued challenge is the need for an examination room for the Senior Justice Assessment Center. The examination room is needed for the forensic nurse to provide the initial forensic assessments and the contracted geriatrician to conduct the capacity assessments. The estimated cost for the room is \$25,000.

Children's Services

- ✚ Meetings are being held with the Superior Medicaid Regional Administrator to explore options to increase evaluation services for children in DFPS custody. The 4Cs Children's Evaluation Program has not received referrals through the new DFPS assessment process since it began September 1, 2016.
- ✚ The Harris County Redaction Quarterly Progress Report reflects that 176 adoption requests were completed during the 4th quarter of 2016. Since March 21, 2014 a total of 2246 requests have been completed.
- ✚ Staff has completed the review of the Superior Medicaid 47 standards and criteria to receive the designation as a Foster Care Center of Excellence. The acceptance of the Clinic's response to the standards review is the final step in the approval process.

Youth Services

- ✚ The Safety Net Project Monitoring Report was received from the federal Family & Youth Services Bureau's (FYSB) monitoring visit that occurred on June 7-8, 2016. The report included three major citations that are being discussed and addressed

MINUTES
OF THE
MEETING OF THE BOARD
OF
HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS
2525 Murworth
Houston, Texas 77054
January 26, 2017

GUESTS ATTENDING

Kymora Anderson, Youth On Board
Amanda Jones, Office of Legislative Relations
Carole Lamont, Commissioner Radack's Office
Belinda Price, Commissioner Radack's Office
Paul Shanklin, Commissioner Cagle's Office
Dori Wind, County Attorney's Office

BOARD MEMBERS ATTENDING

Sheila Aron
Marilyn DeMontrond
Carmel Dyer, MD
Frances Castaneda Dyess
Charlene Hunter James
Philip Kunetka
Jerry LeVias
Sherea McKenzie
Patrice McKinney
Sean McPherson
Janet Stansbury
Ellie Sweeney

BOARD MEMBERS ABSENT

Darryl King
Terry Morales

STAFF ATTENDING

Anna M. Bell, Director of Organizational Development
Cherease Glasper, Youth and Family Development Coordinator
Ginger Harper, Youth Services Administrator
Renita Laury, DFPS Program Administrator
Joel Levine, Executive Director
Lisa LeVrier, Adult Services Program Manager
Jackie McMillon, Director for 4Cs and Clinic
Kim Neal, Financial and Business Services Manager
Beverly Pettway, Financial and Business Services Administrator
Will Walker, Director, Training Institute

CALL TO ORDER/INTRODUCTION OF GUESTS

Board President, Jerry LeVias called the meeting to order at 4:35 p.m. Belinda Price, retiring after twenty-seven years of the service with the County, introduced Carole Lamont.

APPROVAL OF MINUTES

Frances Castaneda Dyess moved for approval of the December minutes. Phil Kunetka seconded the motion. The minutes were approved by unanimous voice vote

TREASURER'S REPORT

Beverly Pettway reported that on the next Commissioners Court there will be a grant and a MOU for the My Brother's Keeper. A larger part of the program will be managed out of the Youth Services Center.

She noted that the budget has not had significant changes. She is projecting a variance of \$2.9 million and during the budget review meetings with the Divisions there are items that have been identified that these funds will be used for such as the purchase of computer equipment.

Although the projected rollover for the general fund is \$2 million, there have been several open positions for an extended period of time. If these positions had been filled at the beginning of the fiscal year, then the rollover amount would be significantly less. As some of the positions are in the process of being filled, the expectancy is the rollover amount will decrease in the next two months.

She said that the agency continues to work with Enterprise Leasing to get 10 new vehicles. Six of the vehicles will replace current vehicles in the fleet that are old and/or have high mileage. The other four will be new additions to the fleet. The vehicles have been factory ordered and should arrive by the beginning of March.

EDUCATIONAL PROGRAM

Ginger Harper introduced Mr. Stephen Williams, Director of the City of Houston Health Department. He along with Noel Pinnock, Division Manager for My Brother's Keeper presented on "*My Brother's Keeper Houston: Building a City of Champions*".

In September 2014, President Barack Obama issued a challenge to cities, towns, counties, and tribal nations across the country to become My Brother's Keeper (MBK) communities.

As the fourth largest city in the country, Houston is diverse and prosperous. At the same time, young men of color in Houston face unique challenges. More than 50 percent of Houston's youth 10-24 years of age are Hispanic and 25 percent are Black. Black males are more than seven times more likely to have an encounter with law enforcement than white males. Hispanic males are more than three times as likely to be uninsured.

Given these challenges, the City of Houston accepted the President's My Brother's Keeper (MBK) Community Challenge and appointed Stephen L. Williams, to lead the MBK effort in Houston. The MBK Houston Local Action Summit was held on November 13, 2014 with over 200 representatives from the non-profit, public and private sectors. The Houston Health Department worked with Texas Southern University Mickey Leland School of Public Administration to identify areas where health and socio-economic outcomes for young men and boys of color were worse than other parts of the city. Through this process, they identified three targeted neighborhood zones in north Houston that feed into Kashmere, Wheatley, and Scarborough High Schools within the Houston Independent School District.

The Local Action Plan (LAP) was released in May 2015 and it established 23 recommendations across all six milestones. These milestones, once engaged, will enrich the lives of boys and young men of color throughout the greater Houston area.

Ginger Harper, the Youth Services Administrator serves on the Local Action Partnership Steering Committee. Harris County Protective Services Department has entered into a contracted partnership with the City of Houston to help achieve the established milestones through some of its schools through the department's Community Youth Services program.

Legislature Update

Amanda Jones with the Office of Legislative Relations highlighted some of the 85th Legislative Bills as it relates to Harris County Protective Services. In particular, Senate Bill 11 sponsored by Senator Charles Schwertner, relating to the administration of services provided by the Department of Family and Protective Service, including foster care, child protection, and prevention and early intervention services and House Bill 723, sponsored by Representative Eugene Wu relating to the establishment of county boards to oversee the provision of child protective services in certain counties in Texas.

Thus far, fifty-eight (58) bills have been introduced relating to Child Protective Services excluding the appropriation bills. Many of the bills are related to the Department of Family and Protective Services.

She also stated that there have been twelve (12) Bills relating to Guardianship with most being sponsored by Senator Zafrini. Of interest is Senate Bill 36 which provides for a special committee to come up with requirements for the Guardianship Programs

She will be working with Joel Levine and the Board of Directors for the next few months to with an update on bills that might be of interest to the agency.

COMMITTEE REPORTS

Youth Services Committee

Ginger Harper reported that generous gifts were received for the youth during the holiday season including gifts from Texas Children's Hospital as coordinated by Board member, Charlene Hunter James.

The division also received donated tickets from Board President Jerry LeVias to the Texas AdvoCare Bowl game on December 28, 2016 at NRG Stadium. She added that many of the youth had never visit the stadium.

Also, the Fund Board approved the distribution of \$1500 which was used to purchase Christmas gifts for needy families.

Youth on Board

Kymora Anderson reported that Youth on Board members are gearing up to attend the Youth in Action Day in Austin, Texas on February 03, 2017. The youth are currently looking at what issues impact youth in Texas to champion at the upcoming Youth in Action Day. The youth will also visit the University of Texas campus while in Austin.

Guardianship Committee

Marilyn DeMontrond reported that the Blanket Drive was very successful. The division collected 1,309 blankets and \$2,775 from 67 donor groups. The County Attorney's Office, the Sheriff's Department, and committee members participated in the wrapping party.

Challenges continue with the Social Security Administration. They have gone to a new computer system that is fraught with problems. Staff is working closely with the Administration to address issues as they develop.

The program is in the process of finalizing the policies and procedures that will accompany the Memorandum Of Understanding (MOU) for the Senior Justice Assessment Center. The goal is to have the MOU to Commissioner's Court in February for approval. They, also, continue to research private funding to address the health component of the Center that was not funded by the grant.

Financial and Business Services Committee

Previously reported under the Treasurer's Report

Children's Services Committee

Patrice McKinney reported that the HAY Center began work with Macquarie's Civic Edge group to assist in choosing a volunteer and donor database. There will be a presentation in March with a group selected to receive \$10,000 towards their project.

To date, 100 volunteers have been trained and 83 youth have benefited from a transition coach. Currently, there are 44 matches.

The Children's Services administrative team continues to work toward meeting the criteria for the Clinic of Excellence. The staff is currently documenting the standards established by Superior Health Plan.

Hundreds of donors, along with 849 volunteers ensured that 11,292 children received toys and gifts this holiday season through the BEARing Gifts Program.

BEAR has launched a new membership program called, "the BEAR Society." Similar to BEAR's former Guild project, the goal of this membership program is to increase fundraising efforts and community involvement to better support all of BEAR's current programs and efforts, especially caseworker appreciation.

Ad Hoc Committee on Board Restructure

Phil Kunetka reported that the group has had three meetings still addressing the Board's function, i.e. issues, problems and challenges of the department and how it should be managed by the various committees, and ultimately by the full board. He is hopeful that the committee will be prepared to present its findings at the March meeting.

Harris County Children's Protective Services Fund

Mr. Kunetka stated that the next meeting is February 15, 2017

Child Welfare League of America (CWLA)

No report

Texas & Regional Councils of Child Welfare Boards

Janet Stansbury stated that the Council is preparing for Capitol Day in Austin Texas on February 7, 2017.

Executive Committee

No Report

Executive Director's Report

Mr. Levine said that the agency is working with the community in resolving the challenges at the Point of Entry. Working with faith-based agencies in opening an emergency shelter or wrap around services for the children at Point of Entry. The goal is not necessarily to make it better for them while at the Youth Services Center but to move them out of the Center into a placement that meets their needs.

He stated that he talked with former Commissioner John Specia about a proposal to work with this agency as a Consultant to look at HCPS services and programs related to the relationship with DFPS and how this agency can bring more benefit to DFPS.

He said that Board member Darryl King invited him to meet with him and Joel Nash, District Manager for Aramark to discuss potential partnerships to identify several areas where Aramark can provide in-kind support for HCPS including fundraising, back to school projects, as well as sustainable employment for foster youth.

Regional Director's Report

In the absence of CJ Broussard-White, Renita Laury thanked Harris County for sponsorship of its Employee Appreciation Event that was held on January 6, 2017.

She stated that the agency is working with Department of Public Safety on the face to face contacts on kids that are difficult to locate.

They are still working with county and state staff regarding issues at Youth Services Center's Point Of Entry.

Mr. LeVias adjourned the meeting at 6:25 p.m.

BUDGET STATUS REPORT

ELEVEN MONTHS ENDING

JANUARY 31, 2017



**BUDGET NARRATIVE
FINANCIAL SUMMARY REPORT
BUDGET BY FUNDING
BUDGET SUMMARIES:
REVENUE SUMMARY
EXPENSE by CATEGORY
BUDGET and EXPENSE by DIVISION**

HARRIS COUNTY PROTECTIVE SERVICES
FINANCIAL INFORMATION FOR THE PERIOD ENDED - JANUARY 31, 2017
BUDGET SUMMARY by Funding Source

		Original Budget	Adjusted Budget	Expenditures To Date	% of Budget Expended	Budget to Date	Variance as of 12/31/16	Projected Expenditures through Year End	Projected Rollover / Unexpended Funds
		A	B	C	D = C/B	E	F = E - C	G	H = B - G
GENERAL FUND (March 1 - February 28)	GF	\$ 24,130,000	\$ 26,462,035	\$ 21,034,388	79.49%	\$ 24,349,009	\$ 3,314,621	\$ 23,889,272	\$ 2,572,763
SPECIAL REVENUE FUNDS:									
GUARDIANSHIP (March 1 - February 28)	SRG	83,380	176,030	82,210	46.70%	161,770	79,561	90,840	85,190
JUVENILE CASE MGMT FUND (March 1 - February 28)	SRJ	841,650	880,650	751,117	85.29%	810,835	59,718	819,400	61,250
HAY CENTER YOUTH PROGRAMS 1115 WAIVER	HCY	-	488,217	154,708	31.69%	447,532	292,825	247,100	241,117
OCOK - PREPARATION FOR ADULT LIVING		-	12,500	500	4.00%	11,458	10,958	5,500	7,000
FAMILY PROTECTION FEE	FPF	30,524	35,345	20,080	56.81%	32,400	12,319	35,345	-
TOTAL SPECIAL REVENUE FUNDS		955,554	1,592,742	1,008,615	63.33%	1,463,996	455,381	1,198,185	394,557
GRANT FUNDS (Various)									
GRANT FUNDS (Various)	GRT	4,341,297	5,497,054	1,781,046	32.40%	2,600,746	819,700	3,301,774	414,233
TITLE IV-E (October 1 - September 30)	IVE	1,027,279	680,000	-	0.00%	-	-	-	680,000 (a)
TOTAL GRANT FUNDS		5,368,576	6,177,054	1,781,046	28.83%	2,600,746	819,700	3,301,774	1,094,233
OTHER FUNDS									
FUND BOARD (October 1 - September 30)	FB	178,516	178,516	21,085	11.81%	20,100	(985)	178,516	-
TOTAL OTHER FUNDS		178,516	178,516	21,085	11.81%	20,100	(985)	178,516	-
TOTAL FUNDING - HCPS		\$ 30,632,647	\$ 34,410,347	\$ 23,845,134	69.30%	\$ 28,433,850	\$ 4,588,717	\$ 28,567,748	\$ 4,061,553

General Fund	GF	The General Fund budget is received from Harris County through General Revenues. This amount is allocated annually as a part of the Harris County budget process and may be adjusted throughout the year for transfers in/out. The fiscal year is March 1, 2016 - February 28, 2017.
Guardianship Special Revenue	SRG	Funds collected through probate courts to be used for local guardianship programs that provide guardians for indigent incapacitated persons who do not have family members suitable and willing to serve as guardians. Fee in Probate Original Actions and Adverse Probate Actions (Sec. 118.067) . . . \$20.00. Previously, funds were used to cover the cost of mileage for case managers; however, because funding for this expenditure is available in the general fund, no mileage cost has been posted to this fund. All funds in this account can be carried over and used by the Guardianship Program as defined by statute.
Juvenile Case Manager Fund	SRJ	The commissioners court of a county by order may create a juvenile case manager fund and may require a defendant convicted of a fine-only misdemeanor offense in a justice court to pay a juvenile case manager fee not to exceed \$5 as a cost of court. A fund created under this section may be used only to finance the salary and benefits of the juvenile case manager employed under Article 45.056. Juvenile Case Manager Fund information is received from the Harris County Auditor's Office. As of January 31, 2017, the remaining balance in the fund is \$3,327,194. Through the end of January Revenue was \$836,497 and Expenses \$751,117 for a net of \$85,380.
Hay Center Youth Programs	HCY	HAY Center Youth Program received 1115 Waiver funds. These funds are received through MHMRA and used for the operation of the HAY Center Programs. Funds in the amount of \$490,035 have been received as of January 31, 2017.
Grant Funds	GRT	Grant Funds have various fiscal years but mainly September 1 - August 31. Fiscal year began in the month of September for the majority of the grant funds. HCPS recently received funding via VOCA (Victims Of Crime Act) for Child Welfare Integrated Healthcare Expansion Initiative grant (amount \$379,560) and for Senior Justice Assessment Center project (amount \$383,742).
Title IV-E Child Welfare Funds Note (a)	IVE	Fiscal Year October 1 - September 30. Title IV-E Child Welfare Funds are reimbursements from DFPS for the cost of Administrative Support for Child Welfare activities in Harris County. Expenditures for this budget are reflected as billings are completed and reimbursement received. (2) DFPS is still reviewing the contract for Title IV-E Child Welfare Funds.
Fund Board	FB	Fund Board operates on a fiscal year October 1, 2016 - September 30, 2017. Funds raised through various programs are maintained by the Fund Board.

HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS
PROGRAM FUNDING SUMMARY
January 31, 2017

		HARRIS COUNTY GENERAL	GRANTS AND CONTRACTS					SPECIAL REVENUE	DONATED FUNDS	TOTAL PROGRAM FUNDING	DESCRIPTION/EXPLANATION
			LOCAL FUNDING	STATE FUNDING	FEDERAL FUNDING	FOUNDATION GRANTS					
Ref		A	B	C	D	E	F	G	H = A...G	I	
ADMINISTRATION											
TRAINING INSTITUTE	2-1	\$ 548,354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 548,354	Includes 4 staff positions and provides training services to all HCPS programs. Works with programs in the implementation and deployment of CANS.	
HCPS ADMINISTRATION	2-2	710,145	-	-	-	-	-	-	710,145	Four positions are included in this general fund budget. This area covers executive office functions and board related functions.	
COMMUNITY RELATIONS	2-3	211,652	-	-	-	-	-	-	211,652	Two positions that work on media and community relations for HCPS and social media initiatives.	
PROGRAM IMPROVEMENT	2-4	281,266	-	-	-	-	-	-	281,266	Two positions with one added position during the 2016-2017 budget year.	
BEAR	2-5	290,510	-	-	-	-	-	-	290,510	The Bear Program receives funding from donations, BEAR Foundation funds and HC General Funds.	
TOTAL ADMINISTRATIVE SERVICES		2,041,927	-	-	-	-	-	-	2,041,927		
FINANCIAL & BUSINESS SERV											
ACCOUNTING	2-6	2,444,234	680,000	-	-	-	-	-	3,124,234		
INFORMATION TECHNOLOGY	2-7	1,055,920	-	-	-	-	-	-	1,055,920		
HUMAN RESOURCES	2-8	536,919	-	-	-	-	-	-	536,919		
MURWORTH OPERATIONS	2-9	1,236,894	-	-	-	-	-	-	1,236,894	Cost related to building maintenance for Annex M - Murworth.	
YSC OPERATIONS	2-10	742,235	-	-	-	-	-	-	742,235	Cost of repairs and maintenance for the YSC building and grounds.	
VEHICLES	2-11	15,000	-	-	-	-	-	-	15,000	This budget is for maintaining vehicles used by HCPS.	
TOTAL FINANCIAL AND BUSINESS SERVICES		6,031,202	680,000	-	-	-	-	-	6,711,202	100% from General Fund. Title IV-E Grant \$680,000 contract pending with DFPS; funds not yet received.	
CHILDREN'S SERVICES											
CCCC ADMINISTRATION	2-12	210,824	-	-	-	-	-	-	210,824		
CHILDREN ASSESSMENT	2-13	425,877	-	379,560	-	-	-	-	805,437	HCPS received VOCA (Victims Of Crime Act) funding for Child Welfare Intergrated Healthcare Expansion Initiative grant (amount \$379,560).	
FAMILY ASSESSMENT	2-14	131,847	-	375,000	-	-	-	10,096	516,943	74.0% of funding from DFPS contract to provide assessment services to families involved with DFPS. County funding supporting the contract at 26.0%.	
PERMANENCY PLANNING	2-15	249,795	-	950,000	-	-	-	-	1,199,795	Contract with DFPS for Permanency Meetings and Family Conferences in the amount of \$950,000. County supports this contract at 21.5% in direct services.	
SUBSTITUTE CARE	2-16	639,481	-	192,644	-	-	-	-	832,125	Contract with DFPS to provide payment services for Concrete Services and for Transitional Living Allowances for Youth in the amount of \$175,644. General Fund covers clothing, school supplies, birth certificates and other foster care maintenance items.	
PAL/HAY/TWC	2-17	171,910	45,000	1,264,644	-	766,830	500,717	-	2,749,102	The HAY Center budget includes direct General Funds at 6.9%, DFPS funding accounts for 51.6% of the budget, HAY Foundation accounts for 1.8% of the budget and HOGG funding accounts for 13.7% of the budget. The HAY Center receives 1115 Waiver Funds classified as Special Revenue which is 19.7% of the budget.	
MEDICAL CLINIC	2-18	679,750	162,072	129,800	-	110,641	-	5,809	1,088,072	62.8% of the Medical Dental Clinic budget is from Harris County General Funds. The remaining is from contracts for drug testing, HOGG foundation grants, HOPES grant with Depelchin, and a grant from the Hospital District.	
TOTAL CHILDREN'S SERVICES		2,509,484	207,072	3,291,648	-	877,471	500,717	15,905	7,402,298	35.3% of the overall Children's Services Division budget is from Harris County General Funds. 46.4% is from PAL contracts with DFPS. The remaining 12.28% is from HOGG, HOPES and VOCA funding.	
YOUTH SERVICES											
YSC ADMINISTRATION	2-19	745,540	-	-	190,921	-	-	-	936,461	Youth Services receives funding from the Runaway Youth/Safety Net Program - Federal Funding. This accounts for 20.3% of the YSC Administration budget.	
FOOD SERVICES	2-20	353,605	-	-	-	-	-	-	353,605		
RESIDENTIAL SERVICES	2-21	1,574,698	-	-	-	-	-	-	1,574,698	The Kinder Emergency Shelter program receives reimbursements for DFPS children placed in the shelter. The Revenue budget for this reimbursement is \$578,373 and is reflected in the HC General Fund.	
CYS ADMINISTRATION	2-22	1,121,792	-	-	-	-	-	4,005	1,125,797		
CYS SCHOOLS	2-23	4,540,040	-	-	-	-	-	-	4,540,040	The CYS program contracts with various school districts and other entities throughout Harris County. HCPS receives reimbursements from these entities budgeted at 1,975,527. This amount is included in the HC General Fund.	
PARENT TEEN	2-24	220,820	-	-	-	-	-	-	220,820		
TRIAD ADMINISTRATION	2-25	434,022	-	724,716	-	-	-	15,435	1,174,173	TRIAD receives grant/contract funding from DFPS for the CYD Program in the total amount of \$724,716. Other funding comes from general funds.	
JP COURT SERVICES	2-26	557,754	-	-	-	-	880,650	-	1,438,404	Court Services includes \$880,650 budgeted out of Special Revenue. The other portion is paid from general funds.	
STATUS OFFENDER	2-27	752,961	-	-	-	-	-	-	752,961		
COMM BASED RESIDENTIAL	2-28	224,480	-	-	-	-	-	-	224,480	Funds for this program are allocated from TRIAD funds provided through Juvenile Probation. These funds are transferred into the HCPS general fund budget each year to cover the cost of services provided at the YSC.	
TOTAL YOUTH SERVICES		10,525,712	-	724,716	190,921	-	880,650	19,440	12,341,439	85.4% of the Youth Services Division budget comes from General Funds, 7.1% from Special Revenue, 5.9% is from contracts with DFPS and 1.5% other funding.	
ADULT SERVICES											
GUARDIANSHIP ADMIN	2-29	673,726	-	-	-	-	176,030	-	849,756	The Guardianship budget includes \$176,030 of Special Revenue Funds which accounts for 20.7% of the GS-Administration budget. Other funding is from general funds.	
GUARD CASE MANAGEMENT	2-30	4,517,693	-	383,742	-	-	-	-	4,901,435	The Guardianship Program receives revenues from Guardianship Fees collected. The revenue budget for these fees is \$288,000 and is included in the HC General Fund. Guardianship Program received VOCA (Victims Of Crime Act) funding amount \$383,742 for Senior Justice Assessment Center project.	
REP PAYEE	2-31	162,291	-	-	-	-	-	-	162,291		
TOTAL ADULT SERVICES		5,353,710	-	383,742	-	-	176,030	-	5,913,482		
TOTALS		\$ 26,462,035	\$ 887,072	\$ 4,400,106	\$ 190,921	\$ 877,471	\$ 1,557,397	\$ 35,345	\$ 34,410,347		

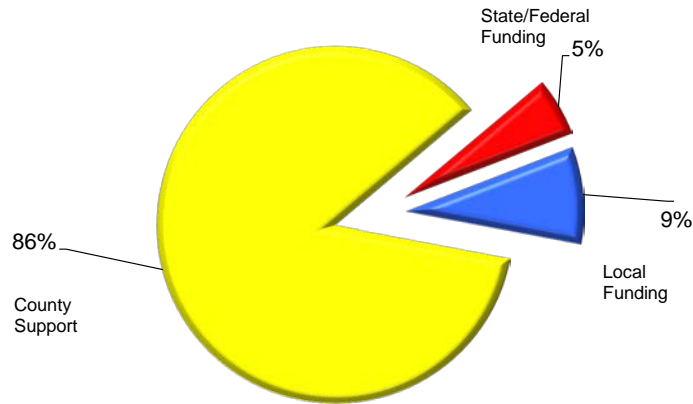
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
General Fund - Budget Status as of January 31, 2017

----- YEAR TO DATE -----														----- CURRENT MONTH -----				
		OBJECT CODE	ORIGINAL BUDGET	ANNUAL BUDGET	CURRENT ACTUAL	LAST YEAR ACTUAL	YTD BUDGET	(OVER)UND BUDGET	BUDGET BALANCE	CURRENT ACTUAL	LAST YEAR ACTUAL	CURRENT BUDGET	(OVER)UND BUDGET					
REVENUES	Ref		A	B	C	D	E	F = E - C	G = B - C	H	I	J	K = J - H					
STATE MISCELLANEOUS	1-1	514900	\$ -	\$ -	\$ 72	\$ -	\$ -	\$ (72)	\$ (72)	\$ -	\$ -	\$ -	\$ -					
LEASE REIMB	1-2	545025	658,648	658,648	603,588	603,588	603,761	172	55,060	54,872	54,872	54,887	16					
REIMB-INDIRECT COST	1-3	561900	83,000	83,000	91,637	73,419	76,083	(15,554)	(8,637)	9,824	8,486	6,917	(2,907)					
REF-OVERPAYMENTS	1-4	565200	-	-	352	-	-	(352)	(352)	-	-	-	-					
EMERG SHELTER-YSC	1-5	565300	660,000	660,000	735,471	613,976	605,000	(130,471)	(75,471)	69,352	124,608	55,000	(14,352)					
GP-SERVICE REIMB	1-6	565500	331,000	331,000	541,791	269,571	303,417	(238,374)	(210,791)	42,337	28,468	27,583	(14,754)					
SHARED FUNDING	1-7	567500	1,984,007	1,984,007	1,663,701	1,627,258	1,818,673	154,972	320,306	162,681	169,816	165,334	2,653					
MEDICAL RELATED	1-8	567800	-	-	40,324	-	-	(40,324)	(40,324)	8,537	-	-	(8,537)					
INTEREST EARNINGS	1-9	570100	1,640	1,640	855	721	1,503	648	785	161	7	137	(24)					
REFUNDS/OTHERS	1-10	594900	-	-	18,620	384	-	(18,620)	(18,620)	1	153	-	(1)					
REVENUES	1-11		3,718,295	3,718,295	3,696,412	3,188,917	3,408,437	(287,975)	21,883	347,765	386,410	309,858	(37,907)					
COUNTY SUPPORT	1-12		20,411,705	22,743,740	17,337,976	13,962,898	20,940,572	3,602,596	5,405,764	1,375,114	1,456,636	1,895,312	520,198					
TOTAL REVENUES & SUPPORT			\$ 24,130,000	\$ 26,462,035	\$ 21,034,388	\$ 17,151,815	\$ 24,349,009	\$ 3,314,621	\$ 5,427,647	\$ 1,722,879	\$ 1,843,046	\$ 2,205,170	\$ 482,290					
EXPENDITURES BY DIVISION KEY																		
ADMINISTRATION																		
TRAINING INSTITUTE	2-1	10088005	\$ 548,354	\$ 548,354	\$ 436,034	\$ 405,100	\$ 504,667	\$ 68,632	\$ 112,320	\$ 26,453	\$ 37,284	\$ 45,696	\$ 19,244					
HCPS ADMINISTRATION	2-2	10088006	600,295	710,145	661,426	544,682	653,625	(7,801)	48,719	42,864	46,222	59,179	16,315					
COMMUNITY RELATIONS	2-3	10088008	211,652	211,652	181,232	168,864	194,907	13,675	30,420	15,394	18,152	17,638	2,244					
PROGRAM IMPROVEMENT	2-4	10088009	281,266	281,266	192,393	197,266	259,059	66,666	88,873	11,475	15,300	23,439	11,964					
BEAR	2-5	10088016	290,510	290,510	237,871	248,885	267,388	29,518	52,639	26,261	21,698	24,209	(2,052)					
FINANCIAL & BUSINESS SERV																		
ACCOUNTING	2-6	10088002	1,730,140	2,444,234	1,384,046	1,234,047	2,247,636	863,590	1,060,187	95,306	104,283	203,686	108,380					
INFORMATION TECHNOLOGY	2-7	10088003	1,055,920	1,055,920	635,693	937,759	971,211	335,518	420,227	73,349	217,896	87,993	14,645					
HUMAN RESOURCES	2-8	10088004	501,919	536,919	464,209	483,088	494,304	30,094	72,710	38,817	38,884	44,743	5,927					
MURWORTH OPERATIONS	2-9	10088007	480,903	1,236,894	1,056,540	1,070,178	1,134,018	77,479	180,354	93,233	24,165	103,075	9,841					
YSC OPERATIONS	2-10	10088024	590,635	742,235	729,760	543,412	681,619	(48,141)	12,475	57,148	41,850	61,853	4,705					
VEHICLES MANAGEMENT	2-11	10088080	-	15,000	-	-	13,750	13,750	15,000	-	-	1,250	1,250					
CHILDREN'S SERVICES																		
CCCC ADMINISTRATION	2-12	10088010	241,824	210,824	176,434	404,889	194,154	17,720	34,390	13,991	17,525	17,569	3,577					
CHILDREN ASSESSMENT	2-13	10088011	410,877	425,877	375,390	320,939	391,520	16,129	50,487	29,087	28,098	35,490	6,402					
FAMILY ASSESSMENT	2-14	10088012	148,847	131,847	110,221	117,539	121,322	11,101	21,626	8,881	11,704	10,987	2,106					
PERMANENCY PLANNING	2-15	10088014	216,795	249,795	249,548	224,110	228,979	(20,570)	247	18,228	28,329	20,816	2,588					
SUBSTITUTE CARE	2-16	10088015	139,481	639,481	148,625	319,004	586,191	437,566	490,856	2,341	14,952	53,290	50,949					
PAL	2-17	10088017	131,910	171,910	114,845	109,432	158,160	43,314	57,065	11,619	8,457	14,326	2,707					
MEDICAL CLINIC	2-18	10088019	679,750	679,750	419,426	517,034	624,386	204,961	260,324	26,326	50,203	56,646	30,319					
YOUTH SERVICES																		
YSC ADMINISTRATION	2-19	10088023	851,750	745,540	428,223	459,410	686,736	258,513	317,317	35,690	35,965	62,128	26,438					
FOOD SERVICES	2-20	10088021	324,105	353,605	298,383	301,037	325,107	26,724	55,222	31,169	36,937	29,467	(1,702)					
RESIDENTIAL SERVICES	2-21	10088022	1,611,998	1,574,698	1,418,712	1,165,527	1,450,070	31,358	155,986	124,558	106,359	131,225	6,667					
CYS ADMINISTRATION	2-22	10088025	1,025,332	1,121,792	1,043,609	1,023,031	1,032,375	(11,234)	78,183	70,094	69,567	93,483	23,388					
CYS SCHOOLS	2-23	MULTIPLE	4,520,790	4,540,040	3,792,521	3,678,284	4,180,793	388,272	747,519	314,809	320,377	378,337	63,528					
PARENT TEEN	2-24	10088070	220,820	220,820	172,258	184,857	203,420	31,162	48,562	11,238	15,645	18,402	7,163					
TRIAD ADMINISTRATION	2-25	10088050	434,022	434,022	367,212	378,816	399,588	32,376	66,810	39,271	27,648	36,169	(3,103)					
JP COURT SERVICES	2-26	10088052	557,754	557,754	465,205	449,092	513,721	48,517	92,549	43,400	30,115	46,480	3,079					
STATUS OFFENDER	2-27	10088053	752,961	752,961	676,963	612,919	693,548	16,585	75,998	55,874	56,111	62,747	6,873					
COMM BASED RESIDENTIAL	2-28	10088065	212,680	224,480	145,146	172,022	206,727	61,581	79,334	13,848	13,189	18,707	4,858					
ADULT SERVICES																		
GUARDIANSHIP ADMIN	2-29	10088060	667,226	673,726	598,027	654,670	620,147	22,119	75,699	47,182	67,132	56,144	8,962					
GUARD CASE MANAGEMENT	2-30	10088061	4,527,193	4,517,693	3,907,398	3,767,460	4,160,431	253,033	610,295	332,320	326,246	376,474	44,155					
REP PAYEE	2-31	10088062	162,291	162,291	147,037	139,557	149,451	2,414	15,254	12,652	12,756	13,524	872					
TOTAL EXPENDITURES			\$ 24,130,000	\$ 26,462,035	\$ 21,034,388	\$ 20,832,911	\$ 24,349,009	\$ 3,314,621	\$ 5,427,647	\$ 1,722,879	\$ 1,843,046	\$ 2,205,170	\$ 482,290					

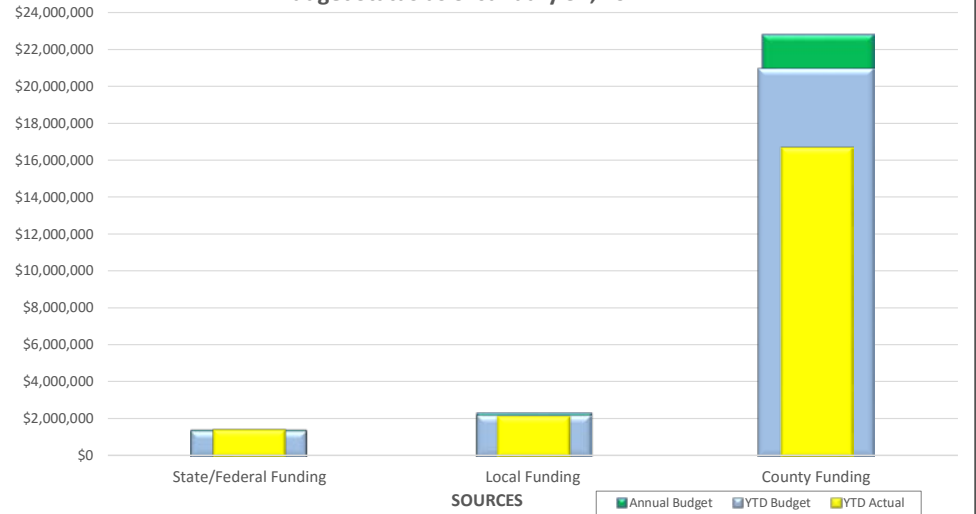
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
GENERAL FUND REVENUE BUDGET AND ANALYSIS
As of January 31, 2017

REVENUES	2016/2017 ANNUAL BUDGET	Current YTD BUDGET	Current YTD ACTUAL	Prior YTD ACTUAL	Current YTD Budget Vs Actual
Sources					
Medicaid/ Medical	\$ -	\$ -	\$ 40,324	\$ -	\$ (40,324)
Federal Funding	-	-	40,324	-	(40,324)
State Miscellaneous	-	-	72	-	(72)
Lease reimbursement	658,648	603,761	603,588	603,588	172
Emergency Shelter	660,000	605,000	735,471	613,976	(130,471)
Reimb-Indirect cost	83,000	76,083	91,637	73,419	(15,554)
State Funding	1,401,648	1,284,844	1,430,769	1,290,983	(145,925)
School Contracts	1,984,007	1,818,673	1,663,701	1,627,258	154,972
Local Funding	1,984,007	1,818,673	1,663,701	1,627,258	154,972
Interest Earned	1,640	1,503	855	721	648
GP-Attorney's Fee	-	-	352	-	(352)
GP- Service Reimb	331,000	303,417	541,791	269,571	(238,374)
Contributions - Others	-	-	-	-	-
Refunds/Child Revenue	-	-	18,620	384	(18,620)
Others	332,640	304,920	561,618	270,675	(256,698)
Total Outside Sources	3,718,295	3,408,437	3,696,412	3,188,917	(287,975)
County Support	22,743,740	20,940,572	17,337,976	13,962,898	3,602,596
Total	\$ 26,462,035	\$ 24,349,009	\$ 21,034,388	\$ 17,151,815	\$ 3,314,621

**HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
PERCENTAGES BY SOURCES OF BUDGETED REVENUES
FISCAL YEAR 2016-2017**



**BUDGET Vs. ACTUAL
Budget Status as of January 31, 2017**

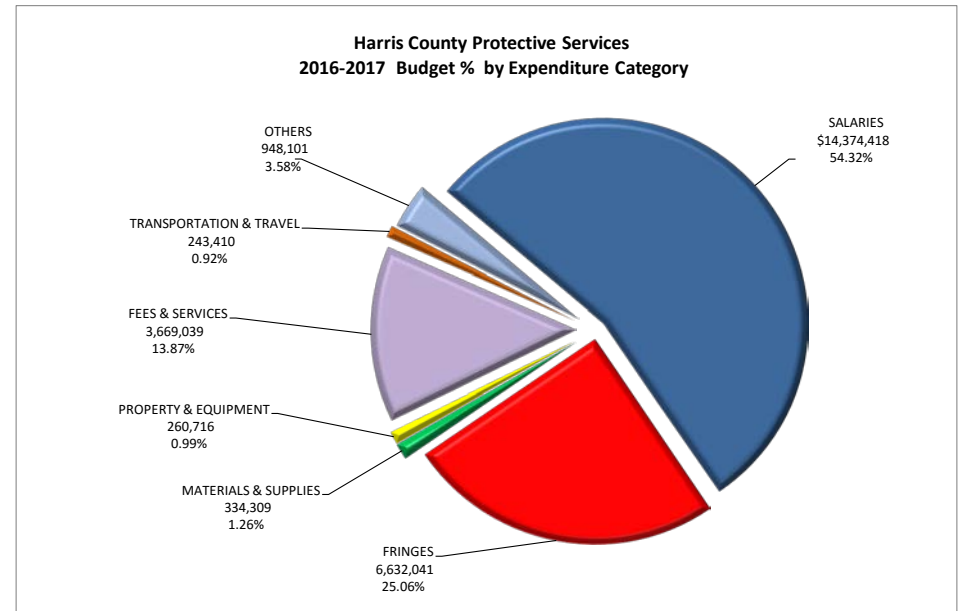
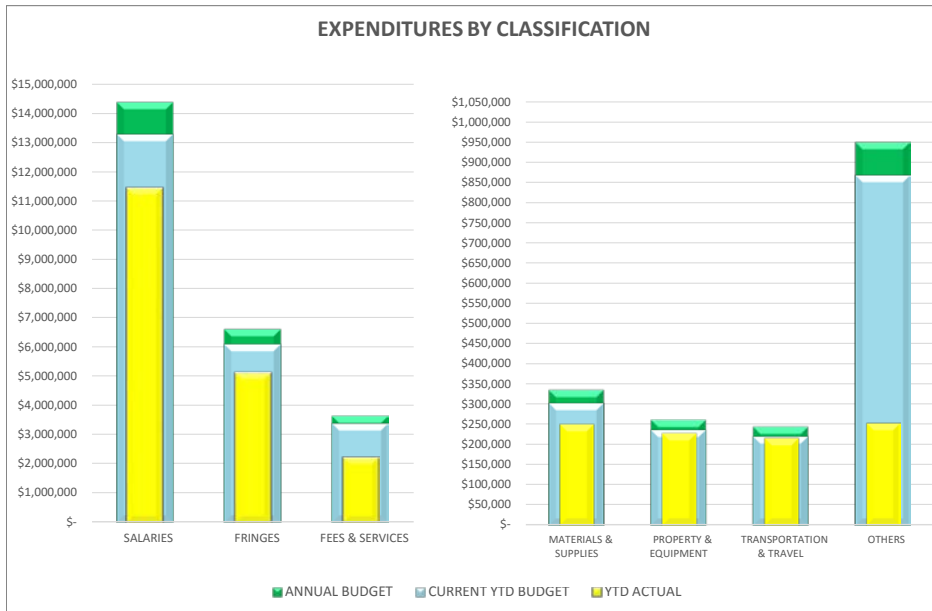


	Budgeted Revenue	Current YTD Budget	Current YTD Actual	Prior YTD Actual	Current YTD Budget VS Actual
State/Federal Funding	\$ 1,401,648	\$ 1,284,844	\$ 1,471,093	\$ 1,290,983	\$ (186,249)
Local Funding	2,316,647	2,123,593	2,225,319	1,897,934	(101,725)
County Funding	22,743,740	20,940,572	17,337,976	13,962,898	3,602,596
Total Funding	\$ 26,462,035	\$ 24,349,009	\$ 21,034,388	\$ 17,151,815	\$ 3,314,621

HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
Budget Status as of January 31, 2017

	ORIGINAL BUDGET	ANNUAL BUDGET	CURRENT YTD ACTUAL	ACTUAL AS A % OF BUDGET	CURRENT YTD BUDGET	(OVER)UNDER BUDGET	BUDGET BALANCE
	A	B	C	D = C/B	E	F = E-C	G = B - C
SALARIES	\$ 14,948,674	\$ 14,374,418	\$ 12,215,350	84.98%	\$ 13,268,694	\$ 1,053,344	\$ 2,159,069
FRINGES	6,693,215	6,632,041	5,484,277	82.69%	6,079,371	595,094	1,147,764
MATERIALS & SUPPLIES	257,750	334,309	247,759	74.11%	306,450	58,691	86,550
PROPERTY & EQUIPMENT	113,593	260,716	225,190	86.37%	238,990	13,800	35,527
FEES & SERVICES	1,836,223	3,669,039	2,397,292	65.34%	3,363,285	965,994	1,271,747
TRANSPORTATION & TRAVEL	245,804	243,410	213,730	87.81%	223,126	9,396	29,680
OTHERS	34,741	948,101	250,418	26.41%	869,092	618,674	697,682
TOTAL	\$ 24,130,000	\$ 26,462,035	\$ 21,034,015	79.49%	\$ 24,349,009	\$ 3,314,993	\$ 5,428,019

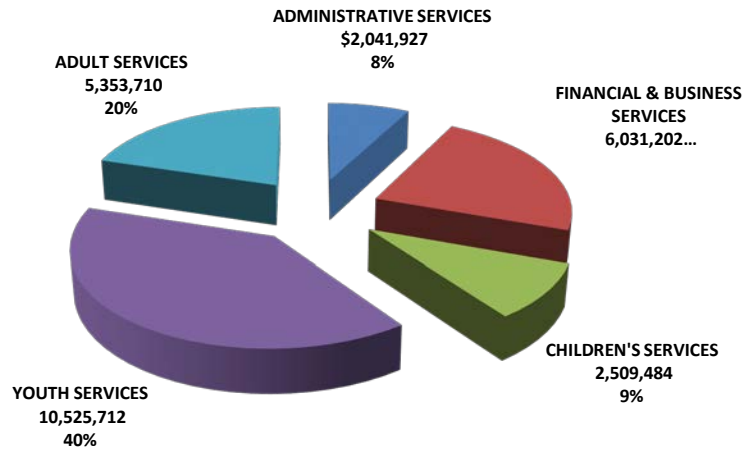
Expected Expenditure Level 92.01% 12.53% % Bud Variance



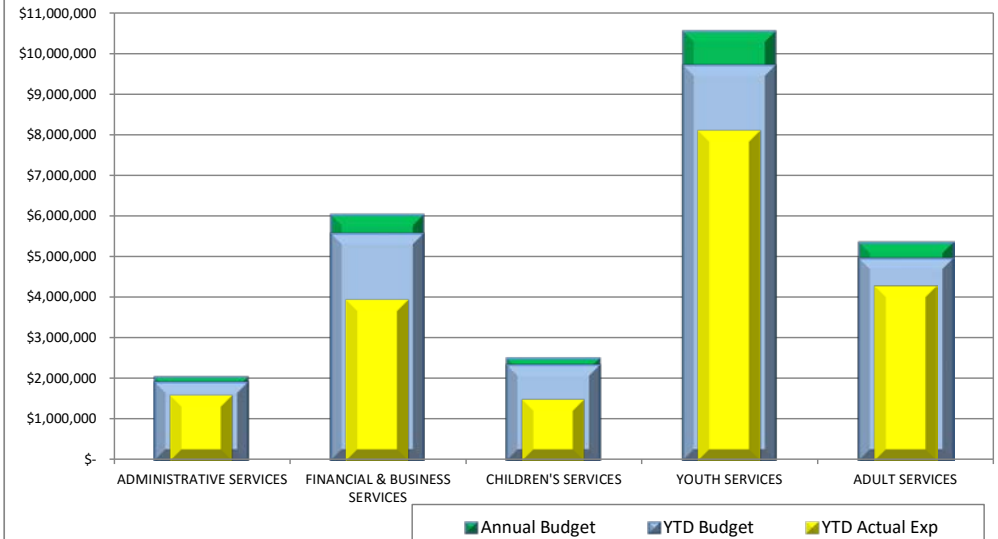
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
Budget Status as of January 31, 2017

	YEAR TO DATE						CURRENT MONTH				
	ANNUAL BUDGET	CURRENT ACTUAL	Actual as a % of budget	LAST YEAR ACTUAL	YTD BUDGET	(OVER)UND BUDGET	BUDGET BALANCE	CURRENT ACTUAL	LAST YEAR ACTUAL	CURRENT BUDGET	(OVER)UND BUDGET
	A	B	B/A	C	D	E = D - B	F = A - B	G	H	I	J = I - G
EXPENDITURES BY DIVISION											
ADMINISTRATIVE SERVICES	\$ 2,041,927	\$ 1,708,956	83.69%	\$ 1,564,798	\$ 1,879,646	\$ 170,690	\$ 332,971	\$ 122,447	\$ 138,656	\$ 170,161	\$ 47,713
FINANCIAL & BUSINESS SERVICES	6,031,202	4,270,247	70.80%	4,268,484	5,542,537	1,272,290	1,760,954	357,853	427,077	502,600	144,747
CHILDREN'S SERVICES	2,509,484	1,594,489	63.54%	2,012,946	2,304,711	710,222	914,995	110,474	159,268	209,124	98,649
YOUTH SERVICES	10,525,712	8,808,233	83.68%	8,424,995	9,692,085	883,853	1,717,479	739,951	711,911	877,143	137,192
ADULT SERVICES	5,353,710	4,652,462	86.90%	4,561,687	4,930,029	277,567	701,248	392,154	406,134	446,143	53,989
TOTAL EXPENDITURES	\$ 26,462,035	\$ 21,034,388	79.49%	\$ 20,832,911	\$ 24,349,009	\$ 3,314,621	\$ 5,427,647	\$ 1,722,879	\$ 1,843,046	\$ 2,205,170	\$ 482,290

**HARRIS COUNTY PROTECTIVE SERVICES
2016-2017 GENERAL FUND BUDGET BY DIVISION**



**HARRIS COUNTY PROTECTIVE SERVICES
2016-2017 BUDGET TO ACTUAL COMPARISON BY DIVISION**



Harris County Protective Services for Children and Adults
Grants FY17
September 1, 2016- August 31, 2017
Period Ending January 31, 2017

IFAS ORG KEY	Number of positions	GRANT PERIOD	REIMB AMOUNT	Expenditures		YTD Budget	% Exp to YTD Budget	Variance	Budget Balance as of 1/31/2017	Projected	Projected Lapse
										Expenditures thru end of the grant	
			A	B	C	D =B/C	E = C - B	F = A - B	G	H = F - G	
LUQ88014	4.5	09/01/16 - 08/31/17	\$ 375,000.00	\$ 140,063.04	\$ 156,250.00	89.64%	\$ 16,186.96	\$ 234,936.96	\$ 234,936.96	\$ -	
KDQ88014	15	09/01/16 - 08/31/17	950,000.00	367,566.87	395,833.33	92.86%	28,266.46	582,433.13	582,433.13	-	
RIR88013	1	09/01/16 - 08/31/17	65,000.00	23,616.92	27,083.33	87.20%	3,466.41	41,383.08	37,916.67	3,466.41	
WNS88014	0	09/01/16 - 08/31/17	64,800.00	10,558.43	27,000.00	39.11%	16,441.57	54,241.57	37,800.00	16,441.57	
YAA88006	0.5	03/01/16 - 02/28/17	110,641.00	55,274.59	101,420.92	54.50%	46,146.33	55,366.41	55,366.41	-	
GRS88014	2	09/01/16 - 08/31/17	162,071.90	59,996.46	67,529.96	88.84%	7,533.50	102,075.44	94,541.94	7,533.50	
IOR88014	4	10/01/16 - 09/30/17	379,560.15	19,149.96	126,520.05	15.14%	107,370.09	360,410.19	253,040.10	107,370.09	
LAR88017	3	09/01/16 - 08/31/17	242,842.00	89,185.28	101,184.17	88.14%	11,998.89	153,656.72	141,657.83	11,998.89	
LAR88056	9	09/01/16 - 08/31/17	1,021,802.00	341,621.91	425,750.83	80.24%	84,128.92	680,180.09	596,051.17	84,128.92	
PNR88056	3	10/01/17 - 09/30/18	271,564.00	67,337.37	271,564.00	24.80%	204,226.63	204,226.63	204,226.63	-	
CBR88056	3	06/01/16- 05/31/17	316,750.00	196,997.72	211,166.67	93.29%	14,168.95	119,752.28	105,583.33	14,168.95	
YAB88005	1	10/01/16 - 09/30/17	45,000.00	8,492.10	15,000.00	56.61%	6,507.90	36,507.90	36,507.90	-	
LBS88061	1.5	09/01/16 - 05/31/17	362,358.00	136,907.08	201,310.00	68.01%	64,402.92	225,450.92	225,450.92	-	
LBS88062	1.5	09/01/16 - 05/31/17	362,358.00	161,580.97	201,310.00	80.26%	39,729.03	200,777.03	200,777.03	-	
BDR88047	0	09/30/16 - 09/29/17	190,921.00	21,389.68	63,640.33	33.61%	42,250.65	169,531.32	127,280.67	42,250.65	
LCQ88018	0	09/01/16 - 08/31/17	192,644.00	69,196.64	80,268.33	86.21%	11,071.69	123,447.36	112,375.67	11,071.69	
IZR88014	4	10/01/16 - 09/30/17	383,742.00	12,111.29	127,914.00	9.47%	115,802.71	371,630.71	255,828.00	115,802.71	
Grand Total			\$ 5,497,054.05	\$ 1,781,046.31	\$ 2,600,745.93	68.48%	\$ 819,699.62	\$ 3,716,007.74	\$ 3,301,774.36	\$ 414,233.38	

Harris County Protective Services Fund Board
Fiscal Year 2016-2017
As of January 31, 2017

	Initial Budget 2016 -2017	Adjusted Budget	Year to Date Actual	Year to Date Budget	Budget Variance	Remaining Budget Balance	
	A	B	C	D	E = C - D	F = B - C	
Revenues							
HCPS TX Child Welfare Boards - License Plate	\$ 600.00	\$ 600.00	\$ -	\$ -	\$ -	\$ 600.00	Funds raised throught the sale of license plates for child abuse
HCPS 50th Anniversary Luncheon	30,300.00	30,300.00	32,585.00	30,300.00		(2,285.00)	Funds raised for the 2016 HCPS 50th anniversary gala luncheon
HCPS Fund Board Operating Account	12,000.00	12,000.00	-	-	-	12,000.00	Proceeds from the 50th Anniversary Luncheon (\$11,500) plus the reimbursement of the \$500 venue deposit for the use of operating expenses
Fundraising Event - TBD	100,000.00	100,000.00	-	-	-	100,000.00	Potential Fundraiser for the current fiscal year
Capital Campaign	-	2,000.00	2,000.00	2,000.00	-	-	Donation towards the Capital Campaign account to be used for the construction of the Infant/Toddler room at the YSC
HCPS Bank Account Interest	100.00	100.00	26.79	33.00	(6.21)	73.21	Interest Earned
Total Revenues	143,000.00	145,000.00	34,611.79	32,333.00	(6.21)	110,388.21	
Equity (INCREASE) DECREASE	35,516.42	33,516.42	-	-	-	35,516.42	
Total Revenue and Equity	\$ 178,516.42	\$ 178,516.42	\$ 34,611.79	\$ 32,333.00	\$ (6.21)	\$ 145,904.63	
Expenditures							
HCPS Capital Campaign -Svgs	\$ 60,000.00	\$ 60,000.00	\$ -	\$ -	\$ -	\$ 60,000.00	Renovations to YSC - construction and fees.
HCPS 50th Anniversary Luncheon - Expenses	18,600.00	18,600.00	19,584.90	18,600.00		(984.90)	Expenses for the 50th Anniversary Luncheon
HCPS 50th Anniversary Luncheon - Proceeds	62,000.00	62,000.00	1,500.00	1,500.00	-	60,500.00	Proceeds from the 50th Anniversary Luncheon. \$12,000 to Fund Board Operating Account and \$50,000 for enhancements of programs and/or buildings
HCPS Enhancing & Sustaining	6,466.42	6,466.42	-	-	-	6,466.42	Funds for HCPS programs.
HCPS Houston Junior Woman's Club 2008-2009	5,000.00	5,000.00	-	-	-	5,000.00	Murworth Lobby
Fundraising Event - TBD	25,000.00	25,000.00	-	-	-	25,000.00	Expenses for potential fundraiser
HCPS Texas Child Welfare Boards - License Plate	250.00	250.00	-	-	-	250.00	Funds come in from license plates for Child Abuse. Funds will be used for Child Abuse Prevention programming.
HCPS Fund Board Operating Expenses	1,200.00	1,200.00	-	-	-	1,200.00	Funds to be used for Fund Board Operating Expenses
Total Expenditures	\$ 178,516.42	\$ 178,516.42	\$ 21,084.90	\$ 20,100.00	\$ (984.90)	\$ 157,431.52	



HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS

BUDGET NARRATIVE For the Ten Months Ending January 31, 2017 March 1, 2016 – January 31, 2017

SUMMARY

Harris County Protective Services has an overall adjusted budget of \$34,211,175. This overall budget includes:

General Funds	\$ 26,462,035
Special Revenue Funds	1,592,742
Grant Funds	5,297,882
Other Contract Title IV-E	680,000
Other Funds	178,516
Total Funding	<u>\$ 34,211,175</u>

(see the attached Budget Summary)

OVERVIEW:

GENERAL FUND

Budget reflects expenditures of \$21,034,015 (79.49% of Budget) and a positive budget variance of \$3,314,993 (13.6%) as of January 31, 2017. The Initial Budget Allocation for the 2016-2017 fiscal year is \$24,130,000 and the Adjusted Budget amount as of January 31, 2017 is \$26,462,035, a change of \$2,332,035, which includes rollover funds from the prior fiscal year 2015-2016 budget.

Initial Allocation - General Fund	\$24,130,000	
Adjustments:		
1. Facilities Charge	(391)	} \$2,332,035
2. FY 2015-2016 budget rollover	<u>2,332,426</u>	
Adjusted Budget as of January 31, 2017	<u>\$ 26,462,035</u>	

The year to date budget amount for the period ending January 31, 2017 is \$24,349,009 or 92.01% of the Annual Budget.

HARRIS COUNTY PROTECTIVE SERVICES For Children and Adults Budget Status as of January 31, 2017

	ORIGINAL BUDGET	ANNUAL BUDGET	CURRENT YTD ACTUAL	ACTUAL AS A % OF BUDGET	CURRENT YTD BUDGET	(OVER)UNDER BUDGET	BUDGET BALANCE
	A	B	C	D = C/B	E	F = E - C	G = B - C
SALARIES	\$ 14,948,674	\$ 14,374,418	\$ 12,215,350	84.98%	\$ 13,268,694	\$ 1,053,344	\$ 2,159,069
FRINGES	6,693,215	6,632,041	5,484,277	82.69%	6,079,371	595,094	1,147,764
MATERIALS & SUPPLIES	257,750	334,309	247,759	74.11%	306,450	58,691	86,550
PROPERTY & EQUIPMENT	113,593	260,716	225,190	86.37%	238,990	13,800	35,527
FEES & SERVICES	1,836,223	3,669,039	2,397,292	65.34%	3,363,285	965,994	1,271,747
TRANSPORTATION & TRAVEL	245,804	243,410	213,730	87.81%	223,126	9,396	29,680
OTHERS	34,741	948,101	250,418	26.41%	869,092	618,674	697,682
TOTAL	\$ 24,130,000	\$ 26,462,035	\$ 21,034,015	79.49%	\$ 24,349,009	\$ 3,314,993	\$ 5,428,019

Expected Expenditure Level 92.01% 12.53% % Bud Variance

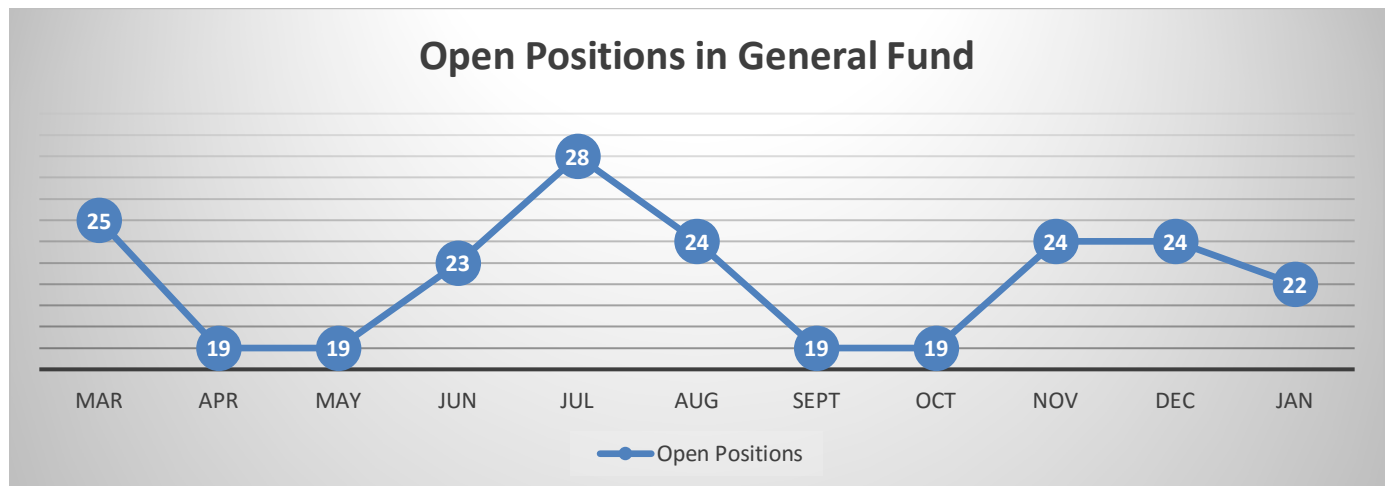
The budget to actual variance for the General Fund expenditures is \$3,314,993. Most of this variance is concentrated in 3 areas:

Salaries and Fringes	\$1,648,438 or 50% of the variance
Fees and Services	\$ 965,994 or 29% of the variance
Others (Transfers to cover grant match)	\$ 618,674 or 19% of the variance
	\$3,233,106 or 98% of the variance

The budget for Salaries and Fringes as of January 31, 2017 accounts for \$21,006,459 (79.38%) of the total HCPS general fund budget for the 2016-2017 fiscal year. HCPS currently has 342 positions, including 56 that are funded through contracts and grants, 14 funded through special revenues and 272 funded from general funds. As of January 31, there are 22 open positions under the general fund. While some of the vacant positions are in various stages of hire, several positions are staffed with temporary personnel.

Positions by Division:

Division	General Fund		Grant Funds		Special Revenue		Total	
	#Positions	Vacancies	#Positions	Vacancies	#Positions	Vacancies	#Positions	Vacancies
ADMINISTRATIVE SERVICES	14	4					14	4
ADULT SERVICES	73	2	4	4	1		78	6
CHILDREN'S SERVICES	17	2	49	9			66	11
FINANCIAL AND BUSINESS	38	5					38	5
YOUTH SERVICES	130	9	3		13	2	146	10
TOTALS	272	22	56	13	14	2	342	36



Fees and Services reflects a budget variance of \$965,994:

The lapse in Fees and Services includes funds that were budgeted for clothing purchased on behalf of children in foster care in Harris County. The change from the previous clothing voucher program to the new reimbursement program saw a drop in reimbursement requests from caregivers. We are planning to conduct an evaluation of this program to determine the reasons for the decrease in utilization and to adjust the program guidelines in order to promote activity. There is a \$150K variance in the medical/dental clinic's budget from the University of Texas contract and the vacant dentist contract. Our application development contract work with Indigo Beam and Data Processing is contributing \$90K to the variance. While the work is ongoing, the amount of funds expected to be expended prior to year end is behind schedule. The work on these important projects will continue and rollover funds will be used to cover the cost. The projected rollover amount from fiscal year 2017 to fiscal year 2018 is \$2,572,763.

Projected Rollover:

The Projected Rollover is based on salaries and fringes that were not utilized due to position vacancies throughout the year. During the budget process, programs identified items that were needed prior to year end. The cost of these items was projected to be \$572,341. The information below shows which funds were used and the expected adjustment to the rollover. This rollover amount will be used to complete projects that were started prior to the end of the 2016-2017 but not completed before February 28th. Other items that were not previously listed will be incurred as a part of the general fund maintenance budget (lease cost for Murworth).

Proposed Year End Expenditures:

	Initial	Expended	Rollover
1. Contracted Services for IT – Development of Applications	\$125,000	\$50,000	\$75,000
2. Vehicles Lease	\$ 15,000	\$1,189	\$13,811
3. Computer Purchases 89,000	\$89,000	\$55,000	\$34,000
4. Furniture Replacement – YSC, Murworth 94,106	\$94,106	\$81,000	\$13,106
5. Equipment – Kitchen, POE, YSC 1st and 2nd Floor	\$38,500	\$37,147	\$ 1,353
6. YSC Security Access Upgrades	\$62,000	\$60,000	\$ 2,000
7. YSC Shelter Lighting	\$11,485	\$11,485	\$ 0
8. Painting for 4C's and Carpet for Murworth	\$49,800	\$6,200	\$43,600
9. Murworth Parking Lot Cleaning	\$23,200	\$ 0	\$23,200
10. Murworth Lobby Redesign	\$36,750	\$8,000	\$28,750
11. Cleaning/Landscaping	\$27,500	\$ 0	\$27,500
TOTAL ESTIMATED Year End Expenditures	\$572,341	\$310,021	\$262,320
PROJECTED ROLLOVER TO 2017-2018 –9.7% or \$2,572,763			

Vehicles:

We have continued to work with Enterprise Leasing to get 10 new vehicles for the Agency. Six of the vehicles will replace current vehicles in our fleet that are old and/or have high mileage. The other four will be new additions to our fleet. The vehicles have been factory ordered and one of the large passenger vans for the Kinder Shelter is already received and in use. We are expecting to receive all vehicles by the end of April.

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account and report the proceeds of specific revenue sources that are restricted or committed for specified purposes other than debt service or capital projects. There are five funds that are classified under Special Revenue including (1) Guardianship Special Revenue Fund (2) Juvenile Case Management Fund, (3) HAY Center Youth Program 1115 Waiver Fund, (4) Preparation for Adult Living, and (5) Family Protection Fee.

The **Guardianship Special Revenue** fund currently reflects an adjusted budget of \$176,030. Initial budget was \$83,380, however additional funds were transferred into this Special Revenue account to cover the cost of a Manager position for the Guardianship program. This account is funded from probate court fees collected for local guardianship programs that provide guardians for indigent incapacitated persons.

As of January 31, 2017, the **Juvenile Case Management Fund** had a cumulative balance of \$3,327,194 after expenses were paid. Of this, \$880,650 is allocated to HCPS for the 2016-2017 fiscal year. The year to date revenue through January 31, 2017 for this fund is \$836,497 and expenditures totaled \$751,117, resulting in a favorable variance of \$85,380. Special Revenue Funds are received through 16 Justice of the Peace courts and 4 other departments (including Harris County Sheriff's Department). There are 13 positions included in this fund.

HAY Center Youth Program 1115 Waiver funds were recently set up as special revenue. The 1115 Waiver funding is provided by the Federal Government for Mental Health and managed through MHMRA. As of January 31, 2017 funds in the amount of \$490,035 have been received by the Hay Center. These funds are used for the operation of

the HAY Center Programs for services to youth. An additional \$384,099 is expected to be received after February 28, 2017.

OCOK - Preparation for Adult Living (PAL) funds were recently set up as special revenue. This fund was established based on a contract with Our Community Our Kids (single source continuum contractor) for youth from the DFPS in Region 3B (Fort Worth Area) that are currently placed in the Harris County Region. A contract in the amount of \$20,000 was entered for 9/1/2016-8/31/2017 on a cost reimbursement basis. HCPS is reimbursed \$125 per youth for each module completed and a \$300 bonus per youth upon graduation. As of January 31, 2017, \$15,150 has been reimbursed.

The **Family Protection Fee** fund was established in accordance with Texas Government Code Section 51.961 (d) and (e) Family Protection Fee, and authorizes the commissioners court of the county to charge a court fee for each divorce case filed. This fund may be used by the commissioner's court of the county only to fund a service provider located in that county or an adjacent county. A service provider may provide family violence and child abuse prevention, intervention, family strengthening, mental health, and counseling, legal, and marriage preservation services to families that are at risk of experiencing or that have experienced family violence or the abuse or neglect of a child. HCPS programs receiving these funds have used them to help provide services and resources to their clients.

GRANTS FUNDS

Grants and Contract Funds reflect an adjusted budget totaling \$6,177,054 which includes funding from DFPS, HOGG Foundation, Texas Workforce Commission, local block-grant funds and Federal funds. The Fiscal year for most of these grant funds began in the month of September. Total expenditures at January 31, 2017 equal \$1,781,046 or 32.4% of the total grant funded budgets. It is expected that the majority of grant funds will be expended during the fiscal year. The Episcopal Health Foundation Grant has approved the no cost extension for \$55,366.41 which will allow the Children's Division to expend the full amount of the grant.

VOCA

HCPS applied for two additional years of funding from VOCA. Fiscal years for these new grants will be from 10/01/2017 through 09/30/2019.

1. \$845,169 is being requested by Children's Services for the Integrated Health Care Expansion Project that is operated through the Medical/Dental Clinic
2. \$840,641 is being requested by Adult Services for the Senior Justice Assessment Center Pilot Project.

OTHER FUNDS

Fund Board:

The HCPS Fund Board operates as a 501(c)(3) for the purpose of supporting HCPS programs. The fiscal year for the Fund Board is October 1st through September 30th. The Fund Board approved their new budget for the fiscal year beginning October 1, 2016 in the amount of \$178,516.

Revenues from the 50th Anniversary Luncheon continued to come in during the new fiscal year. \$32,590 was received and expenditures of \$19,584.90 were paid, which was slightly over the expected budget of \$18,600. \$1,500 of the proceeds was from table donations, and was used to purchase Christmas items for youth and families served by the Community Youth Services program. A total of \$156,821.46 was raised and \$35,757.76 was expended resulting in net proceeds of \$121,063.70 as of January 31, 2017.

The Fund Board approved \$60,000 to be used for program enhancements and building modifications at the Youth Services Center (YSC). An additional donation was received from Warren and Monica Kolb in the amount of \$2,000, to go towards the construction of the Infant/Toddler room at YSC. Approximately, 50% of the construction costs and permit fees have been completed and invoices in the amount of \$28,164 were received by the end of January 2017.

Harris County Protective Services for Children & Adults
Monthly Program Report Summary
January 2017

BEAR

January 2017

YTD

• Total Number of Children Served	1,149	11,648
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Training Institute

• Total Number BSD Classes in Session	3	27
• Total Number of BSD Students Enrolled	90	814
• Total Number of Participants Attending DFPS/HCPs Workshops	189	1,564

CHILDREN'S SERVICES

Children's Crisis Care Center

• Child Evaluations	50	797
• Family Evaluations	38	375
• Permanency Planning Team Meetings	<i>pending</i>	2,870
• Family Conference Meetings	<i>pending</i>	220

Medical & Dental Clinic

• Medical Services: Number of Children Served	202	2,097
• Dental Services: Number of Children Served	<i>pending</i>	675
• Behavioral Health Services: Number of Children Served	<i>pending</i>	172
• Drug Testing: Number of Clients Served (<i>*testing cup order received later in month</i>)	10	949

Transitional Services

• Number of PAL In-Care Youth Served	164	2,017
• Number of PAL Aftercare Youth Served	130	1,264
• Youth Served at the HAY Center	116	1,874

GUARDIANSHIP SERVICES

• Wards as of 1/31/2017	1,193	1,318
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YOUTH SERVICES

Resource Services (Includes CRCG)

• Number of Families Enrolled	13	113
• Number of New Assessments	6	54
• Number of CRCG Wrap Meetings	7	68

Community Youth Services (CYS)

• Number of New Cases Opened (<i>School Year : *8/1/2016 to 7/31/2017</i>)	454	2,799
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Kinder Emergency Shelter

• Total Number of Youth Served (<i>unduplicated</i>)	33	586
• Number of New Admissions	89	360
• Occupancy Rate (<i>Reduced intakes from DFPS</i>)	57%	82%

TRIAD Prevention Services (unduplicated)

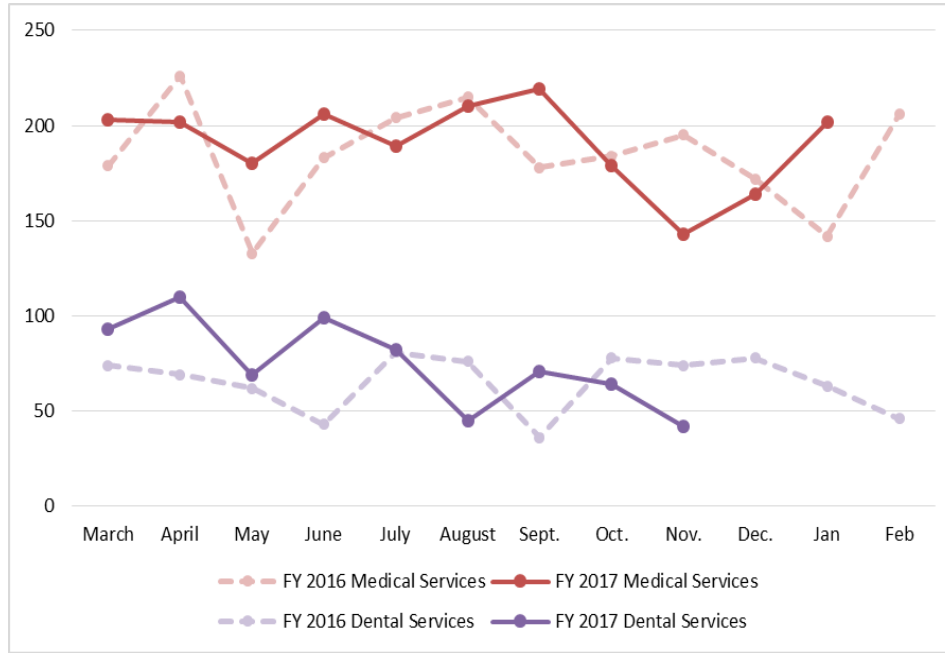
• Community Youth Development: Number of Unduplicated Youth Served	70	1,467
• Mental Health Services: Number of Cases Opened	12	68
• Justice of the Peace Court WRAP: Number of Cases Opened	4	35
• Justice of the Peace Court Liaison Program: Total Number of Families Served	400	3,408
• Juvenile Intake Diversion Program: Total Number of Youth Served	73	792
• Juvenile Intake Diversion Program: Crisis Hotline Calls Received	169	1,142
• Parenting with Love and Limits: Total Number of Family Cases Opened	24	158
• Parent/Teen Survival: Number of youth enrolled (<i>no new cases , finishing active groups</i>)	0	270

NOTES: All monthly statistics represent service activity over 30 days, except where otherwise indicated. All Year-To-Date (YTD) statistics represents service activity from 3/1/16 through 2/28/17 to date unless otherwise indicated. All information represents unduplicated statistics unless otherwise indicated *

Harris County Protective Services for Children & Adults
Monthly Program Report Summary
January 2017

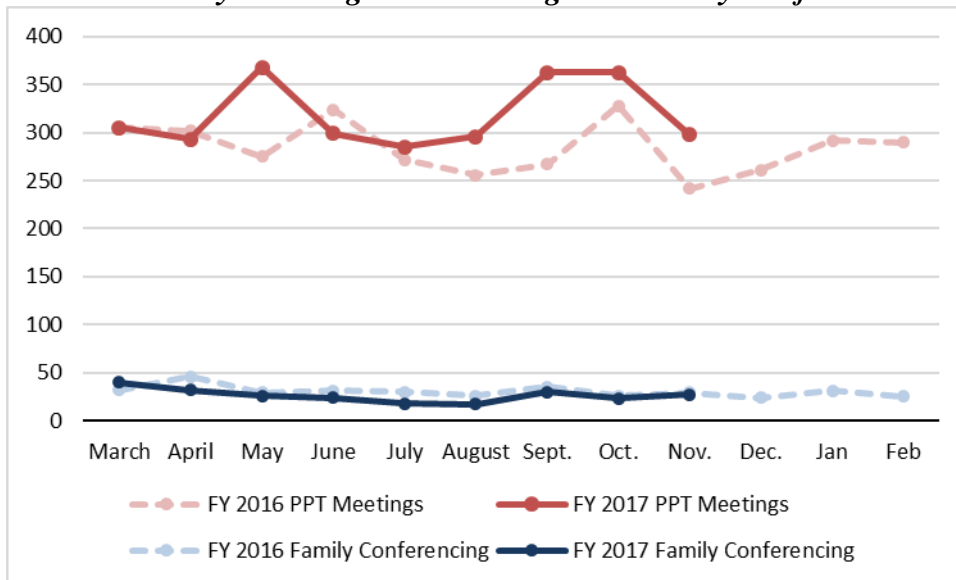
CHILDREN'S SERVICES

Children Served by the HCPS Clinic



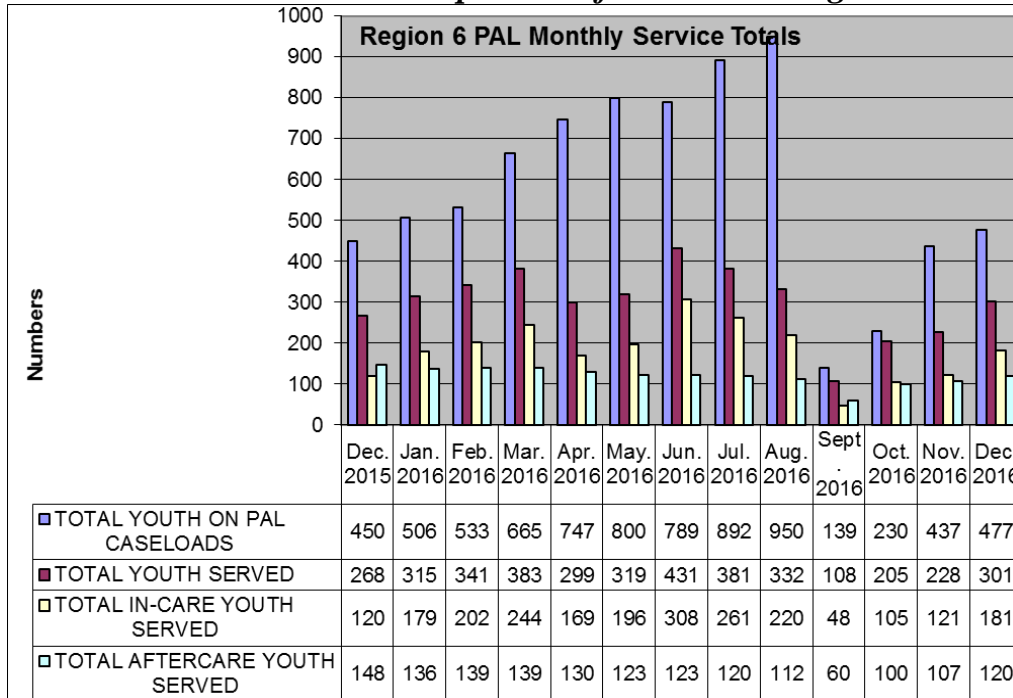
Children's Crisis Care Center

Permanency Planning Team Meetings and Family Conferences

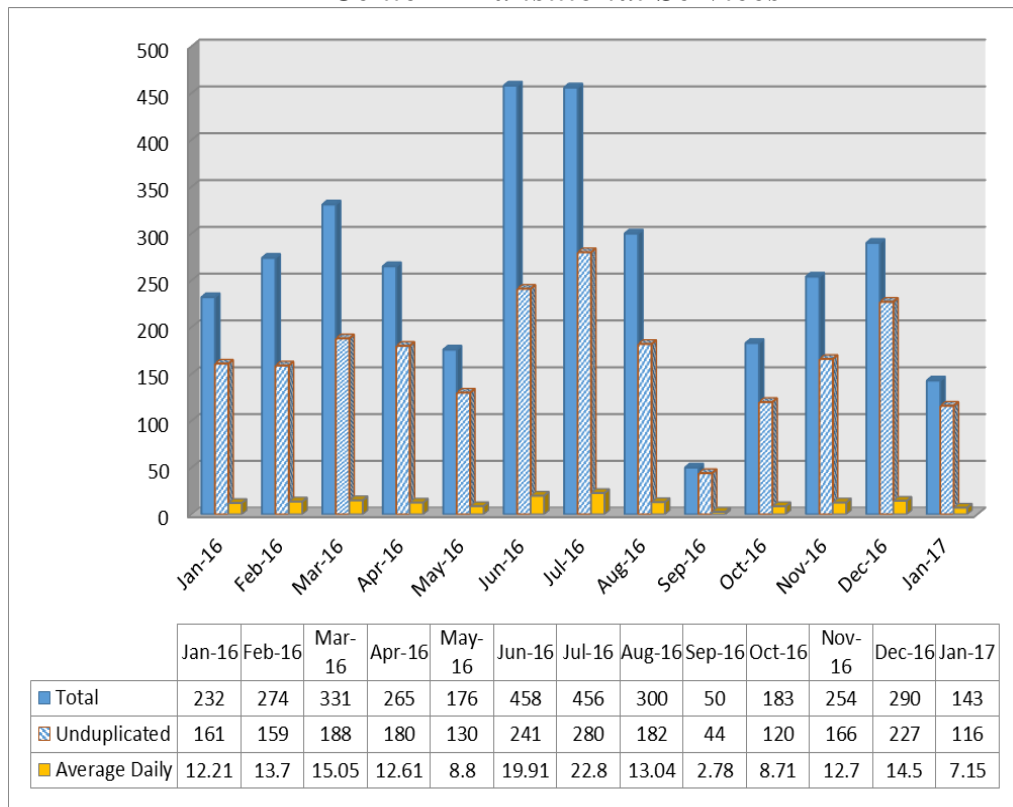


Harris County Protective Services for Children & Adults
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January 2017

HAY Center- Preparation for Adult Living



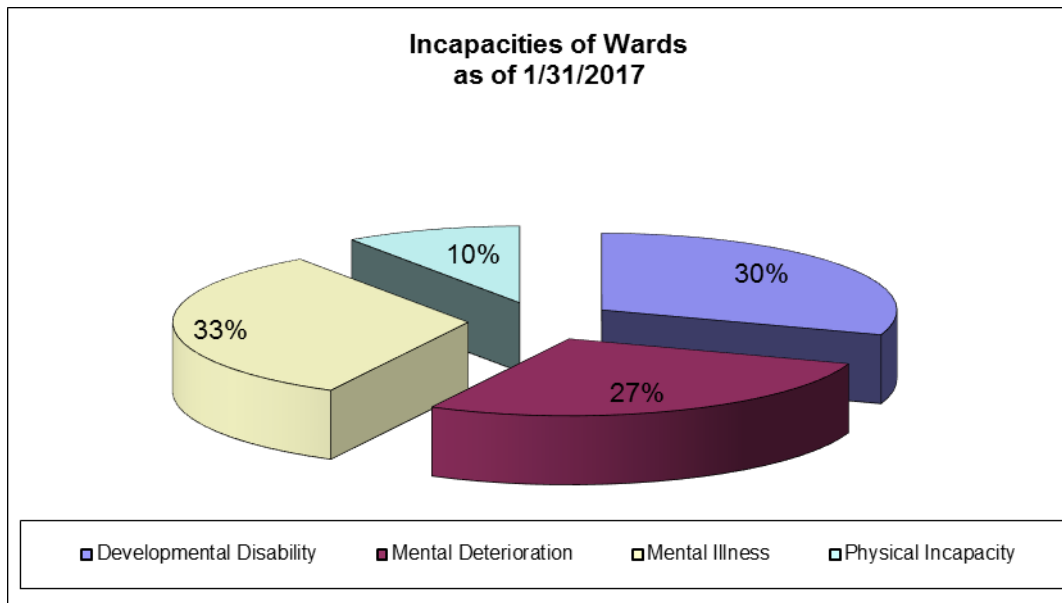
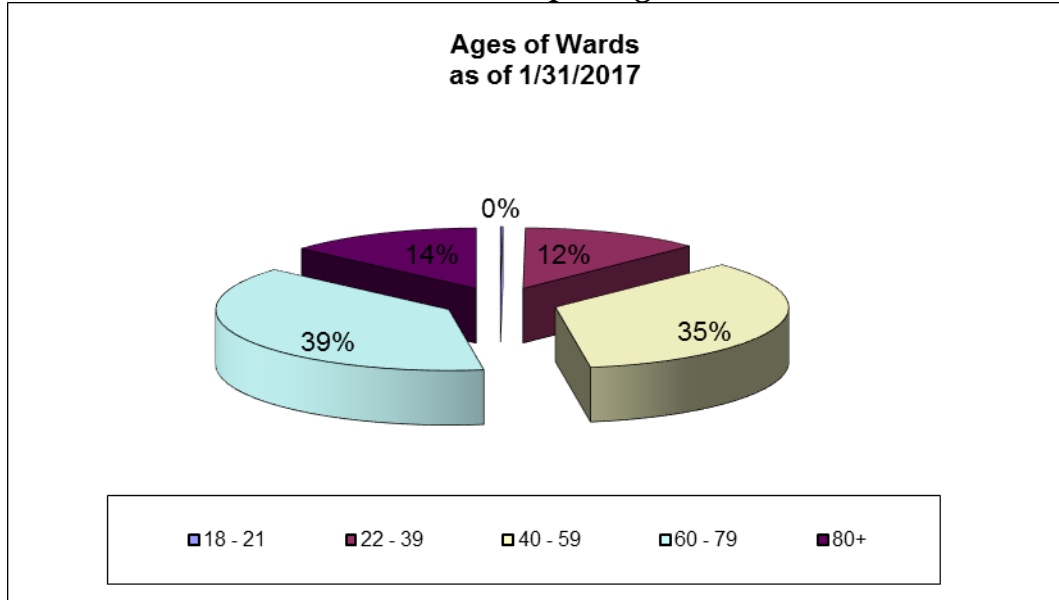
HAY Center- Transitional Services



Harris County Protective Services for Children & Adults
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January 2017

ADULT SERVICES

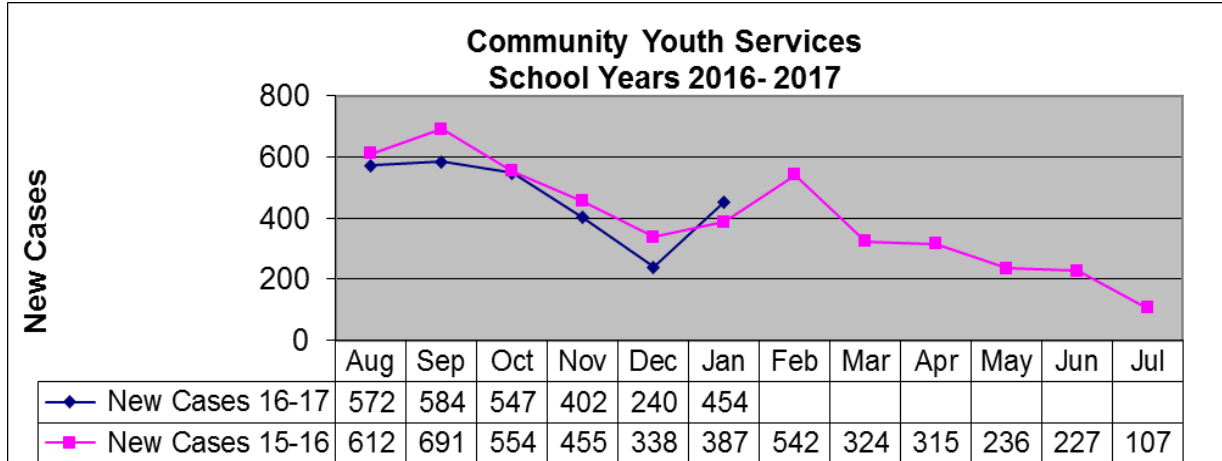
Guardianship Program



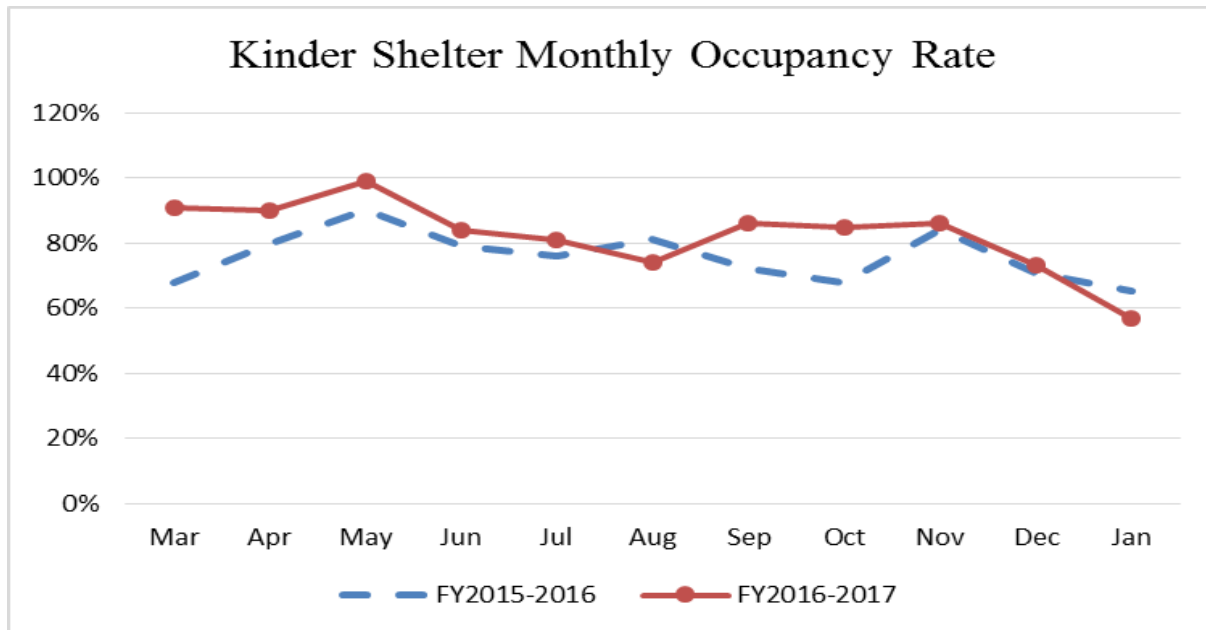
Harris County Protective Services for Children & Adults
Monthly Program Report Summary
January 2017

YOUTH SERVICES

Community Youth Services (CYS)



Kinder Shelter Monthly Occupancy Rate



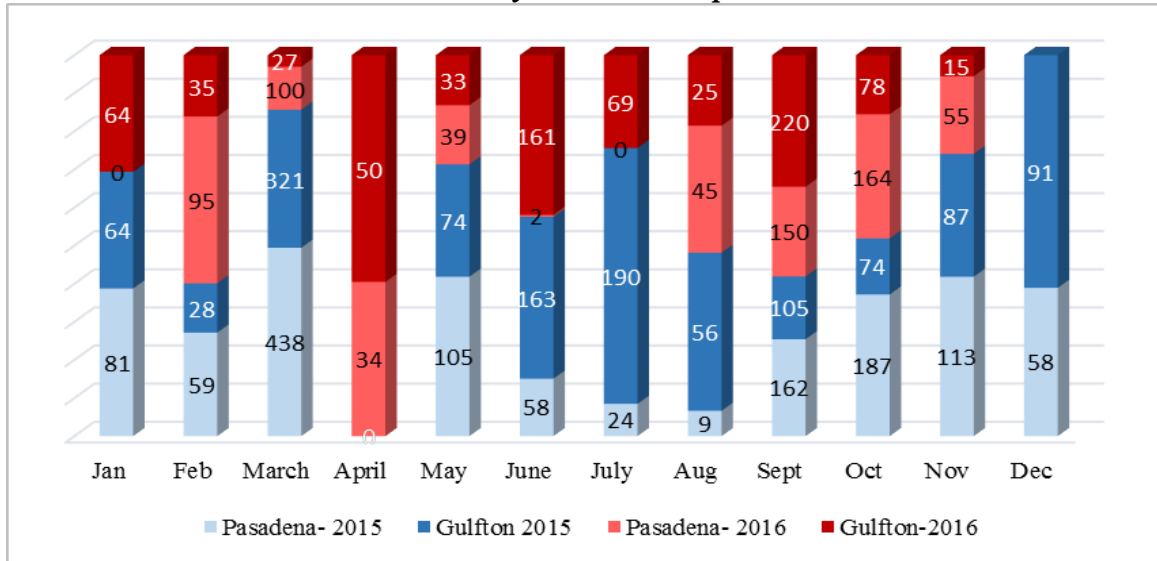
Harris County Protective Services for Children & Adults

Monthly Program Report Summary

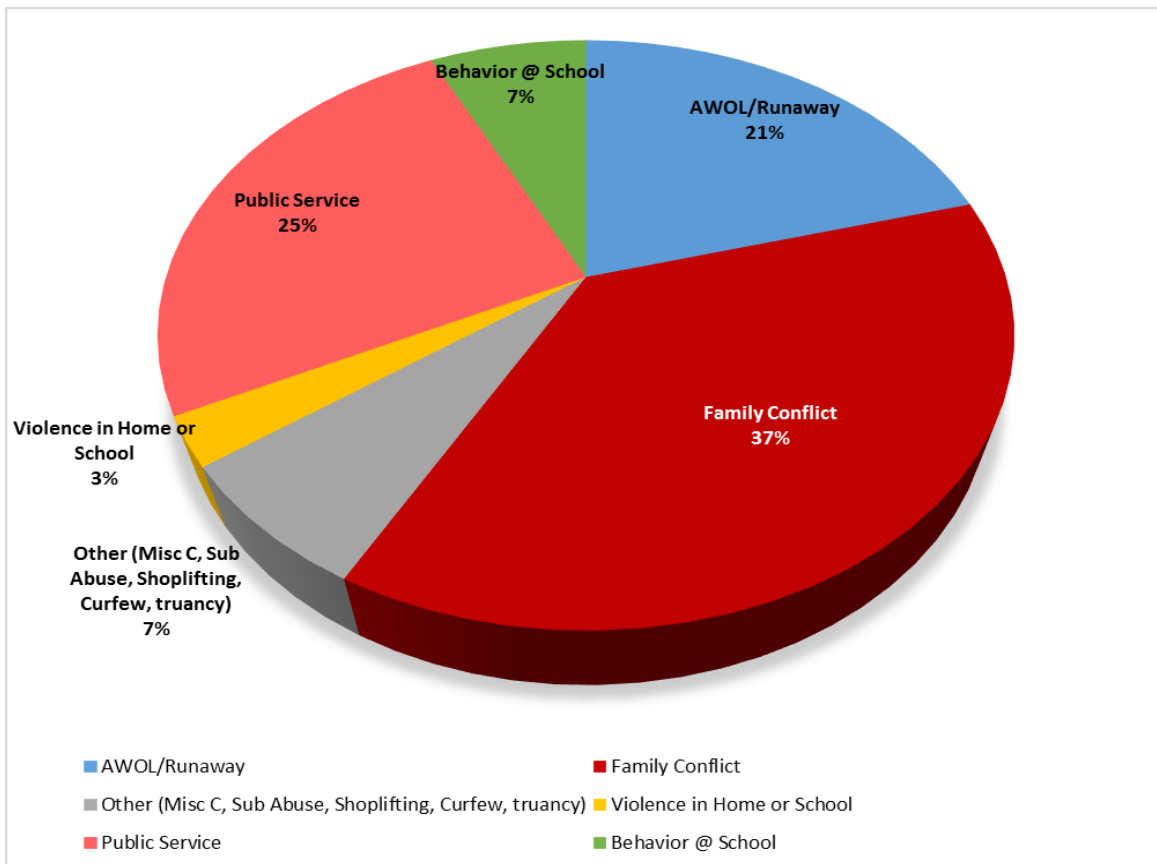
January 2017

TRIAD Prevention Services

Community Youth Development



Intake Diversion Reason for Visit

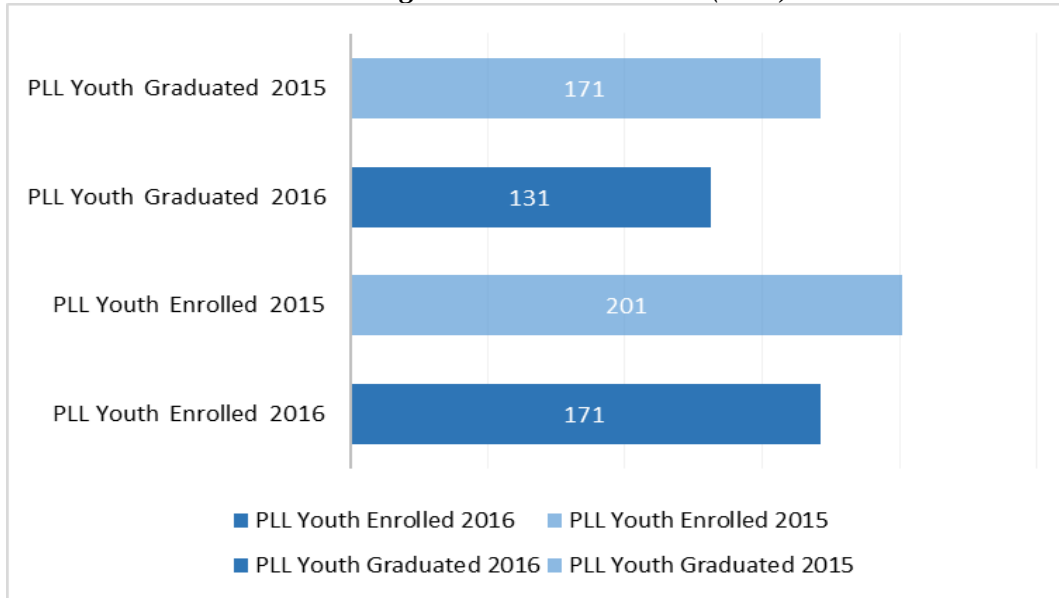


Harris County Protective Services for Children & Adults

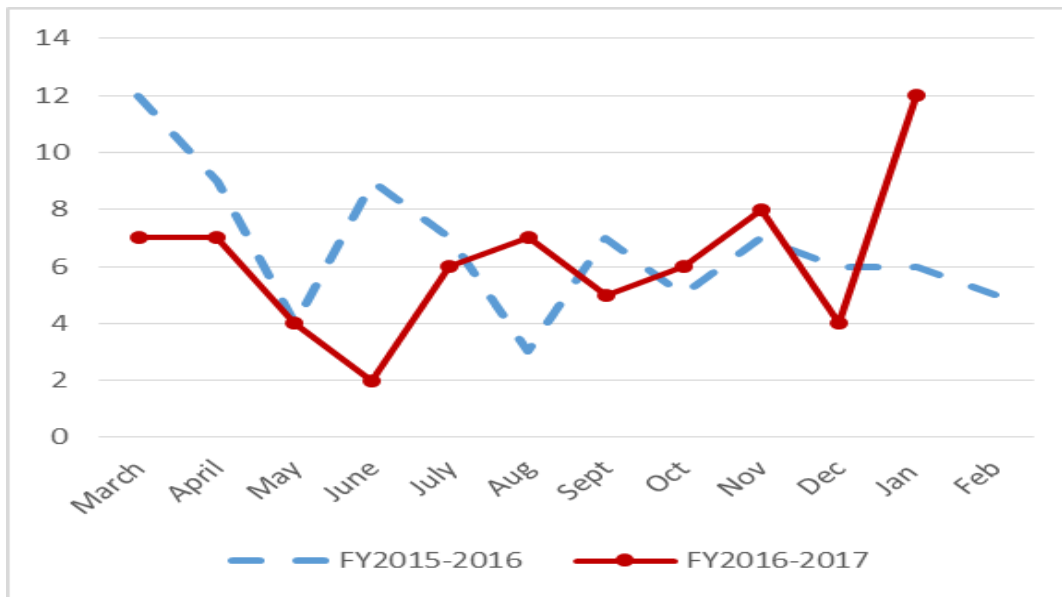
Monthly Program Report Summary

January 2017

Parenting with Love and Limits (PLL)



TRIAD Mental Health Services Enrollments

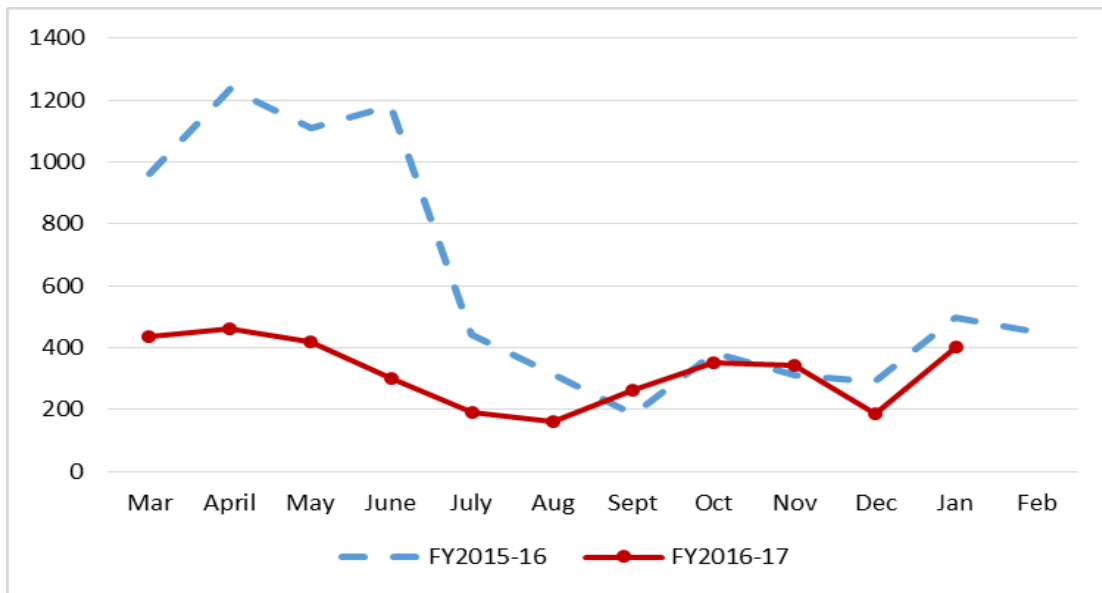


Harris County Protective Services for Children & Adults

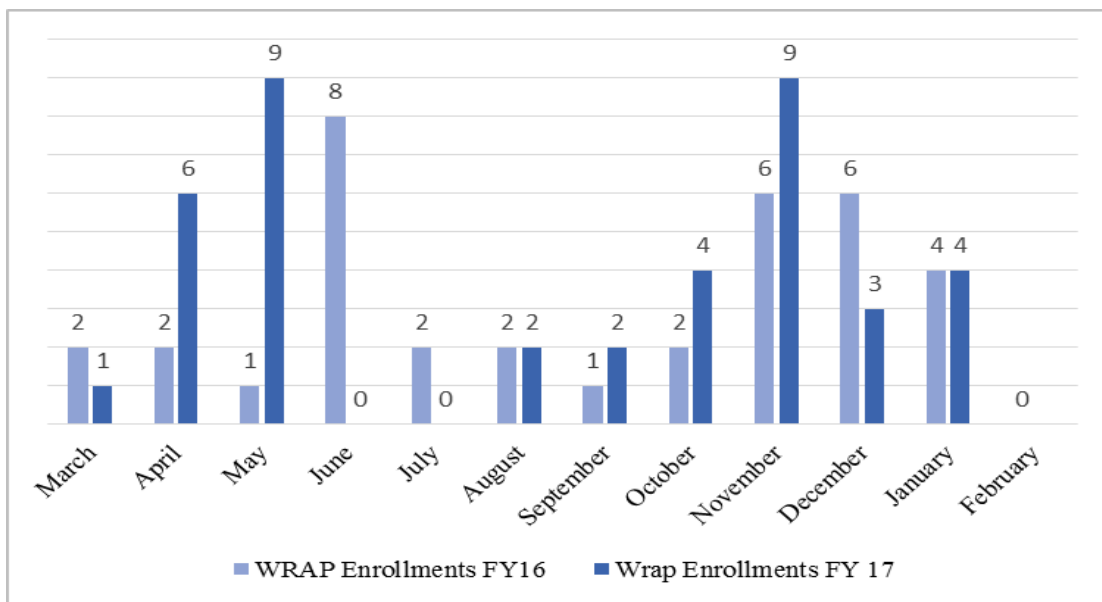
Monthly Program Report Summary

January 2017

JP Court Families Served



JP Court Wraparound Enrollments



HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS

Executive Committee Meeting

February 14, 2017

MINUTES

ATTENDANCE

Board Members: Jerry LeVias, President
Ellie Sweeney, Vice President
Sherea McKenzie, Treasurer
Marilyn DeMontrond, Adult Services Division
Phil Kunetka, Immediate Past President

Staff: Joel Levine, Executive Director
CJ Broussard-White, CPS Regional Director for Harris County
Jeff Alexander, Youth Services Division Manager
Anna M. Bell, Director of Organizational Development
Claudia Gonzalez, Adult Services Administrator
Ginger Harper, Youth Services Administrator
Jackie McMillon, Director of 4Cs and Clinic
Estella Olguin, Community Relations Director
Emmony Pena, Quality Improvement Coordinator
Beverly Pettway, Financial and Business Services Administrator

At 12:15 p.m. Board President, Jerry LeVias, called the meeting to order and welcomed all attendees.

NEW BUSINESS

Discussion and consideration of adoption of the Agency Core Values

Anna Bell stated that the values planning team included an online Board of Directors survey group, online staff survey group, divisional representatives and parent partners. The core values process was to gather values data from past workgroups, group all similar values together, choose one value within groupings and discuss chosen values and to create a statement using action words in the sentence.

The Core Values represent **H**elp, **E**xcellence, **A**ccountability, **R**espect and **T**eamwork. **HEART**...At the Heart of Families.....the tagline for the agency.

The values will be presented in detail at the February 23, 2017 board meeting. It is anticipated that the values will be approved and adopted at this meeting.

LEGISLATIVE UPDATE

Joel Levine stated that, along with Marilyn DeMontrond, Phil Kunetka, Janet Stansbury, and Estella Olguin, he visited every member of the Harris County delegation. They discussed SB11 which is the main driver for child welfare reform this session. The bill addresses not only, outsourcing foster care and adoption but also case management for children in care and their families, with the intention of the State being completely privatized by 2021.

A meeting was held with Alyssa Jones, policy analyst for the Senate Health and Human Services Committee to discuss the importance of including local governmental entities in the legislation as eligible entities for contracting with the department. The Committee Substitute for SB 11 does include this language.

A meeting was also held with Representative Eugene Wu concerning HB 723. Representative Wu does not see a conflict between HB 723 and the operation of the current child welfare boards. He sees value in having the judiciary on an advisory board to DFPS at the county level.

DFPS UPDATE

Ms. Broussard-White recapped that the Region continues to make improvements on Face-to-Face contacts. As of February 13, 2017 the Region was at 93% for Priority 1 contacts and 93% Priority 2 contacts. The timeliness is improving as well. She said they are working with State Office staff to improve their systemic approach to assigning and routing cases.

She said that interviews are being held for the Deputy Regional Director position and a decision will be made this week.

YOUTH SERVICES COMMITTEE

Sherea McKenzie reported that the committee discussed the Community Youth Services (CYS) annual review which focused on the goals, achievement, and program performance as well as the primary challenge, the lack of a consistent connection to the Evolv database case management system. The connectivity issues create struggles for the staff to meet the essentials functions of their job. The Information Technology Division is always willing to help CYs staff with tablet and air card issues, and work with Harris County Central Technology Services towards resolving connection issues; but thus far, there has not been a permanent solution to this issue. The CYs program welcomes any opportunity for Harris County Protective Services Information Technology Division and Netsmart, the vendor for Evolv, to find a permanent solution that would eliminate this issue.

Safety Net Project Monitoring Report was received from the federal Family & Youth Services Bureau's (FYSB) monitoring visit that occurred on June 7-8, 2016. The report included three citations that are being discussed and addressed.

ADULT SERVICES COMMITTEE

Marilyn DeMontrond reported that the continuing challenge is the need for an examination room. The program has secured a doctor from Harris Health, at no cost to the Center, to provide the medical evaluation, but there is still a need for an examination room. The examination room is needed for the forensic nurse to provide the initial forensic assessments and the contracted geriatrician to conduct the capacity assessments. The estimated cost for the room is \$25,000. The VOCA grant doesn't cover this expenditure. Currently, they are researching private donors and foundations that can assist with the buildout.

FINANCIAL AND BUSINESS SERVICES COMMITTEE

Beverly Pettway reported that she is projecting to have about \$2.5 million rollover.

In the past, approximately \$600,000 was allocated for the clothing vouchers, but with the Target stores not accepting the vouchers, parents have had to purchase the clothing. However, there has been a significant drop in receipts for the clothing purchases from the foster parents. In light of this, it is difficult to determine if the children are getting adequate clothing or if the foster parents are not turning in the receipts for reimbursement. For that reason, the division will be investigating the issues to determine where the problems are and if necessary, explore other methods to ensure that the children are properly clothed and the needs are being met. Sherea McKenzie added that the committee hopes to have more information for the March Executive Committee meeting.

CHILDREN'S SERVICES COMMITTEE

In the absence of Patrice McKinney, Jackie McMillon reported that committee did not have a meeting but she highlighted that the division has completed the review of the Superior Health Plan 47 standards and criteria to receive the designation as a Foster Care Pediatric Center of Excellence. The acceptance of the Clinic's response to the standards review is the final step in the approval process. She said that with the approval, she anticipates that they will award the agency with the Center of Excellence next month. It means that they stand to have from 500 to 1,000 children referred monthly. The plan is to have a kickoff event to celebrate this distinction.

BOARD STRUCTURE AD HOC COMMITTEE

Phil Kunetka reported that the committee continues to discuss the board restructure. He detailed that the committee is looking at proposing a reduction in board committees to four— Executive Committee, Finance and Business Services Committee, Program Services/Program Oversight Committee and External Relations committee.

Information will be sent out to the Ad-hoc Committee and the Executive Team next week for feedback. Final revisions will be made in the next ad-hoc meeting before presentation to the Executive Committee in March.

Mr. Levine added that the board meeting will be focused on solutions, issues, discussions, problems as opposed to being confined to reports.

HARRIS COUNTY CHILDREN'S PROTECTIVE SERVICES FUND

No Report. The next meeting is February 15, 2017.

CHILD WELFARE LEAGUE OF AMERICA

Marilyn DeMontrond stated that she just returned from the board meeting in Puerto Rico. Child Welfare League of America will be celebrating its 100th anniversary soon. The organization was founded in 1920 but the official paperwork for completed in 1941.

She is advocating for a regional celebration in Houston and looking for volunteers for this project.

One of the CWLA members is from Puerto Rico and operates the Birth Project which is a facility for young pregnant teenagers and their families.

BOARD EDUCATION PROGRAMS

Mr. Levine stated that the February board meeting presentation will be on the Agency Core Values.

* * * * *

The meeting adjourned at 1:55 p.m.

COMMISSIONER'S COURT REPORT

Protective Services for Children and Adults

February 14, 2017

1. Travel authorization for four staff to attend the Behavior and discipline law training on March 8, 2017 in Houston, TX. The amount spent is \$100.
2. Travel authorization for one employee and eighteen youth to attend the Physical & Environmental Activity for Knowledge & Skills camp from 3/12/2017 through 3/15/2017 in Wimberley, TX. The amount spent is \$2,400.
3. Transmittal of an award to Schoenmann Produce Company, as primary vendor, and Brothers Produce Incorporated, as secondary vendor, lowest priced offer in the amount of \$358,053 for produce for county jails and Protective Services for Children & Adults for the period of February 1 – May 31, 2017.
4. Request that the County Judge execute inter-local agreements with the University of Texas Health Science Center at Houston in amounts of \$172,298 for physicians and billing services for Protective Services for Children & Adults for the period of March 1, 2017 – February 28, 2018.
5. Request that the County Judge execute inter-local agreements with The University of Texas Health Science Center at Houston in amounts of \$12,480 to provide psychiatric services for the child welfare integrated healthcare expansion initiative for Protective Services for Children & Adults for the period of March 1, 2017 – February 28, 2018.