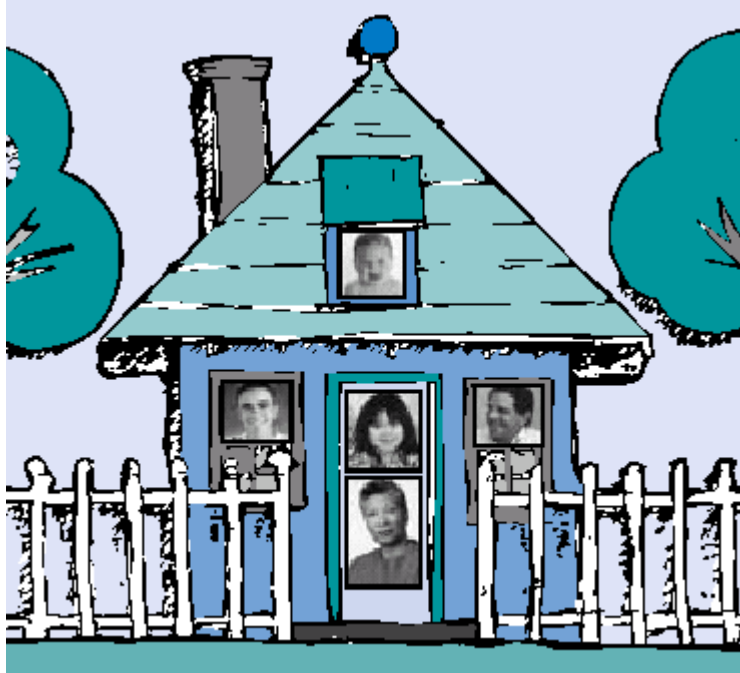


**Harris County
Protective Services for
Children and Adults
(HCPS)**



BOARD MEETING MATERIAL

September 2016

TABLE OF CONTENTS

- I. [Agenda](#)
- II. [Monthly Highlights](#)
- III. [Human Interest Story](#)
- IV. [Minutes](#)
- V. [Budget Report](#)
- VI. [Program Performance Report](#)
- VII. [Executive Committee Minutes](#)
- VIII. [Commissioner's Court Report](#)

**HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS
BOARD OF DIRECTORS MEETING
Thursday, September 22, 2016
2525 Murworth
Room D36
Houston, Texas 77054**

AGENDA

TIME: 4:30 P.M.

**Call to Order Ellie Sweeney, Vice President
Approval of Minutes..... Patrice McKinney, Secretary
Treasurer's Report..... Sherea McKenzie, Treasurer**

EDUCATIONAL PROGRAM

**The New Senior Justice Assessment Center..... Claudia Gonzalez
Adult Services Administrator**

NEW BUSINESS

- a. Consideration and approval of the formation of an ad hoc committee to review the HCPS board structure**
- b. Consideration and approval of a new Harris County Protective Services logo**

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

Administrative Committee..... Marilyn DeMontrond
Report on bylaws, continuous quality improvement, training, board development, public relations, public policy and issues regarding agreement between DFPS and Harris County with respect to CPS programs in Harris County

Ad Hoc Committee on 50th Anniversary Celebration Frances Castaneda Dyess
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..... Ellie Sweeney
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, Executive Assistant

Monthly Highlights September 22, 2016

Administrative Services

- Under the leadership of Phil Kunetka, immediate past president, an Ad Hoc Committee for Branding was created and out of its work with the board a tagline was developed, agency color determined to be blue and the board agreed the logo should be modernized/clarified. The Administrative Committee presented two logos for the Executive Committee to consider and one logo design will be considered by the HCPS board.
- PITA developed an approach to formulate HCPS's core values and will recruit board members, youth, parents, staff and senior management to participate in the process.
- The website re-design continues and the new website will launch before the end of the year.

Children's Services

- Children's Services was awarded the Victims of Crime Act (VOCA) grant funding in the amount of \$379,560.00. The grant funds will further develop the Integrated Healthcare Project for children in foster care at the HCPS Clinic.

Youth Services

- Referrals for individual and family counseling services remained high during the summer. \$10,000 of Harris County general funds are used to provide these counseling services to serve youth ineligible for federally-funded Safety Net Project counseling services, (e.g. youth under the age of 10, over the age of 17, and/or not having been identified as a runaway, homeless, or at-risk for runaway/homeless status youth).
- This fiscal year \$10,000 was allocated for these services. Because of the high volume of referrals an additional \$6,000 was transferred to this budget line to meet the demand for these services. If current trends hold for the remainder of the County's fiscal year, additional funds will be needed to maintain the current level of services offered. Lapse funds from vacant positions have been available and were transferred to meet the need for these client services. A mid-year budget status review with the fiscal department is routinely conducted with all divisions and is forthcoming.
- At Kinder Emergency Shelter –
 - August Statistics:
Average Population Report: 17
Average Occupancy Report: 72%
 - July Statistics:
Average Population Report: 20
Average Occupancy Report: 81%

Adult Services

- Adult Services was awarded the Victims of Crime Act (VOCA) grant funding in the amount of \$383,742.00 for staff and equipment to support the Senior Justice Assessment.

HUMAN INTEREST STORY

September 22, 2016

This precious child first came to our clinic in the summer of 2013 with her foster mom. The clinic developed a relationship with the foster parent as they continued to utilize the clinic services. Staff would observe behavior issues with the child and at times the frustration displayed by the caregiver. In 2015; our now three and a half year old came into the clinic again with her foster mom. By this time the HCPS Medical Clinic Health Care Integration pilot program was completely rolled out and in full force. Along with the Care Manager, the staff was more alert and aware of recognizing possible families in crisis. It became clear during the foster mom and child's last visit to the clinic that we had to intervene. After discussion with the child's Caseworker we were informed a few weeks later that she was removed from the foster placement and placed with her Grandfather.

On September 4th 2015; our now almost 4 year old female returned to the clinic with her Grandfather and his wife. The child was extremely hyperactive at this time, disrupted the waiting area with loud outbursts, hitting and punching the other children while her caregivers sat helplessly staring at her. We knew that this child presented many challenges so the Care Manager invited the family to talk and to complete a brief assessment. Upon meeting with the family, the Caregivers stated that the child was recently placed with them. Both the Grandfather and his wife reported that "since she came into the home, our lives have been turned upside down, we don't know what to do or how to manage her." They were asked on a scale of 1 – 10 with 10 being the highest to rate their stress level and they reported an 11 or 12. The Care Manager knew this family needed help immediately to maintain this placement and to have a successful outcome. The family was included in the pilot program and provided a Family Support Navigator.

The Family Navigator along with the other integrated health care components worked together with the family to address their need to bring stability back to the family unit. We explored therapy services for the child and found out that she had a therapist, but was not receiving therapy at the time. The family also needed Day Care services during the day as the Grandfather was on disability and his wife was working outside of the home. The Family Navigator was able to work with the Caseworker and advocate on the family's behalf to restart therapy services and get Day Care. We were also able to gather history and get the child an appointment with the Clinic's Child Psychiatrist for a Psychiatric Evaluation. The Family Navigator was able to assist the family with information and resources about how to navigate the CPS system and educational materials on mental health. The Navigator worked with the family to develop a behavior modification plan/chart to assist with discipline at home and referred the family to parenting classes.

Today we are happy to report that this child's placement was not disrupted; she remains in the custody of her Grandfather and the family unit has been stabilized. The child is currently receiving therapy, in Day Care and is monitored by the clinic psychiatrist. We last visited this family's home during the Holiday season and they are doing well, going on family trips and communicating effectively. Lastly but most celebratory is the fact that our family reports a current stress level of five (5).

MINUTES
OF THE
MEETING OF THE BOARD
OF
HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS
2525 Murworth
Houston, Texas 77054
August 25, 2016

GUESTS ATTENDING

Kymora Anderson, Youth on Board
Belinda Price, Commissioner Radack's Office
Paul Shanklin, Commissioner Cagle's Office
Patricia Williams, Children's Assessment Center
Dori Wind, County Attorney's Office

BOARD MEMBERS ATTENDING

Sheila Aron
Marilyn DeMontrond
Carmel Dyer, MD
Charlene Hunter James
Darryl King
Philip Kunetka
Jerry LeVias
Sherea McKenzie
Sean McPherson

BOARD MEMBERS ABSENT

Frances Castaneda Dyess
Patrice McKinney
Terry Morales
Janet Stansbury
Ellie Sweeney

STAFF ATTENDING

Debra Andrews, Director, Training Institute
Anna M. Bell, Program Improvement Team Leader
CJ Broussard-White, Harris County CPS Regional Director
Debra Garner, Director of Administration
Cherease Glasper, Youth and Family Development Coordinator
Claudia Gonzalez, Adult Services Administrator
Ginger Harper, Youth Services Administrator
Joel Levine, Executive Director
Jackie McMillon, Interim Director for 4Cs and Clinic
Estella Olguin, Community Relations Director
Beverly Pettway, Financial and Business Services Administrator
Debra Reyna, Harris County CPS Deputy Regional Director
Christina Wright, Media Relations Specialist

CALL TO ORDER/INTRODUCTION OF GUESTS

Board President, Jerry LeVias called the meeting to order at 4:40 p.m.

Mr. LeVias stated that in September he will be appointing a Chair for a new Ad Hoc Committee and recruiting volunteers to look at the HCPS Board structure. He stated that he consulted several Board members and they all agreed that there is a need for change.

Currently there are five standing committees along with Board participation on the BEAR Board, the Fund Board and the HAY Center Foundation; all serviced by a 15-member board. This means multiple meetings per month for members who may also attend the standing committee meetings as well as the Executive Committee and the Board meeting. This has resulted in low attendance for several committees.

In addition, he wants to discuss the many, lengthy, and repeated reports at these meetings. He would like to see these reports eliminated or at least diminished. He wants the focus on board member engagement.

Joel Levine introduced the two newest Board Members, Sheila Aron and Darryl King. Ms. Aron was appointed by Commissioner Radack and Mr. King by Commissioner Cagle.

Mr. Levine also introduced and acknowledged retirees, Debra Andrews, Claudia Flores and Ross Galizio. Their tenure totaled over 90 years of service with Harris County Protective Services.

APPROVAL OF MINUTES

Charlene Hunter James moved for approval of the June minutes. Phil Kunetka seconded the motion. The minutes were approved by unanimous voice vote

TREASURER'S REPORT

Sherea McKenzie reported that HCPS receives total funding of \$33,089,049 including a rollover amount of \$2,196,202. For the general fund there is a variance of \$1,587,475. Salaries and Fringes account for \$938,000 and fees and services accounts for the majority of the remaining variance. This variance is 6.1% of the overall general fund budget for HCPS for 2016-2017.

HCPS currently have 342 positions including 43 grant-funded, 12 funded through special revenue and 287 funded from general funds. As of July 31, there were 34 vacant positions, of which 28 are funded by the general fund.

As of July 31, 2016, the Juvenile Case Management Fund had a cumulative balance of \$3,295,112 after expenses were paid.

Special Revenue Funds are received from 16 Justice of the Peace courts and 4 other departments (including Harris County Sheriff's Department) throughout the year. Twelve regular positions are funded out of the Special Revenue budget.

Grant Funds reflect an adjusted budget totaling \$4,801,084 includes funding from DFPS, HOGG Foundation, Texas Workforce Commission, local block-grants and Federal sources.

EDUCATIONAL PROGRAM

Ginger Harper introduced Jeff Alexander, Youth Services Division Manager. Mr. Alexander earned his Bachelor of Science degree in Criminology/Corrections and a Master of Arts degree in Sociology from Sam Houston State University. Prior to becoming the Division Manager, he was the Justice of the Peace (JP) Court Program Manager for the TRIAD Prevention Program. He worked with Harris County Justice Courts as a TRIAD JP Court Liaison making recommendations to the courts and working with at-risk youth.

House Bill 2398, passed by the 84th Legislature, brought comprehensive reform to Texas truancy laws. The bill decriminalized truancy and instituted a more rehabilitative approach to addressing factors that contribute to unexcused absences from school. Moreover, the new law statutorily emphasized early intervention efforts by the schools prior to referring the case to truancy court. As a consequence of the new law, truancy cases that are heard in court will result in a civil finding that the student has engaged in truant conduct. At such time, the court may enter remedial orders designed to address the underlying problems that led to the student missing school.

Among the reforms delineated by the bill is the establishment of a committee whose purpose is to develop and recommend a uniform truancy policy for each school district located in the county. This mandate applies only to counties with two or more school districts and two or more courts that hear truancy cases.

As outlined in the bill, the county judge and the mayor of the municipality with the greatest population will appoint representatives to comprise the truancy committee:

COMMITTEE REPORTS

Youth Services Committee

The Harris Center approved salary increases in April for all of their Licensed Clinician staff. As of September 1st, there will be a fringe rate increase from 28.9% to 29.75%. This results in a \$90,000 shortfall in the TRIAD budget. During the June meeting, the TRIAD Executives agreed to transfer \$30,000, from each of their County general fund budgets to offset the shortfall to ensure services to clients continue at the same level as last fiscal year.

During the months of June and July the Department of Family and Protective Services (DFPS) Point of Entry has faced daily challenges with a growing number of older/difficult to place youth housed overnight at Point of Entry (POE). There is a placement crisis due to limited facility beds for these youth throughout the state. The DFPS placement unit is working diligently to locate placements for these youth but until placement is found these youth spend the day in their caseworker's office and their nights in the Point of Entry Children's room. During this two month period there has been an average of

14-15 youth who stay at POE overnight. Managing the youth in this limited space has been challenging.

Youth on Board

Kymora Anderson reported that the members have diligently been working on the anti-stigma campaign with the University of Texas Mental Health group. The “Drop the Stigma” posters that the youth have helped to create are completed and have been sent to the printer. The youth are working on a plan on how to distribute the material to agencies and schools in the Harris County area.

Youth on Board members worked with the Texas Network of Youth Services (TNOYS) staff on a Youth workshop track at the conference that was held this month. The youth volunteered and hosted a workshop at the conference.

The youth members hosted two workshops this summer entitled “Building Partnerships to Build Success”. The workshops were a great success. There were a total of 44 youth and 21 adults that attended both workshops. The youth also facilitated the workshop at the TNOYS conference. The youth will continue promoting the workshops in the community

Guardianship Committee

Marilyn DeMontrond reported that a proposal for grant funding was submitted through the Victims of Crime Act (VOCA) for the Senior Justice Assessment Center (SJAC) in the amount of \$383,742.00. A funding decision is expected in September.

Financial and Business Services Committee

Previously Reported under Treasurer’s Report

Children's Services Committee

Jackie McMillon stated that in the midst of DFPS changes to have all Texas children assessed upon entering foster care, 4Cs has been asked to not duplicate these assessment services, but to instead examine the 4Cs model to support this change. Currently in Harris County, the Children’s Crisis Care Center (4Cs) offers developmental and psychological evaluations to all children entering DFPS custody. Effective September 1, 2016, all children entering DFPS custody will be evaluated by STAR Health Providers using the Texas CANS (Child and Adolescent Needs Assessment). The results of the CANS will be submitted to the child’s caseworker to develop the Child’s Plan of Service. Should a child’s CANS’ score suggest the need for a more comprehensive evaluation, 4Cs would provide assessment services to these children. 4Cs will be working collaboratively with DFPS to develop a referral process for children identified in need of the more expansive evaluation.

Administrative Committee

Jerry LeVias stated that the website redesign is underway.

Also the Training Institute's Training Coordinator/Master Trainer position has been filled by Jeff Johnson.

Ad Hoc Committee on 50th Anniversary Celebration

In the absence of Frances Dyess, Marilyn DeMontrond reported that the 50th Anniversary celebration will be held on September 27, 2016 at the Junior League of Houston. Invitations will be mailed next week. Twenty three tables are sold. The goal is to fill 30 tables but the room can accommodate 34 tables. She thanked board members for their support. The event celebrates 50 years of social services for children from 1966 to 2016.

Harris County Children's Protective Services Fund

No Report

Child Welfare League of America (CWLA)

Ms. DeMontrond stated that the CWLA conference was held in Orange County California earlier this month with over 500 participants. The conference was in sponsorship with SAMHSA. The conference addressed the issue of substance abuse. She said that CWLA is working very hard to follow their mission and to use the national blueprint for child welfare. She encouraged board members to become a member of CWLA.

Texas & Regional Councils of Child Welfare Boards

In the absence of Janet Stansbury, Estella Olguin reported that the Regional Council of Child Welfare Boards held an awards luncheon on August 3rd to recognize 10 individuals and organizations that were nominated region wide. Marilyn DeMontrond was selected as the Volunteer of the Year both locally and statewide

Executive Committee

Mr. LeVias stated that, as previously reported, the Executive Committee discussed the formation of an Ad Hoc Committee to help the board become more efficient.

Additionally, he requested that all Board Members respond to the email notices concerning the Board meetings. The attendance will determine if there is a required quorum for the meeting. If members respond in a timely manner and a quorum is not met, the meeting can be cancelled.

Executive Director's Report

Joel Levine congratulated Marilyn DeMontrond on being selected by the Texas Council of Child Welfare Boards as the Volunteer of the Year. She will be honored on Friday, September 9th at a Texas Council annual awards luncheon in Austin, Texas.

Along with Board member Marilyn DeMontrond, Mr. Levine stated that he attended the Annual Hay Center Appreciation Luncheon for the Summer Jobs Program for the youth and the small business employers who appointed the youth for the summer. Twenty-

one youth and their respective employers were recognized for completion of the program. Two of the youth were employed at a DeMontrond Dealership.

Additionally, he said that on August 5th, he and Board President Jerry LeVias met with Commissioner Whitman and Assistant Commissioner Blackstone. The meeting addressed several topics including the Memorandum of Understanding, HCPS Contracts, and Commissioner Whitman's vision for DFPS.

He reported that he and Beverly Pettway met with Bill Jackson, the County Budget Officer. He said the purpose of the meeting was to introduce himself as the new department head. They talked about the new Senior Justice Assessment Center, out of state travel as well at the parking lot at Murworth.

Mr. Levine added that Ernest Frugé resigned from the board August 22, 2016 after 20 years of service. He said that he had the opportunity to work closely with Dr. Frugé on several committees and will miss his guidance and support. He was truly committed to his role as a Board Member and passionate about the mission of HCPS and our partnership with the DFPS.

Regional Director's Report

Ms. Debra Reyna stated that CPS Assistant Commissioner, Kristine Blackstone has selected Kim Gibbons as Director of Field. Kim served as the Deputy to Colleen McCall, former Director of Field. Commissioner Blackstone has also selected Tiffany Roper as the CPS Deputy Assistant Commissioner. Tiffany Roper was formerly with the Texas Children's Commission.

Interviews of the Regional Directors were completed the week of August 8th. Final decisions have not been communicated to date.

Caseworkers continue to work hard and are making good progress with reducing the rate of delinquent contacts. Another newspaper article will be coming out soon focused on the actual of number of children not seen. Region 6A seems to hover between 82% and 85%.

Mr. LeVias adjourned the meeting at 6:00 p.m.

BUDGET STATUS REPORT

SIX MONTHS ENDING
AUGUST 31, 2016

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



HARRIS COUNTY PROTECTIVE SERVICES

FINANCIAL INFORMATION FOR THE PERIOD ENDED - AUGUST 31, 2016

BUDGET SUMMARY by Funding Source

		Original Budget	Adjusted Budget	Expenditures To Date	% of Budget Expended	Budget to Date	Variance as of 8/31/16	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	26,325,811	11,347,916	43.11%	13,162,905	1,814,989	26,325,811	-
SPECIAL REVENUE FUNDS:									
GUARDIANSHIP (March 1 - February 28)	SRG	83,380	83,380	24,373	29.23%	41,690	17,317	83,380	-
JUVENILE CASE MGMT FUND (March 1 - February 28)	SRJ	841,650	880,650	399,175	45.33%	440,325	41,150	880,650	-
HAY CENTER YOUTH PROGRAMS 1115 WAIVER	HCY	-	359,771	680	0.19%	680	-	190,000	
TOTAL SPECIAL REVENUE FUNDS		925,030	1,323,801	424,228	32.05%	482,695	58,467	1,154,030	-
GRANT FUNDS (Various)									
GRANT FUNDS (Various)	GRT	4,341,297	4,807,084	3,874,581	80.60%	4,472,791	598,210	4,328,555	478,529
TITLE IV-E (October 1 - September 30)	IVE	1,027,279	680,000	-	0.00%	-	-	-	680,000
TOTAL GRANT FUNDS		5,368,576	5,487,084	3,874,581	70.61%	4,472,791	598,210	4,328,555	1,158,529
OTHER FUNDS									
FUND BOARD (October 1 - September 30)	FB	475,006	318,124	156,639	49.24%	240,579	83,941	318,124	-
TOTAL OTHER FUNDING		475,006	318,124	156,639	49.24%	240,579	83,941	318,124	-
Total Funding - HCPS		30,898,613	33,454,820	15,803,364	47.24%	18,358,971	2,555,606	32,126,520	1,158,529

GF General Fund

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.

SRG Guardianship Special Revenue

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.

SRJ Juvenile Case Manager Fund

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 August 31, 2016, the remaining balance in the fund is \$3,289,719. Revenue for the month of August was \$57,016 and Expenses \$62,409 for a net shortfall of -\$5,393. Financial data from Justice of the Peace 3-1, 5-1, 7-1, and 8-1 (since June 2016) is not included; these JPs are in the process of integrating financial system.

GRT Grant Funds

Grant Funds have various fiscal years but usually September 1 - August 31. Fiscal year ended this month for the majority of grant funds; most of these grants would be renewed for another year or two. As of August 31, 2016, the projected amount of unexpended grant funds is \$478,529, however total expenses on the grants are preliminary. Additional expenses on grant funds will be posted in September which would then reveal actual unexpended amount of grant funds.

IVE Title IV-E Child Welfare Funds
Note (2)

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.

FB Fund Board

Fund Board operates on a fiscal year October 1, 2015 - September 30, 2016. Funds raised through various programs are maintained by the Fund Board. After the initial Fund Board budget was approved, the HAY center Advisory Board established a separate 501 (c) (3), named HAY Center Foundation; in January, the Fund Board transferred the balance of the HAY Center Fund Board Account over to the HAY Center Foundation.

	Ref	HARRIS COUNTY GENERAL	GRANTS AND CONTRACTS				SPECIAL REVENUE	TOTAL PROGRAM FUNDING	DESCRIPTION/EXPLANATION
		A	B	C	D	E	F	G = A...F	
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	600,295						\$ 600,295	Four positions are included in this general fund budget. This area covers executive office functions and board related functions.
MURWORTH OPERATIONS	2-3	480,512						\$ 480,512	Cost related to building maintenance for Annex M - Murworth.
YSC OPERATIONS	2-4	590,635			9,848			\$ 600,483	Cost of repairs and maintenance for the YSC building and grounds. FEMA reimbursement of \$9,847.50 for damage sustained during the Flood of May 2015
COMMUNITY RELATIONS	2-5	211,652						\$ 211,652	Two positions that work on media and community relations for HCPS and social media initiatives.
PROGRAM IMPROVEMENT	2-6	281,266						\$ 281,266	Two positions with one added position during the 2016-2017 budget year.
BEAR	2-7	290,510						\$ 290,510	The Bear Program receives funding from donations, BEAR Foundation funds and HC General Funds.
TOTAL ADMINISTRATIVE SERVICES		3,003,224	0	0	9,848	0		3,013,072	
FINANCIAL & BUSINESS SERV									
ACCOUNTING	2-8	3,926,342	680,000					\$ 4,606,342	
INFORMATION TECHNOLOGY	2-9	1,055,920						\$ 1,055,920	
HUMAN RESOURCES	2-10	501,919						\$ 501,919	
TOTAL FINANCIAL AND BUSINESS SERVICES		5,484,181	680,000	0	0	0		6,164,181	100% from General Fund. Title IV-E Grant \$680,000 contract pending with DFPS; funds not yet received.
CHILDREN'S SERVICES									
CCCC ADMINISTRATION	2-11	241,824						\$ 241,824	
CHILDREN ASSESSMENT	2-12	410,877						\$ 410,877	
FAMILY ASSESSMENT	2-13	148,847		375,000				\$ 523,847	71.6% of funding from DFPS contract to provide assessment services to families involved with DFPS. County funding supporting the contract at 28.4%.
PERMANENCY PLANNING	2-14	216,795		950,000				\$ 1,166,795	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	2-15	139,481		208,644				\$ 348,125	Contract with DFPS to provide payment services for Concrete Services and for Transitional Living Allowances for Youth in the amount of \$208,644. General Fund covers clothing, school supplies, birth certificates and other foster care maintenance items.
PAL/HAY/TWC	2-16	131,910	45,000	1,534,644		634,874	359,771	\$ 2,706,199	The HAY Center budget includes direct General Funds at 5.6%, DFPS funding accounts for 65.4% of the budget, HAY Foundation accounts for 13.5% of the budget and HOGG funding accounts for 15.5% of the budget. The HAY Center receives 1115 Waiver Funds classified as Special Revenue.
MEDICAL CLINIC	2-17	679,750	130,597	129,800		110,641		\$ 1,050,788	69.9% 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		1,969,484	175,597	3,198,088	0	745,515	359,771	6,448,454	32.43% of the overall Children's Services Division budget is from Harris County General Funds. 55.29% is from PAL contracts with DFPS. The remaining 12.28% is from TWC and HOGG funding.
YOUTH SERVICES									
YSC ADMINISTRATION	2-18	851,750			190,921			\$ 1,042,671	Youth Services receives funding from the Runaway Youth/Safety Net Program - Federal Funding. This accounts for 18.7% of the YSC Administration budget.
FOOD SERVICES	2-19	324,105						\$ 324,105	
RESIDENTIAL SERVICES	2-20	1,611,998						\$ 1,611,998	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	2-21	1,025,332						\$ 1,025,332	
CYS SCHOOLS	2-22	4,520,790						\$ 4,520,790	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	2-23	220,820						\$ 220,820	
TRIAD ADMINISTRATION	2-24	434,022		805,240				\$ 1,239,262	TRIAD receives grant/contract funding from DFPS for the CYD Program in the total amount of \$805,240. Other funding comes from general funds.
JP COURT SERVICES	2-25	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	2-26	752,961						\$ 752,961	
COMM BASED RESIDENTIAL	2-27	212,680						\$ 212,680	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		10,512,212	0	805,240	190,921	0	880,650	12,389,023	84.9% of the Youth Services Division budget comes from General Funds, 7.1% from Special Revenue, 6.5% is from contracts with DFPS and 1.5% other funding.
ADULT SERVICES									
GUARDIANSHIP ADMIN	2-28	667,226					83,380	\$ 750,606	The Guardianship budget includes \$83,380 of Special Revenue Funds which accounts for 9.7% of the GS-Administration budget. Other funding is from general funds.
GUARD CASE MANAGEMENT	2-29	4,527,193						\$ 4,527,193	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.
REP PAYEE	2-30	162,291						\$ 162,291	
TOTAL ADULT SERVICES		5,356,710	0	0	0	0	83,380	5,440,090	
TOTALS		\$26,325,811	\$855,597	\$4,003,328	\$200,769	\$745,515	\$1,323,801	\$33,454,820	

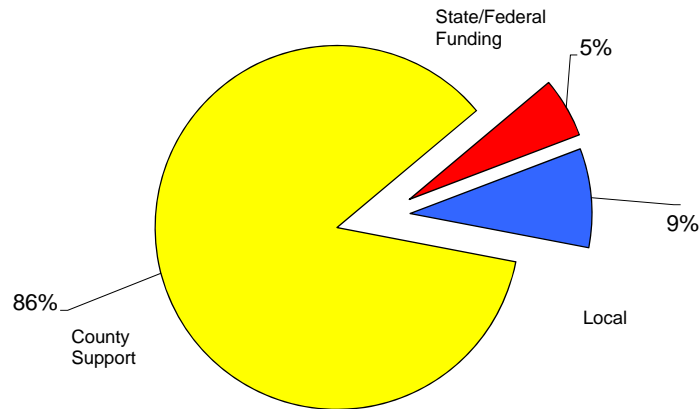
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
General Fund - Budget Status as of August 31, 2016

YEAR TO DATE								CURRENT MONTH				
REVENUES		OBJECT CODE	ANNUAL BUDGET	CURRENT ACTUAL	LAST YEAR ACTUAL	YTD BUDGET	(OVER)UND BUDGET	BUDGET BALANCE	CURRENT ACTUAL	LAST YEAR ACTUAL	CURRENT BUDGET	(OVER)UND BUDGET
Ref			A	B	C	D	E = D - B	F = A - B	G	H	I	J = I - G
LUNCH PROGRAM	1-1	511700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LEASE REIMB	1-2	545025	658,648	329,230	329,230	329,324	94	329,418	54,872	54,872	54,887	16
REIMB-INDIRECT COST	1-3	561900	83,000	39,904	36,855	41,500	1,596	43,096	10,600	18,380	6,917	(3,683)
GP-ATTORNEY'S FEE	1-4	563600	0	0	0	0	0	0	0	0	0	0
EMERG SHELTER-YSC	1-5	565300	660,000	399,471	321,293	330,000	(69,471)	260,529	61,786	62,424	55,000	(6,786)
GP-SERVICE REIMB	1-6	565500	331,000	303,255	154,896	165,500	(137,755)	27,745	66,393	23,049	27,583	(38,810)
SHARED FUNDING	1-7	567500	1,984,007	840,900	814,902	992,004	151,103	1,143,107	179,465	169,252	165,334	(14,131)
YSC OTHERS	1-8	567700	0	0	0	0	0	0	0	0	0	0
MEDICAL RELATED	1-9	567800	0	29,614	0	0	(29,614)	(29,614)	0	0	0	0
INTEREST EARNINGS	1-10	570100	1,640	85	706	820	735	1,555	6	0	137	131
CONTRIBUTIONS -OTHER	1-11	584900	0	0	0	0	0	0	0	0	0	0
REFUNDS/OTHERS	1-12	594900	0	5,189	7,637	0	(5,189)	(5,189)	22	2,308	0	(22)
REVENUES	1-13		\$3,718,295	\$1,947,648	\$1,665,520	\$1,859,148	(\$88,501)	\$1,770,647	\$373,143	\$330,285	\$309,858	(\$63,285)
COUNTY SUPPORT	1-14		22,607,516	9,400,268	9,360,070	11,303,835	1,903,566	13,207,247	1,499,677	1,439,262	1,790,553	290,876
TOTAL REVENUES & SUPPORT			\$26,325,811	\$11,347,916	\$11,025,590	\$13,162,982	\$1,815,066	\$14,977,894	\$1,872,820	\$1,769,548	\$2,100,410	\$227,591
EXPENDITURES BY DIVISION		KEY										
ADMINISTRATION												
TRAINING INSTITUTE	2-1	10088005	\$548,354	\$227,872	\$222,803	\$274,177	\$46,305	\$320,482	\$32,455	\$35,731	\$43,687	\$11,233
HCPS ADMINISTRATION	2-2	10088006	710,795	366,358	286,126	355,398	(10,960)	344,437	108,285	44,854	56,574	(51,711)
MURWORTH OPERATIONS	2-3	10088007	1,070,392	613,654	517,387	535,196	(78,459)	456,737	97,998	99,992	89,000	(8,998)
YSC OPERATIONS	2-4	10088024	742,235	364,768	297,550	371,118	6,350	377,467	76,195	39,150	60,616	(15,579)
COMMUNITY RELATIONS	2-5	10088008	211,652	97,556	83,286	105,826	8,270	114,096	16,034	14,646	16,745	711
PROGRAM IMPROVEMENT	2-6	10088009	281,266	107,936	105,396	140,633	32,697	173,330	16,497	17,735	22,207	5,710
BEAR	2-7	10088016	290,510	122,389	130,065	145,255	22,866	168,121	19,162	20,871	23,122	3,960
FINANCIAL & BUSINESS SERV												
ACCOUNTING	2-8	10088002	2,488,862	728,364	681,972	1,244,431	516,067	1,760,498	120,602	114,171	183,650	63,048
INFORMATION TECHNOLOGY	2-9	10088003	1,055,920	347,859	429,205	527,960	180,101	708,061	49,940	62,981	84,709	34,770
HUMAN RESOURCES	2-10	10088004	536,919	246,825	270,548	268,460	21,635	290,094	57,435	60,545	42,615	(14,819)
CHILDREN'S SERVICES												
CCCC ADMINISTRATION	2-11	10088010	241,824	117,036	121,519	120,912	3,876	124,788	21,997	29,106	19,125	(2,872)
CHILDREN ASSESSMENT	2-12	10088011	410,877	195,470	163,252	205,439	9,969	215,407	31,472	25,661	33,107	1,635
FAMILY ASSESSMENT	2-13	10088012	148,847	62,345	60,364	74,424	12,079	86,502	9,415	9,646	11,865	2,450
PERMANENCY PLANNING	2-14	10088014	216,795	147,309	118,318	108,398	(38,912)	69,486	15,677	25,409	18,066	2,389
SUBSTITUTE CARE	2-15	10088015	639,481	89,355	200,767	319,741	230,386	550,126	28,067	4,062	53,290	25,223
PAL	2-16	10088017	171,910	59,893	60,725	85,955	26,062	112,017	9,192	8,860	30,417	21,225
MEDICAL CLINIC	2-17	10088019	679,750	197,116	287,992	339,875	142,759	482,634	36,581	57,801	55,364	18,783
YOUTH SERVICES												
YSC ADMINISTRATION	2-18	10088023	839,750	239,214	254,977	419,875	180,661	600,536	30,954	39,578	66,247	35,293
FOOD SERVICES	2-19	10088021	326,105	159,558	148,501	163,053	3,495	166,547	27,200	25,271	26,206	(993)
RESIDENTIAL SERVICES	2-20	10088022	1,606,498	725,763	601,552	803,249	77,486	880,735	121,170	101,292	127,010	5,840
CYS ADMINISTRATION	2-21	10088025	1,043,082	565,687	558,542	521,253	(44,434)	477,395	71,867	75,096	82,858	10,991
CYS SCHOOLS	2-22	10088026	4,532,040	2,062,057	1,975,101	2,266,385	204,329	2,469,983	330,436	308,477	358,277	27,840
PARENT TEEN	2-23	10088070	220,820	99,711	100,557	110,410	10,699	121,109	15,028	15,392	17,400	2,372
TRIAD ADMINISTRATION	2-24	10088050	434,022	192,634	217,326	217,011	24,377	241,388	29,500	43,910	34,434	4,934
JP COURT SERVICES	2-25	10088052	557,754	255,505	252,598	278,877	23,372	302,249	40,568	39,356	44,033	3,465
STATUS OFFENDER	2-26	10088053	752,961	369,440	319,726	376,481	7,041	383,521	59,733	52,215	59,395	(337)
COMM BASED RESIDENTIAL	2-27	10088065	212,680	69,914	89,905	106,340	36,426	142,766	13,279	16,330	16,770	3,490
ADULT SERVICES			0	0		0						
GUARDIANSHIP ADMIN	2-28	10088060	664,226	318,939	367,567	332,113	13,174	345,287	48,679	45,590	52,787	4,108
GUARD CASE MANAGEMENT	2-29	10088061	4,527,193	2,116,868	2,028,076	2,263,597	146,729	2,410,325	325,023	323,864	357,993	32,970
REP PAYEE	2-30	10088062	162,291	80,525	73,886	81,146	621	81,766	12,381	11,954	12,840	459
TOTAL EXPENDITURES			\$26,325,811	\$11,347,916	\$11,025,590	\$13,162,982	\$1,815,066	\$14,977,894	\$1,872,820	\$1,769,548	\$2,100,410	\$227,591

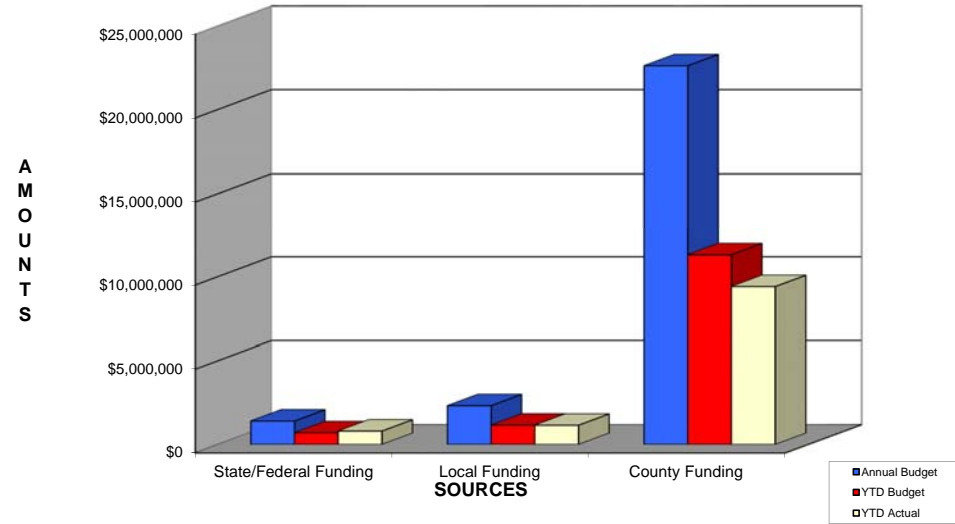
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
GENERAL FUND REVENUE BUDGET AND ANALYSIS
As of August 31, 2016

REVENUES	2016/2017 ANNUAL BUDGET	Current YTD BUDGET	Current YTD ACTUAL	Prior YTD ACTUAL	Current YTD Budget Vs Actual
Sources					
School Lunch Program	\$0	\$0	\$0	\$0	\$0
Medicaid/ Medical	0	0	29,614	0	(29,614)
Federal Funding	0	0	29,614	0	(29,614)
Lease reimbursement	658,648	329,324	329,230	329,230	94
Emergency Shelter	660,000	330,000	399,471	321,293	(69,471)
Reimb-Indirect cost	83,000	41,500	39,904	36,855	1,596
State Funding	1,401,648	700,824	768,605	687,378	(67,781)
School Contracts	1,984,007	992,004	840,900	814,902	151,103
CRC Other	0	0	0	0	0
Local Funding	1,984,007	992,004	840,900	814,902	151,103
Interest Earned	1,640	820	85	706	735
GP-Attorney's Fee	0	0	0	0	0
GP- Service Reimb	331,000	165,500	303,255	154,896	(137,755)
Contributions - Others	0	0	0	0	0
Refunds/Child Revenue	0	0	5,189	7,637	(5,189)
Others	332,640	166,320	308,529	163,239	(142,209)
Total Outside Sources	\$3,718,295	\$1,859,148	\$1,947,648	\$1,665,520	(\$88,501)
County Support	22,607,516	11,303,835	9,400,268	9,360,070	1,903,566
Total	\$26,325,811	\$13,162,982	\$11,347,916	\$11,025,590	\$1,815,066

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 August 31, 2016

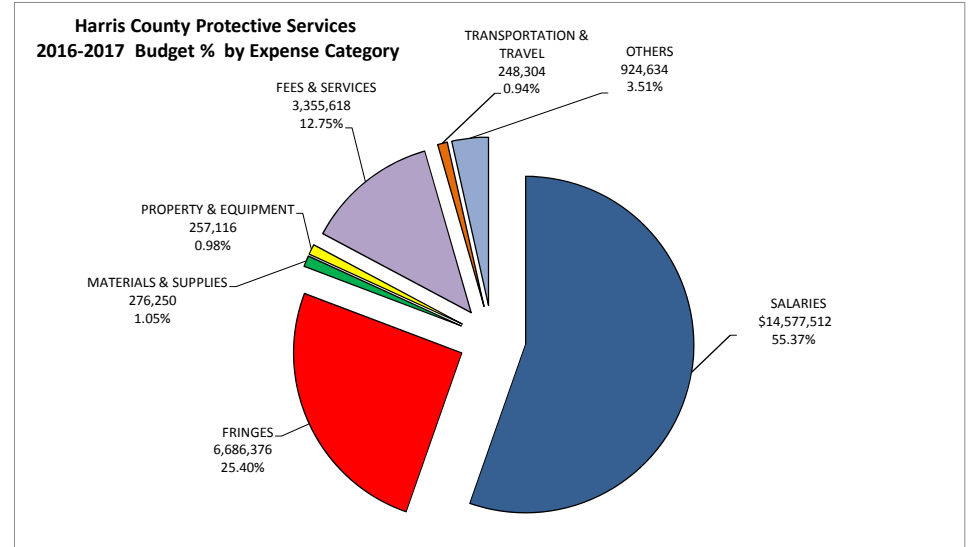
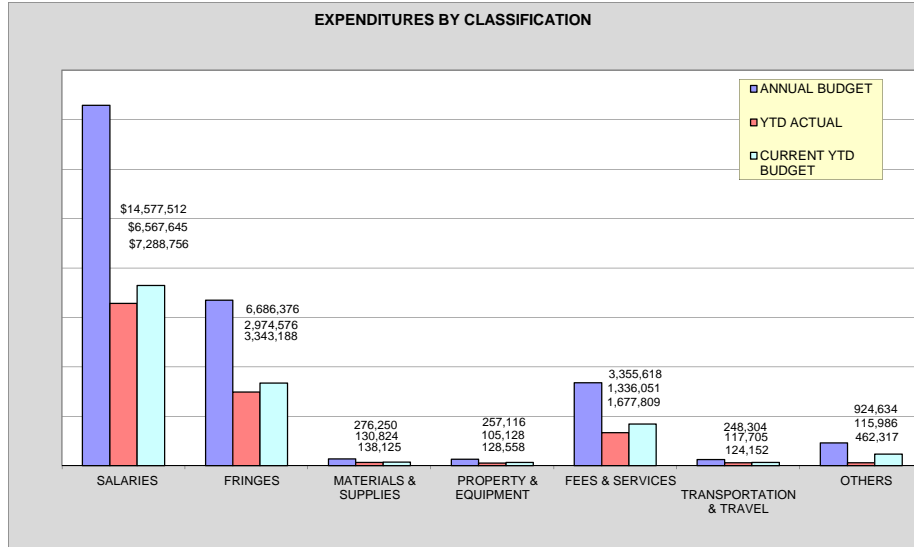


	Budgeted Revenue	Current YTD Budget	Current YTD Actual	Prior YTD Actual	Current YTD Budget VS Actual
State/Federal Funding	1,401,648	700,824	798,218	687,378	(97,394)
Local Funding	2,316,647	1,158,324	1,149,430	978,142	8,894
County Funding	22,607,516	11,303,835	9,400,268	9,360,070	1,903,566
Total Funding	26,325,811	13,162,982	11,347,916	11,025,590	1,815,066

HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
Budget Status as of August 31, 2016

	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	\$ 14,577,512	\$6,567,645	45.05%	\$7,288,756	\$721,111	\$ 8,009,867
FRINGES	6,693,215	6,686,376	2,974,576	44.49%	3,343,188	368,612	3,711,800
MATERIALS & SUPPLIES	257,750	276,250	130,824	47.36%	138,125	7,301	145,426
PROPERTY & EQUIPMENT	113,593	257,116	105,128	40.89%	128,558	23,430	151,988
FEES & SERVICES	1,836,223	3,355,618	1,336,051	39.82%	1,677,809	341,757	2,019,566
TRANSPORTATION & TRAVEL	245,804	248,304	117,705	47.40%	124,152	6,447	130,599
OTHERS	34,741	924,634	115,986	12.54%	462,317	346,331	808,648
TOTAL	\$24,130,000	\$26,325,811	\$11,347,916	43.11%	\$13,162,905	\$1,814,989	\$ 14,977,894

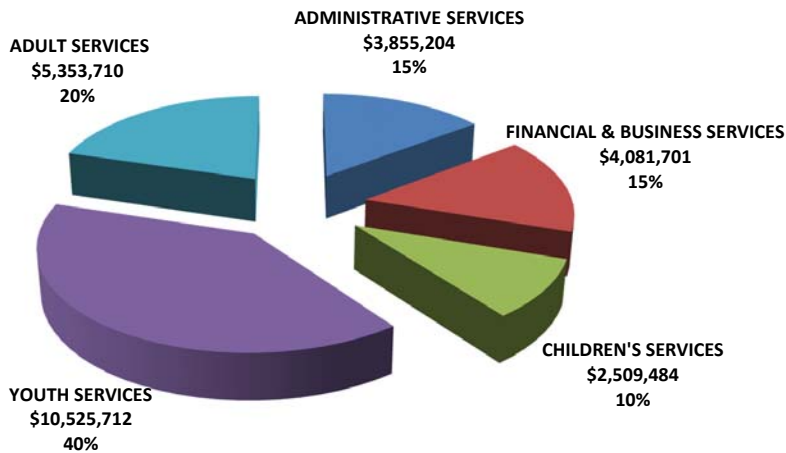
Expected Expenditure Level 50.00% 6.89% % Bud Variance



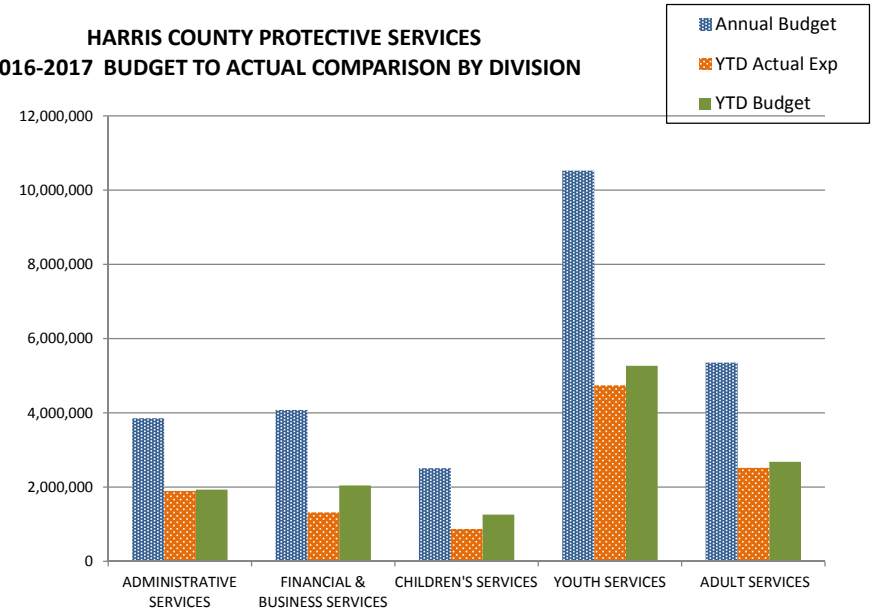
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
Budget Status as of August 31, 2016

	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	\$3,855,204	\$1,900,533	49.30%	\$1,642,613	\$1,927,602	\$27,069	\$1,954,671	\$366,626	\$272,978	\$311,952	(\$54,674)
FINANCIAL & BUSINESS SERVICES	\$4,081,701	\$1,323,047	32.41%	\$1,381,725	\$2,040,851	\$717,803	\$2,758,654	\$227,977	\$237,697	\$310,975	\$82,998
CHILDREN'S SERVICES	\$2,509,484	\$868,523	34.61%	\$1,012,937	\$1,254,742	\$386,219	\$1,640,961	\$152,402	\$160,546	\$221,235	\$68,833
YOUTH SERVICES	\$10,525,712	\$4,739,482	45.03%	\$4,518,786	\$5,262,933	\$523,451	\$5,786,230	\$739,733	\$716,918	\$832,629	\$92,896
ADULT SERVICES	\$5,353,710	\$2,516,331	47.00%	\$2,469,529	\$2,676,855	\$160,524	\$2,837,379	\$386,083	\$381,408	\$423,620	\$37,537
TOTAL EXPENDITURES	\$26,325,811	\$11,347,916	43.11%	\$11,025,590	\$13,162,982	\$1,815,066	\$14,977,894	\$1,872,820	\$1,769,548	\$2,100,410	\$227,591

**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 FY16
Sept 1, 2015- Aug. 31, 2016
Period Ending Aug 31, 2016

				A	B		C	D =B/C	E = C - B	F = A - B	G	H = F - G
	IFAS ORG KEY	Number of positions	GRANT PERIOD	REIMB AMOUNT	Expenditures Aug 31, 2016		YTD Budget	% Exp to YTD Budget	Variance	Budget Balance as of Aug 31, 2016	Projected Expenditures thru end of the grant	Projected Lapse
CHILDREN'S SERVICES												
CCCC												
Family Assessment	LUP88014	4.5	09/01/15 - 08/31/16	\$375,000.00	\$368,904.69		\$375,000.00	98.37%	\$6,095.31	\$6,095.31	\$0.00	\$6,095.31
Permanency Planning Team	KDP88014	15	09/01/15 - 08/31/16	950,000.00	927,299.03		950,000.00	97.61%	22,700.97	22,700.97	0.00	22,700.97
Drug Testing	RIQ88013	1	09/01/15 - 08/31/16	65,000.00	48,959.27		65,000.00	75.32%	16,040.73	16,040.73	0.00	16,040.73
Pre-Adopt Review (RAS)	WNR88014	0	09/01/15 - 08/31/16	64,800.00	27,747.91		64,800.00	42.82%	37,052.09	37,052.09	0.00	37,052.09
Family Support Navigator (HC Hosp Dist)Yr2	YAA88004	0	08/01/15 - 07/31/16	52,555.00	51,406.53		52,555.00	97.81%	1,148.47	1,148.47	0.00	1,148.47
Child Welfare Integrated Healthcare Expansion Initiative-Episcopal Health Foundation (Discretionary match \$34,741)	YAA88006	0.5	03/01/16 - 02/28/17	110,641.00	18,653.46		55,320.50	33.72%	36,667.04	91,987.54	55,320.50	36,667.04
HOPES - DePelchin Children's Center (6-mo Yr1)	GRR88014	2	03/01/16 - 08/31/16	78,041.72	34,821.54		78,041.72	44.62%	43,220.18	43,220.18	0.00	43,220.18
YOUTH SERVICES												
HAY CENTER												
PAL Life Skills and Assessment	LAQ88017	3	09/01/15 - 08/31/16	242,842.00	221,635.10		242,842.00	91.27%	21,206.90	21,206.90	5,000.00	16,206.90
PAL Case Mgt and Room and Board Assistance	LAQ88056	9	09/01/15 - 08/31/16	1,021,802.00	969,063.61		1,021,802.00	94.84%	52,738.39	52,738.39	10,000.00	42,738.39
Required Match = \$255,855.72												
TWC Transition Center	PNQ88056	3	10/01/15 - 09/30/16	270,000.00	206,234.16		247,500.00	83.33%	41,265.84	63,765.84	22,500.00	41,265.84
Transition-Age Youth Planning Initiative (Hogg Foundation) Yr 3 of 4	CBR88056	3	06/01/16- 05/31/17	316,750.00	75,174.33		79,187.50	94.93%	4,013.17	241,575.67	241,575.67	4,013.17
HAY Transition Coaching Program-Fund Board (extended)	YAA88005	1	07/01/15-09/30/16	45,000.00	40,452.69		42,000.00	96.32%	1,547.31	4,547.31	4,547.31	0.00
Required Match = \$18,400												
Community Youth Devt.												
Gulfton	LBR88061	1.5	09/01/15 - 08/31/16	402,620.00	269,226.34		402,620.00	66.87%	133,393.66	133,393.66	63,286.00	70,107.66
Pasadena	LBR88062	1.5	09/01/15 - 08/31/16	402,620.00	341,206.32		402,620.00	84.75%	61,413.68	61,413.68	30,000.00	31,413.68
Runaway Youth/Safety Net Program	BDQ88047	0	09/30/15 - 09/29/16	190,921.00	80,614.75		175,010.92	46.06%	94,396.17	110,306.25	15,910.08	94,396.17
Match = \$188,320												
Concrete Services/TLAs	LCP88018	0	09/01/15 - 08/31/16	208,644.00	193,181.61		208,644.00	92.59%	15,462.39	15,462.39	0.00	15,462.39
Flood Of May 2015	FIQ88001	0		9,847.50	0.00		9,847.50	0.00%	9,847.50	9,847.50	9,847.50	0.00
Cash Match (\$3,685.20)												
Grand Total				\$4,807,084.22	\$3,874,581.34		\$4,472,791.14	86.63%	\$598,209.80	\$932,502.88	\$457,987.06	\$478,528.99

Harris County Protective Services Fund Board
Approved Budget 2015-2016
As of August 31, 2016

	Initial Budget 2015 -2016	Adjusted Budget 2015 - 2016	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	693	693	693	693	-	-	Funds raised throught the sale of license plates for child abuse
HCPS Hay Center	280,000	105,651	105,651	105,651	-	-	Funds raised by the HAY Center through foundations, grants, fundraisers and private donors.
HCPS Employee Fundraiser - Parking		465	465	-	-	-	Funds raised by silent auctions for parking spaces and other fundraising activities for the benefit of employee appreciation events
HCPS Fund Board Operating Account	10,000	10,000	-	-	-	10,000	Funds received from Fund Board members for the use of operating expenses
HCPS 50th Anniversary Luncheon	-	300,000	82,391	275,000	(192,609)	217,609	Funds raised for the 2016 HCPS 50th anniversary gala luncheon
HCPS Bank Account Interest	275	275	122	250	(128)	153	Interest Earned
Revenues	290,968	417,084	189,322	381,594	(192,737)	227,762	
Equity (INCREASE)DECREASE	184,098	(98,959)	-	-	-	184,098	
Total Revenue and Equity	475,066	318,124	189,322	381,594	(192,737)	411,860	
Expenditures							
HCPS Capital Campaign -Svgs	180,500	180,500	66,075	133,000	(66,925)	114,425	Renovations to YSC - construction and fees.
HCPS Enhancing & Sustaining	6,466	6,466	-	-	-	6,466	Funds for HCPS programs.
HCPS Prior Years Golf Proceeds	-	5,300	5,300	5,300	-	-	
HCPS Houston Junior Woman's Club 2008-2009	5,000	5,000	-	-	-	5,000	Murworth Lobby
HCPS Employee Parking		300	800	300	500	(500)	
HCPS 50th Anniversary Luncheon 2016		46,620	11,040	28,250	(17,210)	35,580	Funds for the 2016 HCPS Gala
HCPS Texas Child Welfare Boards - License Plate	500	500	273	450	(177)	227	Funds come in from license plates for Child Abuse. Funds will be used for Child Abuse Prevention programming.
HCPS Hay Center	281,400	72,238	72,110	72,238	(128)	128	Funds to be used by the HAY Center
HCPS Fund Board Operating Expenses	1,200	1,200	1,041	1,041	-	159	Funds to be used for Fund Board Operating Expenses
TOTAL EXPENDITURES	475,066	318,124	156,639	240,579	83,941	161,486	



HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS

BUDGET NARRATIVE

For the Six Months Ending August 31, 2016
March 1, 2016 – August 31, 2016

SUMMARY

Harris County Protective Services has an overall adjusted budget of \$33,454,820. This overall budget includes:

General Funds	\$26,325,811
Special Revenue Funds	\$ 1,323,801
Grant Funds	\$ 4,807,084
Other Contract Title IV-E	\$ 680,000
Donated and Other Funds	<u>\$ 318,124</u>
Total Funding	<u>\$33,454,820</u>

(See the attached Budget Summary)

OVERVIEW:

GENERAL FUND

Budget reflects expenditures of \$ 11,347,916 (43.11%) and a budget variance of +\$1,814,989 (6.89%) as of August 31, 2016. The Initial Budget Allocation for the 2016-2017 fiscal year is \$24,130,000 and the Adjusted Budget amount as of August 31, 2016 is \$26,325,811, a change of \$2,195,811, which includes rollover funds from the prior fiscal year 2015-2016 budget. The majority of the rollover funds have been reallocated throughout the HCPS programs to cover the cost of the Murworth lease, clothing reimbursements, operations and building maintenance.

Initial Allocation - General Fund \$24,130,000

Adjustments:

1. Facilities Charge \$ (391)
2. FY 2015-2016 budget rollover \$ 2,196,202

Adjusted Budget as of August 31, 2016 \$ 26,325,811

The year to date budget amount for the period ending August 31, 2016 is \$13,162,905 or 50% of the Annual Budget.

HARRIS COUNTY PROTECTIVE SERVICES							
For Children and Adults							
Budget Status as of August 31, 2016							
	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	\$ 14,577,512	\$6,567,645	45.05%	\$7,288,756	\$721,111	\$ 8,009,867
FRINGES	6,693,215	6,686,376	2,974,576	44.49%	3,343,188	368,612	3,711,800
MATERIALS & SUPPLIES	257,750	276,250	130,824	47.36%	138,125	7,301	145,426
PROPERTY & EQUIPMENT	113,593	257,116	105,128	40.89%	128,558	23,430	151,988
FEES & SERVICES	1,836,223	3,355,618	1,336,051	39.82%	1,677,809	341,757	2,019,566
TRANSPORTATION & TRAVEL	245,804	248,304	117,705	47.40%	124,152	6,447	130,599
OTHERS	34,741	924,634	115,986	12.54%	462,317	346,331	808,648
TOTAL	\$24,130,000	\$26,325,811	\$11,347,916	43.11%	\$13,162,905	\$1,814,989	\$ 14,977,894
Expected Expenditure Level				50.00%		6.89%	% Bud Variance

SALARIES AND FRINGES

HCPS currently have 335 positions including 48 that are grants funded, 14 are funded through special revenues and 273 are funded from general funds. As of August 31, there were 32 vacant positions, of which 24 are funded by the

general fund. The general fund budget lapse related to salaries and fringes totals \$1,089,723. Position vacancies and turnover accounts for this variance. While some of the vacant positions were covered using temporary personnel, the budget items reflects the total lapse amount that was budgeted for salaries and fringes. The chart below shows positions by division including general funded, grant funded and special revenue funded positions. The variance indicated in the general fund budget is only for general fund salaries and fringes.

Positions by Division:

Division	General Fund		Grant Funds		Special Revenue		Total	
	#Positions	Vacancies	#Positions	Vacancies	#Positions	Vacancies	#Positions	Vacancies
ADMINISTRATIVE SERVICES	18	2					18	2
ADULT SERVICES	73	6			1		74	6
CHILDREN'S SERVICES	17	2	45	5			62	7
FINANCIAL AND BUSINESS	34	5					34	5
YOUTH SERVICES	131	9	3	1	13	2	147	12
TOTALS	273	24	48	6	14	2	335	32

The vacant positions are in various stages of hire.

FEES AND SERVICES

The Fees and Services general fund budget reflects lapsed funds in the amount of \$341,757. This variance reflects a decrease in the amount of clothing reimbursements paid to foster parents on behalf of children in DFPS custody. This decrease started in April of 2016 when the Target corporate agreement was changed which eliminated the use of clothing vouchers. As a result of the change, caregivers make purchases of clothing and submit receipts for reimbursement. There are lapsed funds in the Information Technology budget and in the Medical Clinic budget for fees and services.

SPECIAL REVENUE FUNDS

There are three funds that are classified under Special Revenue including (1) Juvenile Case Manager Fund, (2) Guardianship Special Fund and (3) the newly created HAY Center Youth Program 1115 Waiver Fund.

As of August 31, 2016, the **Juvenile Case Management Fund** had a cumulative balance of \$3,289,719 after expenses were paid. The total revenue for the month of August 2016 for this fund is \$57,016 and expenditures for the month totaled \$62,409 resulting in a net of -\$5,393. 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. [See Page 2 of 9 footnote regarding this fund.](#)

The **Guardianship Special Revenue** fund currently reflects a budget of \$83,380. Additional funds are being transferred into this Special Revenue account to cover the cost of a Manager position for the Guardianship program. This is funded from probate court fees that are collected for local guardianship programs that provide guardians for indigent incapacitated persons.

HAY Center Youth Program 1115 Waiver funds were recently set up as special revenue. These funds are received through MHMRA and are used for the operation of the HAY Center Programs. Funds in the amount of \$359,770 have been received as of August 31, 2016 and an additional \$127,692 has been invoiced.

GRANTS FUNDS

HCPS receives grants in the amount of \$4,807,084. The funding sources for these grants includes the Department of Family and Protective Services (DFPS), HOGG Foundation, Texas Workforce Commission and Runaway and Homeless Youth – Safety Net Program. At the beginning of September 2016, HCPS received notification that two programs were awarded funds through the Governor's Office – Criminal Justice Division – Victims of Crime Act (VOCA) Funds. These grants will be reflected on the October Grants Worksheet.

- Children's Services Division – Child Welfare Integrated Healthcare Expansion was awarded \$379,560 with a required match of \$96,121. Effective October 1, 2016.
- Adult Services Division – Senior Justice Assessment Center Pilot Project was awarded \$383,742 to pilot a program geared towards assisting senior victims of abuse, neglect and exploitation using an evidence based model of a multi-disciplinary team of experts. The required match of \$96,121 will be met through partner agencies including APS, Houston Police Department, District Attorney's Office and County Attorney. Effective October 1, 2016. Other costs are being reviewed by the Budget Office for potential funding.

See the Grants summary information attached.

THE 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 adjusted budget for the current fiscal year is \$318,124 with \$180,500 budgeted for Youth Services Center renovations. The Fund Board is hosting the first Annual "At the Heart of Families Luncheon" benefiting HCPS programs. The luncheon will take place on Tuesday, September 27, 2016. *See the attached Fund Board worksheet for additional information.*

Harris County Protective Services for Children & Adults
Monthly Program Report Summary
August 2016

BEAR

August 2016

YTD

• Total Number of Children Served	1,117	6,118
-----------------------------------	-------	-------

Training Institute

• Total Number BSD Classes in Session (<i>pending from new Academy Manager</i>)	pending	12
• Total Number of BSD Students Enrolled (<i>pending from new Academy Manager</i>)	pending	324
• Total Number of Participants Attending DFPS/HCPs Workshops	113	841

CHILDREN'S SERVICES

Children's Crisis Care Center

• Child Evaluations	88	502
• Family Evaluations	36	221
• Permanency Planning Team Meetings	296	1,846
• Family Conference Meetings	18	140

Medical & Dental Clinic

• Medical Services: Number of Children Served	210	1,190
• Dental Services: Number of Children Served	45	498
• Behavioral Health Services: Number of Children Served	27	83
• Drug Testing: Number of Clients Served	72	642

Transitional Services

• Number of PAL In-Care Youth Served	220	1,398
• Number of PAL Aftercare Youth Served	112	747
• Youth Served at the HAY Center (<i>unduplicated</i>)	182	1,201

GUARDIANSHIP SERVICES

• Wards as of 8/31/2016	1,190	1,264
-------------------------	-------	-------

YOUTH SERVICES

Resource Services (Includes CRCG)

• Number of Families Enrolled	3	53
• Number of New Assessments	6	32
• Number of CRCG Wrap Meetings	5	34

Community Youth Services (CYS)

• Number of New Cases Opened (<i>School Year : *8/1/2016 to 7/31/2017</i>)	572	572
--	-----	-----

Kinder Emergency Shelter

• Total Number of Youth Served (<i>unduplicated</i>)	49	348
• Number of New Admissions	21	180
• Occupancy Rate	74%	87%

TRIAD Prevention Services (unduplicated)

• Community Youth Development: Number of Unduplicated Youth Served	69	645
• Mental Health Services: Number of Cases Opened	7	33
• Justice of the Peace Court WRAP: Number of Cases Opened	2	13
• Justice of the Peace Court Liaison Program: Total Number of Families Served	162	1,868
• Juvenile Intake Diversion Program: Total Number of Youth Served	55	434
• Juvenile Intake Diversion Program: Crisis Hotline Calls Received	91	615
• Parenting with Love and Limits: Total Number of Family Cases Opened	13	84
• Parent/Teen Survival: Number of youth enrolled	16	226

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 *

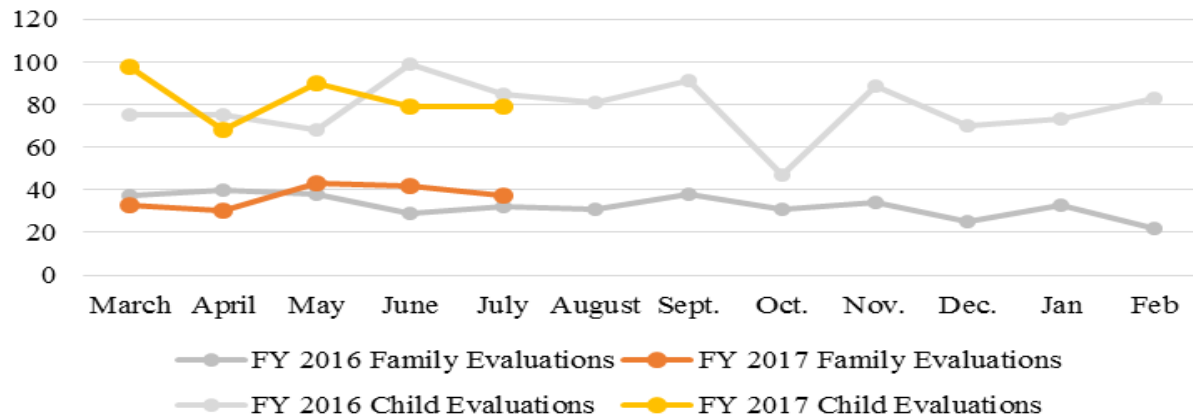
Harris County Protective Services for Children & Adults
Monthly Program Report Summary
August 2016

CHILDREN'S SERVICES

Children's Crisis Care Center

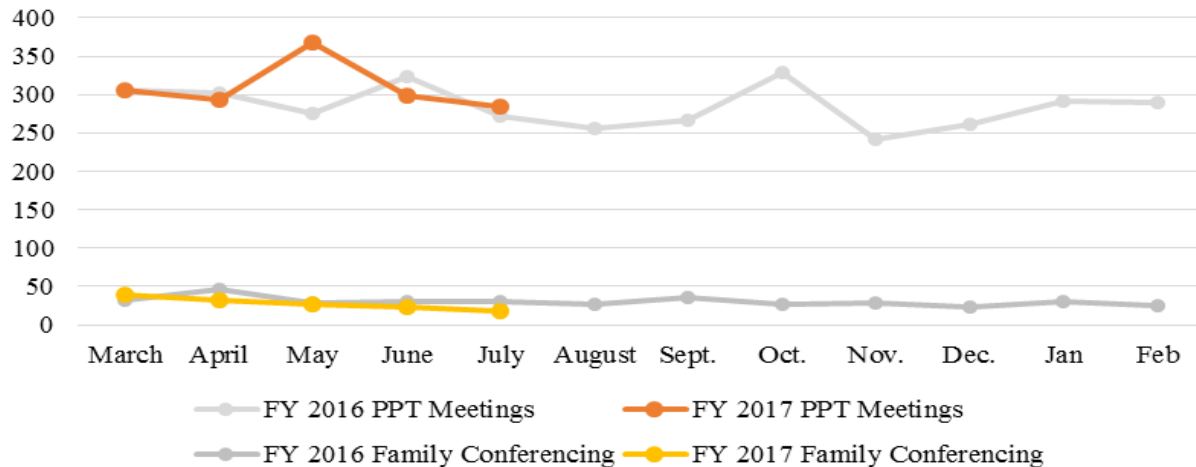
Child and Family Evaluations

FY 2017

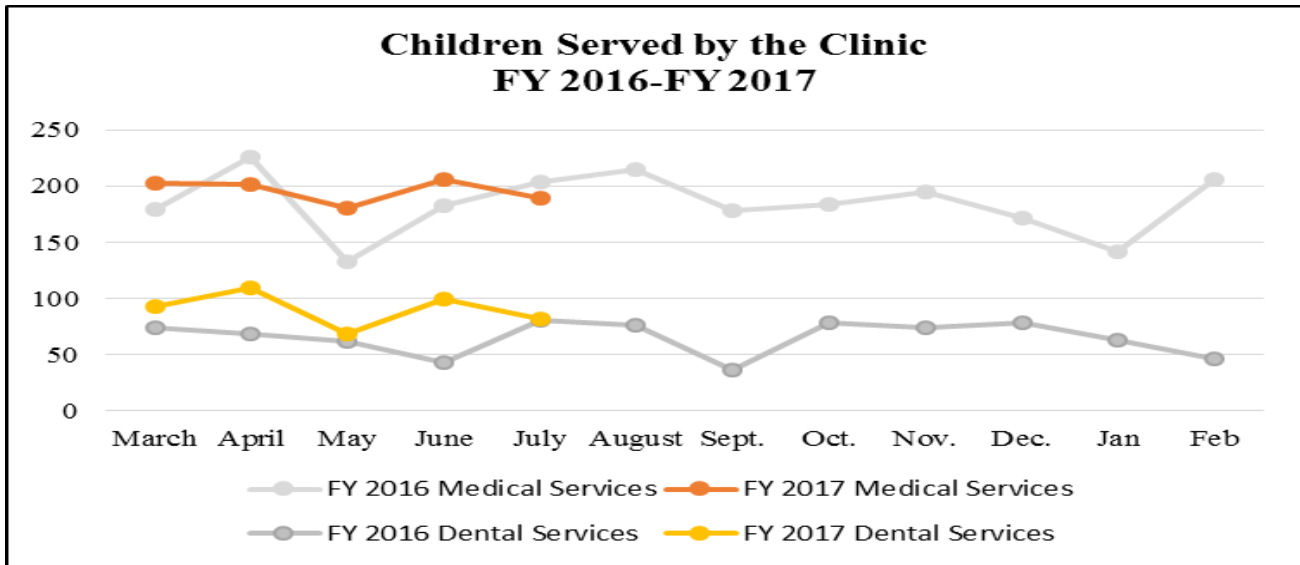


PPT Meetings & Family Group Conferences

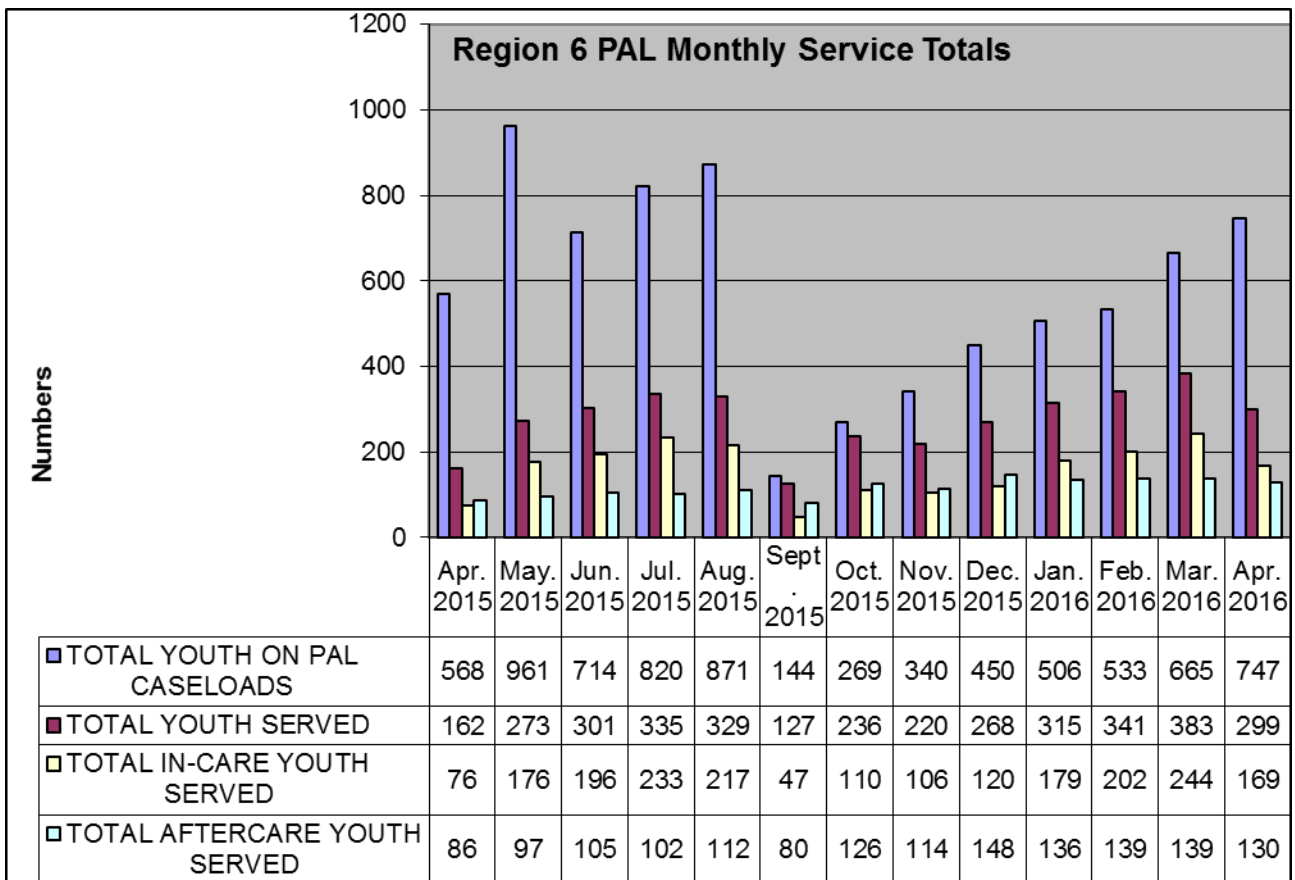
FY 2017



Harris County Protective Services for Children & Adults
Monthly Program Report Summary
August 2016

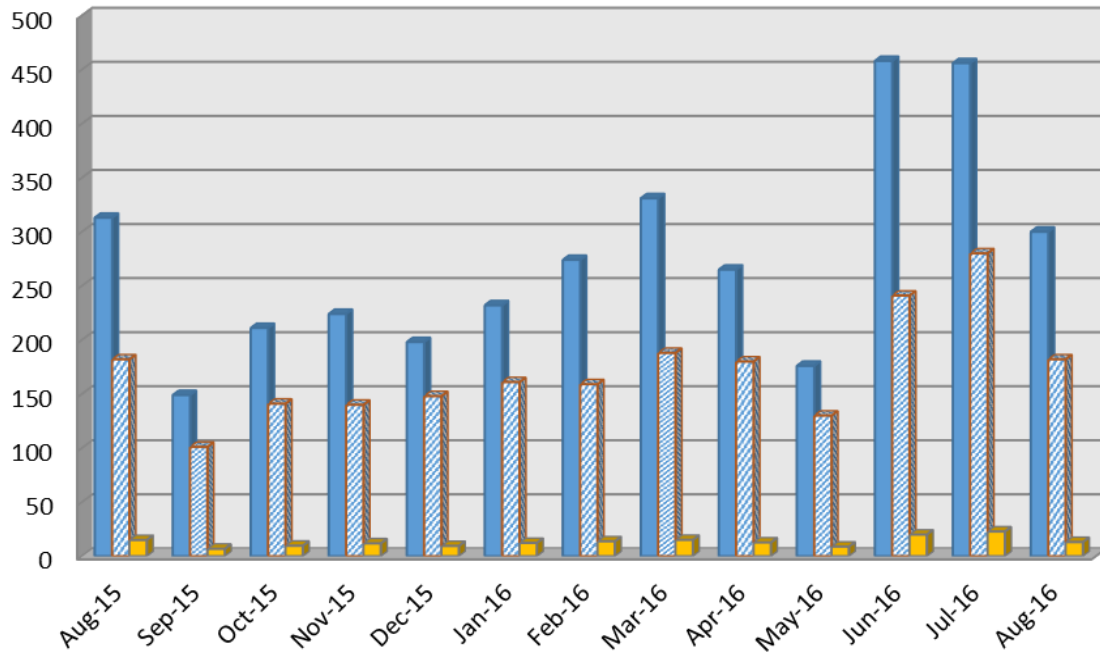


Preparation for Adult Living (PAL)- Region 6



**Harris County Protective Services for Children & Adults
Monthly Program Report Summary
August 2016**

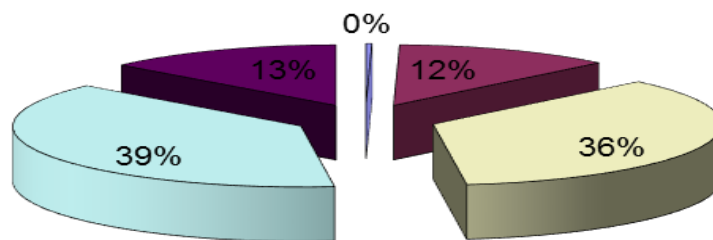
HAY Center



	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16
Total	313	149	211	224	198	232	274	331	265	176	458	456	300
Unduplicated	182	101	141	140	148	161	159	188	180	130	241	280	182
Average Daily	14.9	6.77	9.6	11.8	9.4	12.21	13.7	15.05	12.61	8.8	19.91	22.8	13.04

GUARDIANSHIP PROGRAM

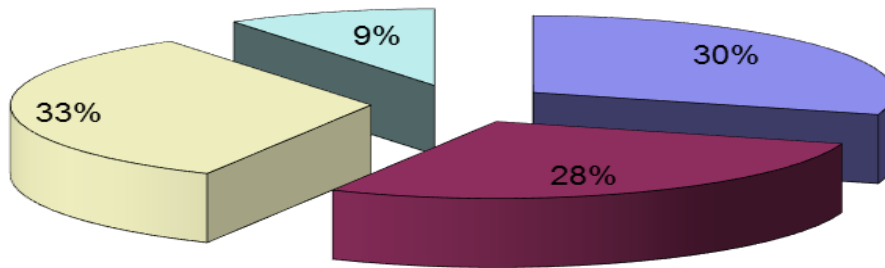
**Ages of Wards
as of 8/31/2016**



18 - 21
 22 - 39
 40 - 59
 60 - 79
 80+

Harris County Protective Services for Children & Adults
Monthly Program Report Summary
August 2016

**Incapacities of Wards
as of 8/31/2016**

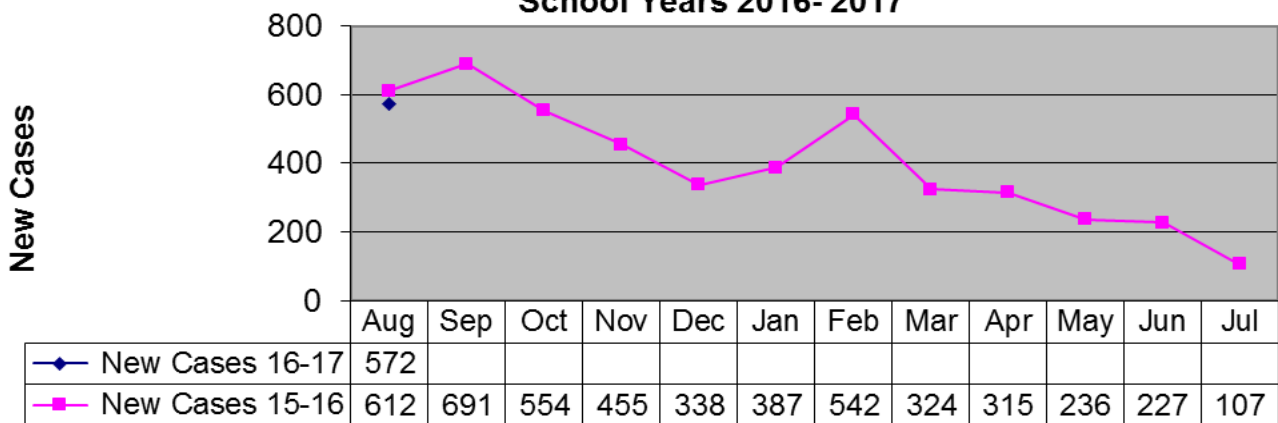


■ Developmental Disability ■ Mental Deterioration ■ Mental Illness ■ Physical Incapacity

YOUTH SERVICES

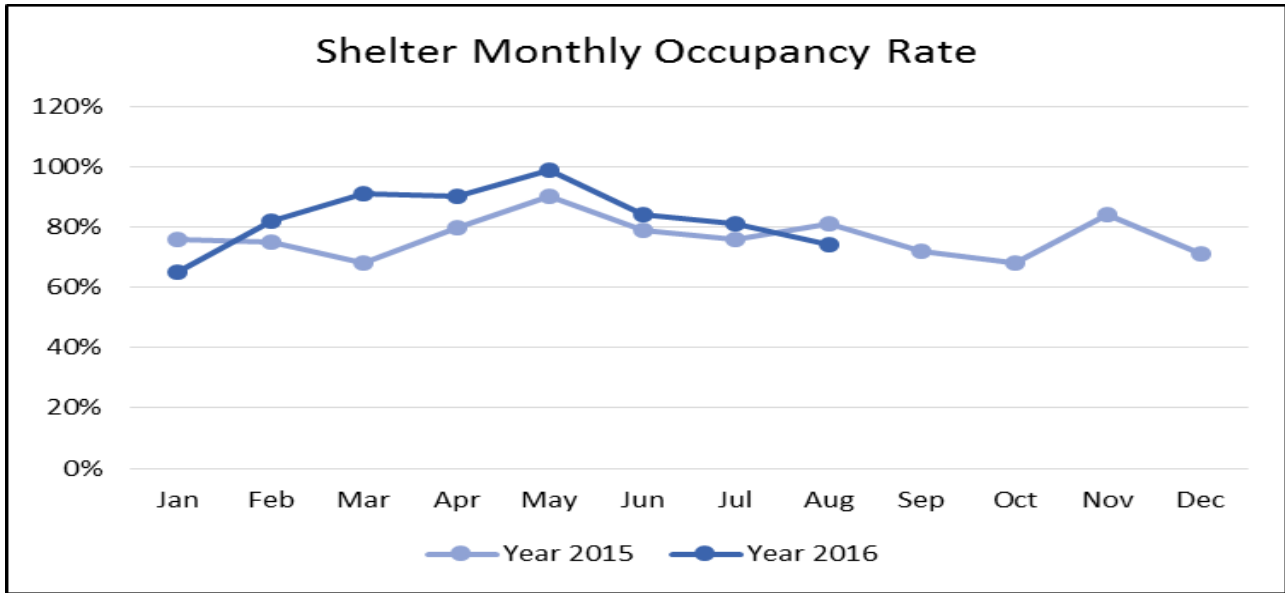
Community Youth Services (CYS)

**Community Youth Services
School Years 2016- 2017**

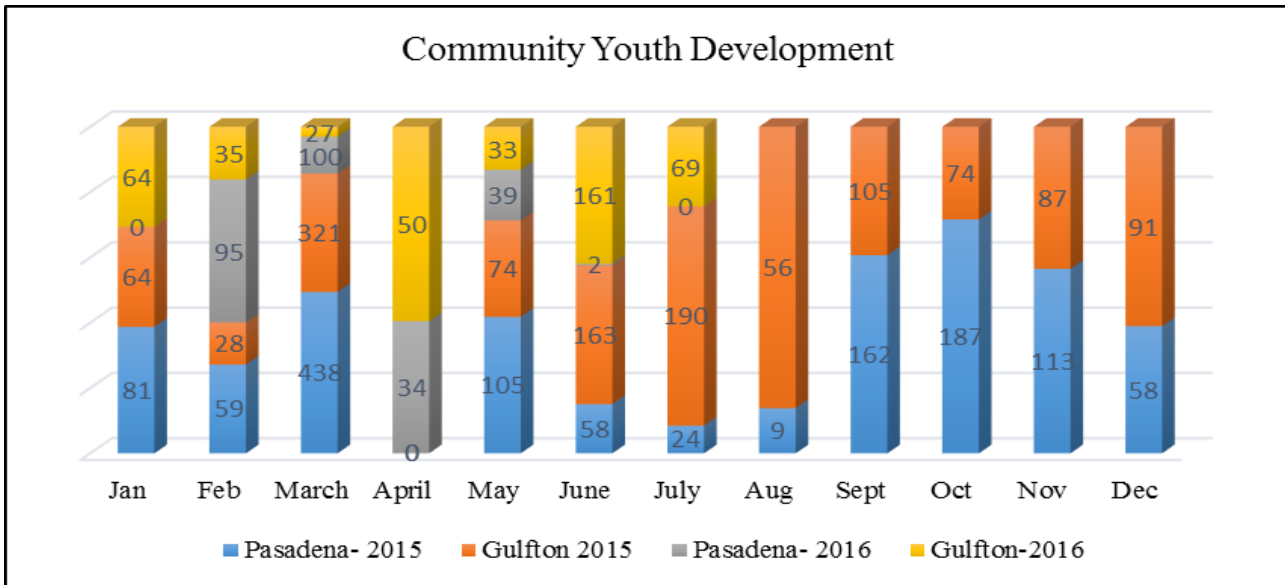


Harris County Protective Services for Children & Adults
Monthly Program Report Summary
August 2016

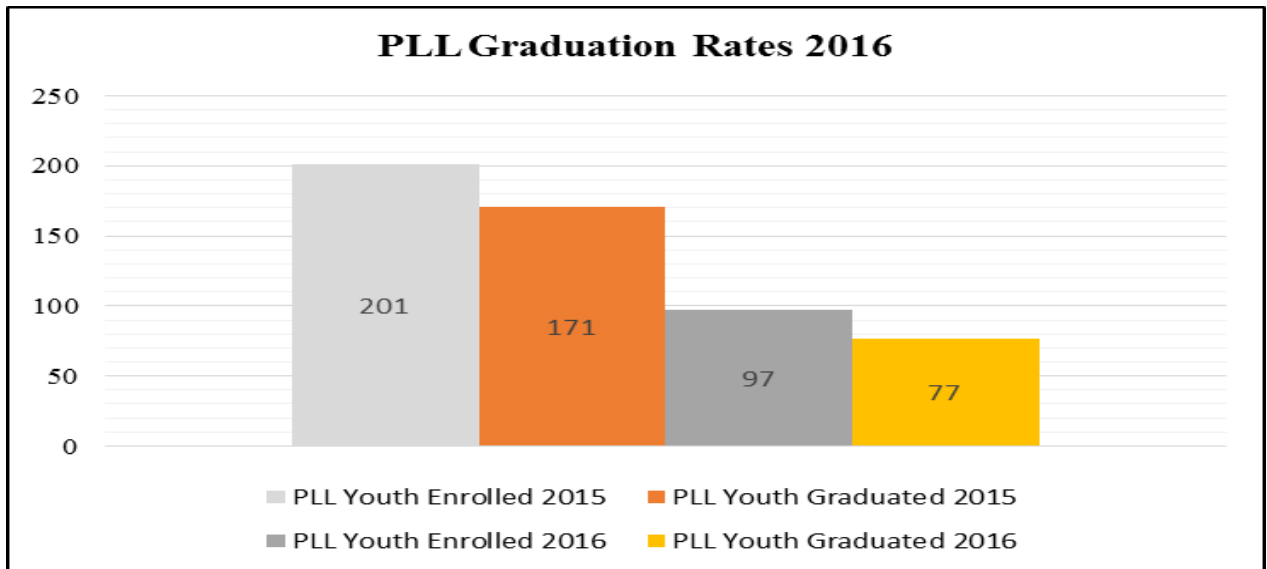
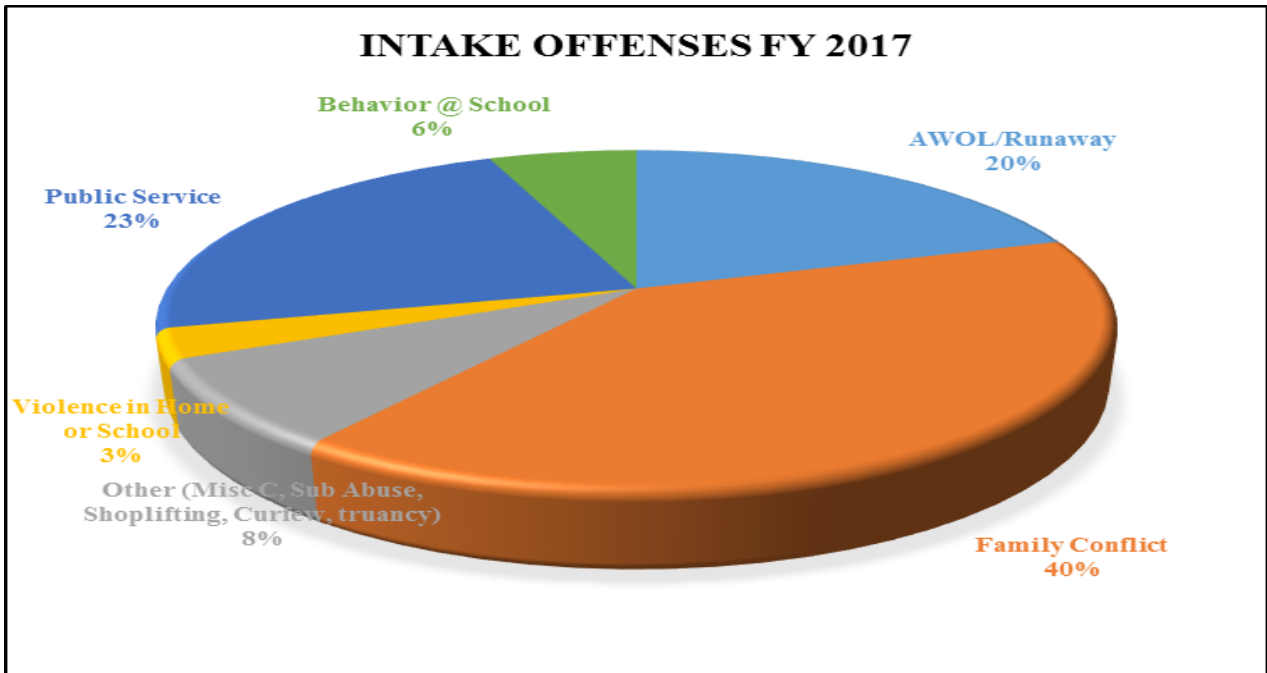
Kinder Emergency Shelter



TRIAD Prevention Services

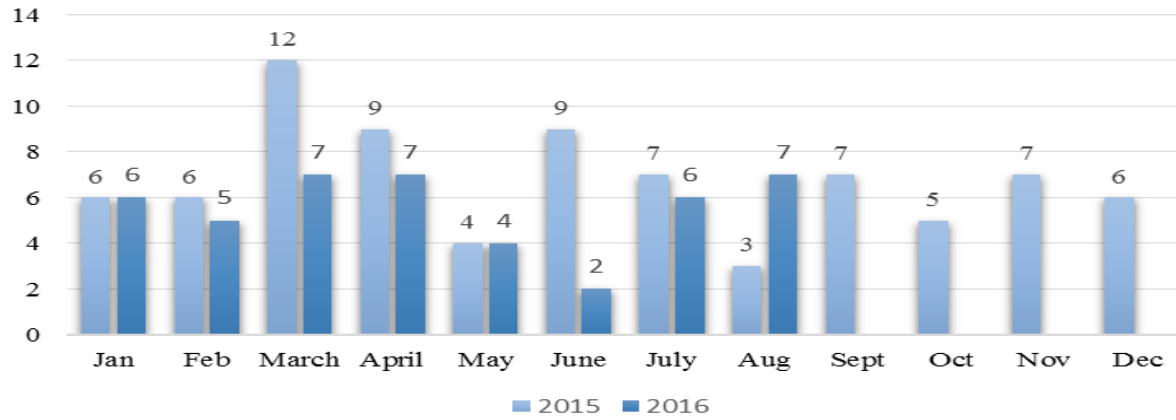


**Harris County Protective Services for Children & Adults
Monthly Program Report Summary
August 2016**

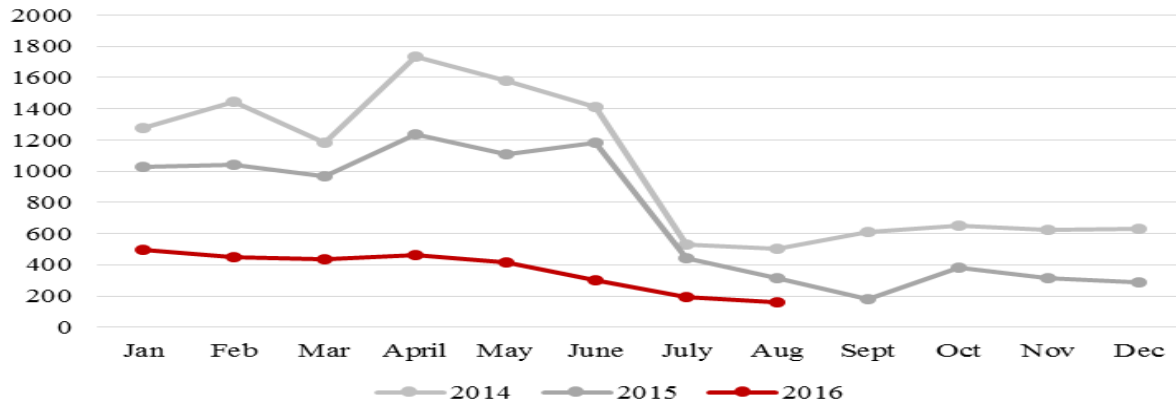


Harris County Protective Services for Children & Adults
Monthly Program Report Summary
August 2016

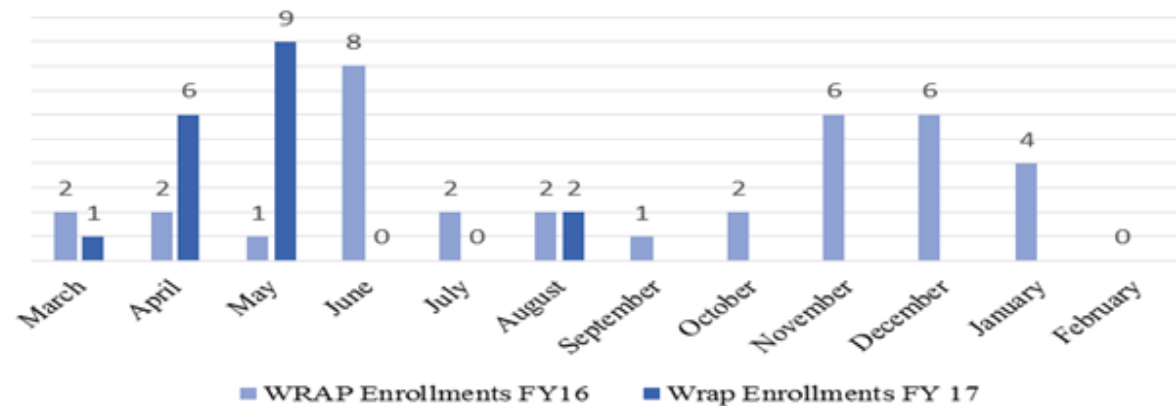
Enrollments: TRIAD Mental Health Services



JP Court Families Served



**JP Court Wrap Enrollments
FY 2017**



HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS

Executive Committee Meeting

September 13, 2016

MINUTES

ATTENDANCE

Board Members: Jerry LeVias, Vice President
Ellie Sweeney, Vice President
Sherea McKenzie, Treasurer

Staff: Joel Levine, Executive Director
CJ Broussard-White, CPS Regional Director for Harris County
Anna M. Bell, Program Improvement Team Leader
Debra Garner, Director of Administration
Claudia Gonzalez, Adult Services Administrator
Ginger Harper, Youth Services Administrator
Jackie McMillon, Interim Director of 4Cs and Clinic
Estella Olguin, Community Relations Director
Beverly Pettway, Financial and Business Services Administrator
Debra Reyna, CPS Deputy Regional Director for Harris County

At 12:20 pm Board President, Jerry LeVias, called the meeting to order and welcomed all attendees.

NEW BUSINESS

Discussion and consideration relating to the formation of an ad hoc committee to review the HCPS board structure

Jerry LeVias stated that the Ad Hoc Committee members are Phil Kunetka Chair, Marilyn DeMontrond, Frances Castaneda Dyess, Sherea McKenzie, Patrice McKinney and Ellie Sweeney.

He said he would like the committee reports to be as short and concise as possible. He urged board members to present items that are challenges and of significant concern to fellow board members.

Joel Levine added that the Ad Hoc committee will be looking at board structure and meeting format.

Discussion and consideration of the new Harris County Protective Services logo

Debra Garner presented two options as the new logo and requested board members to select one which will be approved at the Board meeting on September 22, 2016. Ms. Garner stated that the feedback she received internally as well as externally was that the clients represent traditional as well as nontraditional families and that the agency serves a diverse clientele. The agency serves children, youth and adults and that speaks to the parents as well as to the wards in the Guardianship program. The recommendation was to put the figures in height order. After considerable discussion, two board members decided that the logo with the 3 images inside a heart should be presented to the board as the recommendation of the Executive Committee.

Mr. Levias reminded the group that the logo does not define what the Harris County Protective does in the community. He summarized that we, as an agency, must educate the public about the mission of Harris County Protective Services and what the logo symbolizes.

DFPS UPDATE

Ms. Broussard-White said she was happy to announce that she will continue to be the Regional Director for Region 6A. Four directors from across the state did not return. Interviews for those positions are being conducted.

Seeing children timely each month continues to be vital. Harris County caseworkers continue to work hard and are making good progress with reducing the rate of delinquent contacts. Region 6A seems to hover between 82% and 85%. She said they are mandated as a region to increase by 5% by the end of September.

She said the agency is working on a rapid response to address the Family Based Safety Services caseloads that are over a year old. There are 500 cases that are being reviewed and staffed with regional legal for potential closure and next steps. In the past two weeks 287 cases have been closed

The Child Adolescent Needs and Strengths Assessment (CANS) rolled out on September 1, 2016. There are a total of 20 training classes and 18 of those classes have already taken place.

There will be a Leadership Retreat in New Braunfels, Texas for all Regional Directors and State Office Executive Team on September 20th-21st. The Retreat will focus on the state plan for CPS programs. Harris County is continuing to work with Casey Family Programs to provide continued technical support for the reorganization into Permanency Teams.

Program Administrator, Marilyn Polk, Program Director Jon Chapman, and the Regional Deputy Director Debra Reyna will continue to work with Ginger Harper to address all Youth Services Center issues. They are working with a non-profit group headed by Terri Jagers from Montgomery County to assist with needs for our older youth.

YOUTH SERVICES COMMITTEE

Sherea McKenzie reported that at the September Youth Services Committee meeting, Phil. Kunetka requested to have a walk-through of Point of Entry to look at the space that will be renovated for the Infant/Toddler room. He observed the large number of children and youth in the DFPS Point of Entry area. At 6pm, there were sixteen (16) children and teens of all ages in Point of Entry. He expressed his concern regarding the number of children and teens placed in the small children's room. An increase of the number of children and youth being placed at Point of Entry continues to be challenge and a concern. She said that the committee is committed to come up with some recommendations for this problem.

Referrals for individual and family counseling services remained high during the summer. \$10,000 of Harris County general funds are used to provide these counseling services to serve youth ineligible for federally-funded Safety Net Project counseling services. This fiscal year \$10,000 was allocated for these services. Because of the high volume of referrals an additional \$6,000 was transferred to this budget line to meet the demand for these services. If current trends hold for the remainder of the County's fiscal year, additional funds will be needed to maintain the current level of services offered.

A poll will be conducted with the Youth Services Committee Board members to determine the best day to have the Youth Services Committee meeting. The meeting is always an evening meeting so that the Youth on Board members can participate.

GUARDIANSHIP COMMITTEE

Guardianship Committee did not have a meeting in September. .

FINANCIAL AND BUSINESS SERVICES COMMITTEE

Sherea McKenzie stated that the agency currently has 34 vacancies with 28 of the positions backed with general funds

She said there is also concern that the agency does not have a dedicated Information Technology specialist within the Human Resources division. She stated that it has not been problematic but it is not the best practice. The committee will be reviewing this from a budget standpoint.

CHILDREN'S SERVICES COMMITTEE

In the absence of Patrice McKinney, Jackie McMillon reported that representatives from Superior Health Plan (Medicaid Program for Children in state custody) met with the HCPS Medical Clinic management staff to review the criteria for becoming the Foster Care Clinic of

Excellence. After completing the review the representatives from Superior Health Plan indicated the HCPS Clinic more than met the criteria established by Superior.

The HCPS Medical Clinic received a grant award of \$379,560 from the Office of the Governor-Victims of Crime Act (VOCA). This grant award provides funds for the expansion of the Clinic's integrated healthcare model. The expansion will enhance services to abused and neglected children receiving care through the clinic. They are taking steps to accept the award.

ADMINISTRATIVE COMMITTEE

Mr. LeVias stated that the committee's meeting focused on the Harris County Protective Services logo.

He added that the Program Improvement and Technical Assistance has developed an approach to formulate the agency core values. They will be recruiting board members, youth, parents, and senior management to participate in the process.

50th Anniversary AD HOC COMMITTEE

Ellie Sweeney reported that, to date, the committee has in cash and pledges of more than \$135,000 with 24 tables sold. The goal is to fill 30 tables. The date is Tuesday, September 27th at the Junior League of Houston. The invitations have been mailed.

HARRIS COUNTY CHILDREN'S PROTECTIVE SERVICES FUND

In the absence of Phil Kunetka, Debra Garner reported that the fund board met last week and approved three action items. **1.** The recommendation to transfer the balance of the HAY Center Foundation monies to the HAY Center account. **2.** The recommendation to add the Assistant Treasurer as a check signer on the Fund Board accounts. **3.** Approve Jeff Judah to join the Fund Board. Mr. Judah is the Chair of the HAY Center Foundation.

CHILD WELFARE LEAGUE OF AMERICA

No Report.

BOARD EDUCATION PROGRAMS

Ms. Garner stated that this month's board meeting presentation will be an update on the new Senior Justice Assessment Center.

* * * * *

Joel Levine announced that the agency received approval from Commissioners Court to travel to participate in EVOLV training.

Additionally, he stated that he attended the Regional Council's Annual Luncheon where Marilyn DeMontrond was honored as the Volunteer of the Year.

The meeting adjourned at 1:20 p.m.

Agenda Commissioner's Court

Protective Services for Children and Adults

September 13, 2016

1. Approval to renew an annual agreement with La Porte Independent School District for assignment of youth service specialists to provide social services to in-crisis youth and families.
2. Authorization for staff to host a Preparation for Adult Living youth summer jobs program from June 1 – August 31, 2017 in Houston using grant funds in the estimate amount of \$50,000.
3. Authorization to use grant funds to purchase computer equipment in the amount of \$20,000 for Preparation for Adult Living foster care youth who have graduated and are preparing to attend college.
4. Authorization to use grant funds to purchase furniture vouchers and an annual partnership with the Furniture Bank in the amount of \$3,050 for youth participating in the Preparation for Adult Living Program.
5. Authorization to use grant funds to purchase metro transit vouchers in the amount of \$7,000 for use by youth in the care of the Department of Family and Protective Services and former foster youth participating in the Preparation for Adult Living and Houston Alumni & Youth Center programs.
6. Authorization to use grant funds to issue purchase orders to Little Caesar stores in the amount of \$2,000 for food and refreshments for youth in the care of the Department of Family and Protective Services and former foster youth participating in the Preparation for Adult Living Program mandated life skills trainings, youth leadership trainings, and mentor trainings.
7. Authorization to use grant funds to issue purchase orders to Kroger Grocery stores in the amount of \$12,000 for food and refreshments for youth in the care of the Department of Family and Protective Services and former foster youth participating in the Preparation for Adult Living Program trainings, workshops and related activities.
8. Travel authorization for one staff to attend the National Human Services Data conference & Youth Privacy Summit from 10/11/2016 through 10/15/2016 in New Orleans, LA. The amount spent is \$2,160.
9. Travel authorization for four staff to attend the Connections 2016 NetSmart conference from 10/22/2016 through 10/27/2016 in Nashville, TN. The amount spent is \$5,500 from general funds and \$4,900 from other funds.
10. Travel authorization for two children to attend the Child and Adolescent Needs and Strengths Assessment conference from 11/14/2016 through 11/16/2016 in Princeton, NJ. The amount spent is \$1,940 from grant funds and \$1,940 from other funds.
11. Travel Authorization for thirty staff to attend the HAY Center staff trainings, workshops, home and school visits scheduled at later dates in various cities. The amount spent is \$10,692.00.
12. Travel authorization for five staff to attend Community Youth Development providers meeting from 9/27/2016 through 9/30/2016 in Austin, TX. The amount spent is \$227 from general funds and \$3,132 from grant funds.

13. Travel authorization for 2 staff to attend the Texas Child Care Administrators conference from 10/25/2016 through 10/28/2016 in Fort Worth, TX. The amount spent is \$2,920 from grant funds.

14. Request by Community Services for authorization request by Protective Services for Children and Adults that the County Judge or his designee execute the risk analysis questionnaire for submittal to the DePelchin Children Center for the Healthy Outcomes Through Prevention and Early Support Grant Program.