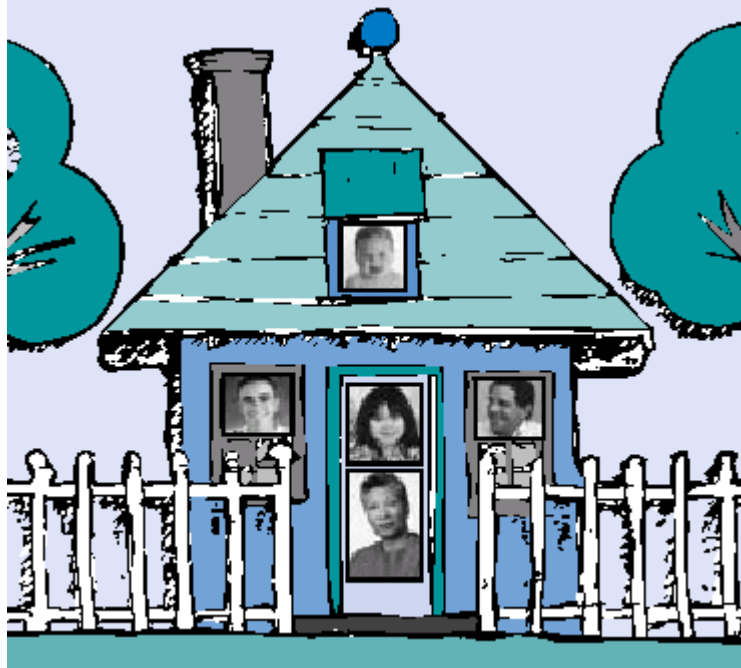


**Harris County
Protective Services for
Children and Adults
(HCPS)**



BOARD MEETING MATERIAL

June 2017

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Harris County Protective Services
for Children and Adults
2525 Murworth Drive, Houston, TX 77054

Mission: To support, enhance and advocate for the safety and well-being of children and adults in Harris County

BOARD OF DIRECTORS MEETING AGENDA

June 22, 2017 | 4:30 PM | Room D36B

MEETING OPENING

4:30PM

- | | |
|--|-----------------------------|
| 1. CALL TO ORDER | Jerry LeVias, President |
| 2. APPROVAL OF MINUTES | Patrice McKinney, Secretary |
| 3. MISSION MOMENT | Tiffany Achamba |
| 4. ACTION ITEM | |
| Consideration and approval to apply for Region 6 Council of Child Welfare Board's 2017 Prevention Grant in the amount of \$400 | |

EXECUTIVE UPDATES

4:45PM

- | | |
|---|--------------------|
| 5. HCPS EXECUTIVE DIRECTOR STATUS REPORT | Joel Levine |
| 6. DFPS REGIONAL DIRECTOR STATUS REPORT | CJ Broussard-White |

COMMITTEE REPORTS

5:00PM

- | | |
|--|--------------------|
| 6. FINANCIAL AND BUSINESS SERVICES COMMITTEE | Sherea McKenzie |
| Overview of financial statements and business services activities | |
| 7. EXECUTIVE COMMITTEE | Jerry LeVias |
| Prioritizes issues for forwarding to the board for recommendations or approval | |
| 8. EXTERNAL AFFAIRS COMMITTEE | Phil Kunetka |
| Oversees communication strategy to all stakeholders for the purposes of program messaging, awareness and branding | |
| 9. PROGRAM SERVICES COMMITTEE | Marilyn DeMontrond |
| Report on division goals, challenges or opportunities for Adult Services, Children's Services, Youth Services and private/public partners, BEAR and HAY. | |

10. MATTERS FOR DISCUSSION

Opportunity to review and discuss program issues, presentations and opportunities that impact agency services

APPEARANCES BEFORE THE BOARD

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.

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

MINUTES
OF THE
MEETING OF THE BOARD
OF
HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS
2525 Murworth Drive
Room D36
Houston, Texas 77054
May 25, 2017

GUESTS ATTENDING

Carole Lamont, Precinct 3
Lori Richard, Judge Emmett's Office
Dori Wind, County Attorney's Office

BOARD MEMBERS ATTENDING

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

BOARD MEMBERS ABSENT

Sheila Aron
Darryl King
Terry Morales
Ellie Sweeney

STAFF ATTENDING

Anna M. Bell, Director of Organizational Development
Claudia Gonzalez, Adult Services Administrator
Ginger Harper, Youth Services Administrator
Joel Levine, Executive Director
Barbara Lopez, SJAC Program Manager
Jackie McMillon, Director for 4Cs and Clinic
Kim Neal, Financial and Business Services Manager
Estella Olguin, Community Relations Director
Beverly Pettway, Financial and Business Services Administrator
Will Walker, Training Institute Director

CALL TO ORDER/INTRODUCTION OF GUESTS

Board President, Jerry LeVias called the meeting to order at 4:35 p.m. Joel Levine introduced and welcomed the newest board member, Lidya Osadchey. She was appointed by Commissioner Jack Morman on April 25, 2017. Mr. Levine stated that Ms. Osadchey was the Chief Executive Officer for the Escape Family Resource Center for over 16 years.

APPROVAL OF MINUTES

Sean McPherson moved for approval of the April minutes. Charlene Hunter James seconded the motion. The minutes were approved by unanimous voice vote

TREASURER'S REPORT

Sherea McKenzie reported that Harris County Protective Services has an overall adjusted budget of \$32,510,445. The General Fund budget allocation for the fiscal year is \$23,610.00. It reflects expenditures through April 30, 2017 of \$3,410,034 and a positive budget variance of \$334,707.00. Salaries and Fringes accounts for \$3,400,985 of the total general fund budget, and is a major contributor to the positive variance to date. Of the 345 total positions, there are 39 still open. Currently, the year to date turnover rate is 5.5%. Adults Services Division has the highest turnover YTD rate of 10%, with Youth Services Division following with 4%.

Human Resources continues to focus on implementing the new performance management system and work with Program Administrators on developing position competencies. The next step in the process is to develop the performance management policy and create a new performance evaluation instrument. Projected rollout date is September, 2017.

EDUCATIONAL PROGRAM

Claudia Gonzalez, Adult Services Administrator gave an update on the Senior Justice Assessment Center (SJAC). She introduced, Barbara Lopez, the new Program Manager who is coordinating the activities of the Center.

The official opening date of the Center was April 6, 2017. Fifteen cases have been accepted by the Center as of May 25, 2017, with ten of those cases having already had a multi-disciplinary team meeting. The Multi-Disciplinary team includes Adult Protective Services (DFPS), Harris County Attorney and District Attorney's Office, Harris County Sheriff's Office, Area Agency on Aging, Better Business Bureau Education Foundation, Harris Health, UT Health and Houston Police Department. The majority of the referrals have been for financial exploitation and emotional and physical abuse.

Services include assessments, multidisciplinary team meetings, case coordination, treatment referrals, education and research.

She identified an Open House for the Senior Justice Assessment Center on World Elder Abuse Day, June 15, 2017. An invitation is forthcoming.

COMMITTEE REPORTS

Youth Services Committee

Sherea McKenzie reported that the Youth and Family Resource Services have been engaged in applying for the Care Coordinator role in the Governor's Initiative to Combat Human Trafficking. In April, the Resource Services Manager attended a 4-day human trafficking training offered by the Governor's Office. A presentation was made to the local Care Continuum Committee for HCPS to be considered for the Coordinator role, with the expectation of grant funding to support HCPS.

On April 26, 2017, four (4) DFPS custody youth at Kinder Shelter participated in a focus group sponsored by the Youth Homelessness Fund–Covenant House/HAY Center/Kinder Emergency Shelter Initiative. Questions were developed about case management and services received. Greater Houston Community Foundation Youth Homelessness Fund awarded a \$30,000, planning grant to Covenant House for a Coordinated Case Management Team Project in August 2016. The purpose of the project is for Covenant House, the Houston Alumni and Youth (HAY) Center and Kinder Emergency Shelter to seek to create a coordinated case management team that increases communication among the three programs and collectively address the needs of youth aging out of foster care, thereby preventing them from becoming homeless. The goal of the focus group was to gather information from the youth/young adults about the case management services they have received thus far.

Youth on Board

Ms. McKenzie reported that the Youth on Board hosted a butterfly release in recognition of Children's Mental Health on Friday, May 12, 2017. The youth, along with staff from the Youth Services Center released approximately 200 butterflies, symbolizing freedom from stigmas, a flight to freedom.

Five Youth on Board leaders joined the Gulfton Community Youth Development Group for a Leadership Lock-in at "*inSPIRE ROCK*" in Spring, Texas. The youth worked together on team building activities throughout the evening and was able to use the facilities all night to rock climb, play dodge ball, or watch movies.

The youth collected over 267 items and \$200 in support of Youth On Board Member, Craig Cormier's National Honor Society service project. Craig would like to thank everyone in helping him reach his goals. All donations have been donated to the Hearts and Hands Pantry in Baytown, Texas.

Adult Services Committee

Marilyn DeMontrond said that the committee did not have a meeting. However, she attended the Adult Protective Services Conference held on May 12th which was very informative. She said she attended several workshops but highlighted one in particular on boarding and personal care homes which are growing at an alarming rate across the state of Texas. Many of these homes are unlicensed and unregulated.

The Adult Services Division hosted a "Movie Day" at the HCPS Murworth office on May 23rd. The movie, titled "Alive Inside", highlighted the impact of music on the memory of people suffering from Alzheimer's disease. This annual event provides education and awareness to staff and community partners about the issues impacting senior adults in our community.

Financial and Business Services Committee

Sherea McKenzie reported that the Asset Management section of the Financial and Business Services Division was set up to manage the assets of the wards of the Guardianship Program. There are currently 32 properties that are being handled.

Children's Services Committee

Patrice McKinney reported that the Training Institute will be hosting the Dianne Bynum Administrative Services Conference on June 2, 2017 at the Harris County Department of Education.

Regarding redactions, she stated that from January 1, 2017 to April 30, 2017, DFPS has completed 169 adoption records this quarter. That brings the total from March, 2014 to present to 2,415 adoption records redacted. Adoption records are redacted within 45 business days.

The BEAR graduation will be June 10th at the Murworth facility from 11:00am to 1:00pm.

The Clinic received the Foster Care Center of Excellence recognition on May 16th. Superior Health Plan gives the Center of Excellence title to clinics that meet a higher standard of care for children in DFPS custody. The HCPS Clinic is now the only clinic to receive the designation in Harris County and the second in Texas.

Ad Hoc Committee on Board Restructure

Phil Kunetka stated that the board's new restructure format will begin with the June Board Meeting. Each committee chair will present a brief oral report to the board and place the highlights of its committee in the board packets.

Harris County Children's Protective Services Fund

Anna Bell stated that there were requests to the Fund Board from the Youth Services Division to help supply materials and provisions for summer enrichment programs. There was also a request from the Children's Services Division for books for families receiving services in the HOPES Grant funded program. Funds were also distributed for build out of the office in the Adult Services Area for forensic examinations as part of the Senior Justice Assessment Center.

Child Welfare League of America (CWLA)

Marilyn DeMontrond stated that CWLA had their meeting in Annapolis, MD. They are working on next year's conference in April, 2018 in Washington D.C. The American Sewing Guild has a project to sew duffle bags for the foster kids. Joel Levine suggested that it could possibly be a project for the National Council of Jewish Women.

Texas & Regional Councils of Child Welfare Boards

Janet Stansbury reported that the next meeting of the Regional Council will be on May 31st. A planning meeting of the Texas Council will be part of the Texas Network of Youth Services Conference at the Westin Galleria on June 27-30, 2017.

Executive Committee

No Report

Executive Director's Report

Mr. Levine acknowledged Jackie McMillon's hard work to develop the clinic and its recognition of the high standard of care provided to foster children who have experienced trauma at the Harris County Protective Services Medical Clinic located at the Youth Services Center. He was especially proud of the board members' support and participation at the special recognition ceremony on May 16th. Celebrating the event was Marilyn DeMontrond, Charlene Hunter James, Phil Kunetka, Jerry LeVias, Sherea McKenzie, Patrice McKinney, Lidya Osadchey, Janet Stansbury and Ellie Sweeney.

He stated that SB 11 is set for conference committee because the Senate did not concur with the House amendments. In SB 11 foster care and case management will be outsourced to the Single Source Continuum Contractor (SSCC) in a model referred to as Community Based Redesign. There is currently one catchment area in the state where foster care has been outsourced to an SSCC. This area includes Tarrant County and five counties to the west of Tarrant. A second contract will soon be awarded to the Abilene catchment area in Region 2. The legislation will add case management to the Tarrant and Abilene catchment areas and roll out of to three additional catchment areas in the next biennium. Harris County can serve as a Single Source Continuum Contractor.

SB 11 also requires children that come into to care to have a medical and behavioral health screening within three days of entry. This will have an impact on the Clinic.

Regional Director's Report

No Report

Mr. LeVias adjourned the meeting at 5:45 p.m.

BUDGET STATUS REPORT

THREE MONTHS ENDING

MAY 31, 2017



Harris County Protective Services
for Children and Adults
At the Heart of Families

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 FOR CHILDREN AND ADULTS

BUDGET NARRATIVE For the Two Months Ending April 30, 2017 March 1, 2017 – February 28, 2018

SUMMARY

Harris County Protective Services (HCPS) has an overall adjusted budget of \$ \$35,778,847. Details on the composition of the budget are highlighted on page 2 of the financial packet. This overall budget includes:

General Funds	\$ 26,878,402
Special Revenue Funds	1,976,573
Grant Funds	6,065,355
Other Contract Title IV-E	680,000
Other Funds	178,516
Total Funding	<u>\$ 35,778,847</u>

(see the attached Budget Summary)

OVERVIEW:

GENERAL FUND

The General Fund budget Allocation for the 2017-2018 fiscal year is \$26,878,402. The budget reflects expenditures through May 31 of \$5,136,599 (which represents 19.11% of the total Budget) and a positive budget variance of \$1,297,574 (4.84% of the budget).

The chart below shows the breakdown of the budget to actual performance by type of expenditures. This chart is also shown on page 7 of the financial packet, with corresponding graphs which highlight the relationship between original budgets, and current budget vs actual expenditures through April. Page 8 shows the expenditures to date by division, and highlights the performance against budget.

HARRIS COUNTY PROTECTIVE SERVICES For Children and Adults Budget Status as of May 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	\$ 14,915,825	\$ 14,738,228	\$ 3,065,264	20.80%	\$ 3,401,129	\$ 335,865	\$ 11,672,963
FRINGES	6,737,464	6,732,037	1,446,917	21.49%	1,683,009	236,093	5,285,120
MATERIALS & SUPPLIES	313,024	347,224	61,284	17.65%	86,806	25,522	285,940
PROPERTY & EQUIPMENT	225,600	487,348	50,496	10.36%	121,837	71,341	436,852
FEES & SERVICES	1,041,707	2,370,833	347,805	14.67%	592,708	244,903	2,023,028
TRANSPORTATION & TRAVEL	243,079	308,379	71,322	23.13%	77,095	5,773	237,057
OTHERS	133,301	1,894,353	93,511	4.94%	473,588	380,078	1,800,843
TOTAL	\$ 23,610,000	\$ 26,878,402	\$ 5,136,599	19.11%	\$ 6,436,173	\$ 1,299,574	\$ 21,741,803
Expected Expenditure Level 23.95% 4.84% % Bud Variance							

Variance Analysis

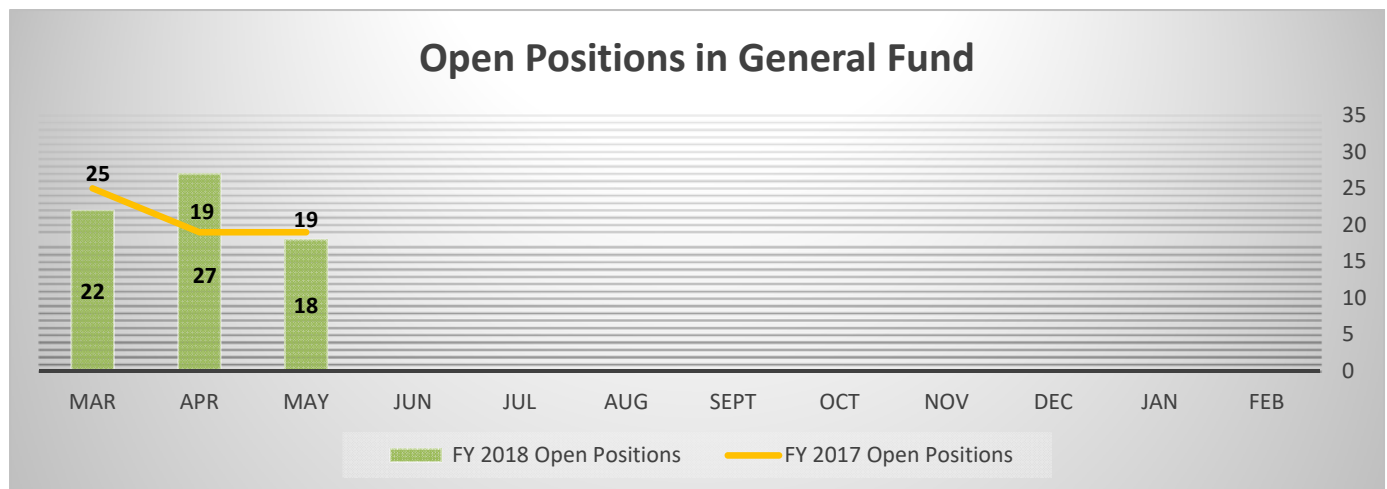
The budget to actual variance for the General Fund expenditures is \$1,299,574. Most of this variance is concentrated in 3 areas:

Salaries and Fringes	\$571,958 or 44% of the variance
Fees and Services	\$244,903 or 20% of the variance
Others (Transfers to cover grant match)	<u>\$380,078 or 29% of the variance</u>
	\$1,196,939 or 92% of the variance

Salaries and Fringes continue to drive most of the General Fund variance. Of the 347 total positions at CPS, there are 30 still open (18 under General Fund, 1 under Special Revenue and 11 that are grant funded). Financial and Business Services filled all three vacant positions in June, and is now operating with a full staff. Of the 27 positions that were open in April, Adult Services filled 3 of the 8 positions they had open, and Youth Services filled 6. HR is working with the other programs to determine if the need still exists for the other open positions, and will cancel or re-purpose as needed.

The charts below shows details of total positions at CPS by division, and the current vacancies as well as a trend for the fiscal year.

Division	General Fund		Grant Funds		Special Revenue		Total	
	#Positions	Vacancies	#Positions	Vacancies	#Positions	Vacancies	#Positions	Vacancies
ADMINISTRATIVE SERVICES	14	2					14	2
ADULT SERVICES	73	5	4	1	1		78	6
CHILDREN'S SERVICES	18	2	49	5			67	7
FINANCIAL AND BUSINESS	38	3					38	3
YOUTH SERVICES	129	6	8	5	13	1	150	12
TOTALS	272	18	61	11	14	1	347	30



PROGRAM FUNDING SUMMARY

In addition to general funds, Protective Services is also funded by grants and special revenue funds. The Program Funding Summary on pages 3 and 4 of the financial packet shows the breakdown of the General Fund and the various types of other funds by division, with a description of, and purpose for, each fund. Charts on page 6 of the financial packet show the percentages by source of revenue that comprise the General Fund budget, and gives a comparison of the budget to actual performance year to date.

The charts on page 8 of the packet reflects the General Fund allocation to the various programs. The Youth Services Division (YSC) receives the largest allocation from General Fund (39%), with a FY 2018 budget of \$10,480,006. This budget serves the Administration at YSC and provides more than 80% of the support for the various youth programs administered by YSC. Youth services budget also includes \$1,304,855, which is funded by State and Federal Agencies, and an additional \$945,134 from Special Revenues. The total FY 2018 budget for YSC is \$12,729,995.

The Adult Services Division, which included the Guardianship and Rep Payee Programs, and the Senior Justice Assessment Center (SJAC), receives 21%, or \$5,548,517 from General Fund. The remainder of their \$ 6,081,365 budget is from State and Special Revenue funds.

The General Fund allocates 8% funding to Children Services, or \$2,213,578. This provides 29% of the support for the various children programs managed by the division, with additional funding coming from State, local, grants and donated funds. The total Children Services budget for FY 2018 is \$7,647,272.

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for and report on the proceeds of specific revenue sources that are restricted or committed for specified purposes other than debt service or capital projects. The total budgeted revenue expected from these funds for 2018 is \$ 1,972,659. The five funds classified as Special Revenues are (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 \$149,106. This account is funded from probate court fees collected for local guardianship programs that help pay for guardians for indigent incapacitated persons. To date, 20% of this budget has been expended, and is tracking closely to projected budget.

The ***Juvenile Case Management Fund*** had a cumulative balance of \$3,369,124 after expenses were paid. Of this, \$925,534 is allocated to HCPS for the 2017-2018 fiscal year. Revenue collected through May is \$246,988 and expenditures totaled \$ 211,115, resulting in a favorable variance of \$ 35,873. These Funds are received through 16 Justice of the Peace courts and 4 other departments (including Harris County Sheriff's Department).

HAY Center Youth Program 1115 Waiver funds is provided by the Federal Government for Mental Health programs and managed through MHMRA. These funds are used for the operation of the HAY Center Programs for services to youth. The FY 2018 budget is \$ 853,874.

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.

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 \$6,065,355 which includes funding from DFPS, HOGG Foundation, Texas Workforce Commission, local block-grant funds and Federal funds. Total expenditures at the end of May totaled \$3,299,466 or 54.4% of the total grant funded budgets. The HAY Center Transition Coaching Program received an additional \$45,000 to use to hire an additional volunteer specialist, bringing the total funds for this grant to \$90,000. The listing of current grants, the budget for each grant and current expenditure levels is on page 9 of the financial packet.

Highlights from Grants Funds

HCPS application for two additional years of funding from VOCA, which will extend the grants from 10/01/2017 through 09/30/2019, is still pending approval by the Criminal Justice Division. Guardianship launched the opening of the Senior Justice Assessment Center (SJAC) on World Elder Abuse Day (June 15th), with a ceremony attended by representatives from the various partners involved in the project, including the Sheriff's Office, the DA's Office, and Commissioner Hank Whitman.

The renewals for the Community Youth Development (CYD) programs for the Pasadena and Gulton areas were submitted to the Courts. These renewals will extend the programs through 08/31/18.

The Runaway Youth/Safety Net Program relinquished its grant in April 2017 and is in the process of completing the requirements for closeout.

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 budget approved for this fiscal year is \$178,516. The Fund Board committee has decided to forego any fundraising activities until 2018, and will meet to determine the particulars for the next fundraising event. The financial worksheet for the Board is on page 10 of the financial packet.

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

		Original Budget	Adjusted Budget	Expenditures To Date	% of Budget Expended	Budget to Date	Variance as of 04/30/17	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	\$ 23,610,000	\$ 26,878,402	5,136,599	19.11%	6,433,887	\$ 1,297,288	\$ 23,984,060	\$ 2,894,342
SPECIAL REVENUE FUNDS:									
GUARDIANSHIP (March 1 - February 28)	SRG	149,106	149,106	29,558	19.82%	35,935	6,377	149,106	-
JUVENILE CASE MGMT FUND (March 1 - February 28)	SRJ	925,534	925,534	211,115	22.81%	220,062	8,947	925,534	-
HAY CENTER YOUTH PROGRAMS 1115 WAIVER	HCY	853,874	853,874	33,114	3.88%	213,469	180,355	853,874	-
OCOK - PREPARATION FOR ADULT LIVING		10,914	10,914	1,841	16.87%	979	(863)	10,914	-
FAMILY PROTECTION FEE	FPF	13,445	37,145	3,034	8.17%	9,286	6,252	13,445	23,700
TOTAL SPECIAL REVENUE FUNDS		1,952,873	1,976,573	278,662	14.10%	479,730	201,068	1,952,873	23,700
GRANT FUNDS (Various)									
GRANT FUNDS (Various)	GRT	5,886,272	6,065,355	3,299,466	54.40%	4,287,306	987,840	1,953,368	812,522
TITLE IV-E (October 1 - September 30)	IVE	680,000	680,000	-	0.00%	-	-	-	680,000 (a)
TOTAL GRANT FUNDS		6,566,272	6,745,355	3,299,466	48.91%	4,287,306	987,840	1,953,368	1,492,522
OTHER FUNDS									
FUND BOARD (October 1 - September 30)	FB	178,516	178,516.42	74,930	41.97%	73,945	(985)	178,516	-
TOTAL OTHER FUNDS		178,516	178,516	74,930	41.97%	73,945	(985)	178,516	-
TOTAL FUNDING - HCPS		\$ 32,307,661	\$ 35,778,847	\$ 8,789,656	24.57%	\$ 11,274,868	\$ 2,485,212	\$ 28,068,817	\$ 4,410,564

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, 2017 - February 28, 2018.
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 Management 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 May 31 2017, the remaining balance in the fund is \$3,369,124. Through the end of May Revenue was \$246,988 and Expenses \$211,115 for a net of \$35,873.
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.
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. (1) 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. (3) Pending discussion with Auditors to reclassify as Special Revenue.
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
May 31, 2017

Ref	HARRIS COUNTY GENERAL	GRANTS AND CONTRACTS				SPECIAL REVENUE	DONATED FUNDS	TOTAL PROGRAM FUNDING	DESCRIPTION/EXPLANATION
		LOCAL FUNDING	STATE FUNDING	FEDERAL FUNDING	FOUNDATION GRANTS				
	A	B	C	D	E	F	G	H = A...G	I
ADMINISTRATION									
TRAINING INSTITUTE	2-1	\$ 535,642	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 535,642	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	687,707	-	-	-	-	-	687,707	Four positions are included in this general fund budget. This area covers executive office functions and board related functions.
COMMUNITY RELATIONS	2-3	213,863	-	-	-	-	-	213,863	Two positions that work on media and community relations for HCPS and social media initiatives.
PROGRAM IMPROVEMENT	2-4	231,813	-	-	-	-	-	231,813	Two positions with one added position during the 2016-2017 budget year.
BEAR	2-5	298,259	-	-	-	-	-	298,259	The Bear Program receives funding from donations, BEAR Foundation funds and HC General Funds.
TOTAL ADMINISTRATIVE SERVICES		1,967,284	-	-	-	-	-	1,967,284	
FINANCIAL & BUSINESS SERV									
ACCOUNTING	2-6	3,550,111	680,000	-	-	-	-	4,230,111	100% from General Fund. Title IV-E Grant \$680,000 contract pending with DFPS; funds not yet received.
INFORMATION TECHNOLOGY	2-7	1,154,178	-	-	-	-	-	1,154,178	
HUMAN RESOURCES	2-8	696,350	-	-	-	-	-	696,350	
MURWORTH OPERATIONS	2-9	357,607	-	-	-	-	-	357,607	Costs related to building maintenance for Annex M - Murworth.
YSC OPERATIONS	2-10	833,776	-	-	-	-	-	833,776	Cost of repairs and maintenance for the YSC building and grounds.
VEHICLES	2-11	76,995	-	-	-	-	-	76,995	This budget is for maintaining vehicles used by HCPS.
TOTAL FINANCIAL AND BUSINESS SERVICES		6,669,017	680,000	-	-	-	-	7,349,017	
CHILDREN'S SERVICES									
CCCC ADMINISTRATION	2-12	217,039	-	-	-	-	-	217,039	
CHILDREN ASSESSMENT	2-13	400,708	-	379,560	-	-	-	780,268	HCPS received VOCA (Victims Of Crime Act) funding for Child Welfare Intergrated Healthcare Expansion Initiative grant (amount \$379,560).
FAMILY ASSESSMENT	2-14	150,071	-	375,000	-	10,873	-	535,944	70.0% of funding from DFPS contract to provide assessment services to families involved with DFPS. County funding supporting the contract at 28.0%. Special Revenue funds of 2.0% from Family Protection Fee.
PERMANENCY PLANNING	2-15	253,000	-	950,000	-	-	-	1,203,000	Contract with DFPS for Permanency Meetings and Family Conferences in the amount of \$950,000. County supports this contract at 21% in direct services.
SUBSTITUTE CARE	2-16	634,000	-	192,644	-	-	-	826,644	Contract with DFPS to provide payment services for Concrete Services and for Transitional Living Allowances for Youth in the amount of \$192,644. General Fund covers clothing, school supplies, birth certificates and other foster care maintenance items.
PAL/HAY/TWC	2-17	132,160	90,000	1,264,644	-	722,397	864,788	3,252,506	The HAY Center budget includes General Funds at 4.1%, DFPS funding accounts for 38.9% of the budget, and HAY Foundation accounts for 2.8% of the budget. The center also receives HOGG funding and 1115 Waiver Funds classified as Special Revenue.
MEDICAL CLINIC	2-18	426,600	162,072	129,800	-	110,641	6,673	835,785	51.0% 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		2,213,578	252,072	3,291,648	-	833,038	882,333	7,651,186	28.9% of the overall Children's Services Division budget is from Harris County General Funds. 43% is from PAL contracts with DFPS. The remaining 28% is from HOGG, HOPES, VOCA and the Fund Board funding.

YOUTH SERVICES										
YSC ADMINISTRATION	2-19	804,774	-	-	580,139	-	-	-	1,384,913	Youth Services receives funding from the Runaway Youth/Safety Net Program - Federal Funding. This accounts for 41.9% of the YSC Administration budget. The rest is from General Funds.
FOOD SERVICES	2-20	352,262	-	-	-	-	-	-	352,262	
RESIDENTIAL SERVICES	2-21	1,706,045	-	-	-	-	-	-	1,706,045	The Kinder Emergency Shelter program receives reimbursements for DFPS children placed in the shelter. The Revenue budget for this reimbursement is \$705,000 and is reflected in the HC General Fund.
CYS ADMINISTRATION	2-22	956,636	-	-	-	-	4,550	-	961,186	
CYS SCHOOLS	2-23	4,460,389	-	-	-	-	-	-	4,460,389	The CYS program contracts with various school districts and other entities throughout Harris County. HCPS receives reimbursements from these entities budgeted at 2,011,800. This amount is included in the HC General Fund.
PARENT TEEN	2-24	192,893	-	-	-	-	-	-	192,893	
TRIAD ADMINISTRATION	2-25	408,077	-	724,716	-	-	15,050	-	1,147,843	TRIAD receives grant/contract funding from DFPS for the CYD Program in the total amount of \$724,716. Other funding comes from general funds and special revenues.
JP COURT SERVICES	2-26	636,383	-	-	-	-	925,534	-	1,561,917	Court Services includes \$925,534 budgeted out of Special Revenue. The other portion is paid from general funds.
STATUS OFFENDER	2-27	776,045	-	-	-	-	-	-	776,045	
COMM BASED RESIDENTIAL	2-28	186,502	-	-	-	-	-	-	186,502	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		10,480,006	-	724,716	580,139	-	945,134	-	12,729,995	82.4% of the Youth Services Division budget comes from General Funds, 7.4% from Special Revenue, 5.7% is from contracts with DFPS and 4.5% federal funding.
ADULT SERVICES										
GUARDIANSHIP ADMIN	2-29	679,944	-	-	-	-	149,106	-	829,050	The Guardianship budget includes \$149,106 of Special Revenue Funds which accounts for 18% of the GS-Administration budget. Other funding is from general funds.
GUARD CASE MANAGEMENT	2-30	4,704,085	-	383,742	-	-	-	-	5,087,827	The Guardianship Program receives revenues from Guardianship Fees collected. The revenue budget for these fees is \$611,000 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	164,488	-	-	-	-	-	-	164,488	
TOTAL ADULT SERVICES		5,548,517	-	383,742	-	-	149,106	-	6,081,365	
TOTALS		\$ 26,878,402	\$ 932,072	\$ 4,400,106	\$ 580,139	\$ 833,038	\$ 1,976,573	\$ 178,516	\$ 35,778,847	

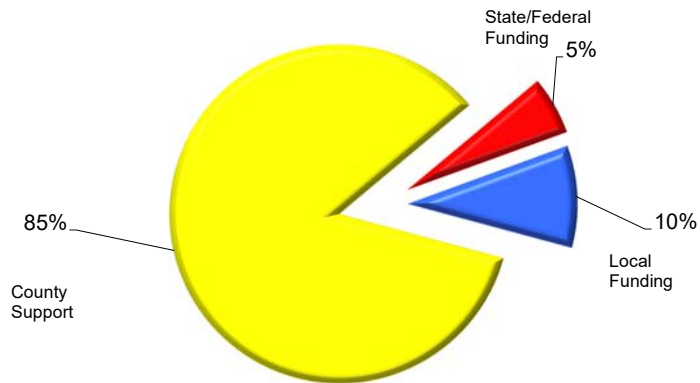
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
General Fund - Budget Status as of May 31, 2017

		I----- YEAR TO DATE -----I							I----- CURRENT MONTH -----I				
		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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LEASE REIMB	1-2	545025	658,648	658,460	164,615	164,615	164,615	(0)	493,845	54,872	54,872	54,872	(0)
REIMB-INDIRECT COST	1-3	561900	86,500	86,500	23,805	13,109	21,625	(2,180)	62,695	8,725	3,290	7,208	(1,517)
REF-OVERPAYMENTS	1-4	565200	-	-	-	-	-	-	-	-	-	-	-
EMERG SHELTER-YSC	1-5	565300	705,000	705,000	86,597	195,072	176,250	89,653	618,403	38,118	77,422	58,750	20,632
GP-SERVICE REIMB	1-6	565500	611,000	611,000	93,620	130,249	152,750	59,130	517,380	35,560	34,825	50,917	15,356
SHARED FUNDING	1-7	567500	2,011,800	2,011,800	340,190	342,046	502,950	162,760	1,671,610	169,489	177,885	167,650	(1,839)
MEDICAL RELATED	1-8	567800	40,000	40,000	-	29,614	10,000	10,000	40,000	-	3,656	3,333	3,333
INTEREST EARNINGS	1-9	570100	691	691	345	31	173	(172)	346	142	413	58	(84)
REFUNDS/OTHERS	1-10	594900	-	-	42,394	1,443	-	(42,394)	(42,394)	38	94	-	(38)
REVENUES	1-11		4,113,639	4,113,451	751,565	876,179	1,028,363	276,797	3,361,886	306,944	352,457	342,788	35,844
COUNTY SUPPORT	1-12		19,496,361	22,764,951	4,385,034	3,983,385	5,405,524	1,020,490	18,379,917	1,431,779	1,340,822	1,896,317	464,538
TOTAL REVENUES & SUPPORT			\$ 23,610,000	\$ 26,878,402	\$ 5,136,599	\$ 4,859,564	\$ 6,433,887	\$ 1,297,288	\$ 21,741,803	\$ 1,738,723	\$ 1,693,278	\$ 2,239,105	\$ 500,381
EXPENDITURES BY DIVISION													
		KEY											
ADMINISTRATION													
TRAINING INSTITUTE	2-1	10088005	\$ 505,816	\$ 535,642	\$ 96,718	\$ 101,039	\$ 127,905	\$ 31,187	\$ 438,924	\$ 32,097	\$ 34,352	\$ 44,637	\$ 12,540
HCPS ADMINISTRATION	2-2	10088006	634,857	687,707	142,012	143,070	163,832	21,819	545,695	50,124	45,850	57,309	7,185
COMMUNITY RELATIONS	2-3	10088008	213,863	213,863	50,312	44,934	50,678	366	163,551	19,402	15,080	17,822	(1,580)
PROGRAM IMPROVEMENT	2-4	10088009	231,813	231,813	23,374	52,452	55,046	31,672	208,439	11,149	15,741	19,318	8,168
BEAR	2-5	10088016	278,259	298,259	63,708	57,200	71,202	7,494	234,551	21,765	18,597	24,855	3,090
FINANCIAL & BUSINESS SERV													
ACCOUNTING	2-6	10088002	1,817,583	3,550,111	386,891	328,237	865,221	478,331	3,163,220	128,069	115,480	295,843	167,774
INFORMATION TECHNOLOGY	2-7	10088003	927,378	1,154,178	186,633	145,712	279,190	92,557	967,545	67,044	47,592	96,182	29,138
HUMAN RESOURCES	2-8	10088004	536,000	696,350	118,982	106,543	166,750	47,767	577,368	40,817	33,590	58,029	17,212
MURWORTH OPERATIONS	2-9	10088007	237,433	357,607	30,386	209,888	88,786	58,400	327,221	16,955	29,712	29,801	12,846
YSC OPERATIONS	2-10	10088024	636,297	833,776	149,942	169,511	204,479	54,537	683,834	78,863	81,458	69,481	(9,381)
VEHICLES MANAGEMENT	2-11	10088080	5,000	76,995	10,596	-	16,963	6,367	66,399	1,464	-	5,654	4,190
CHILDREN'S SERVICES													
CCCC ADMINISTRATION	2-12	10088010	217,539	217,039	57,729	52,646	51,393	(6,336)	159,310	23,157	17,313	18,087	(5,070)
CHILDREN ASSESSMENT	2-13	10088011	330,708	400,708	93,711	87,570	96,665	2,954	306,997	12,777	29,476	33,392	20,615
FAMILY ASSESSMENT	2-14	10088012	150,071	150,071	29,438	29,085	35,853	6,415	120,633	10,052	9,667	12,506	2,454
PERMANENCY PLANNING	2-15	10088014	158,000	253,000	69,186	79,966	63,250	(5,936)	183,814	27,414	28,095	21,083	(6,330)
SUBSTITUTE CARE	2-16	10088015	134,000	634,000	91,168	35,025	158,500	67,332	542,832	18,274	17,358	52,833	34,560
PAL	2-17	10088017	132,160	132,160	29,419	27,435	31,234	1,816	102,741	9,787	9,510	11,013	1,227
MEDICAL CLINIC	2-18	10088019	426,600	426,600	101,463	89,669	102,084	622	325,137	32,563	23,660	35,550	2,987
YOUTH SERVICES													
YSC ADMINISTRATION	2-19	10088023	804,774	804,774	159,340	117,044	192,264	32,924	645,434	49,341	34,655	67,065	17,724
FOOD SERVICES	2-20	10088021	341,062	352,262	78,267	71,221	85,148	6,882	273,995	24,778	25,185	29,355	4,577
RESIDENTIAL SERVICES	2-21	10088022	1,706,045	1,706,045	360,115	315,666	404,573	44,458	1,345,930	119,203	111,188	142,170	22,968
CYS ADMINISTRATION	2-22	10088025	948,136	956,636	217,898	210,754	226,557	8,659	738,738	73,190	71,249	79,720	6,529
CYS SCHOOLS	2-23	MULTIPLE	4,539,089	4,460,389	971,253	951,457	1,057,623	86,369	3,489,136	326,578	319,814	371,699	45,121
PARENT TEEN	2-24	10088070	192,893	192,893	43,156	52,795	45,663	2,507	149,737	14,423	16,745	16,074	1,651
TRIAD ADMINISTRATION	2-25	10088050	408,077	408,077	91,984	90,969	96,693	4,710	316,093	31,623	30,003	34,006	2,384
JP COURT SERVICES	2-26	10088052	636,383	636,383	130,877	118,178	150,714	19,838	505,506	43,447	40,017	53,032	9,585
STATUS OFFENDER	2-27	10088053	776,045	776,045	166,321	169,276	183,639	17,318	609,724	54,690	56,807	64,670	9,980
COMM BASED RESIDENTIAL	2-28	10088065	186,502	186,502	38,896	27,290	44,156	5,261	147,606	13,218	9,148	15,542	2,324
ADULT SERVICES													
GUARDIANSHIP ADMIN	2-29	10088060	649,044	679,944	138,534	141,852	162,044	23,510	541,410	47,638	61,500	56,662	9,024
GUARD CASE MANAGEMENT	2-30	10088061	4,684,085	4,704,085	971,882	795,819	1,116,775	144,893	3,732,203	315,002	332,187	392,007	77,005
REP PAYEE	2-31	10088062	164,488	164,488	36,409	37,263	39,006	2,596	128,079	23,823	12,251	13,707	(10,116)
TOTAL EXPENDITURES			\$ 23,610,000	\$ 26,878,402	\$ 5,136,599	\$ 4,859,564	\$ 6,433,887	\$ 1,297,288	\$ 21,741,803	\$ 1,738,723	\$ 1,693,278	\$ 2,239,105	\$ 500,381

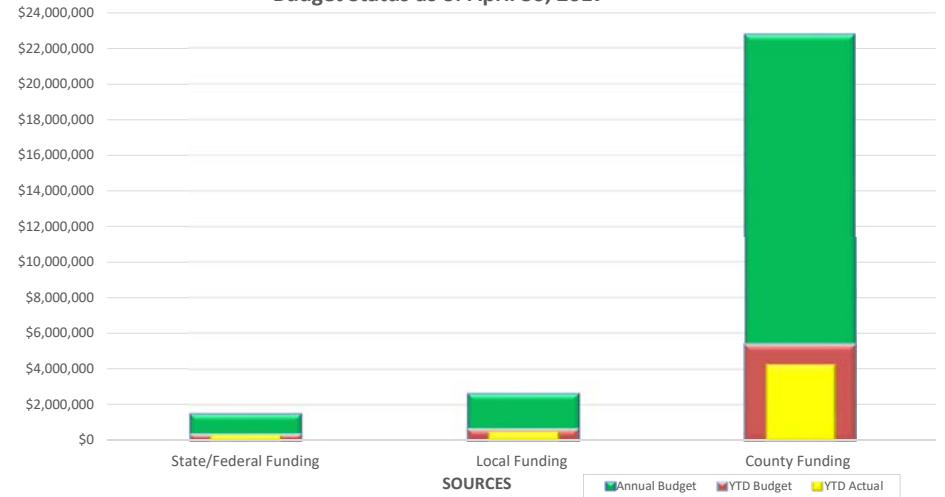
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
GENERAL FUND REVENUE BUDGET AND ANALYSIS
As of May 31, 2017

REVENUES	2017/2018 ANNUAL BUDGET	Current YTD BUDGET	Current YTD ACTUAL	Prior YTD ACTUAL	Current YTD Budget Vs Actual
Sources					
Medicaid/ Medical	\$ 40,000	\$ 10,000	\$ -	\$ 29,614	\$ 10,000
Federal Funding	40,000	10,000	-	29,614	10,000
State Miscellaneous	-	-	-	-	-
Lease reimbursement	658,460	164,615	164,615	164,615	(0)
Emergency Shelter	705,000	176,250	86,597	195,072	89,653
Reimb-Indirect cost	86,500	21,625	23,805	13,109	(2,180)
State Funding	1,449,960	362,490	275,016	372,796	87,474
School Contracts	2,011,800	502,950	340,190	342,046	162,760
Local Funding	2,011,800	502,950	340,190	342,046	162,760
Interest Earned	691	173	345	31	(172)
GP-Attorney's Fee	-	-	-	-	-
GP- Service Reimb	611,000	152,750	93,620	130,249	59,130
Contributions - Others	-	-	-	-	-
Refunds/Child Revenue	-	-	42,394	1,443	(42,394)
Others	611,691	152,923	136,359	131,723	16,564
Total Outside Sources	4,113,451	1,028,363	751,565	876,179	276,797
County Support	22,764,951	5,405,524	4,385,034	3,983,385	1,020,490
Total	\$ 26,878,402	\$ 6,433,887	\$ 5,136,599	\$ 4,859,564	\$ 1,297,288

HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
PERCENTAGES BY SOURCES OF BUDGETED REVENUES
FISCAL YEAR 2017-2018



BUDGET Vs. ACTUAL
Budget Status as of April 30, 2017

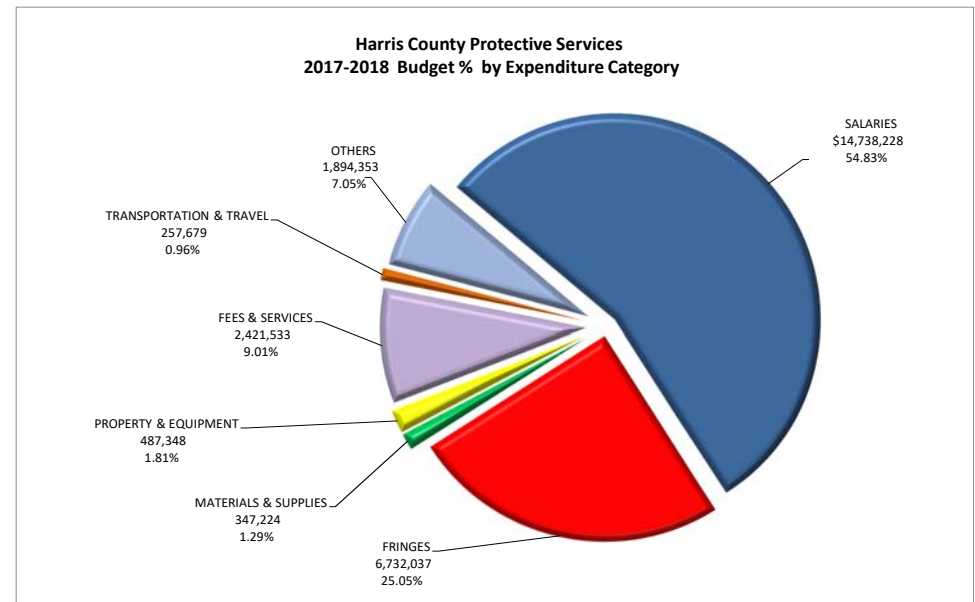
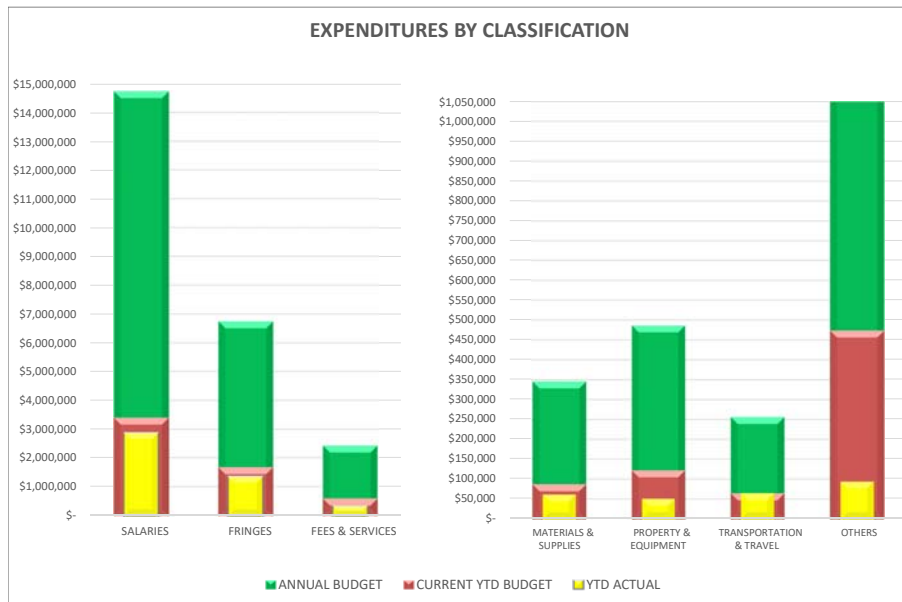


	Budgeted Revenue	Current YTD Budget	Current YTD Actual	Prior YTD Actual	Current YTD Budget VS Actual
State/Federal Funding	\$ 1,489,960	\$ 372,490	\$ 275,016	\$ 402,410	\$ 97,474
Local Funding	2,623,491	655,873	476,549	473,769	179,324
County Funding	22,764,951	5,405,524	4,385,034	3,983,385	1,020,490
Total Funding	\$ 26,878,402	\$ 6,433,887	\$ 5,136,599	\$ 4,859,564	\$ 1,297,288

HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
Budget Status as of May 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	\$ 14,915,825	\$ 14,738,228	\$ 3,065,264	20.80%	\$ 3,401,129	\$ 335,865	\$ 11,672,963
FRINGES	6,737,464	6,732,037	1,446,917	21.49%	1,683,009	236,093	5,285,120
MATERIALS & SUPPLIES	313,024	347,224	61,284	17.65%	86,806	25,522	285,940
PROPERTY & EQUIPMENT	225,600	487,348	50,496	10.36%	121,837	71,341	436,852
FEES & SERVICES	1,041,707	2,421,533	354,559	14.64%	605,383	250,825	2,066,974
TRANSPORTATION & TRAVEL	243,079	257,679	64,569	25.06%	64,420	(149)	193,110
OTHERS	133,301	1,894,353	93,511	4.94%	473,588	380,078	1,800,843
TOTAL	\$ 23,610,000	\$ 26,878,402	\$ 5,136,599	19.11%	\$ 6,436,173	\$ 1,299,574	\$ 21,741,803

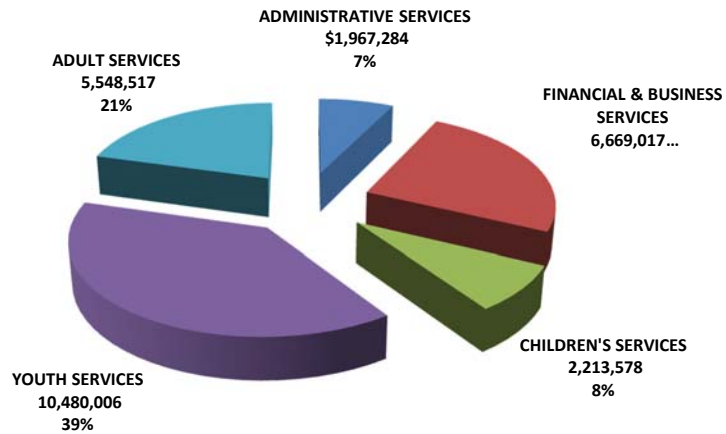
Expected Expenditure Level 23.95% 4.84% % Bud Variance



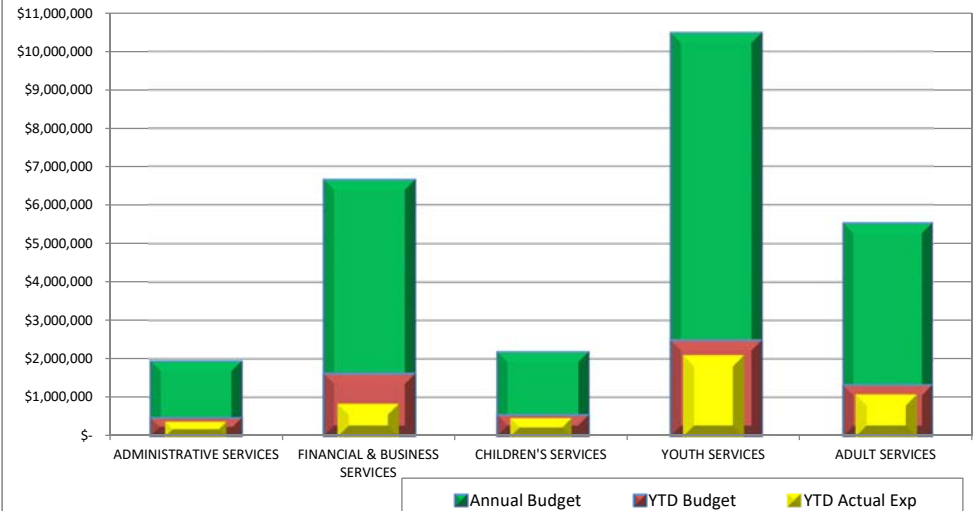
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
Budget Status as of May 31, 2017

	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	\$ 1,967,284	\$ 376,125	19.12%	\$ 398,696	\$ 468,662	\$ 92,538	\$ 1,591,160	\$ 134,537	\$ 129,621	\$ 163,940	\$ 29,403
FINANCIAL & BUSINESS SERVICE	6,669,017	883,429	13.25%	959,890	1,621,388	737,959	5,785,588	333,210	307,831	554,989	221,779
CHILDREN'S SERVICES	2,213,578	472,114	21.33%	401,395	538,980	66,866	1,741,464	134,022	135,079	184,465	50,443
YOUTH SERVICES	10,480,006	2,258,106	21.55%	2,124,650	2,487,031	228,926	8,221,900	750,491	714,810	873,334	122,843
ADULT SERVICES	5,548,517	1,146,826	20.67%	974,933	1,317,825	171,000	4,401,692	386,463	405,938	462,376	75,914
TOTAL EXPENDITURES	\$ 26,878,402	\$ 5,136,599	19.11%	\$ 4,859,564	\$ 6,433,887	\$ 1,297,288	\$ 21,741,803	\$ 1,738,723	\$ 1,693,278	\$ 2,239,105	\$ 500,381

**HARRIS COUNTY PROTECTIVE SERVICES
2017-2018 GENERAL FUND BUDGET BY DIVISION**



**HARRIS COUNTY PROTECTIVE SERVICES
2017-2018 BUDGET TO ACTUAL COMPARISON BY DIVISION**



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

			IFAS ORG KEY	Number of positions	GRANT PERIOD	REIMB AMOUNT	Expenditures 4/30/2017	YTD Budget	% Exp to YTD Budget	Variance	Budget Balance as of 4/30/2017	Projected Expenditures thru end of the grant	Projected Lapse
						A	B	C	D = B/C	E = C - B	F = A - B	G	H = F - G
CHILDREN'S SERVICES													
Family Assessment			LUQ88014	4.5	09/01/16 - 08/31/17	\$ 375,000.00	\$ 224,135.35	\$ 281,250.00	79.69%	\$ 57,114.65	\$ 150,864.65	\$ 150,864.65	\$ -
Permanency Planning Team			KDQ88014	15	09/01/16 - 08/31/17	950,000.00	658,826.12	712,500.00	92.47%	53,673.88	291,173.88	291,173.88	-
Drug Testing			RIR88013	1	09/01/16 - 08/31/17	65,000.00	38,596.44	48,750.00	79.17%	10,153.56	26,403.56	16,250.00	10,153.56
Pre-Adopt Review (RAS)			WNS88014	0	09/01/16 - 08/31/17	64,800.00	21,920.93	48,600.00	45.10%	26,679.07	42,879.07	16,200.00	26,679.07
Child Welfare Integrated Healthcare Expansion Initiative-Episcopal Health Foundation (Discretionary match \$34,741 approved for no cost extension)			YAA88006	0.5	03/01/16 - 12/31/17	110,641.00	79,940.24	75,437.05	105.97%	(4,503.19)	30,700.76	30,700.76	-
HOPES - DePelchin Children's Center (Yr 2)			GRS88014	2	09/01/16 - 08/31/17	162,071.90	110,336.02	121,553.93	90.77%	11,217.91	51,735.88	40,517.98	11,217.91
Clinic Integrated Health Exp (VOCA) (Required match \$55,455.04)			IOR88014	4	10/01/16 - 09/30/17	379,560.15	64,125.93	221,410.09	28.96%	157,284.16	315,434.22	158,150.06	157,284.16
YOUTH SERVICES													
HAY CENTER													
PAL Life Skills and Assessment			LAR88017	3	09/01/16 - 08/31/17	242,842.00	161,414.47	182,131.50	88.63%	20,717.03	81,427.53	60,710.50	20,717.03
PAL Case Mgt and Room and Board Assistance Required Match = \$255,855.72			LAR88056	9	09/01/16 - 08/31/17	1,021,802.00	633,429.57	766,351.50	82.66%	132,921.93	388,372.43	255,450.50	132,921.93
TWC Transition Center			PNR88056	3	10/01/17 - 09/30/18	271,564.00	147,147.98	158,412.33	92.89%	11,264.35	124,416.02	124,416.02	-
Transition-Age Youth Planning Initiative (Hogg Foundation) Yr 3 of 4			CBR88056	3	06/01/16- 05/31/17	450,833.14	292,592.96	413,263.71	70.80%	120,670.75	158,240.18	37,569.43	120,670.75
HAY Transition Coaching Program-HAY Center Foundation Required Match = \$22,335.87			YAB88005	1	10/01/16 - 09/30/17	90,000.00	18,751.41	52,500.00	35.72%	33,748.59	71,248.59	71,248.59	-
Community Youth Development													
Gulfton (74.38% of budget is subcontractors)			LBS88061	1.5	09/01/16 - 05/31/17	362,358.00	304,847.66	322,096.00	94.64%	17,248.34	57,510.34	57,510.34	-
Pasadena (76.83% of budget is subcontractors)			LBS88062	1.5	09/01/16 - 05/31/17	362,358.00	315,324.14	322,096.00	97.90%	6,771.86	47,033.86	47,033.86	-
Runaway Youth/Safety Net Program Match = \$188,905			BDR88047	0	09/30/16 - 09/29/17	190,921.00	43,099.53	111,370.58	38.70%	68,271.05	147,821.47	79,550.42	68,271.05
Concrete Services/TLAs			LCQ88018	0	09/01/16 - 08/31/17	192,644.00	127,521.61	128,429.33	99.29%	907.72	65,122.39	64,214.67	907.72
My Brother's Keeper Required Match = \$77,772			KNR88047	4	02/01/17 - 01/31/18	389,218.00	-	97,304.50	0.00%	97,304.50	389,218.00	291,913.50	97,304.50
Senior Justice Assessment Center Project(VOCA) (Required match \$21,123.76)			IZR88014	4	10/01/16 - 09/30/17	383,742.00	57,455.21	223,849.50	25.67%	166,394.29	326,286.79	159,892.50	166,394.29
Grand Total						\$ 6,065,355.19	\$ 3,299,465.57	\$ 4,287,306.02	76.96%	\$ 987,840.45	\$ 2,765,889.62	\$ 1,953,367.65	\$ 812,521.97

Harris County Protective Services Fund Board
Fiscal Year October 1, 2016-September 30, 2017
As of May 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 through 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	-	-	account to be used for the construction of the Infant/Toddler room at the YSC
HCPS Bank Account Interest	100.00	100.00	46.83	67.00	(20.17)	53.17	Interest Earned
Total Revenues	143,000.00	145,000.00	34,631.83	32,367.00	(20.17)	110,368.17	
Equity (INCREASE) DECREASE	35,516.42	33,516.42	-	-	-	35,516.42	
Total Revenue and Equity	\$ 178,516.42	\$ 178,516.42	\$ 34,631.83	\$ 32,367.00	\$ (20.17)	\$ 145,884.59	
Expenditures							
HCPS Capital Campaign -Svgs	\$ 60,000.00	\$ 60,000.00	\$ 53,304.00	\$ 53,304.00	\$ -	\$ 6,696.00	Renovations to YSC - construction and fees for Infant Toddler Room.
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	541.00	541.00	-	659.00	Funds to be used for Fund Board Operating Expenses - liability insurance
Total Expenditures	\$ 178,516.42	\$ 178,516.42	\$ 74,929.90	\$ 73,945.00	\$ (984.90)	\$ 103,586.52	



Harris County Protective Services for Children and Adults

2525 Murworth Drive, Houston, TX 77054 • 713.394.4000 •
hcps.harriscountytexas.gov

Monthly Program Dashboard May 2017

Children's Services Division	May 2017	May 2016	FYTD
BEAR			
• Children Served	1,060	946	3,514
Children's Crisis Care Center (4C's)			
• Family Assessments Conducted	25	90	33
• Child Evaluations	55	43	60
• Permanency Planning Team Meetings	323	368	978
• Family Group Decision-Making Conference (FGDC)	25	26	84
Medical Clinic			
• Medical Services: Children Served	180	180	201
• Dental Services: Children Served	32	69	3
• Behavioral Health: Children Served	20	28	21
• Drug Testing: Clients Served	71	111	102
HAY Center			
• PAL In-Care Youth Served ¹ (<i>backup stats staff in training</i>)	<i>pending</i>	196	<i>pending</i>
• PAL Aftercare Youth Served ¹ (<i>backup staff in training</i>)	<i>pending</i>	123	<i>pending</i>
• Transition Services: Unduplicated Clients Served	152	130	551

Youth Services Division	May 2017	May 2016	FYTD
Community Youth Services (CYS)			
• Number of new cases opened (*School Calendar Year)	159	235	3,862
Resource Services (Includes CRCG)			
• Number of Families Enrolled	13	12	29
• Number of New Assessments	5	3	17
• Number of CRCG Wrap Meetings	4	6	18
Kinder Emergency Shelter			
• Total Number of Youth Served (unduplicated) ¹	33	57	86
• Number of New Youth Admissions	15	19	96
• Occupancy Rate ² (<i>DFPS change- no overnights effect. 2/17</i>)	60%	99%	64%
TRIAD Prevention Services			
• Community Youth Development: Unduplicated Youth	79	84	214
• Mental Health Services: New Cases Opened	8	4	27
• Mental Health Services: Number Active Cases	46	28	144

Youth Services Division	May 2017	May 2016	FYTD
• JP Court WRAP: Number of Cases Opened	3	4	14
• JP Court Liaisons: Number of Families Served	431	417	1656
• Juvenile Intake Diversion: Number of Youth Served	82	107	233
• Juvenile Intake Diversion: Crisis Hotline Calls Received	99	110	280
• Parenting with Love and Limits: Family Cases Opened	20	15	44
• Parenting with Love and Limits: Number of Graduates	14	18	36
• Parent/Teen Survival: Number of youth enrolled	55	44	141
• Parent/Teen Survival: Youth Completing Program	28	15	65

Adult Services Division	May 2017	May 2016	FYTD
• Guardianship Program: Wards as of 05/31/2017	1,210	1,215	1,232
• SJAC Center: Number of New Enrollments	2	No Data	11

Training Institute	May 2017	May 2016	FYTD
• Number of Participants Attending DFPS/HCPS Workshops	150	321	569
• Total Number of BSD Classes in Session	3	3	9
• Total Number of BSD Students Enrolled	146	162	431

Community Relations Statistics- Pending

CANS Strength-Based Assessments Provided	May 2017	May 2016
• Intake	7	4
• TRIAD Mental Health	10	5
• JP Court Wraparound	3	0
• Kinder Shelter	3	0
• Resource Services	0	0
• Community Youth Services	44	0
TOTAL	67	9

NOTE: All monthly statistics represent service activity over 30 days, except where otherwise indicated. All Year-To-Date (YTD) statistics represents service activity from 3/1/17 through 2/28/18 to date unless otherwise indicated. All information represents unduplicated statistics unless otherwise indicated

FYTD=Fiscal Year to Date

CYS Program= Follows School Calendar Year of August 2016 to July 2017.

External Affairs Committee Minutes

June 5th 2017

Board Members: Phil Kunetka, Darryl King (via phone),

Staff: Anna Bell, Estella Olguin, Christina Wright, Lorena Mitchell (Intern),
Emmony Pena

Phil opened the meeting at 10:00 am and the group introduced themselves

Anna gave an overview of the External Affairs Committee:

The External Affairs committee was formed to address the Challenge of: Need to improve image in Harris County; continue re-branding efforts

Action Step: Develop an External Affairs Committee to improve overall support for services to accomplish HCPS mission, tell the story of our programs' impact and develop the resources necessary to carry out the mission.

Responsibilities of Communications Director and staff:

- Develop and implement an integrated strategic communications plan to advance HCPS brand identity; broaden awareness of its program and priorities; and increase the visibility of its programs across key stakeholder audiences.
- Create marketing/public relations strategy that will allow HCPS leadership to cultivate and enhance meaningful relationships with targeted, high-level external audiences, including media and key influencers.

Responsibilities of board representatives:

- Contribute expertise to assist the Community relations staff in establishing organizational marketing, branding and communication plans and initiatives
- Offer input to staff on strategies and development for various marketing communications channels, including electronic/social media, newsletter, public relations, website
- Maintain and build relationships with key community partners in conjunction with staff efforts
- Be a participating member in resource fairs, meetings, speaking engagements, advocacy efforts
- Engage other board members in outreach efforts

Christina Wright shared the HCPS Communications plan goals developed by the Community Relations Team: see next page

The 4 goals are:

- Goal 1: Establish an effective Community Outreach Program to strengthen knowledge of, support for and confidence in Harris County Protective Services' impact on families in the community.
- Goal 2: Establish an ongoing plan for Community Engagement for the HCPS Board of Directors
- Goal 3: Establish an effective internal communications program that improves staff productivity.
- Goal 4: To implement quality improvement activities to identify views and values of the internal/external Communications Plan.

Christina shared that data will be tracked to develop a dashboard on these goals.

Estella shared that Training Institute will be assisting with training for the Speakers Bureau to increase community awareness of what HCPS does. She also highlighted that she and Christina will be working on preparing an Elevator speech for the Speaker's Bureau and Board members so that a consistent message of HCPS is communicated by staff and leadership.

Phil asked the group to share input on what they think the problems or opportunities are regarding improving awareness of HCPS services. The group said:

- People don't know what we do or who we are
- We don't link DFPS and HCPS
- We need to tap into more partnerships, especially faith based and cultural groups (example: gulfon)
- We need to increase awareness of HCPS to help us obtain more grants/raise more funds

Emmony said that the new resource development specialist is working on building relationships with potential funders and looking at more diverse funding sources.

Mr. King suggested the Community Relations Team reaches out to interfaith ministries as a sounding board for our elevator speech to see their perception of HCPS based on that message.

Meeting Adjourned at 12:00 noon

HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS REPORT OF BOARD AND COMMITTEE MEETINGS

COMMITTEE:	Program Services Committee Meeting
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MEETING DATE (S) June 1, 2017

<p>MEETING ATTENDEES: BOARD MEMBERS</p> <p>Marilyn DeMontrond (Chairperson) Charlene Hunter James Philip Kunetka Janet Stansbury Jo Ellen Sweeney</p> <p><u>YOUTH IN ATTENDANCE</u></p> <p>No Youth In Attendance</p>	<p>MEETING ATTENDEESS: HCPS/DFPS STAFF</p> <p>Jeff Alexander Anna Bell Bernadette Cashin Carolyn Garrett Claudia Gonzalez Ginger Harper Lorena Mitchell (Intern) Jackie McMillon Estella Olguin Beverly Pettway Byron Sweeny Katy Vitoria Will Walker Christina Wright</p>

The meeting was called to order by Chairperson Marilyn DeMontrond. Ms. DeMontrond welcomed all in attendance and asked for introduction.

Ms. Sweeney suggested that when the Program Services Committee meeting notice are sent out the Harris County Protective Services Board members should RSVP if they will be in attendance or not in attendance. It was decided that Harris County Protective Services Board members would notify the Program Services Liaison if they were not going to be in attendance. The notice of the meeting in August will request notification if a Harris County Protective Services Board member can not attend.

Ms. DeMontrond began the meeting asking that Program staff give a brief description of the programs of the divisions. Program descriptions were provided and questions were answered for additional information. Ms. DeMontrond asked for Program Updates Divisions Challenges, New Initiatives and project updates.

Ms. Gonzalez reported on Adult Services Challenges:

Guardianship Program – Probate Court update-wards placed out of Harris County.

Senior Justice Assessment Center – The Harris Health Contract has experienced some delays for the Forensic Nurse and use of Bayland Geriatric Health Center. However, the issues are being resolved.

Ms. McMillon distributed a handout on Children's Services Division overview and Children Services Organizational Chart.

Ms. McMillon stated that On May 16, 2017, HCPS Clinic received the Foster Care Center of Excellence designated by Superior Health Plan.

Ms. McMillon reported on the Children's Services Challenge:

Medical Clinic - Current space for staff is near capacity. As additional staff are hired and an increase with client referrals, space to accommodate the operations of the clinic is a future concern.

HAY Center - Mr. Sweeney stated that they have no challenges to report this month. However, he shared information regarding the suspension of housing vouchers by the Houston Housing Authority which is affecting many HAY Center youth. Ms. Green is developing solutions to assist the youth that have been impacted.

Ms. Harper reported on the Youth Services Division Challenge:
Department of Family and Protective Services Child Without Placement Project – The Governor's Office has requested that Harris County apply for a non-competitive Victim Assistance grant to provide overnight shelter and a day program for custody youth without placement.

Mr. Kunetka asked if Your Services has any involvement with addressing Child Sex Trafficking since that is a currently a serious issue. Ms. Harper stated that the division is very involved with the Governor's Office Child Sex Trafficking Initiative. A committee has been meeting regularly since the Super Bowl to develop a project in Houston/Harris County to address this issue. Ms. Harper stated that once the project is developed she will make a report to the committee

Ms. DeMontrond stated that all written challenges should be presented to the Executive Committee at which time the Executive Committee will determine how the Program Services challenges will be prioritized and presented to the full Harris County Protective Services Board.

The next Program Services Committee meeting will be held in August, 3, 2017, meeting adjourned.

COMMISSIONERS COURT AGENDA

Protective Services for Children and Adults

June 13, 2017

1. Authorization to renew annual agreements with Goose Creek Consolidated and Tomball Independent School Districts for assignment of youth service specialists to provide social services to in-crisis youth and families.
2. Authorization for staff to host a TRIAD JP Court and Parenting with Love & Limits Program Educational Summit on June 23, 2017 in Houston for 45 participants in the estimated amount of \$366.
3. Approval to use the department's general fund, grant funds, and special revenue funds up to \$119,000 for expenditures and reimbursements to purchase food and beverage items for various programs, meetings, and activities related to the Children and Family Permanency Planning, Parent/Teen and Truancy training, Youth Service Center Food Services, Kinder Emergency Shelter, TRIAD Intake, DFPS Point of Entry for foster children, Adult Services, family conferences, disproportionality initiatives, and partner planning meetings and conferences, and Board of Directors meetings and other meetings and activities related to PSCA services for the period of March 1, 2017 – February 28, 2018.
4. Authorization to correct the payroll record of an employee, and for approval of a one-time payment to the county to correct the overpayment.
5. Travel authorization for one staff to attend the Foster Parent Association conference from 6/21/2017 through 6/24/2017 in Houston, TX. The amount spent is \$50.
6. Travel authorization for eleven staff to attend the Keeping Infants and Toddlers Safe conference on 6/22/2017 and 6/23/2017 in Stafford, TX. The amount spent is \$150 from general funds and \$180 from grant funds.
7. Travel authorization for two staff to attend the Trauma-focused cognitive behavioral therapy training on 6/26/2017 and 6/27/2017 in Houston, TX. The amount spent is \$500.
8. Travel authorization for six staff to attend the Texas System of Care conference from 6/26/2017 through 6/29/2017 in Austin, TX. The amount spent is \$4,630.
9. Travel authorization for fifteen staff to attend the Texas Network of Youth Services conference from 6/27/2017 through 6/30/2017 in Houston, TX. The amount spent is \$1,275 from general funds and \$2,800 from grant funds.