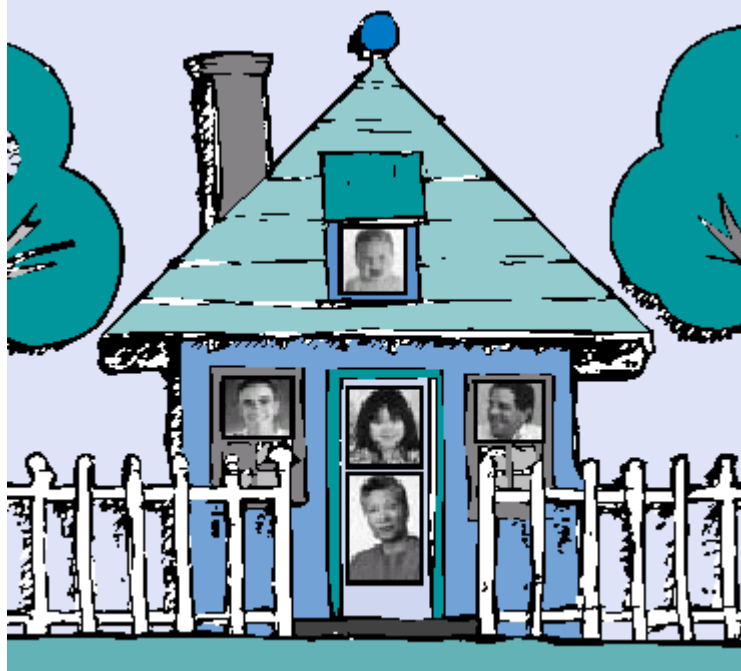


**Harris County  
Protective Services for  
Children and Adults  
(HCPS)**



# **BOARD MEETING MATERIAL**

**August 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**

August 24, 2017 | 4:30 PM | Room D36B

**MEETING OPENING**

**4:30PM**

- |  |                             |
|--|-----------------------------|
| <b>1. CALL TO ORDER</b>  | Jerry LeVias, President     |
| <b>2. APPROVAL OF MINUTES</b>  | Patrice McKinney, Secretary |
| <b>3. MISSION MOMENT</b>   | Vita Richardson             |
| <b>4. ACTION ITEM</b>  |                             |
| Consideration of Letter of Recommendation for potential applicant to DFPS Advisory Council |                             |

**EXECUTIVE UPDATES**

**4:45PM**

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

**COMMITTEE REPORTS**

**5:00PM**

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

**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

# ***MONTHLY HIGHLIGHTS***

***JUNE 23, 2017***

## **Legislative Update**

The agency is already making plans for SB 11 in terms of preparing for every child that comes into care in Harris County within 3 days that will receive an initial physical at the HCPS clinic. The increased volume of children needing services at the Clinic is one of the reasons that HCPS will not continue the drug testing contract with DFPS effective September 1, 2017.

The other portion of 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. The existing redesign in Fort Worth, Region 3B, will add the case management services in April, 2018. By September 2017, they would again re-procure Region 2 which is the Abilene area and roll out to three additional catchment areas in 2018 and 2019. The Executive Director suspects that it will be Bexar County in 2018 but cannot say for certain. In 2019, it is unknown what two sites will be rolled out. Harris County is eligible to serve as a Single Source Continuum Contractor. But popular opinion is that Harris County will not be ready until after the next legislative session because of funding constraints.

## **External Affairs Committee Highlights**

The Speaker's Bureau Training curriculum has been finalized with the assistance of the Training Institute. Approximately 40 staff members have been added to the roster. The training will take place the week of August 23<sup>rd</sup>.

Three options have been drafted regarding the development of the agency elevator speech which is based on staff and board survey and committee feedback. These drafts were presented to staff and parent partner volunteers in the focus group held on August 10<sup>th</sup>. Quality Improvement will share the summary report of feedback to Communications to facilitate development of final draft of the elevator speech.

## **Program Services Committee Highlights**

The HCPS Clinic has submitted a proposal for funding from the Governor's office-Victims of Crime Assistance (VOCA) for the expansion of integrated healthcare initiative. The proposal would fund two additional years. Approval will be announced around Sept. 1<sup>st</sup>, 2017

The HCPS Drug Screening Contract is being terminated with the DFPS Contract Managers effective August 31, 2017. DFPS referrals for services have been declining over the past year and as a result, reimbursements have dwindled, with HCPS assuming more responsibility for program cost.

**MINUTES**  
**OF THE**  
**MEETING OF THE BOARD**  
**OF**  
**HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS**  
**2525 Murworth Drive**  
**Room D36**  
**Houston, Texas 77054**  
**June 22, 2017**

**GUESTS IN ATTENDANCE**

Amanda Jones, Office of Legislative Relations  
Carole Lamont, Precinct 3  
Paul Shanklin, Precinct 4  
Patricia Williams, Children's Assessment Center

**BOARD MEMBERS IN ATTENDANCE**

Sheila Aron  
Marilyn DeMontrond  
Carmel Dyer, MD  
Charlene Hunter James  
Darryl King  
Philip Kunetka  
Jerry LeVias  
Patrice McKinney  
Sean McPherson  
Terry Morales  
Lidya Osadchey

**BOARD MEMBERS ABSENT**

Frances Castaneda Dyess  
Sherea McKenzie  
Janet Stansbury  
Ellie Sweeney

**YOUTH IN ATTENDANCE**

Kymora Anderson, Youth On Board

**STAFF IN ATTENDANCE**

Anna M. Bell, Director of Organizational Development  
Cherease Glasper, Youth and Family Development Coordinator  
Claudia Gonzalez, Adult Services Administrator  
Ginger Harper, Youth Services Administrator  
Joel Levine, Executive Director  
Beverly Pettway, Financial and Business Services Administrator  
Monica Sanders, Harris County CPS Deputy Regional Director  
Will Walker, Training Institute Director

## **CALL TO ORDER/INTRODUCTION OF GUESTS**

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

## **APPROVAL OF MINUTES**

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

## **MISSION MOMENT**

Tiffany Achamba, a caseworker with the Guardianship program talked about her 28 year old client. She came to America as a refugee and entered Guardianship in 2011. She left Guardianship for 4 months and returned with no medical or financial benefits because her status expired. It took about a year to get her status upgraded and had to wait 5 years to apply for citizenship. Ms. Achamba explained the difficulties she experienced in getting her client's benefits reinstated and advocating for citizenship to this country.

## **ACTION ITEM**

Consideration and approval to apply for Region 6 Council of Child Welfare Board's 2017 Prevention Grant in the amount of \$400

Joel Levine stated that the Regional Council of Child Welfare Boards awards \$400 to counties in preparation for Child Abuse Prevention Month. The funds are used to purchase prevention items and supplies for Child Abuse Prevention month in April. Phil Kunetka moved for approval to accept the grant. Patrice McKinney seconded the motion. The motion was approved by unanimous voice vote.

## **HCPS EXECUTIVE DIRECTOR STATUS REPORT**

Mr. Levine reported that he attended the BEAR Graduation on June 10, 2017 along with Board Member Lidya Osadchey, DFPS Regional Director CJ Broussard-White and Deputy DFPS Regional Director Monica Sanders. The celebration served a total of 86 graduates with 36 youth attending the event. He added that the BEAR Board initiated a strategic planning process to take a hard look at the BEAR program. The plan should be ready for review at the BEAR Board meeting in August.

Thursday June 15<sup>th</sup> the Senior Justice Assessment Center was officially launched. The Center was introduced to the community with a press conference that included remarks by the Commissioner of the Texas Department of Family and Protective Services, the County Attorney, the Sheriff and representatives from UT Health, the Houston Police Department, the City of Houston and the District Attorney's Office. There was significant support from the partners as well as Board members and HCPS staff

Mr. Levine reported that the major CPS legislation that passed this session was Senate Bill 11. 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. Harris County can serve as a Single Source Continuum Contractor. The contractor

will be either a nonprofit organization with experience in child welfare or a local governmental entity. The current outsourced 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 to three additional catchment areas in the next biennium. The issue will be financing because the legislature did not fully fund community based redesign.

Amanda Jones Harris County Legislative Coordinator added that SB 11 requires an assessment plan bringing in the stake holders, non-profits, faith-based communities, the child advocates and figuring out what the catchment area needs to move into redesign.

The other major piece of legislation that passed is House Bill 5 (HB 5) that makes the Department of Family and Protective Services a stand-alone state agency separate from the Texas Health and Human Services Commission. The Commissioner would be appointed by the Governor for two year terms. HB 5 also reconstitutes the DFPS Council.

### **DFPS REGIONAL DIRECTOR STATUS REPORT**

In the absence of CJ Broussard White, Monica Sanders stated that the agency met their 90% goal for face to face contact for May 1, 2017. They are now working on their next goal of 95% by August 1st.

She stated that the turnover has gotten better both in the Region and across the State. Currently DFPS is on a hiring pause effective June 8, 2017.

### **FINANCIAL AND BUSINESS SERVICES COMMITTEE**

In the absence of Sherea McKenzie, Beverly Pettway highlighted that HCPS has an overall adjusted budget of \$35,778,847. The General Fund budget allocation for the 2017-2018 fiscal year is \$26,878,402. The budget reflects expenditures through May 31<sup>st</sup> of \$5,136,599 which represents 19.11% of the total budget, and a positive budget variance of \$1,297,574. The variance is concentrated in Salaries and Fringes, Fees and Services and transfers to cover grant match.

She said that a review of the medical clinic space has just been completed and will be working with Facilities and Property Management to look at modifications in the clinic to better utilize the space. As programs expand, there is less space available.

They are also looking at changing the phone system for the Murworth building and installing a new system at the Youth Services Center. The State telephone system at the Murworth facility will be updated in October. However, the County system is also being upgraded. The issue is whether to continue with the State's telephone system or to move to the County system. However, there would be an additional cost to go with the State system but the agency could keep the same telephone numbers. A decision to go with the County system would mean a change in telephone numbers and the cost of changing letterhead, business cards, etc. as well as the cost of a County Operator to manage the incoming calls. Once a final decision is made she will report back to the board.

## **COMMITTEE REPORTS**

### **EXECUTIVE COMMITTEE**

No Report.

### **EXTERNAL AFFAIRS COMMITTEE**

Phil Kunetka stated that the first meeting of the new committee introduced the goal which is 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 through four goals. This will be done by establishing an effective community outreach program; an ongoing plan for community engagement and an effective internal communications program.

Updates were given on the Speakers Bureau progress and plans are being implemented to develop an elevator speech.

Feedback was shared by everyone on partners to approach to present the elevator speech, audiences to address through the speakers bureau and volunteers to attend the orientation for the Speakers Bureau being prepared by the Training Institute.

### **PROGRAM SERVICES COMMITTEE**

Marilyn DeMontrond reported that Probate Court 3 has requested that Wards who are placed out of county be returned to Harris County. Wards are placed out of county when services and placement are not available in county. The issue is that the court has to send a court visitor one time a year to monitor the Ward and placement. The associate judge states that the court doesn't have jurisdiction outside Harris County and she cannot send the court visitor to other counties. She also stated the increased cost of sending court visitors outside the county. There are two challenges with this request. The first is that there are times when a Ward has special needs or behaviors that require care that is only provided at a state supported living center, a state hospital, a state school or nursing home that provides specialized care. These facilities are not in Harris County. Secondly, there are only two public Guardianship Programs in the state who serve indigent Wards, therefore, it is difficult to transfer the guardianships to other counties where Wards reside. The county attorney is currently working with Court 3 to identify alternatives to the return of all of the Wards that are placed out of county. They are looking at least restrictive alternatives, surrogate decision-makers within the state supported living centers and the termination of certain guardianships.

She stated that the agency is looking at updating the space at the clinic to accommodate staff and the increasing numbers of patients.

A placement crisis has existed for several years across the state of Texas for youth who are in conservatorship of the Department of Family and Protective Services. These youth have high needs and the Placement Unit works diligently to find appropriate placements for these youth as quickly as possible. Placements for these youth take time and the youth have the option to decline a placement once it is found. Until these youth are placed in an appropriate residential treatment placement they are in their worker's offices during the day and at the Department of



Family and Protective Services – Point of Entry at the Youth Services Center or other office locations overnight.

Since 2010, the Kinder Emergency Shelter provided overnight stays for youth who were not accepted into the shelter for a full placement. In late February 2017, the Department of Family and Protective Services State Office gave notice that they were suspending this practice immediately. Since that time, Kinder has only received referrals from the Department of Family and Protective Services for full shelter placements of youth.

On May 23, 2017, the Office of the Governor's Criminal Justice Division authorized pre-agreement costs authorizing our organization to incur expenditures not to exceed \$211,500, to provide services to "Children Without Placement (CWOP)" that are in the custody of the Department of Family and Protective Services beginning immediately. This commitment is to allow Kinder Emergency Shelter to 1) hire a care provider to supervise youth at night and 2) to enter into an agreement with Houston reVision to provide the care for the high-needs children during the day at a Church location in Pasadena

The Governor's Office has notified Harris County Protective Services-Youth Services Division that they must apply for a Victim of Crime Act grant to fund this initiative. The day program budget included two meals per day @ \$4.00 per meal-per youth/7 days per week with a total expenditure of \$16,640; field trips every Friday to museums, sporting events, parks, festivals, etc. with a total expenditure of \$6,500The Governor's Office Victim Assistance Director stated that additional funds can be considered after the first 90 days of the project.

#### **MATTERS FOR DISCUSSION**

There was further discussion relating to SB 11.



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



# Harris County Protective Services

## for Children and Adults

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

### Monthly Program Dashboard

#### July 2017

Children's Services Division	July 2017	July 2016	FYTD
<b>BEAR</b>			
• Children Served	830	1,009	5,610
<b>Children's Crisis Care Center (4C's)</b>			
• Family Assessments Conducted	21	37	124
• Child Evaluations	33	79	147
• Permanency Planning Team Meetings	245	285	1508
• Family Group Decision-Making Conference (FGDC)	36	18	156
<b>Medical Clinic</b>			
• Medical Services: Children Served	148	189	536
• Dental Services: Children Served	52	82	110
• Behavioral Health: Children Served	32	0	53
• Drug Testing: Clients Served	77	97	251
<b>HAY Center</b>			
• PAL In-Care Youth Served <sup>1</sup> ( <i>backup staff in training</i> )	<i>pending</i>	261	<i>pending</i>
• PAL Aftercare Youth Served <sup>1</sup> ( <i>backup staff in training</i> )	<i>pending</i>	120	<i>pending</i>
• Transition Services: Unduplicated Clients Served	255	280	994

Youth Services Division	July 2017	July 2016	FYTD
<b>Community Youth Services (CYS)</b>			
• Number of new cases opened (*School Calendar Year)	90	107	4,205
<b>Resource Services (Includes CRCG)</b>			
• Number of Families Enrolled	8	9	49
• Number of New Assessments	8	6	28
• Number of CRCG Wrap Meetings	3	8	34
<b>Kinder Emergency Shelter</b>			
• Total Number of Youth Served (unduplicated) <sup>1</sup>	28	60	139
• Number of New Youth Admissions	17	19	124
• Occupancy Rate <sup>2</sup> ( <i>DFPS change- no overnights effect. 2/17</i> )	41%	81%	59%
<b>TRIAD Prevention Services</b>			
• Community Youth Development: Unduplicated Youth	0	163	278
• Mental Health Services: New Cases Opened	7	6	39

• Mental Health Services: Number Active Cases	41	28	225
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<b>Youth Services Division</b>	<b>July 2017</b>	<b>July 2016</b>	<b>FYTD</b>
• JP Court WRAP: Number of Cases Opened (no NEW cases)	0	0	17
• JP Court Liaisons: Number of Families Served	139	192	2190
• Juvenile Intake Diversion: Number of Youth Served	50	53	332
• Juvenile Intake Diversion: Crisis Hotline Calls Received	98	93	477
• Parenting with Love and Limits: Family Cases Opened	4	14	62
• Parenting with Love and Limits: Number of Graduates	7	7	61
• Parent/Teen Survival: Number of youth enrolled*	0	15	216
• Parent/Teen Survival: Youth Completing Program	0	7	102

\*no NEW cases, closing out active groups

<b>Adult Services Division</b>	<b>July 2017</b>	<b>July 2016</b>	<b>FYTD</b>
• Guardianship Program: Wards as of 06/30/2017	1,207	1,198	1,249
• SJAC Center: Number of New Enrollments	2	No Data	25

<b>Training Institute</b>	<b>July 2017</b>	<b>July 2016</b>	<b>FYTD</b>
• Number of Participants Attending DFPS/HCPS Workshops	291	49	1,379
• Total Number of BSD Classes in Session	3	2	15
• Total Number of BSD Students Enrolled	111	162	688

<b>Communications</b>	<b>July 2017</b>	<b>July 2016</b>	<b>FYTD</b>
• Number of Facebook "Likes"	622		1,227
• Number of people reached by Facebook Posts	2,323		4,946
• Unique (new) Visitors to HCPS Website	1.5K	New Measures for 2017	3,951
• Number of Speaking Engagements	2		5
• Number of Traditional Media events	3		7

<b>CANS Strength-Based Assessments Provided</b>	<b>July 2017</b>	<b>July 2016</b>
• Intake	1	0
• TRIAD Mental Health	9	7
• JP Court Wraparound	1	0
• Kinder Shelter	1	0
• Resource Services	2	0
• Community Youth Services	8	0
<b>TOTAL</b>	<b>22</b>	<b>7</b>

**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.

Traditional Media= Print, Newspaper, Radio, TV speaking engagements

**MINUTES**  
**BOARD OF DIRECTORS**  
**EXTERNAL AFFAIRS COMMITTEE**  
**AUGUST 7, 2017**

**PRESENT:** Sheila Aron, Philip Kunetka, Anna Bell, Mireya Beltre, Estella Olguin, Emmony Pena, Christina Wright

**ABSENT:** Frances Dyess, Jerry LeVias, Darryl King

**Discussion and updates on the agency's communication plan and action steps in reference to the Speaker's Bureau, Elevator Speech and Social Media activity.**

Phil opened the meeting at 10:30 am

Philip Kunetka welcomed everyone and thanked them for being in attendance for the meeting.

- **Speaker's Bureau**

Mr. Kunetka asked Estella Olguin to report on status of the Speaker's Bureau.

Ms. Olguin reported that a survey was sent out to 40 staff who are interested in being part of the HCPS Speaker's Bureau to get their availability to attend training that is scheduled for the week of August 23rd. Ms. Olguin handed out a copy of the proposed timeline on the Speaker's Bureau. Ms. Olguin discussed how the newly developed Speaker's Bureau wants to focus on doing training on where there is consistency with agency messaging. Ms. Olguin reported there will be more than one training being conducted throughout the remainder of the year 2017.

Mireya Beltre reported on the training curriculum proposal that was submitted and covers three sections. 1) The first section is on what best practice is about as far as the publicity speech. Discussion followed. 2) The second section plans to combat people's anxieties around delivering a speech. Discussion followed. 3) Do a show out on productivity and how well a presentation will be delivered. Discussion followed on subject matters experts and provide them with tools. General assistance will be provided and each department will talk about their own department and services provided. Ms. Olguin talked about possibly coming up with a new name other than Speaker's Bureau. Discussion followed. Ms. Olguin and Mireya Beltre were very pleased on how many students showed interest in being on the Speaker's Bureau after attending a new employee orientation. Ms. Beltre shared her feedback on how great these students are and how much interest they show in assisting. Discussion followed on how this is a professional asset and how this is an advantage for the organization.

- **Elevator Speech**

Emmony Pena reported that she is working with Community Relations on the development of the Elevator Speech focus group to be sure that staff give their input and also parent partners in the community to make sure it is relatable and to be expressive as what is being done as an agency. She reported that a pre-survey was sent out back in July of 2017 to the External Committee board members to get initial feedback on the first draft of the Elevator Speech. Once it was returned Ms. Olguin and Christina Wright developed three options of Elevator Speeches based on External Committee board members input. She reported that on Thursday August 10, 2017 there will be a HCPS focus group meeting. Staff from each HCPS divisions will be attending and also attending will be parent partners. Quality Improvement will be the neutral party facilitator. Ms. Pena reported after the HCPS focus group meeting she will send out a post survey and it will include the External Committee board members for some feedback. Ms. Olguin reported on the consultant feedback on the drafts.

Ms. Olguin reported that she and Ms. Wright attended a communication's training class with Spit Fire. She reported on what the training consisted. She reported that they worked with the consultant who allowed just three hours of consultation with their communication experts. The Elevator Speech was selected for these three hours. Ms. Olguin passed out a handout describing the three options. Ms. Olguin discussed the options and talked about strengths and weaknesses. What makes HCPS different from other agencies? She described the dos and don'ts of an elevator speech and how it should be tailored to the audience one is speaking to. Discussion followed. Ms. Olguin shared some comments that were made by the Trainee from the Spit Fire training class. Ms. Aron stated that she likes the word "crisis" because it gives HCPS a better description of what services are provided for families with crisis.

Mr. Kunetka shared some information on crisis and trauma that happens within HCPS at the Heart of Families—HCPS assists all ages and steps in to assess needs to provide counseling and to supply resources. Mr. Kunetka stated the importance of getting to the point of what HCPS does and the services that are provided, describe it in giving a brief description with the message and what's in it for them. Discussion followed on why HCPS organization should have no slogans and the language that should be used. Mr. Kunetka expressed that the main concern from the External Committee is to have an absolute disconnect on the reality of what HCPS does and for the people to understand what DFPS does. Discussion continued on how big of a problem it is that the community does not understand the difference between HCPS and the services they provide versus the services that are provided by DFPS.

Ms. Wright addressed that the Guardianship program who assist adults needs to be included also because they are a very important part of the HCPS organization. Discussion followed. Ms. Aron expressed that another message that needs to be shared with the people out in the community is to let them know that the people who are helping them with their crisis are very dedicated, knowledgeable and they will make it happen in a positive manner. Ms. Aron stated the main message that needs to be shared is there is a very dedicated group of staff that are waiting to help the children

and families of Harris County. Discussion continued on how important it is to get the message out to the people so that they understand who HCPS is and what they do.

Mr. Kunetka stated that a name change for HCPS is critical and needs to happen. He understands it will take several years and cost plenty of money but feels this is the need for this organization at this time. Discussion followed on why the name change is so critical. Ms. Olguin feels the same elevator speech should be used by all staff that work for HCPS. Mr. Kunetka would like to use "Harris County Protective Service" and get rid of "CPS". Discussion followed. Ms. Aron stated an important point about the general public is not concerned about name change, what CPS does, or DFPS, they are interested in looking for sources on where they can go to get help here in Harris County. Discussion followed on how the HCPS organization's name continues to be a big problem and why it should be changed. Mr. Kunetka stated to the External Affairs Committee members that he was going to address the need to rename the HCPS organization at the Executive Committee meeting following this meeting. Mr. Kunetka would like to use tools that get the heart's attention and a reaction. Ms. Pena agreed that as they continue to receive feedback and clean up the original draft then it will be shared with the community. Ms. Aron shared her idea to change the name to "Community Help through Harris County". Discussion followed.

Ms. Aron commended the External Affairs Committee members on their intelligence, knowledge and how hard they have been working with this issue. Their dedication is remarkable.

Anna Bell asked for a new date to set up the next meeting since it was originally scheduled for September 4, 2017 which is Labor Day. The next meeting is scheduled Monday, September 11, 2017 at 10:30 a.m. in Room 2A17.

Ms. Bell thanked everyone in attendance for their input.

Meeting adjourned at 11:45 a.m.

# HARRIS COUNTY

## PROTECTIVE SERVICES FOR CHILDREN AND ADULTS

### REPORT OF BOARD AND COMMITTEE MEETINGS

<b>COMMITTEE:</b>	<b>Program Services Committee Meeting</b>
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<b>MEETING DATE (S)</b> August 3, 2017
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<b>MEETING ATTENDEES:</b> <b>BOARD MEMBERS</b>  <b>Jo Ellen Sweeney, Chairperson</b> <b>Charlene Hunter James</b> <b>Janet Stansbury</b>  <u><b>YOUTH IN ATTENDANCE</b></u>  <b>No Youth In Attendance</b>	<b>MEETING ATTENDEESS:</b> <b>HCPS/DFPS STAFF</b>  <b>Jeff Alexander</b> <b>Anna Bell</b> <b>Bernadette Cashin</b> <b>Carolyn Garrett</b> <b>Mary Green</b> <b>Barbara Lopez</b> <b>Jackie McMillon</b>

The meeting was called to order by HCPS Board Member Jo Ellen Sweeney in the absence of Committee Chair Marilyn DeMontrond. Ms. Sweeney welcomed all in attendance and welcomed Barbara Lopez, from Adult Services, representing Claudia Gonzalez.

Ms. Sweeney asked for Program Updates: Challenges, New Initiatives or project updates.

**Guardianship Program** – Ms. Lopez reviewed the highlights for Adult Services. No challenges were presented but two highlights of notable mention include:

- **The Senior Justice Assessment Center:** On June 15<sup>th</sup>, the Adult Services Division hosted the launch of the SJAC in the lobby of the Murworth Building. It was well supported by HCPS Board members, community partners and staff. An SJAC pledge was posted and everyone was asked to sign showing their support. Board members who did not attend are still welcomed to sign the pledge.
- **Adult Services Division:** New Guardianship laws have been passed and staff attended a legislative update training, presented by Steven Fields, the Court Administrator for Probate Court 2 in Tarrant County.

#### **Children's Division:**

Ms. McMillon reviewed the highlights of the Children's Division. No challenges were presented but two highlights of notable mention include:

- The HCPS Clinic has submitted a proposal for funding from the Governor's office-Victims of Crime Assistance (VOCA) for the expansion of integrated healthcare initiative. The proposal would fund two additional years. Approval will be announced around Sept. 1<sup>st</sup>, 2017
- The HCPS Drug Screening Contract is being terminated with the DFPS Contract Managers effective August 31, 2017. DFPS referrals for services have been declining over the past year and as a result, reimbursements have dwindled, with HCPS assuming more responsibility for program cost.

#### **Youth Services Division:**

Jeff Alexander, Program Manager with the Youth Services Division stated there were no new challenges but the Youth Services Division (along with partner agencies) is working with the governor's office on two initiatives:

- 1) Child Sex Trafficking (CST) Continuum of Care Initiative – Youth Services Division is currently in the planning phase of developing a service model to address youth (up to age 17yrs at time of identification) who have been commercially sexually exploited in the Houston/Harris County region. Within the service model, YSD will operate as the “Care Coordinator” whose responsibilities include maintaining a 24-hr hotline, assembling/dispatching a Rapid Response Team and facilitating ongoing Multidisciplinary Teams. YSD is currently working with the Governor's Office to secure funding for the project. Some of the partners with whom YSD is collaborating include the FBI, Houston Police Department, DFPS, YMCA International, Harris County District Attorney, HC Juvenile Probation Department, Children's Assessment Center and others.
- 2) Children Without Placement – YSD is in the process of securing funding for a collaborative project designed to engage youth who currently do not have placement. The project proposes that identified youth spend daytime hours at the First United Methodist Church in Pasadena in a designated area recently renovated and designed to meet their needs. *Houston ReVision* will provide staff and mentors who will engage the youth and arrange for enrichment and educational activities. The youth will spend nights at Kinder Shelter and be transported to First United Methodist church each morning.

**HAY Center** – Mary Green, Director Transitional Services stated that they have no challenges to report this month. Highlights of notable mention are:

- When the Housing choice voucher program was suspended in April 2017, plans had to be developed to address rental assistance options since several youth that were ready to enter housing were not able to get in. A contract with New Hope Housing is in the works to provide Bridge Housing and also a grant has been submitted to Tenant Based Rental Assistance.



- HAY lost a beloved team member, Pam Walker, who was truly an integral part of the HAY center. The staff has shown incredible team work to carry on Pam's role which centered around contract deliverables and compliance. The staff is planning a special remembrance event to honor Pam.

**BEAR Program:** Bernadette Cashin, acting Director gave a program update for the BEAR Program. No challenges were presented.

- Ms. Cashin announced she has resigned as the Director of BEAR but is working with the board as they search for a new director by being available through the transition.
- BEAR's Back To School Program, which began in July is trying to meet the request of almost 5,000 youth. The program provides new uniforms, school supplies and backpacks to students at the beginning of each school year. The program is scheduled to end August 14<sup>th</sup>.

The next Program Services Committee meeting is September 7, 2017. Meeting was adjourned.

*\*Note: Please review the highlights attached that gives an update of all program activity.*

# HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS

## Executive Committee Meeting

August 15, 2017

### MINUTES

#### *ATTENDANCE*

**Board Members:** Jerry LeVias, President  
Sherea McKenzie, Treasurer  
Patrice McKinney, Secretary  
Marilyn DeMontrond, Program Services Committee Chair  
Phil Kunetka, External Affairs Committee Chair

**Staff:** Joel Levine, Executive Director  
CJ Broussard-White, CPS Regional Director for Harris County  
Jeff Alexander, Youth Services Division Manager  
Ginger Harper, Youth Services Administrator  
Tyra Hinton, Program Manager  
Estella Olguin, Community Relations Director  
Emmony Pena, Quality Improvement Manager

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

#### *LEGISLATIVE UPDATE*

Joel Levine stated that the agency is already making plans for SB 11 in terms of preparing for every child that comes into care in Harris County within 3 days that will receive an initial physical at the HCPS clinic. The increased volume of children needing services at the Clinic is one of the reasons that HCPS will not continue the drug testing contract with DFPS effective September 1, 2017.

The other portion of 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. The existing redesign in Fort Worth, Region 3B, will add the case management services in April, 2018. By September 2017, they would again re-procure Region 2 which is the Abilene area and roll out to three additional catchment areas in 2018 and 2019. Mr. Levine suspects that it will be Bexar County in 2018 but cannot say for certain. In 2019 he does not know what two sites will be rolled out. Harris County is eligible to serve as a Single Source Continuum Contractor. But popular opinion is that Harris County will not be ready until after the next legislative session because of funding constraints.

#### *DFPS UPDATE*

DFPS has been designated as a stand-alone agency reporting to the Governor's office with an effective date September 1<sup>st</sup>. A New Division of Investigations (DOI) will be in place. The final structure will be announced after final approval from state office. This results in 1/3 of staff moving to the DOI. This is mandated under the HB5.

One of the key pieces of legislation this entire session was Senate Bill 11, which continues and expands the mission of Community-Based Care, formerly known as Foster Care Redesign. Community Based

Care (CBC) is expected to unfold slowly over several years, as only three new catchment areas have been given the green light. Region 10 has been piloted for contracting out Family Based Safety Services (FBSS). There has not been a final contract entered as of our last update. Region 3(b) will be the area for case management for CVS- and Bexar County may be identified as the next area for the placement contract services. There is no indication of when Community Based Redesign will come to Harris County.

#### ***FINANCIAL AND BUSINESS SERVICES COMMITTEE***

Sherea McKenzie reported that the adjusted budget is \$27,065,275. The expenditures to date are \$9,530,120 and the projected rollover is \$1,404,098. She said she had some concern about unspent funds on the VOCA grants for the Medical Clinic, and the Senior Justice Assessment Center as well as the DFPS PAL program. Mr. Levine explained that there is a plan to expend the grant dollars for each program.

The turnover rate for Administration is 3%, Adult Services 13%, Children Services 10%, Financial Services 3% and Youth Series 7%.

#### ***PROGRAM SERVICES COMMITTEE***

No Report

#### ***EXTERNAL AFFAIRS COMMITTEE***

Phil Kunetka reported that the committee reviewed updates on activities in the agency Communications Plan. The focus of the meeting was the Speaker's Bureau and the development of an agency Elevator Speech.

The Speaker's Bureau Training curriculum has been finalized with the assistance of the Training Institute. Approximately 40 staff members have been added to the roster. The training will take place the week of August 23<sup>rd</sup>.

Three options have been drafted regarding the development of the agency elevator speech which is based on staff and board survey and committee feedback. These drafts were presented to staff and parent partner volunteers in the focus group held on August 10<sup>th</sup>. Quality Improvement will share the summary report of feedback to Communications to facilitate development of final draft of the elevator speech.

#### ***HARRIS COUNTY CHILDREN'S PROTECTIVE SERVICES FUND***

Phil Kunetka reported that the next meeting is scheduled for September 6, 2017

\* \* \* \* \*

The meeting adjourned at 1:20 p.m.

# COMMISSIONERS COURT REPORT

## **Protective Services for Children and Adults**

### **August 1, 2017**

1. Authorization to renew annual agreements with Cy-Fair, Pasadena, Sheldon, and Waller independent school districts for assignment of youth service specialists to provide social services to in-crisis youth and families.
2. Travel authorization for two staff to attend the National Guardianship Association Conference from 10/14/2017 through 10/17/2017 in Colorado Springs, CO. The amount spent is \$4,050.
3. Travel authorization for 4 staff to attend the Trauma informed care education course at multiple times in Houston, TX. The amount spent is \$1,000.
4. Travel authorization for eight staff to attend the Gulfton Community Youth Development Teen Summit from 7/10/2017 through 7/13/2017 in San Marcos, TX. The amount spent is \$500.
5. Travel authorization for two staff to attend the Texas Workforce Commission Financial Conference from 8/7/2017 through 8/9/2017 in Austin, TX. The amount spent is \$1,564.
6. Travel authorization for one staff to attend the Texas Network of Youth Services board of directors meeting from 8/10/2017 through 8/11/2017 in Austin Texas. The amount spent is \$366.
7. Authorization to accept amendments to agreements with DePelchin Children's Center for additional funding in the amount of \$25,841, with no required match, for the Healthy Outcomes through Prevention and Early Support Program.
8. Authorization to accept amendments to agreements with Criminal Justice Division of the Office of the Governor to reduce the award amount by \$47,966, with no change in the required match, for the Senior Justice Assessment Center project.
9. Authorization to accept amendments to agreements with Criminal Justice Division of the Office of the Governor to reduce the award amount by \$58,833, with no change in the required match, for the Clinic Welfare Integrated Healthcare Expansion Initiative.

## **August 22, 2017**

1. Authorization to renew annual agreements with Aldine, Channelview, and Spring Branch independent school districts for assignment of youth service specialists to provide social services to in-crisis youth and families.
2. Authorization to use grant funds in the amount of \$2,000 for a purchase order for Jason's Deli to purchase food and refreshments for youth and former foster youth in the care of the Department of Family and Protective Services, caregivers, and partners in the HAY Center's Transition-Age Youth Program.
3. Authorization to use funds in the total amount of \$1,800 to purchase gift cards from various stores to serve as incentives for youth participating in the Parent Teen Survival Program.
4. Travel authorization for two staff to attend the Texas Council of Child Welfare Board meetings and award's reception from 9/6/2017 through 9/8/2017 in Austin, TX. The amount spent is \$995.
5. Authorization to accept from the DePelchin Children's Center grant funds in the amount of \$162,972, with no required match, for the Healthy Outcomes through Prevention and Early Support Program, and extend associated positions.
6. Recommendation that awards be made to City of Houston, Partnership for the Advancement and Immersion of Refugees, Redeemed Youth Empowerment Program, Alliance for Multicultural Community Services, and Equip 24/7, LLC, best proposals meeting requirements for the Community Youth Development project programming in the Gulfton area for Protective Services for Children and Adults for the period of September 1, 2017 – August 31, 2018, with four one-year renewal options, and that the County Judge execute the agreements (17/0153).
7. Recommendation that awards be made to Communities in Schools, Southeast Harris County, Inc., for CYD, mentoring, and Youth Advisory Committee/Youth Development initiative programs; Redeemed Youth Empowerment Program; and Pasadena Community Resource Center best proposals meeting requirements for Community Youth Development project programming in the Pasadena area for Protective Services for Children and Adults for the period of September 1, 2017 – August 31, 2018, with four one-year renewal options, and that the County Judge execute the agreements (17/0140)

# Quarterly Report for March, April and May 2017

*Clients Served by Harris County Protective Services for Children and Adults (HCPS),  
Texas Department of Family and Protective Services (DFPS),  
and The Children's Assessment Center (CAC).*

## I. Unduplicated children served in Harris County during quarter:

1. Completed DFPS investigations...(families)	7,179
Alleged Victims in completed investigations	11,156
Total children in completed investigations	18,164
by type of allegation*	Percent
Physical Abuse	31.37%
Sexual Abuse	19.54%
Neglect & Other	49.09 %
*Allegations are in investigations assigned. Note: an alleged victim may be in more than one type of allegation.	
Source: DFPS data warehouse as of May 31, 2017	
2. Children taken into conservatorship (protective custody) during quarter	450
Source: DFPS data warehouse as of May 31, 2017	
3. Children in conservatorship (protective custody) as of <u>May 31, 2017</u> .	4,121
Source: DFPS data warehouse as of May 31, 2017	
4. Community Youth Services (CYS)	691
Youth referred on school campuses and in community	
Source: HCPS' Youth Services Administrator	
5. TRIAD Prevention Program	1078
Youth served for status offenses, class C citations	
and public services at YSC and JP Courts	
Source: HCPS' Youth Services Administrator	
6. The Children's Assessment Center (CAC) total children served first time services	
Number of DFPS children referred for first time services	538
Number of non-DFPS children referred for first time services	357
Source: CAC Case Tracking System (Original source: DFPS and law enforcement reports)	

## II. Other Services provided during quarter: (Some clients receive more than one service in one or more categories.)

1. HCPS' Medical/Dental Clinic services provided to children	575
Source: HCPS' Children's Services Administrator	
2. CAC medical services provided to children	
Source: CAC Case Tracking System	
3. Kinder Emergency Shelter youth placed in residence	294
Source: HCPS' Youth Services Administrator	
4. Children's Crisis Care Center (4Cs)	
Children assessed	171
Families assessed	101
Permanency Planning Team Meetings	796
Family Conferences	87
Source: HCPS' Children's Services Administrator	
5. CAC therapy and psychological services	-Children 1,585
	-Adults 1,081
Source: CAC Case Tracking System	
6. CAC forensic interviews conducted	999
CAC extended forensic interviews	10
Source: CAC Case Tracking System	
7. Guardianship Program, wards as of <u>May 31, 2017</u>	1,210
Source: Adult Services Administrator	