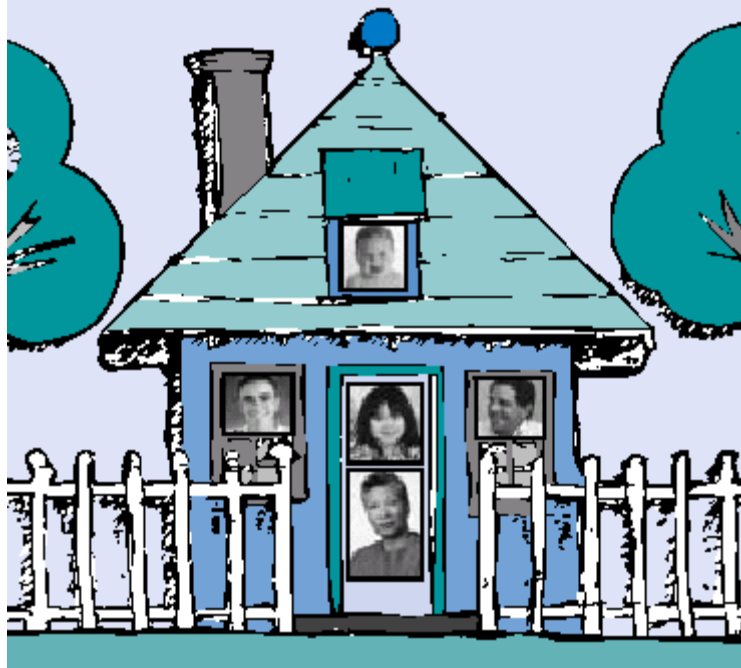


**Harris County
Protective Services for
Children and Adults
(HCPS)**



BOARD MEETING MATERIAL

December 2018

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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

December 6, 2018 | 4:30 PM | 2525 Murworth Drive, Room D-36

MEETING OPENING

- | | |
|---|-----------------------------------|
| 1. CALL TO ORDER | Ellie Sweeney, President |
| 2. APPROVAL OF MINUTES | Lidya Kushner, Secretary |
| 3. MISSION MOMENT | Tammy Hetmaniak, BEAR
Director |
| 4. ACTION ITEM | |
| Consideration of the FY2019-2020 HCPS Budget Priorities | Beverly Pettway |

EXECUTIVE UPDATES

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

COMMITTEE REPORTS

- | | |
|---|------------------|
| 7. FINANCIAL AND BUSINESS SERVICES COMMITTEE | Patrice McKinney |
| Overview of financial statements and business services activities | |
| 8. HCCPS FUND BOARD | Phil Kunetka |
| Update of Fund Board activities | |
| 9. 2018-2020 STRATEGIC PLAN | |
| Strategic Focus Group #1 - Workplace Values | |
| Strategic Focus Group #2 - Enhanced Communications Capacity | |
| Strategic Focus Group #3 - Strengthened Partnerships and Collaborations | |

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

HCPS PROGRAM SERVICES COMMITTEE HIGHLIGHTS

September and October 2018

Adult Services Division Highlights

Guardianship

- The Guardianship Program applied and received approval as a certified guardianship program by the Texas Judicial Branch Certification Commission.
- The Guardianship Program successfully prepared and experienced a positive COA Review in October.
- The Guardianship Program began our 2018 Holiday Gift Drive. We are collecting pajamas for each of our wards this year.
- Claudia Gonzalez and Yaksha Shah are currently attending the National Guardianship Association Conference in Palm Springs California. This year's theme is "An Oasis of Knowledge."

Senior Justice Assessment Center (SJAC)

- On October 18th, SJAC presented at the Fraud Investigator's Association of Texas (FIAT) Fraud Training Seminar held at the Hilton Post Oak by the Galleria. Barbara Lopez, SJAC Manager, Dr. Arora, SJAC Psychiatrist, and Thomas Lochrie, AMT Coordinator, presented on the SJAC Program, capacity issues related to financial crimes, and real property crimes to the elderly.

Youth Services Division Highlights

Community Youth Development

- Donald Rogers, CYs worker at HISD Westbury High School, coordinated the program "Community Market Day" through the Houston Food Bank on 10/18/18. Over 150 families were provided a variety of food products on this day. This mobile market will be making bi-monthly visits to Westbury High School to provide families in this community with much needed supplies.
- The Houston Food Bank's mobile pantry made its first stop in Cy-Fair on October 15th. Organized by Olivia McElrath and her principal at Cy-Ridge, the mobile unit brought fresh fruits and vegetables, canned goods and tamales, breads and desserts. Sonya Fowler, Faye Hardy, and Kayla Martin assisted families with registration, unloading the trailer, and helping 98 families and 20 district staff get needed foods. The campus ROTC also assisted. Remaining canned goods were stored in the Cy-Fair pantry that is maintained by CYs staff, and the mini pantry at Cy-Ridge. The mobile pantry will bring food to Cy-Ridge twice a month during this school year, and is loaded with food for up to 200 families.
- LaSondra McElroy, CYs worker in Cy-Fair ISD, did a presentation on 10/23/18 at Rockwell Automation, an automation company wanting to partner up with CYs to do a Toy Drive. LaSondra is part of the Speaker's Bureau, where staff take on the spotlight to promote HCPS and our programs for potential donors and community education. Thank you LaSondra for representing CYs and HCPS well!

Transitional Services

HAY/PAL

- 18 youth are housed through our Bridge Housing Program. Four churches have become involved providing youth with food bags, Sunday Dinners, Birthday celebrations and wish list items. One youth has been entered into the program to act as an RA. She is an older youth who has demonstrated the maturity and progress towards self-sufficiency that will provide the younger youth with added support.
- The annual meeting of the HAY Center Foundation was held on September 28th. Four new board members were welcomed including Ellie Sweeny. The HAY Center priorities for the year were set with concentrations on fund development and advancement and housing options.
- On October 11 the HAY Center held our first evening fund raiser at St. Arnolds with a theme of Raise A Glass. We were able to honor and toast Chad Beck for his volunteerism. The event raised more than \$100,000.

Challenges:

- Housing options are a challenge. A more immediate and urgent need is programming to address unhealthy relationships.

MINUTES
OF THE
MEETING OF THE BOARD
OF
HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS
2525 Murworth Drive
Room B36
Houston, Texas 77054
September 27, 2018

GUESTS IN ATTENDANCE

Bill Henderson, County Judge Office
Carole Lamont, Precinct 3
Kerry McCracken, Children's Assessment Center
Dori Wind, County Attorney's Office

BOARD MEMBERS IN ATTENDANCE

Sheila Aron
Marilyn DeMontrond
Frances Castaneda Dyess
Charlene Hunter James
Susan Martin
Sherea McKenzie
Patrice McKinney
Sean McPherson
Pat Rosenberg
Ellie Sweeney

BOARD MEMBERS ABSENT

Darryl King
Philip Kunetka
Lidya Kushner
Jerry LeVias
Janet Stansbury

STAFF IN ATTENDANCE

Jeff Alexander, Youth Services Division Manager
Anna M. Bell, Organizational Development Director
Dwayne Bennett, Grant Specialist
Robert Brannon, Accounting Manager
C J Broussard-White, CPS Regional Director for Harris County
Kim Gibbons, DFPS, Director of Field Operations
Claudia Gonzalez, Adults Services Administrator
Ginger Harper, Youth Services Administrator
Joel Levine, Executive Director
Marsha Mitchell, Human Resources Director
Estella Olguin, Senior Communications Manager
Emmony Pena, Quality Improvement Manager
Beverly Pettway, Financial and Business Services Administrator
Will Walker, Training Institute Manager

CALL TO ORDER/INTRODUCTION OF GUESTS

Board President, Ellie Sweeney called the meeting to order at 4:50 p.m. Mr. Levine introduced the newest board member, Ms. Susan Martin who was appointed to the Board on August 14, 2018 by Commissioner Steve Radack. She is the former Director of Communications for Cristo Rey Jesuit School as well as a community volunteer with the Charity Guild of Catholic Women and current Board President for Newman Circle of University of St. Thomas.

Mr. Levine also stated that Ellie Sweeney has replaced Marilyn DeMontrond on the HAY Center Foundation Board.

Ms. Sweeney stated that due to Patrice McKinney's resignation as the HCPS Liaison to the BEAR Board, she would like HCPS board members' suggestion of a new Liaison.

APPROVAL OF MINUTES

Sean McPherson moved for approval of the August 23, 2018 minutes. Charlene Hunter James seconded the motion. The minutes were approved by unanimous voice vote.

MISSION MOMENT

Mr. Levine introduced a video prepared by Superior Health Plan. They have established three Foster Care Centers of Excellence in Texas with one of the Centers being the HCPS Clinic which cares for children in foster care. He said that this is a project that began around 2012 when Children Services Administrator, Jackie McMillon took on the role of overseeing the clinic and developing the behavioral health portions to go along with the doctor and dentist. A Therapist, Care Manager and Psychiatrist was added to the staff along with parent partners who serve in the role as Kinship Navigators.

HCPS EXECUTIVE DIRECTOR STATUS REPORT

Mr. Levine stated that he, along with HCPS Board Members Marilyn DeMontrond and Sherea McKenzie, attended the Advisory Committee meeting for the Harris County Community Based Collaborative (CBC) at the DePelchin Children's Center on August 30, 2018. While there are no current plans to bring Community Based Care to the Harris County catchment area; the Advisory Committee is tasked with preparing Harris County for this new approach to services to children and families in state conservatorship. The collaborative has contracted with the Meadows Mental Health Policy Institute for consultation with funding from the Houston Endowment.

Jeff Alexander, Estella Olguin and Mr. Levine attended the press conference and community Kick-off event on September 17th for the Harris County Youth Collective (HCYC) at Big Brothers Big Sisters.. The collective, funded by the Houston Endowment, serves dual-status youth, who reside in both the child protective and juvenile justice systems. Harris County currently has 138 dual-status youth who many classify as the most vulnerable children. The collective, housed at the Youth Services Center, is a collaboration of more than 30 public and private organizations working to develop and implement a Crossover Youth Practice Model in Harris County. Harris County Judge Ed Emmett, Harris County District Attorney Kim Ogg, and CPS Regional Director, CJ Broussard-White were among the speakers at the event.

Mr. Levine and HCPS Board Member Janet Stansbury attended the Texas Council of Child Welfare Boards Annual Awards Luncheon in Austin. Through the generous efforts of HCPS Board Member Marilyn DeMontrond, the Male and Female Outstanding Foster Youth of the Year received Houston Astros Duffel Bags loaded with memorabilia including replica World Series rings, shirts, bobble heads, etc.

Along with HCPS Board Members Sherea McKenzie and Pat Rosenberg as well as HCPS staff members Ginger Harper, Jeff Alexander, Rachel Francis and Estella Olguin, he attended the press conference for the launch of the Harris County Youth LEAD (Law Enforcement Assisted Diversion) at Attucks Middle School. LEAD is a national program that originated in Seattle, Washington in 2011. It was created to provide collaboration between police, prosecutors, civil rights advocates, public defenders, political leaders, mental health and drug treatment providers, housing providers and other service agencies for adults who were in and out of the criminal justice system. In Houston, this program is the first of its kind in the nation to help keep youth out of the criminal justice system.

He thanked the HCPS Board for their support of the HEARTS of HOPE Luncheon benefitting the Harris County Children's Protective Services Fund Board on, September 20th. He especially thanked former HCPS Board President and current Fund Board Vice-President Barbara Hermes and her husband Leroy for their Leadership as Chairs for the event. He also gave special recognition to HCPS staff member Bernadette Cashin for providing staff support for the luncheon. Ms. Cashin was assisted by staff members Anna Bell, Emmony Pena, Estella Olguin, and Luis Morales.

DFPS REGIONAL DIRECTOR STATUS REPORT

Kim Gibbons, DFPS Director of Field Operations gave an update of DFPS State Office. CJ Broussard–White reported Investigations Division met weekly to discuss progress on ensuring timely contact with clients and case documentation efforts. All regional investigation division staff are engaged in various training initiatives and retention efforts. The region is currently at 95% for face-to-face contact with our children and 83% for timeliness.

Regional Director, Monica Sanders continued meeting with the Supervisors Support Committee and the Caseworker/Support Staff Committee in August. The Supervisors Committee is made up of 9 Supervisors (1 from every Program Director area) and the Caseworker/Support Committee is made up of 1 caseworker and 1 support staff member from every Program Director area. These groups will work directly with the RD on critical staff challenges and issues related to improving retention, culture and outcomes for families and staff in R6A.

COMMITTEE REPORTS

FINANCIAL AND BUSINESS SERVICES COMMITTEE

Patrice McKinney reported that the adjusted budget is \$27,957,222 with 41.89% expended as of August 31, 2018 with a variance of \$2.8 million. The expected rollover at the end of the fiscal year is \$3,151,098.

The VOCA Sex Trafficking grant is being de-obligated by \$197,000. The VOCA Senior Justice Assessment Center grant plans to hire 1 additional case manager to use the lapsed funds. The VOCA grant for the Clinic have plans in place to order supplies to utilize their funds.

She said that ten pre-paid cards were tested using approximately \$6500 used for emergency requests. It went so well that 25 more cards will be issued this week. The agency is working with the bank and card vendor to create a more user friendly website to track cards. Once the website is set up, it will be used for the Guardianship wards for monthly allowance.

The county is moving away from cell phone allowances. The first rollout will consist of 175 Samsung Galaxy phones.

The Operations Manager is working with Engineering to inquire about a warranty on the parking lot at Murworth.

HCCPS FUND BOARD

Anna Bell reported that the Hearts of Hope Luncheon held on September 20, 2028 was a successful event with a total of 140 attendees and \$140,000 in donations.

STRATEGIC PLAN WORKGROUP REPORTS

Strategic Focus Group 1 - Workplace Values

Strategic Focus Group 2 – Enhanced Communications Capacity

Strategic Focus Group 3 – Strengthened Partnerships and Collaboration

Anna Bell reported that due to the focus on the Hearts of Hope Luncheon and the upcoming Council on Accreditation review, the focus groups are continuing to develop draft timelines and will be prepared with an update at the next board meeting. She requested that all Champions send her their reports.

She added that the Council on Accreditation (COA) will be reviewing the agency during October 7-10, 2018.

Ms. Sweeney adjourned the meeting at 6:10 p.m.



BUDGET STATUS REPORT

EIGHT MONTHS ENDING
OCTOBER 31, 2018



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 Eight Months Ending October 31, 2018

SUMMARY

Harris County Protective Services is a department of Harris County and operates on a fiscal year of March 1st through February 28th. Over the past year, HCPS has launched new program initiatives and have advanced some initiatives started in the prior year. The VOCA grants through the Governor's Office have impacted service delivery for Adult Services, Children's Services and Youth Services. The Youth Services initiatives are just beginning in 2018. In addition to the VOCA funding, the Youth Services Division has also partnered with the City of Houston to provide school based services to young male students through the My Brother's Keeper Program. These funding sources for the various programs are included in the grants report that is a part of the Budget Status Report. For the 2018-2019 fiscal year, Harris County Protective Services (HCPS) has an overall adjusted budget of \$38,583,847. The table below shows the funds that comprise the overall budget.

Table A: Budget Summary by Funding Source.

HARRIS COUNTY PROTECTIVE SERVICES FINANCIAL INFORMATION FOR THE PERIOD ENDED - October 31, 2018 BUDGET SUMMARY by Funding Source									
		Original Budget	Adjusted Budget	Expenditures To Date	% of Budget Expended	Budget to Date	Variance as of 10/31/2018	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	\$ 23,968,000	\$ 27,957,222	\$ 15,512,947.35	55.49%	\$ 19,019,867.48	\$ 3,506,920	\$ 25,274,391.23	\$ 2,682,831
SPECIAL REVENUE FUNDS:									
GUARDIANSHIP (March 1 - February 28)	SRG	150,297	150,297	80,385	53.48%	101,987	21,602	120,577	29,720
JUVENILE CASE MGMT FUND (March 1 - February 28)	SRJ	902,391	902,391	553,475	61.33%	615,880	62,404	896,729	5,662
HAY CENTER YOUTH PROGRAMS 1115 WAIVER	HCY	1,091,101	1,091,101	110,881	10.16%	727,401	616,520	166,321	924,780
OCOK - PREPARATION FOR ADULT LIVING		10,570	21,520	-	0.00%	5,380	5,380	10,500	11,020
FAMILY PROTECTION FEE	FPF	20,695	36,726	8,785	23.92%	9,181	396	22,401	14,325
TOTAL SPECIAL REVENUE FUNDS		2,175,054	2,202,035	753,526	34.22%	1,459,829	706,302	1,216,528	985,507
GRANT FUNDS (Various)									
GRANT FUNDS (Various) - See attached schedule	GRT	7,300,901	7,733,337	1,656,478	21.42%	2,385,688	729,210	5,209,616	867,242
TITLE IV-E (October 1 - September 30)	IVE	680,000	680,000	-	0.00%	-	-	-	680,000
TOTAL GRANT FUNDS		7,980,901	8,413,337	1,656,478	19.69%	2,385,688	729,210	5,209,616	1,547,242
OTHER FUNDS									
FUND BOARD (October 1 - September 30)	FB	99,711	11,254	11,254	100.00%	11,254	-	11,254	-
TOTAL OTHER FUNDS		99,711	11,254	11,254	100.00%	11,254	-	11,254	-
TOTAL FUNDING - HCPS		\$ 34,223,666	\$ 38,583,847	\$ 17,934,206	46.48%	\$ 22,876,638	\$ 4,942,432	\$ 31,711,790	\$ 5,215,579

GENERAL FUND

HCPS' General Fund Adjusted Budget for the 2018-2019 fiscal year is \$27,957,222. The budget reflects expenditures through October 31, 2018 of \$15,512,947 (or 55.49% of the total Budget) and a positive budget variance of \$3,506,920 (12.5% of the budget). The budget to actual performance by expenditure type is detailed in the table below.

Table B: Budget Status by Expenditure Classification.

HARRIS COUNTY PROTECTIVE SERVICES For Children and Adults Budget Status as of October 31, 2018							
	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	\$ 15,206,095	\$ 14,887,064	\$ 9,099,008	61.12%	\$ 10,306,429	\$ 1,207,421	\$ 5,788,056
FRINGES	7,227,346	7,178,564	4,444,792	61.92%	4,785,709	340,917	2,733,771
MATERIALS & SUPPLIES	233,807	408,198	191,544	46.92%	272,132	80,588	216,654
PROPERTY & EQUIPMENT	158,212	695,411	283,679	40.79%	463,607	179,928	411,732
FEES & SERVICES	955,516	2,172,397	1,137,379	52.36%	1,448,265	310,886	1,035,018
TRANSPORTATION & TRAVEL	187,024	276,216	182,175	65.95%	184,144	1,969	94,041
OTHERS	-	2,339,372	174,370	7.45%	1,559,581.31	1,385,211	2,165,002
TOTAL	\$ 23,968,000	\$ 27,957,222	\$ 15,512,947	55.49%	\$ 19,019,867	\$ 3,506,920	\$ 12,444,274
Expected Expenditure Level				68.03%	12.54% % Bud Variance		

Initial Allocation – General Fund	\$23,968,000
Adjustments:	
1. FY 2018-2019 budget rollover	\$3,663,848
2. TRIAD CRCG	\$214,874
3. Grant related adjustments	<u>\$110,500</u>
Adjusted Budget as of October 31, 2018	<u>\$27,957,222</u>

Salaries and Fringes

There is a variance of \$3,506,920 as of October 31, 2018. Salaries and Fringes accounts for \$1,548,338 of the overall variance for this period. At the end of October, there were 21 vacant general fund positions which contributes to the variance in this category.

Of the 390 total positions, there are 30 vacant positions at the end of the reporting period for October 31st, 2018. Included in this number are the 21 General Fund positions, 1 Special Revenue Funded position and 8 Grant Funded positions.

	General Fund		Grant Funds		Special Revenue		Total	
	# Positions	Vacancies	# Positions	Vacancies	# Positions	Vacancies	# Positions	Vacancies
ADMINISTRATIVE SERVICES	17	2					17	2
FINANCIAL & BUSINESS SERVICES	40	4	1	1			41	5
CHILDREN'S SERVICES	15	3	52	6			67	9
YOUTH SERVICES	164	9	11	1	12	1	187	11
ADULT SERVICES	73	3	5				78	3
Total	309	21	69	8	12	1	390	30

SPECIAL REVENUE FUNDS

These funds reflect specially designated revenue for (1) The Juvenile Case Management Fund, (2) Guardianship Special Revenue and (3) the HAY Center 1115 Waiver funds. Funds in these accounts are restricted and are to be used for the special purpose intended. Juvenile Case Management Fund had a balance of \$3,504,559 as of October 31, 2018. For the month of October 2018 revenues for the Juvenile Case Management fund totaled \$68,826 and expenses totaled \$69,715 resulting in a net decrease to the fund of \$889. These funds are received from Justice of the Peace, Municipal and other courts throughout the year.

GRANT FUNDS

The majority of HCPS grants renewed on September 1, 2018 and as of October 2018 constitute a budget of \$8,413,337 for all grants. The Bear Foundation and the HAY Center Foundation have both provided funds to cover the cost of positions needed in the programs. As a part of the public-private partnership, HCPS covers the cost of fringes for the positions that are paid through these foundations. HCPS currently receives VOCA funding for Youth Services – Child Sex Trafficking, Adult Services – Senior Justice Assessment Center and Children's Services – Integrated Health Care. The HAY Center received a \$155,950 grant through VOCA for the Bridge Housing project that serves youth who have aged out of foster care and are in need of housing assistance. This funding will cover the cost of two positions that will support the youth in this housing initiative. The VOCA Child Sex Trafficking grant programming got off to a late start because of the award process. As a result, all of the funds awarded cannot be used by the end of the award period. The amount of unused funds will be reflected in later financial information. See the Grants Worksheet that is included in the Budget Status Report.

THE FUND BOARD

The HCPS Fund board operates as a 501(c)(3) for the purpose of supporting HCPS programs. The fiscal year for the Fund Board is from October 1 through September 30. The initial budget proposal is \$99,711 for the fiscal year beginning October 1, 2018. The board continues to work on a final budget as they defined guidelines for funding special projects identified by HCPS programs.

BUDGET DEVELOPMENT FOR 2019-2020

The Harris County office of budget management works with the Auditor's Office in estimating revenue for the upcoming fiscal period. The estimated revenue allows the Budget Office to determine the amount of allocation that will be provided to the County departments for operations. The budget allocation is generally provided to departments in October or November, however, this year the process is delayed and as of December 1, 2018 County departments had not received budget allocations for the upcoming fiscal year. HCPS has been working on budget development and have identified some items that would be classified as priority items for the new budget period. Until the allocation is received, HCPS will not know if any of the identified items will be funded. The final budget that is presented to the Budget Office must not exceed the budget allocation provided.

The budget process also allows us to identify needs that can be covered within the current budget. HCPS has estimated a \$2.7 million in rollover for next year after some other items have been paid from lapsed funds. Prior to the end of the 2018-2019 fiscal year, HCPS has the following projects planned.

PROJECT DESCRIPTION	DIVISION/PROGRAM	ESTIMATED COST
Equipment for the Medical/Dental Clinic. The Clinic needs exam tables, Exam room equipment, X-Ray equipment, Hearing and Vision Equipment replacement	Children's Services/ Medical Dental Clinic	\$145,000
Operations – Building, Furniture and Equipment Needs. The Operations program has identified interior and exterior projects that are needed for the Youth Services Center and Murworth Office. They are working with F&PM for many of these projects and for those that cannot be funded through F&PM, HCPS will work to include those in the year end planning. Improve lighting at YSC. Furniture, chairs, carpet, space modifications.	Financial and Business Services/ Operations	\$275,000
		\$66,000
Information Technology – Replacement of computer units for staff. Desktops and Laptops/Tablets.	Financial and Business Services/ Information Technology	\$472,000
Community Relations Equipment – Cameras, Recording Equipment	Administrative Services	\$68,000
TOTAL COST OF PROJECTS		\$1,026,000

PRIORITY ITEMS FOR 2019-2020

DIVISION	PRIORITY ITEM	JUSTIFICATION/ COMMENTS	ESTIMATED COST
Administrative Services/ Community Relations	Promotional Materials	Materials that will be used internally and externally as a part of the Strategic Plan regarding enhancing communications capacity.	\$18,000
Youth Services Division	No identified priority items	There is a need for additional funds for Counseling Services and Therapist Services. It has been difficult to hire these types of positions because of salary. This will be reviewed with Human Resources and Risk Management.	TBD
Children's Services Division – Integrated Health Care	Transition of Staff from Grant funds to General funds	Transition a coordinator position that is funded 50% from grant funds and 50% from general funds. Move all of the cost associated with this position into general funds. The programs will develop plans for position transitions based on reduced funding and sustainability plans for all grant funded programs	TBD

Children's Services Division – Medical /Dental Clinic	Electronic Medical Records System (EMR)	The Medical / Dental Clinic is currently handling patient medical records manually and needs to move to a more efficient system of tracking medical history. The evaluation, purchase and implementation of an EMR is essential to the continued development of the clinic programs.	TBD
Adult Services Division	Two additional vehicles. Sedans	2 new Vehicles to be used to transport Guardianship clients to various appointments and activities. Vehicles are also used to make out-of-county ward visits throughout the year. There are currently 6 vehicles being used by Guardianship staff. Operations will review vehicle utilization and determine the best route for adding vehicles to the HCPS fleet.	\$58,000
Adult Services Division	Transfer Positions from grant funds to general funds.	Transfer VOCA position from the VOCA grant to the General Fund. Add two additional positions to the VOCA grant to help with the more than 200 cases being managed by the Senior Justice Assessment Center. Reduce the amount of funds received from VOCA. Adult Services will develop plans to sustain the program as VOCA funding changes. Once the evaluation is completed, the program can seek funding from a more diverse range of sources. The development of a sustainability plan for all grant funded programs is vital to HCPS and is a part of the Strategic Planning process.	TBD
Human Resources	Add one position.	Add a receptionist position. There are two people operating the reception desk at Murworth. One is a full time regular position and the other is a temp position through the temporary agency. The addition of one position will take the place of the temporary position and provide for 40 hours per week versus 32 hours per week.	Use funds currently being used for the temporary staff.
Financial and Business Services Division	Add 2 positions to Information Technology program	Add one Programmer/Developer position. There is a need to add support services in the IT area to handle the various data applications and the website for HCPS. Current staffing is not adequate to keep HCPS up to date on systems that are vital to the operation of programs and service delivery to clients. Add one Senior Business Analyst. This position will help the programmers with the development of business rules,	\$117,300 Includes Salary, fringes, phone, computer, supplies, and furniture. \$91,000

		program plans and workflow diagrams to ensure application development is operating as needed by HCPS. This position was vacant, then was used by another program. There is a high priority need for both of the IT positions requested.	Includes Salary, fringes, phone, computer, supplies and furniture.
Financial and Business Services Division	Add one Accountant for the Asset Management Team.	Add one Accountant position. This position will perform reconciliations, financial analysis, and general accounting for the Asset Management team. The current staffing levels does not cover all of the areas that should be covered when managing the assets of the wards being served by the GS program. This added position will also allow for support related to ward benefits.	\$63,000 Includes Salary, fringes, phone, computer, supplies and furniture.
Salary Administration	Salary Adjustment for all HCPS positions	Proposed salary adjustments of 3-4% for all HCPS staff.	\$568,000

The budget allocation for 2019-2020 has not been distributed to county departments. During the January board meeting, the budget information including priority items that can be funded will be presented for board approval. Budget hearings are scheduled for January 9-11; Youth and Families Division is scheduled for 11:40 am – 12:00 pm on January 11th.

HARRIS COUNTY PROTECTIVE SERVICES
FINANCIAL INFORMATION FOR THE PERIOD ENDED - October 31, 2018
BUDGET SUMMARY by Funding Source

		Original Budget	Adjusted Budget	Expenditures To Date	% of Budget Expended	Budget to Date	Variance as of 10/31/2018	Projected Expenditures through Year End	Projected Rollover / Unexpended Funds
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SPECIAL REVENUE FUNDS:									
GUARDIANSHIP (March 1 - February 28)	SRG	150,297	150,297	80,385	53.48%	101,987	21,602	120,577	29,720
JUVENILE CASE MGMT FUND (March 1 - February 28)	SRJ	902,391	902,391	553,475	61.33%	615,880	62,404	896,729	5,662
HAY CENTER YOUTH PROGRAMS 1115 WAIVER	HCY	1,091,101	1,091,101	110,881	10.16%	727,401	616,520	166,321	924,780
OCOK - PREPARATION FOR ADULT LIVING		10,570	21,520	-	0.00%	5,380	5,380	10,500	11,020
FAMILY PROTECTION FEE	FPF	20,695	36,726	8,785	23.92%	9,181	396	22,401	14,325
TOTAL SPECIAL REVENUE FUNDS		2,175,054	2,202,035	753,526	34.22%	1,459,829	706,302	1,216,528	985,507
GRANT FUNDS (Various)									
GRANT FUNDS (Various) - See attached schedule	GRT	7,300,901	7,733,337	1,656,478	21.42%	2,385,688	729,210	5,209,616	867,242
TITLE IV-E (October 1 - September 30)	IVE	680,000	680,000	-	0.00%	-	-	-	680,000
TOTAL GRANT FUNDS		7,980,901	8,413,337	1,656,478	19.69%	2,385,688	729,210	5,209,616	1,547,242
OTHER FUNDS									
FUND BOARD (October 1 - September 30)	FB	99,711	11,254	11,254	100.00%	11,254	-	11,254	-
TOTAL OTHER FUNDS		99,711	11,254	11,254	100.00%	11,254	-	11,254	-
TOTAL FUNDING - HCPS		\$ 34,223,666	\$ 38,583,847	\$ 17,934,206	46.48%	\$ 22,876,638	\$ 4,942,432	\$ 31,711,790	\$ 5,215,579

GF	The General Fund budget is received from Harris County through General Revenues and is allocated annually as a part of the Harris County budget process. Adjustments to the fund are made throughout the year for transfers in/out. The 2019 fiscal year is March 1, 2018 - February 28, 2019.
Guardianship Special Revenue SRG	Funds collected through probate courts to be used for local guardianship programs that provide services 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. The program currently covers the cost of one full time Manager position and temporary staffing. All unspent funds in this account can be carried over and used by the Guardianship Program as defined by statute. Year to date net income is \$56,130.
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. The Remaining Balance as of October 31, 2018 is \$3,504,559 Through the end of October 31, 2018 Revenue was \$68,826 and Expenses \$69,715 for a net of (\$889) for the month.
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. Grant funding comes primarily from five sources: Texas Workforce Commission 1 grant at 3.7% of budget, state funds from DFPS 8 grants at 51%, federal VOCA 3 grants at 28.2%, City of Houston 1 grant at 5.31% and Foundation 4 grants at 11.7%.
Title IV-E Child Welfare Funds IVE Note (a)	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.
Fund Board FB	Fund Board operates on a fiscal year September 1, 2017 - August 31, 2018. Funds raised through various programs are maintained by the Fund Board. Primary Revenue is expected to come from a fund raising event that is scheduled for the summer of 2018. Current expenses are from Operating, Guardianship gifts, and Enhancing and Sustaining programs are expected over the next several months.

HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS
PROGRAM FUNDING SUMMARY
As of OCTOBER 31, 2018

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	\$ 513,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 513,750	Includes 5 staff positions and provides training services to all HCPS programs and partner agency staff. Works with programs in the implementation and deployment of CANS.
HCPS ADMINISTRATION	2-2	663,407	-	-	-	-	11,254	674,661	Four positions are included in this general fund budget. This area covers executive office functions and board related functions.
COMMUNITY RELATIONS	2-3	237,968	-	-	-	-	-	237,968	Two positions that work on media and community relations for HCPS and social media initiatives.
PROGRAM IMPROVEMENT	2-4	310,594	-	-	-	-	-	310,594	Three positions provide Quality Improvement services, COA management, Grants Tracking, Agency Development.
BEAR	2-5	305,951	-	-	-	-	54,288	360,239	The Bear Program receives funding from donations, BEAR Foundation funds and HC General Funds. DFPS provides support through two positions that serve as a part of the BEAR Program staff.
TOTAL ADMINISTRATIVE SERVICES		2,031,670	-	-	-	-	65,542	2,097,212	
FINANCIAL & BUSINESS SERV									
ACCOUNTING	2-6	4,019,556	680,000	-	-	-	-	4,699,556	100% from General Fund. Title IV-E Grant \$680,000 contract pending with DFPS; funds not yet received.
INFORMATION TECHNOLOGY	2-7	1,346,696	-	-	-	-	-	1,346,696	
HUMAN RESOURCES	2-8	606,289	-	-	-	-	-	606,289	This group provides HR Services for HCPS and is now a part of the Administration budget and reports to the Executive Director.
MURWORTH OPERATIONS	2-9	424,053	-	-	-	-	-	424,053	Costs related to building maintenance for Annex M - Murworth.
YSC OPERATIONS	2-10	938,627	-	-	-	-	-	938,627	Cost of repairs and maintenance for the YSC building and grounds.
VEHICLES	2-11	159,100	-	-	-	-	-	159,100	This budget is for the purchase, lease and maintenance of vehicles used by HCPS.
TOTAL FINANCIAL AND BUSINESS SERVICES		7,494,321	680,000	-	-	-	-	8,174,321	
CHILDREN'S SERVICES									
CCCC ADMINISTRATION	2-12	214,487	-	-	-	-	-	214,487	
CHILDREN ASSESSMENT	2-13	364,322	-	-	-	-	-	364,322	HCPS received VOCA (Victims Of Crime Act) funding for Child Welfare Intergrated Healthcare Expansion Initiative grant (amount \$379,560).
FAMILY ASSESSMENT	2-14	149,573	-	439,800	-	10,750	-	600,123	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	373,149	-	950,000	-	-	-	1,323,149	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	176,595	-	192,644	-	-	-	369,239	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	200,874	-	1,529,214	-	823,455	1,112,621	3,666,163	The HAY Center budget includes General Funds at 4.2%, DFPS funding accounts for 40.5% of the budget, and HAY Foundation accounts for 2.9% of the budget. The center also receives HOGG funding and 1115 Waiver Funds classified as Special Revenue.

HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS
PROGRAM FUNDING SUMMARY
As of OCTOBER 31, 2018

	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
MEDICAL CLINIC	2-18	580,056	172,054	845,169	-	-	6,597	-	1,603,876	55.6% 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		2,059,056	172,054	3,956,827	-	823,455	1,129,968	-	8,141,359	30.2% of the overall Children's Services Division budget is from Harris County General Funds. 43% is from PAL contracts with DFPS. The remaining 27% is from HOGG, HOPES, VOCA and the Fund Board funding.
YOUTH SERVICES										
YSC ADMINISTRATION	2-19	759,564	-	596,854	-	-	-	-	1,356,418	State Funding for VOCA Funding for Child Sex Trafficking.
FOOD SERVICES	2-20	351,335	-	-	-	-	-	-	351,335	
RESIDENTIAL SERVICES	2-21	1,738,930	-	-	-	-	-	-	1,738,930	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	984,400	389,218	-	-	-	4,499	-	1,378,117	The YSC partners with the City of Houston to provide services under the My Brother's Keeper program.
CYS SCHOOLS	2-23	4,617,605	-	-	-	-	-	-	4,617,605	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	195,677	-	-	-	-	-	-	195,677	
TRIAD ADMINISTRATION	2-25	416,155	-	900,000	-	-	14,880	-	1,331,035	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	647,125	-	-	-	-	902,391	-	1,549,516	Court Services includes \$925,534 budgeted out of Special Revenue. The other portion is paid from general funds.
STATUS OFFENDER	2-27	834,498	-	-	-	-	-	-	834,498	
COMM BASED RESIDENTIAL	2-28	214,503	-	-	-	-	-	-	214,503	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		10,759,792	389,218	1,496,854	-	-	921,770	-	13,567,634	85.2% of the Youth Services Division budget comes from General Funds, 7.7% from Special Revenue, 2.4% is from contracts with DFPS and 4.7% federal funding.
ADULT SERVICES										
GUARDIANSHIP ADMIN	2-29	700,190	-	-	-	-	150,297	-	850,487	The Guardianship budget includes \$150,297 of Special Revenue Funds which accounts for 18% of the GS-Administration budget. Other funding is from general funds.
GUARD CASE MANAGEMENT	2-30	4,745,209	-	-	-	-	-	-	4,745,209	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.
REP PAYEE	2-31	166,984	-	-	-	-	-	-	166,984	
SENIOR JUSTICE ASSESSMENT	2-32	-	-	840,641	-	-	-	-	840,641	The Adult Services Division received VOCA (Victims Of Crime Act) funding amount of \$840,641 for the Senior Justice Assessment Center project. This award amount is for Years 2 and 3 of the initiative.
TOTAL ADULT SERVICES		5,612,383	-	840,641	-	-	150,297	-	6,603,321	
TOTALS		\$ 27,957,222	\$ 1,241,272	\$ 6,294,322	\$ -	\$ 823,455	\$ 2,202,035	\$ 65,542	\$ 38,583,847	

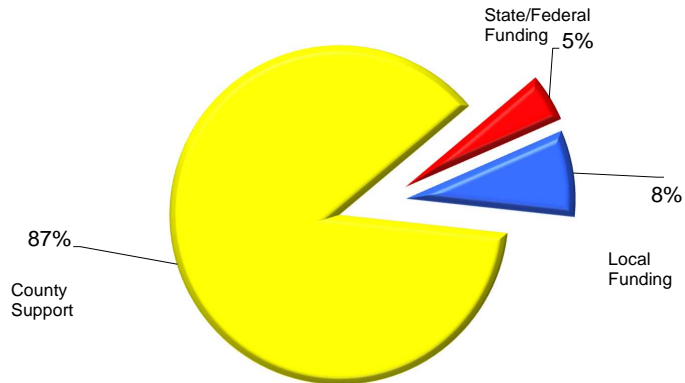
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
General Fund - Budget Status as of October 31, 2018

		----- YEAR TO DATE -----							----- CURRENT MONTH -----			
	OBJECT CODE	ORIGINAL BUDGET	ANNUAL BUDGET	CURRENT ACTUAL	LAST YEAR ACTUAL	YTD BUDGET	(OVER)UND BUDGET	BUDGET BALANCE	CURRENT ACTUAL	LAST YEAR ACTUAL	CURRENT BUDGET	(OVER)UND BUDGET
REVENUES		A	B	C	D	E	F = E - C	G = B - C	H	I	J	K = J - H
STATE MISCELLANEOUS	514900	\$ -	\$ -	\$ 54	\$ -	\$ -	\$ (54)	\$ (54)	\$ 54	\$ 18	\$ -	\$ (54)
LEASE REIMB	545025	658,460	658,460	438,973	438,973	438,973	(0)	219,487	54,872	54,872	54,872	(0)
REIMB-INDIRECT COST	561900	122,000	122,000	56,932	80,806	81,333	24,401	65,068	4,481	8,733	10,167	5,686
PRIOR PERIOD-REIMBURSEMENT	565000	-	-	-	-	-	-	-	-	-	-	-
REF-OVERPAYMENTS	565200	-	-	-	-	-	-	-	-	-	-	-
REIMB-PAYROLL	562900	-	-	-	1,744	-	-	-	-	-	-	-
EMERG SHELTER-YSC	565300	500,000	500,000	331,600	314,829	333,333	1,734	168,400	33,602	53,496	41,667	8,064
GP-SERVICE REIMB	565500	387,000	387,000	228,569	276,137	258,000	29,431	158,431	39,802	56,290	32,250	(7,552)
SHARED FUNDING	567500	1,917,872	1,917,872	1,215,115	1,207,035	1,278,581	63,467	702,757	158,034	181,593	159,823	1,789
MEDICAL RELATED	567800	-	-	10,087	241	-	(10,087)	(10,087)	-	-	-	-
INTEREST EARNINGS	570100	675	675	415	231	450	35	260	51	30	56	5
REFUNDS/OTHERS	594900	-	-	78	42,361	-	(78)	(78)	-	-	-	-
REVENUES		3,586,007	3,586,007	2,281,823	2,362,357	2,390,671	108,849	1,304,184	290,896	355,032	298,834	7,938
COUNTY SUPPORT		20,381,993	24,371,215	13,231,125	12,799,320	16,629,196	3,398,071	11,140,090	1,552,401	1,512,752	2,029,892	477,490
TOTAL REVENUES & SUPPORT		\$ 23,968,000	\$ 27,957,222	\$ 15,512,947	\$ 15,161,677	\$ 19,019,867	\$ 3,506,920	\$ 12,444,274	\$ 1,843,297	\$ 1,867,784	\$ 2,328,726	\$ 485,429
EXPENDITURES BY DIVISION		KEY										
ADMINISTRATION												
TRAINING INSTITUTE	10088005	\$ 513,250	\$ 513,750	\$ 282,678	\$ 293,742	\$ 349,710	\$ 67,032	\$ 231,072	\$ 22,477	\$ 41,486	\$ 42,813	\$ 20,336
HCPS ADMINISTRATION	10088006	625,207	663,407	427,066	418,570	452,807	25,741	236,341	56,259	51,567	55,284	(975)
COMMUNITY RELATIONS	10088008	229,268	237,968	146,191	141,428	162,391	16,200	91,777	16,659	16,292	19,831	3,172
PROGRAM IMPROVEMENT	10088009	310,594	310,594	124,864	93,896	212,568	87,704	185,730	21,658	16,197	25,883	4,225
BEAR	10088016	286,451	305,951	191,663	168,436	208,482	16,819	114,288	19,598	15,903	25,496	5,898
FINANCIAL & BUSINESS SERV												
ACCOUNTING	10088002	1,851,854	4,019,556	1,160,614	1,229,660	2,712,261	1,551,647	2,858,942	123,929	191,715	334,963	211,034
INFORMATION TECHNOLOGY	10088003	844,822	1,346,696	588,294	788,161	911,666	323,372	758,402	76,961	115,217	112,225	35,264
HUMAN RESOURCES	10088004	622,939	606,289	375,896	378,547	412,740	36,844	230,393	37,017	41,164	50,524	13,507
MURWORTH OPERATIONS	10088007	239,607	424,053	186,502	201,396	283,604	97,102	237,552	39,443	14,670	35,338	(4,106)
YSC OPERATIONS	10088024	572,027	938,627	593,270	428,441	632,590	39,320	345,357	73,513	41,558	78,219	4,706
VEHICLES MANAGEMENT	10088080	65,200	159,100	63,713	42,422	106,067	42,354	95,387	5,143	1,462	13,258	8,115
CHILDREN'S SERVICES												
CCCC ADMINISTRATION	10088010	214,487	214,487	123,007	164,654	146,670	23,663	91,480	14,551	21,588	17,874	3,323
CHILDREN ASSESSMENT	10088011	349,322	364,322	253,427	271,513	246,632	(6,795)	110,895	26,330	28,714	30,360	4,030
FAMILY ASSESSMENT	10088012	149,573	149,573	63,776	84,606	101,507	37,730	85,797	(6,252)	10,528	12,464	18,717
PERMANENCY PLANNING	10088014	130,149	373,149	106,852	157,486	248,766	141,914	266,297	12,218	24,030	31,096	18,878
SUBSTITUTE CARE	10088015	129,445	176,595	131,862	147,903	117,730	(14,132)	44,733	13,825	15,121	14,716	891
PAL	10088017	133,724	200,874	93,176	83,816	137,498	44,321	107,698	17,088	10,053	16,740	(348)
MEDICAL CLINIC	10088019	452,056	580,056	316,190	335,205	392,910	76,720	263,866	45,629	49,013	48,338	2,709
YOUTH SERVICES												
YSC ADMINISTRATION	10088023	804,564	759,564	428,440	411,483	519,327	90,886	331,124	50,085	49,181	63,297	13,212
FOOD SERVICES	10088021	291,135	351,335	211,777	205,742	238,097	26,319	139,558	27,053	22,549	29,278	2,225
RESIDENTIAL SERVICES	10088022	1,738,930	1,738,930	1,062,687	1,037,889	1,188,558	125,871	676,243	130,585	132,103	144,911	14,326
CYS ADMINISTRATION	10088025	963,428	984,400	642,806	613,283	673,065	30,259	341,594	84,642	73,515	82,033	(2,608)
CYS SCHOOLS	MULTIPLE	4,562,827	4,617,605	2,857,913	2,749,856	3,153,989	296,076	1,759,692	331,578	325,924	383,758	52,180
PARENT TEEN	10088070	190,477	195,677	129,893	115,979	133,850	3,957	65,784	14,008	16,617	16,306	2,298
TRIAD ADMINISTRATION	10088050	419,810	416,155	282,205	305,153	284,600	2,395	133,950	34,581	32,730	34,680	99
JP COURT SERVICES	10088052	647,125	647,125	424,055	372,715	441,517	17,462	223,070	41,694	44,283	53,927	12,233
STATUS OFFENDER	10088053	830,843	834,498	508,975	477,180	570,746	61,771	325,523	54,193	53,995	69,542	15,349
COMM BASED RESIDENTIAL	10088065	186,503	214,503	144,867	111,752	146,106	1,239	69,636	14,297	13,649	17,875	3,578
ADULT SERVICES												
GUARDIANSHIP ADMIN	10088060	649,790	700,190	492,307	440,588	477,226	(15,081)	207,883	83,323	48,395	58,349	(24,974)
GUARD CASE MANAGEMENT	10088061	4,795,609	4,745,209	3,004,985	2,803,964	3,242,020	237,034	1,740,224	348,045	338,773	395,434	47,389
REP PAYEE	10088062	166,984	166,984	92,996	89,451	114,170	21,174	73,988	13,170	13,029	13,915	746
TOTAL EXPENDITURES		\$ 23,968,000	\$ 27,957,222	\$ 15,512,947	\$ 15,164,917	\$ 19,019,867	\$ 3,506,920	\$ 12,444,274	\$ 1,843,297	\$ 1,871,024	\$ 2,328,726	\$ 485,429

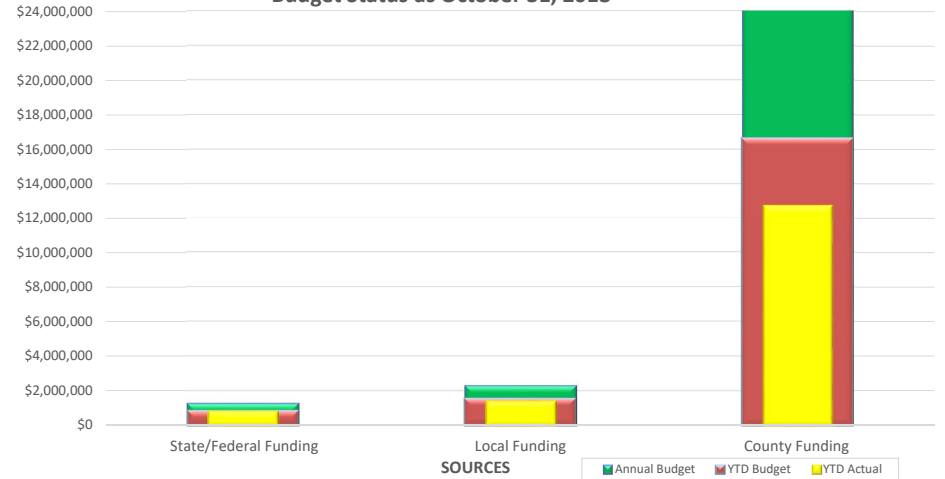
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
GENERAL FUND REVENUE BUDGET AND ANALYSIS
As of OCTOBER 31, 2018

REVENUES	2018/2019 ANNUAL BUDGET	Current YTD BUDGET	Current YTD ACTUAL	Prior YTD ACTUAL	Current YTD Budget Vs Actual
Sources					
Medicaid/ Medical	\$ -	\$ -	\$ 10,087	\$ 241	\$ (10,087)
Federal Funding	-	-	10,087	241	(10,087)
State Miscellaneous	-	-	54	-	(54)
Lease reimbursement	658,460	438,973	438,973	438,973	(0)
Emergency Shelter	500,000	333,333	331,600	314,829	1,734
Reimb-Indirect cost	122,000	81,333	56,932	80,806	24,401
State Funding	1,280,460	853,640	827,559	834,608	26,081
School Contracts	1,917,872	1,278,581	1,215,115	1,207,035	63,467
Local Funding	1,917,872	1,278,581	1,215,115	1,207,035	63,467
Interest Earned	675	450	415	231	35
GP-Attorney's Fee	-	-	-	-	-
GP- Service Reimb	387,000	258,000	228,569	276,137	29,431
Refunds/Child Revenue	-	-	78	42,361	(78)
Others	387,675	258,450	229,062	318,728	29,388
Total Outside Sources	3,586,007	2,390,671	2,281,823	2,360,612	108,849
County Support	24,371,215	16,629,196	13,231,125	12,799,320	3,398,071
Total	\$ 27,957,222	\$ 19,019,867	\$ 15,512,947	\$ 15,159,932	\$ 3,506,920

**HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
PERCENTAGES BY SOURCES OF BUDGETED REVENUES
FISCAL YEAR 2018-2019**



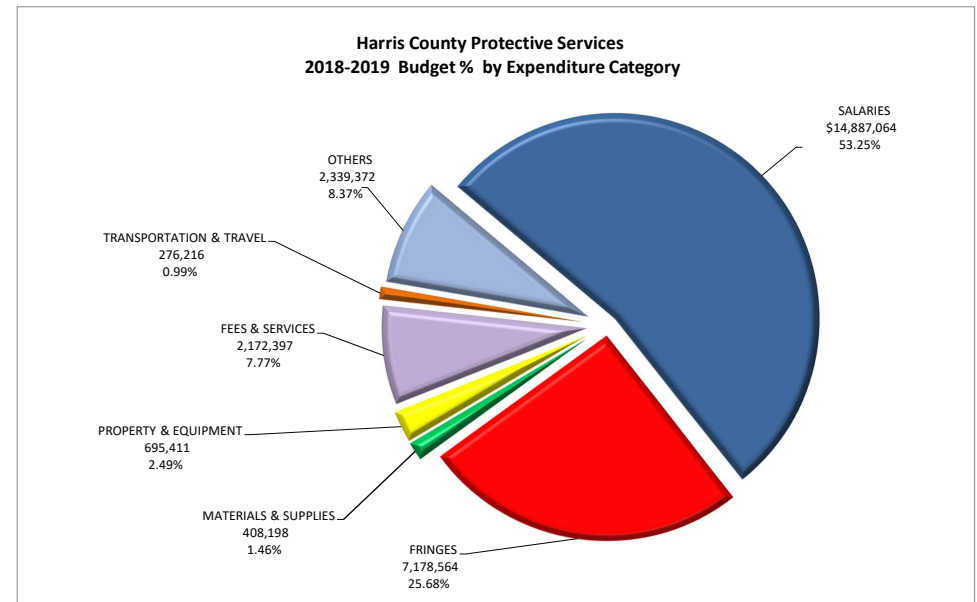
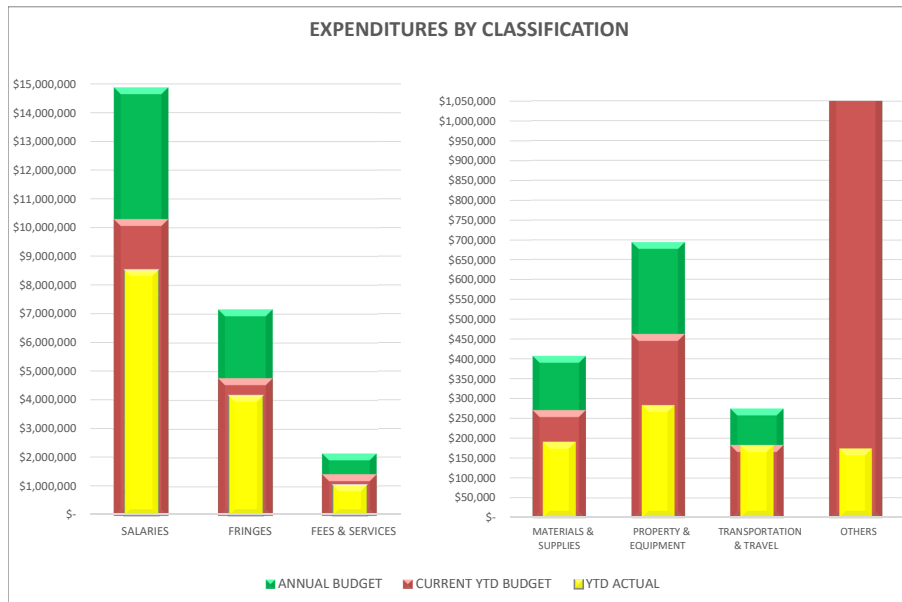
**BUDGET Vs. ACTUAL
Budget Status as October 31, 2018**



	Budgeted Revenue	Current YTD Budget	Current YTD Actual	Prior YTD Actual	Current YTD Budget VS Actual
State/Federal Funding	\$ 1,280,460	\$ 853,640	\$ 837,646	\$ 834,849	\$ 15,994
Local Funding	2,305,547	1,537,031	1,444,176	1,525,763	92,855
County Funding	24,371,215	16,629,196	13,231,125	12,799,320	3,398,071
Total Funding	\$ 27,957,222	\$ 19,019,867	\$ 15,512,947	\$ 15,159,932	\$ 3,506,920

HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
Budget Status as of October 31, 2018

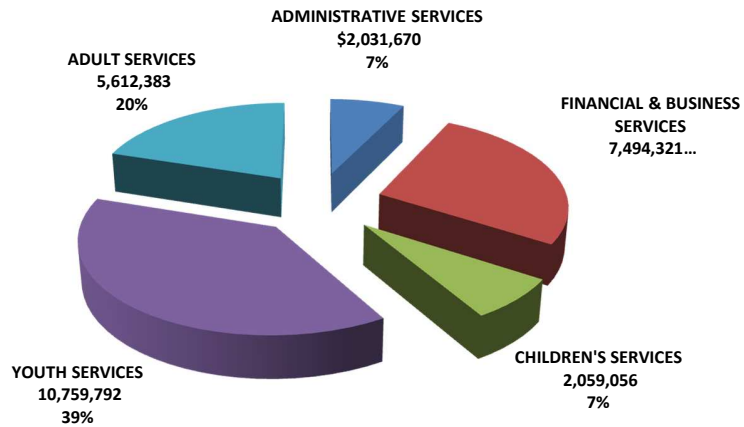
	ORIGINAL BUDGET	ANNUAL BUDGET	CURRENT YTD ACTUAL	ACTUAL AS A % OF BUDGET	CURRENT YTD BUDGET	(OVER)UNDER BUDGET	BUDGET BALANCE
	A	B	C	D = C/B	E	F = E-C	G = B - C
SALARIES	\$ 15,206,095	\$ 14,887,064	\$ 9,099,008	61.12%	\$ 10,306,429	\$ 1,207,421	\$ 5,788,056
FRINGES	7,227,346	7,178,564	4,444,792	61.92%	4,785,709	340,917	2,733,771
MATERIALS & SUPPLIES	233,807	408,198	191,544	46.92%	272,132	80,588	216,654
PROPERTY & EQUIPMENT	158,212	695,411	283,679	40.79%	463,607	179,928	411,732
FEES & SERVICES	955,516	2,172,397	1,137,379	52.36%	1,448,265	310,886	1,035,018
TRANSPORTATION & TRAVEL	187,024	276,216	182,175	65.95%	184,144	1,969	94,041
OTHERS	-	2,339,372	174,370	7.45%	1,559,581.31	1,385,211	2,165,002
TOTAL	\$ 23,968,000	\$ 27,957,222	\$ 15,512,947	55.49%	\$ 19,019,867	\$ 3,506,920	\$ 12,444,274
Expected Expenditure Level				68.03%	12.54% % Bud Variance		



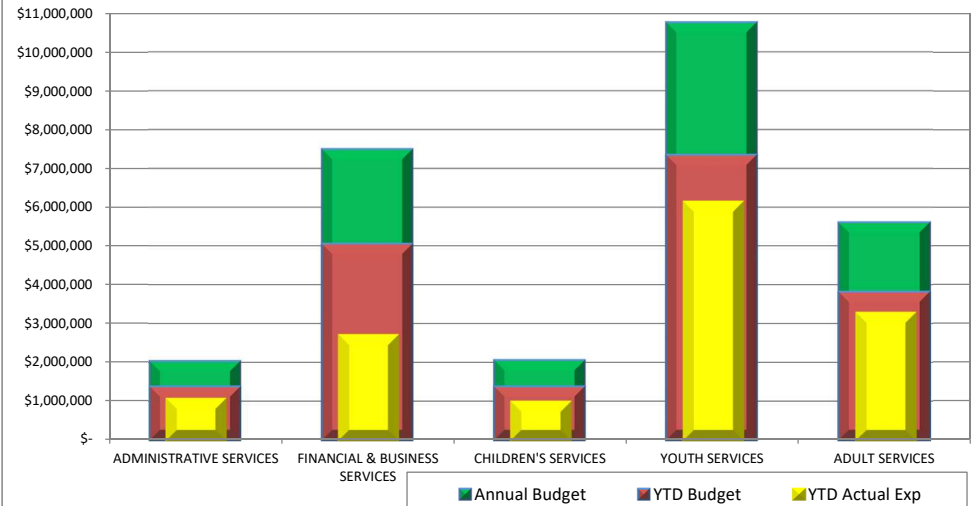
HARRIS COUNTY PROTECTIVE SERVICES
For Children and Adults
Budget Status as of October 31, 2018

	YEAR TO DATE						CURRENT MONTH				
	ANNUAL BUDGET	CURRENT ACTUAL	Actual as a % of budget	LAST YEAR ACTUAL	YTD BUDGET	(OVER)UND BUDGET	BUDGET BALANCE	CURRENT ACTUAL	LAST YEAR ACTUAL	CURRENT BUDGET	(OVER)UND BUDGET
	A	B	B/A	C	D	E = D - B	F = A - B	G	H	I	J = I - G
EXPENDITURES BY DIVISION											
ADMINISTRATIVE SERVICES	\$ 2,031,670	\$ 1,172,462	57.71%	\$ 1,116,072	\$ 1,385,958	\$ 213,496	\$ 859,208	\$ 136,651	\$ 141,445	\$ 169,306	\$ 32,655
FINANCIAL & BUSINESS SERVICE	7,494,321	2,968,288	39.61%	3,068,628	5,058,929	2,090,640	4,526,032	356,005	405,787	624,527	268,522
CHILDREN'S SERVICES	2,059,056	1,088,290	52.85%	1,245,183	1,391,713	303,422	970,766	123,388	159,048	171,588	48,200
YOUTH SERVICES	10,759,792	6,693,619	62.21%	6,401,031	7,349,854	656,235	4,066,173	782,716	764,547	895,607	112,890
ADULT SERVICES	5,612,383	3,590,287	63.97%	3,334,003	3,833,415	243,127	2,022,096	444,537	400,197	467,699	23,161
TOTAL EXPENDITURES	\$ 27,957,222	\$ 15,512,947	55.49%	\$ 15,164,917	\$ 19,019,867	\$ 3,506,920	\$ 12,444,274	\$ 1,843,297	\$ 1,871,024	\$ 2,328,726	\$ 485,429

HARRIS COUNTY PROTECTIVE SERVICES
2018-2019 GENERAL FUND BUDGET BY DIVISION



HARRIS COUNTY PROTECTIVE SERVICES
2018-2019 BUDGET TO ACTUAL COMPARISON BY DIVISION



Harris County Protective Services for Children and Adults
Grants FY19
September 1, 2018- August 31, 2019
Period Ending Oct 31, 2018

	IFAS ORG KEY	CONTRACT NUMBER	Number of positions	GRANT PERIOD	REIMB AMOUNT	Expenditures 10/31/18	YTD Budget	% Exp to YTD Budget	Variance	Budget Balance as 10/31/18	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 SERVICES												
1	Family Assessment	LUS88014	24165149	4.5	09/01/18 - 08/31/19	\$ 375,000.00	\$ 44,774.08	\$ 62,500.00	71.64%	\$ 17,725.92	\$ 330,225.92	\$ 17,725.92
2	Permanency Planning Team	KDS88014	24153229	14	09/01/18 - 08/31/19	950,000.00	126,986.70	\$ 158,333.33	80.20%	31,346.63	823,013.30	31,346.63
3	Pre-Adopt Review (RAS)	WNU88014	24153309	0	09/01/18 - 08/31/19	64,800.00	1,606.86	\$ 10,800.00	14.88%	9,193.14	63,193.14	9,193.14
4	Child Welfare Integrated Healthcare Expansion Initiative-Episcopal Health Foundation (Discretionary match \$34,741) approved for no-cost extension 2 x ENDED	YAA88006		0	03/01/16 - 03/31/18			-		-	-	-
5	HOPES - DePelchin Children's Center (Yr 4)	GRU88014		2	09/01/18 - 08/31/19	172,054.02	10,356.02	\$ 28,675.67	36.11%	18,319.65	161,698.00	-
6	Clinic Integrated Health Exp (VOCA Yr2 , 2-yr budget) (Required match \$211,397.91)	IOS88014	3050202	3.5	10/01/17 - 09/30/19	845,168.74	411,934.83	457,799.73	89.98%	45,864.90	433,233.91	387,369.01
												45,864.90
YOUTH SERVICES												
<u>HAY CENTER</u>												
7	PAL Life Skills and Assessment	LAT88017	24260531	4.5	09/01/18 - 08/31/19	351,462.00	14,760.81	58,577.00	25.20%	43,816.19	336,701.19	292,885.00
8	PAL Case Mgt and Room and Board Assistance Required Match = \$255,450	LAT88056	24260531	9.3	09/01/18 - 08/31/19	1,021,802.00	88,050.98	170,300.33	51.70%	82,249.35	933,751.02	851,501.67
9	TWC Transition Center	PNT88056	2819TAN002	3.2	10/01/18 - 09/30/19	271,564.00	7,747.46	22,630.33	34.23%	14,882.87	263,816.54	248,933.67
10	Transition-Age Youth Planning Initiative (Hogg Foundation, including roll over from Yr3 \$137,221.06) Yr 4 of 4 with no-cost ext 11/30/18	CBS88056	TAS-014	1	06/01/17- 11/30/18	459,289.06	384,248.07	435,115.95	88.31%	50,867.88	75,040.99	24,173.11
11	HAY Transition Coaching Program-HAY Center Foundation (budget \$92,601.49) Required Match \$47,903.34	YAD88005		2	10/01/18 - 09/30/19	92,601.49	3,368.00	7,716.79	43.65%	4,348.79	89,233.49	-
12	Support and Services for Foster Youth (VOCA) Required Match (\$38,987.40)	YCT88056	3554101	2	10/01/18 - 09/30/19	155,949.82	-	12,995.82	0.00%	12,995.82	155,949.82	142,954.00
	<u>Community Youth Development</u>											
13	Gulfton (69.11% of budget is subcontractors)	LBV88061	24186908	1.5	09/01/18 - 08/31/19	450,000.00	27,875.53	75,000.00	37.17%	47,124.47	422,124.47	422,124.47
14	Pasadena (71.33% of budget is subcontractors)	LBV88062	24184911	1.5	09/01/18 - 08/31/19	450,000.00	31,893.66	75,000.00	42.52%	43,106.34	418,106.34	418,106.34
15	Concrete Services/TLAs	LCS88018	24184998	0	09/01/18 - 08/31/19	192,644.00	16,235.64	32,107.33	50.57%	15,871.69	176,408.36	160,536.67
16	My Brother's Keeper Discretionary Match = \$75,126.57	KNS88047	4600014092	4	02/01/18 - 01/31/19	389,218.00	185,091.74	259,478.67	71.33%	74,386.93	204,126.26	129,739.33
17	VOCA Child Sex Trafficking (Yr2) (Required match \$149,265.63)	TFT88050	3514601	5.5	10/01/18 - 09/30/19	596,854.31	11,553.90	49,737.86	23.23%	38,183.96	585,300.41	547,116.45
18	BEAR Development Grant (Required match \$26,309.96)	YAA88007	NA	1	08/01/18 - 07/31/19	54,288.00	-	13,572.00	0.00%	13,572.00	54,288.00	40,716.00
SENIOR SERVICES												
19	Senior Justice Assessment Center Project(VOCA Yr 2, 2-yr budget) (Required match \$77,223.37)	IZS88060	3052002	4	10/01/17 - 09/30/19	840,641.21	289,993.96	455,347.32	63.69%	165,353.36	550,647.25	385,293.89
								-				165,353.36
Grand Total						\$ 7,733,336.65	\$ 1,656,478.24	\$ 2,385,688.15	69.43%	\$ 729,209.91	\$ 6,076,858.41	\$ 5,209,616.26
												\$ 782,357.45

Harris County Protective Services Fund Board
Fiscal Year October 1, 2018-September 30, 2019
DRAFT BUDGET PROPOSAL

	Initial Budget 2018 -2019	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							
Unrestricted Donations	5,000.00		-	-	-	-	Donations received through the HCPS website and other sources for the benefit off all agency programs
2018 Hearts of Hope Luncheon	9,500.00		3,600.00	3,600.00	-		Donations for the 2018 Hearts of Hope Luncheon that was held in September 2018.
Guardianship Holiday Donations	700.00		-	-	-		Donations raised by the Guardianship Program to purchase pajamas for wards during the holidays
HCPS Bank Account Interest	50.00		5.00	5.00	-	(5.00)	Interest Earned
Revenues	15,250.00	-	3,605.00	3,605.00	-	(5.00)	
Equity (INCREASE)DECREASE	84,461.10	11,254.00	-	-	-	11,254.00	
Total Revenue and Equity	99,711.10	11,254.00	3,605.00	3,605.00	-	11,249.00	

Expenditures

HCPS 50th Anniversary Luncheon - Funds to be used for HCPS programs 2018-2019	68,600.00		-	-	-	-	Proceeds from the 50th Anniversay Luncheon for all HCPS divisions to initiate new services and to sustain or support existing services.
HCPS Hearts of Hope Luncheon Expenses	11,000.00	10,877.00	10,877.00	10,877.00	-		Expenses for the 2018 Hearts of Hope Luncheon help at the end of the previous fiscal year.
HCPS Enhancing & Sustaining	2,436.27		-	-	-	-	Funds for HCPS programs.
HCPS Houston Junior Woman's Club 2008-2009	5,351.67		-	-	-	-	Murworth Lobby
HCPS Houston Junior Woman's Club - Youth on Board	3,000.00	377.00	377.00	377.00	-	-	Funds donated by the Houston Junior Woman's Club to be used for Youth On Board college tours
HCPS Guardianship Holiday Purchases	1,573.16		-	-	-	-	Funds raised by the Guardianship program to purchase pajamas for wards as a holiday gift
HCPS Texas Child Welfare Boards - License Plate	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	7,500.00		-	-	-	-	Funds to be used for Fund Board Operating Expenses (meeting materials, board insurance, retreat, etc.) & other activities approved by the Board including 2 Staff Appreciation events
TOTAL EXPENDITURES	99,711.10	11,254.00	11,254.00	11,254.00	-	-	

Equity Sources:

HCPS Enhancing & Sustaining	\$	2,436.27
HCPS Houston Junior Woman's Club - Youth on Board	\$	3,000.00
HCPS Houston Junior Woman's Club	\$	5,351.67
HCPS Texas Child Welfare Boards - License Plate	\$	250.00
2016 Luncheon	\$	68,550.00
2018 Luncheon	\$	1,500.00
Bowden Fund for Guardianship	\$	873.16
HCPS Fund Board Operating Account	\$	2,500.00
Total Equity	\$	84,461.10



Harris County Protective Services

for Children and Adults

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

Monthly Program Dashboard October 2018

Children's Services Division	Oct. 2018	Oct. 2017	FYTD
BEAR			
<ul style="list-style-type: none"> Children Served 	1,495	1,009	8,668
Children's Crisis Care Center (4C's)			
<ul style="list-style-type: none"> Family Assessments Conducted Child Evaluations Permanency Planning Team Meetings Family Group Decision-Making Conference (FGDC) 	24 85 267 29	35 52 355 32	150 574 2,014 177
Medical Clinic			
<ul style="list-style-type: none"> Medical Services: Children Served Dental Services: Children Served Behavioral Health: Children Served Outreach/Education Events 	162 41 51 1	193 66 43 9	1,074 450 264 6
HAY Center			
<ul style="list-style-type: none"> PAL In-Care Youth Served PAL Aftercare Youth Served Transition Services: Unduplicated Clients Served 	156 139 131	26 130 93	588 1,173 1,272

Youth Services Division	Oct. 2018	Oct. 2017	FYTD
Community Youth Services (CYS)			
<ul style="list-style-type: none"> Number of new cases opened (*School Calendar Year) Student Support Services 	483 3,805	476 9,446	2,848 22,560
Resource Services (Includes CRCG)			
<ul style="list-style-type: none"> Number of Families Enrolled Number of New Assessments Number of CRCG Wrap Meetings 	20 4 7	9 4 8	74 33 56
Kinder Emergency Shelter			
<ul style="list-style-type: none"> Total Number of Youth Served (unduplicated) Number of New Youth Admissions Occupancy Rate 	34 15 68%	28 13 55%	243 125 60%
TRIAD Prevention Services			
<ul style="list-style-type: none"> Community Youth Development Mental Health Services: New Cases Opened Mental Health Services – Active Cases 	718 10 47	326 4 37	1,442 64 398

Youth Services Division	Oct. 2018	Oct. 2017	FYTD
• JP Court WRAP: Number of Cases Opened	8	1	22
• JP Court Liaisons: Number of Families Served	646	221	4,199
• Juvenile Intake Diversion: Number of Youth Served	67	62	524
• Juvenile Intake Diversion: Crisis Hotline Calls Received	109	85	720
• Parenting with Love and Limits: Family Cases Opened	13	12	107
• Parenting with Love and Limits: Number of Graduates	7	5	83
• Parent/Teen Survival: Number of youth enrolled	8	25	203
• Parent/Teen Survival: Youth Completing Program	3	8	81
• TRIAD Truancy Class: Number of Families Served	8	0	96

Adult Services Division	Oct. 2018	Oct. 2017	FYTD
• Guardianship Program: Wards as of 10/31/2018	1,207	1,207	1,271
• Representative Payee Clients as of 10/31/2018	53	53	62
• SJAC Clients as of 10/31/18	49	49	49

Training Institute	Oct. 2018	Oct. 2017	FYTD
• Number of Participants Attending DFPS/HCPS Workshops	259	142	2,803
• Total Number of BSD Classes in Session	3	3	21
• Total Number of BSD Students Enrolled	98	35	597

Communications	Oct. 2018	Oct. 2017	FYTD
• Number of Speaking Engagements	0	0	23
• Number of Traditional Media events	0	3	6

Communications – Social Media	Oct. 2018	Oct. 2017
• Number of Facebook “Likes”	1,243	<i>New Measures</i>
• Total Facebook Followers	1,254	
• Monthly Visitors to HCPS Website	829	
• Monthly Average Reach	3,000	

CANS Strength-Based Assessments Provided	Oct. 2018	Oct. 2017
• Intake	20	11
• TRIAD Mental Health	7	4
• JP Court Wraparound	8	1
• Kinder Shelter	3	0
• Resource Services	2	2
• Community Youth Services	483	431
TOTAL	523	449

NOTE: All monthly statistics represent service activity over 30 days, except where otherwise indicated. All Year-To-Date (YTD) statistics represents service activity from 4/1/18 through 2/28/19 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 2017 to July 2018, Traditional Media= Print, Newspaper, Radio and TV.

VI. External Affairs Committee Minutes

NO MEETING HELD

VII. Program Services Committee Minutes

NO MEETING HELD

HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS

Executive Committee Meeting

November 14, 2018

MINUTES

ATTENDANCE

Board Members: Ellie Sweeney, President
Sherea McKenzie, Vice President
Lidya Kushner, Secretary
Marilyn DeMontrond, Program Services Committee Chair
Phil Kunetka, External Affairs Committee Chair

Staff: Joel Levine, Executive Director

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

DFPS UPDATE

In the absence of CJ Broussard White and Monica Sanders, Joel Levine reported that the media stories concerning the sanction leveled against the agency in the 315th District Court will be covered in the DFPS report at the Board meeting

AGENCY UPDATES

Financial Report:

Still waiting on the FY 20 allocation from the Office of Budget Management. Ms. McKenzie expects that it will be sent the week of November 26th. Depending on when the allocation is received Ms. Pettway may or may not be able to present the budget request at the December 6th Board meeting.

The Executive Team has already identified priority items for FY 20 which refers to positions and other items over \$20,000.

- A software developer and Sr. Business Analyst for the IT area
- An accountant position for the Asset Management Program in Financial and Business Services
- Two additional vehicles for the Guardianship Program
- A Electronic Health Record (EHR) for the Clinic

There was a lot of discussion concerning the need for an EHR. The committee identified this as an immediate need with the growth of the Clinic and the need to move away from paper records. The committee also cautioned that the agency should invest in an EHR that can also cover needs for the Senior Justice Assessment Center and other areas where HCPS provide medical and behavioral health now and in the future. Ms. McKenzie suggested that in addition to looking at NetSmart to see what the cost will be to add this to our Evolv contract, we may also want to look at the Juvenile Probation Department system and look at cost sharing if we acquire the same system. She also recommended that we engage the Central Technology Center again with the changes in the county to see if they can assist. Ms. Kushner recommended exploring grant funding for the initial cost of the EHR through Episcopal Health Foundation under the Systems Improvement Strategy. The committee agreed that the possibility of grant funding needs to be explored.

Mr. Levine stated that depending on the allocation, he is hopeful that the agency can afford an across the board increase for all staff. The agency was not able to provide an increase last year after being able to provide 3% per year for four straight years.

Mr. Levine reported that the turnover rate at the end of quarter 3 (Jan-Sept.) was 10% for the Agency. There are 26 general fund and 9 grant vacancies. Many vacancies are in the process of being filled while others have been placed on hold for various reasons. Mr. Levine identified the issue with hiring master's level clinicians where licensure is required. He pointed out that the shelter clinician position has been vacant for several months. This is an issue that will need to look at in the budget process to see if we can raise the maximums on certain hard to hire positions.

Program Reports:

Jackie McMillon, Children's Services Administrator, is retiring on November 16th. The position will not be filled at this time. The Executive Team will be evaluating the activity in the Children's Services Division and explore the possibility of creating an integrated children and youth services division. This will involve looking at all the programs in both divisions and determining if there is a structure that can create greater efficiencies within the agency. The goal is to have a new structure ready by the end of the first quarter of FY 2019 (March). In the interim, temporary assignments for supervision of activities in Children's Services are being determined. Ms. Gonzalez has already started working with the Clinic and 4Cs Assessment. The committee concurred that this is a good step to take, though expressed concern about the March deadline. With the current strategic plan work or other deadlines pressing, they advised looking at the end of the second quarter (June) for the completion of the integration work.

The TRIAD Sex Trafficking Program has already received 97 minor clients referred since the start of the program on June 25th. Thirty percent of the referrals have come from law enforcement while thirty-one percent have come from Juvenile Probation and thirty-nine percent from all other partners. Thirty-seven percent of the referrals were the result of recovery from law enforcement and sixty-three percent were youth disclosed in a safe environment. Most of the youth referred prior to charges being accepted remain outside a detention setting (home, psychiatric hospital, residential treatment, foster home).

The HAY Center Bridge Housing Program is going well. Nineteen youth are currently housed at the apartment complex. They are all working or attending school and have a Transition Coach. Three youth have been asked to leave the program to date. The HAY Center Foundation is working on a grant application for a more intensive front end program with single room occupancy type apartments and intensive supports. The HAY Center is working with the Harris County Community Services Department and the Harris County Housing Authority on funding and land for this project.

Strategic Plan

The Human Resources Committee under the direction of Marsha Mitchell, has been working on the new performance Management System for the agency. The Executive Team has reviewed the last draft and the evaluation tool is near completion. The evaluation will be competency based as opposed to task based and will incorporate the HEART Values.

An application was made to the Rice University Capstone Program for assistance with the objective of looking at the impact of the agency name on HCPS programs and services. Rice University has started a student led marketing firm called Anthem. Our proposal was referred to and accepted by Anthem as one of their first clients. Anthem will begin working with the Agency on the Name Change objective in January.

Fund Board

The Fund Board met on November 7th and will plan to meet again prior to the end of the year to complete the agenda.

The Fund Board Positions for the upcoming year are as follows:

Chair- Barbara Hermes
Vice-Chair- George DeMontrond
Treasurer- Sally Meadows
Secretary- Phil Kunetka

Steven Sandweiss (representing BEAR) and Jack Sweeney are also listed as members.

Barbara Hermes and Sally Meadows have both indicated that this will be their final year to serve on the Board. The Fund Board needs to focus on building membership in the upcoming year. Ms. McKenzie suggested that more time be allotted to this topic in a future meeting so that the agency can truly vet the needs of the Fund Board with prospective members who may be in position to serve.

The HCPS luncheon in September netted approximately \$117,000. There are also over \$90,000 in unspent funds from the 2016 luncheon. The Fund Board and staff are working on a plan to address agency needs with funds raised from the luncheons while also looking at future fundraising expected so not to spend down.

Discussion was also held on future luncheons. Mr. Levine expressed that he is comfortable with every other year while looking at other fundraising opportunities in the off years that will not be as taxing on staff time. Mr. Levine also stated that for 2020 chairs would have to be identified by the fall of 2019 and there would need to be an event planner working with staff from the beginning. The Committee concurred with every other year. Ms. Kushner recommended ways to keep in contact with the donors that participated between the luncheons as well as personalized thank you letters.

* * * * *

The meeting adjourned at 1:15 p.m.

COMMISSIONERS COURT REPORT

Protective Services for Children and Adults

October 9, 2018

1. Authorization to accept an amendment to an agreement with the Texas Workforce Commission for the renewal of grant funds in the amount of \$271,564, with no required match, for the 2018-2019 Houston Alumni & Youth Center Program.
2. Request that the County Judge execute an inter-local agreement between the Juvenile Board, on behalf of the Juvenile Probation Department and Protective Services for Children & Adults in the amount of \$40,349 for a youth services specialist for the period ending August 31, 2019.

October 23, 2018

1. Authorization to renew annual agreements with Houston Independent School District-Park Place Elementary and Meyerland Performing and Visual Arts Middle School for assignment of youth service specialists to provide social services to in-crisis youth and families.
2. Authorization to accept an amendment to an agreement with the DePelchin Children's Center for the renewal of grant funds in the amount of \$172,054 with no required math, for the FY2029 Healthy Outcomes through Prevention and Early Support Program.
3. Authorization to accept Texas Department of Family and Protective grant funds in the amount of \$975,176, with a discretionary match of \$6,186,101 for theFY2019 Title IV-E County Child welfare Services contract.
4. Travel authorization for one staff to attend the Nurturing Parent Certification Training on October 23-26, 2018 in Austin, TX. The amount approved is \$1,233.
5. Travel authorization for three attendees to attend the Children's Mental Health Conference on November 1-3, 2018 in Houston, TX. The amount approved is \$2,125.
6. Travel authorization for one staff to attend the Texas Network of Youth Services Board Meeting on November 8-9, 2018 in Garland, TX. The amount approved is \$525.

7. Travel authorization for forty attendees to attend the Community Resource Coordination Group Retreat on January 17, 2019 in Houston, TX. The amount approved is \$1,000.

November 13, 2018

1. Approval to renew annual agreements with ACH Child and Family Services, Inc., to provide life skills instruction to certain youth for the Preparation for Adult Living Program.
2. Approval to renewal annual agreements with the Harris County Juvenile Board, on behalf of the Juvenile Probation Department, for assignment of youth service specialists, and authorization to extend associated positions to August 31, 2019.
3. Travel authorization for added expenses in the amount of \$233 for the attended training Trust-Based Relational Intervention practitioner by one staff from 10/21/2018 – 10/26/2018 in Fort Worth, TX. An amount of \$5,105 was approved back on 8/28/2018 for this training.
4. Travel authorization for one staff to attend the Texas House of Representatives Human Services committee hearing from 11/12/2018 – 11/13/2018 in Austin, TX. The amount approved is \$334.
5. Travel authorization for one staff to attend the Child sex trafficking training from 11/29/2018 – 11/30/2019 in Austin, TX. The amount approved is \$494.
6. Authorization to accept from the Office of the Governor/Criminal Justice Division grant funds in the amount of \$155,950, with a total required match of \$38,987, for the FY 2019 Transitional Housing Support & Services for Foster Youth Program, and approval of two grant-funded positions effective November 24 and December 8, 2018.
7. Authorization to submit additional award documents for signature and approval to the Texas Department of Family and Protective Services for the FY 2019 Title IV-E County Child Welfare Services Contract.
8. Authorization to accept from the Office of the Governor/Criminal Justice Division grant funds in the amount of \$596,854, with a required match of \$149,266, for the 2019 TRIAD Child Sex Trafficking Program, reclassify a model position, and approval of a position effective November 24, 2018.