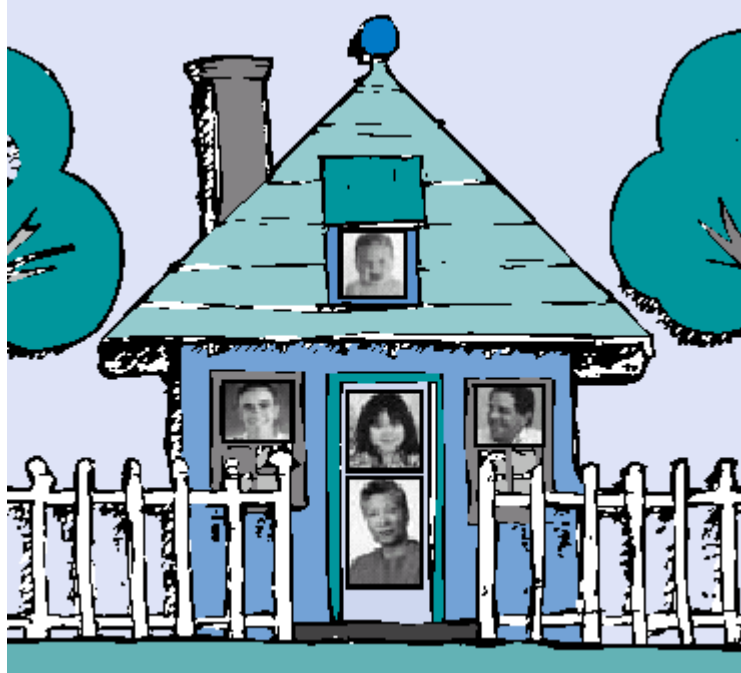


**Harris County  
Protective Services for  
Children and Adults  
(HCPS)**



# **BOARD MEETING MATERIAL**

**January 2017**

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**HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS  
BOARD OF DIRECTORS MEETING  
Thursday, January 26, 2017  
2525 Murworth  
Room D36  
Houston, Texas 77054**

**AGENDA**

**TIME: 4:30 P.M.**

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

**EDUCATIONAL PROGRAM**

**My Brother's Keeper Houston: ..... Stephen L. Williams, Director  
Building a City of Champions ..... City of Houston Health Department**

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

**COMMITTEE/LIAISON REPORTS**

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

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

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

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

**Children's Services Committee ..... Patrice McKinney  
Report on activity over the last 30 days of BEAR ... BE A Resource for CPS Children, Children's Crisis Care Center, Medical/Dental Clinic, and Training Institute regarding each programs' service statistics, progress toward or barriers to achieving goals and objectives,**

the programs' planning, statistics, the behavior characteristics of the clients, staff hiring and terminations, contract status and approvals, correspondence, donations and quality assurance

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

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

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

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

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

Monthly Status Report from Executive Director ..... Joel Levine

Monthly Status Report from Regional Director ..... CJ Broussard-White

Appearances before the Board

1. 3 minutes

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

2. 1 minute

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

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

---

Shirley G. Burlew, Administrative Services Coordinator

# ***MONTHLY HIGHLIGHTS***

## ***JANUARY 26, 2017***

### **Adult Services**

- ✚ The Blanket Drive was very successful and all of our wards received a blanket. We collected 1,309 blankets and \$2,775 from 67 donor groups. The County Attorney's Office, the Sheriff's Department, and our committee members participated in the wrapping party.
- ✚ Challenges with the Social Security Administration continue. Social Security has gone to a new computer system and the system is fraught with problems. The problems have been identified nation-wide and SSA has developed a deadline of January 20, 2017 to resolve these computer issues. Our Benefit Coordinator continues to work closely with SSA to address issues as they arise.

### **Children's Services**

- ✚ Hundreds of donors, along with 849 volunteers ensured that 11,292 children received toys and gifts this holiday season through the BEARing Gifts Program.
- ✚ BEAR has launched a new membership program called, "the BEAR Society." Similar to BEAR's former Guild project, the goal of this membership program is to increase fundraising efforts and community involvement to better support all of BEAR's current programs and efforts-especially Caseworker Appreciation. Membership dues to The BEAR Society are \$100 annually; all dues go directly to supporting all Appreciation efforts.
- ✚ The HCPS Fund Board approved the distribution of \$1,500, of donated funds earmarked to the YSD that was generously given at the HCPS 50<sup>th</sup> Anniversary Luncheon. These funds were used to purchase Christmas gifts for needy families.

## HUMAN INTEREST STORY

January 2017

On December 28, 2017, Ronica Pierre, of the Children's Crisis Care Center (4C's), along with a therapist, escorted seven foster children to the Advocare Texas Bowl. These children who are receiving therapeutic services with Harris County Protective Services (HCPS) had previously been to other outings such as the Houston Zoo Lights and Moody Gardens Festival of Lights. The purpose of these trips was to help the children experience a fuller range of emotions than the ones they too often feel, such as sadness, grief, and despair.

While at the Texas Bowl, the children were going to be treated to snacks and refreshments. However, while standing in line to purchase cotton candy, a Good Samaritan took up a conversation with Ms. Pierre and the foster children. To their surprise, the gentleman purchased snacks, cotton candy and anything their hearts desired. As Ms. Pierre thanked the generous man, she relayed that he had just blessed seven children with more than just snacks from the concession stand. Ms. Pierre related to him that the children were able to experience kindness from a complete stranger .

Ms. Pierre is overcome with emotion as she recounts the story. For the previous two weeks, she and the 4Cs staff had worked with the children, encountering several challenges with them. After that experience at the game, Ms. Pierre said she realizes how easy it is to take small things for granted. Ms. Pierre said: "These children just need to know that no matter what, that they are loved. If I could do this a thousand times over, I would."

The gentleman was one of several people throughout the game who displayed kindness and generosity to children who had not experienced much of the same in their short lives. They can now add "excitement" and "joy" to their range of experienced emotions thanks to the donation of tickets (arranged by Board President Jerry LeVias), the HCPS staff who took the children and the kindness of strangers.

**MINUTES**  
**OF THE**  
**MEETING OF THE BOARD**  
**OF**  
**HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS**  
**2525 Murworth**  
**Houston, Texas 77054**  
**December 1, 2016**

**GUESTS ATTENDING**

Belinda Price, Commissioner Radack's Office  
Lori Richard, County Judge Ed Emmett's Office  
Paul Shanklin, Commissioner Cagle's Office  
Dori Wind, County Attorney's Office

**BOARD MEMBERS ATTENDING**

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

**BOARD MEMBERS ABSENT**

Marilyn DeMontrond

**STAFF ATTENDING**

CJ Broussard-White, Harris County CPS Regional Director  
Ginger Harper, Youth Services Administrator  
Tyra Hinton, Guardianship Program Manager  
Joel Levine, Executive Director  
Jackie McMillon, Director for 4Cs and Clinic  
Estella Olguin, Community Relations Director  
Beverly Pettway, Financial and Business Services Administrator  
Will Walker, Director, Training Institute

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

Board President, Jerry LeVias called the meeting to order at 4:45 p.m.

## **APPROVAL OF MINUTES**

Ellie Sweeney moved for approval of the October minutes. Phil Kunetka seconded the motion. The minutes were approved by unanimous voice vote

## **TREASURER'S REPORT**

Report under New Business

## **NEW BUSINESS**

### **Consideration and Approval of the 2017-2018 HCPS Budget Proposal**

Sherea McKenzie reported that Harris County Protective Services (HCPS) budget allocation for 2017-2018 fiscal year is \$23,610,000, which reflects an overall increase of 2% with some adjustments. The allocation was adjusted by \$1,000,000 to remove the lease cost for the Murworth building into the Harris County budget for all leases. The health insurance increased from \$12,800 to \$13,000 with a minor increase in workers compensation.

The agency has 271 general fund positions of which 268 are regular status positions and 3 are model/temporary positions.

She noted that there are 70 grant and special revenue funded positions. Eight of these positions were added through the VOCA (Victims of Crime Act) grants that were received for the Adult Services Senior Justice Assessment Center Pilot and the Children's Services, Integrated Health Care Initiative.

The proposed 3% salary adjustment effective July 2017 for all regular general fund and grant funded positions will apply to 19 pay periods in the 2017-2018 budget year. The total cost of the 3% adjustment will be \$402,005. The total amount is included in the salary and fringe calculation. The total budget for salaries and fringes is \$21,807,815

Ms. McKenzie requested the board approve the 2017-2018 maintenance budget in the amount of \$23,610,000 and that, additionally, the approved budget be submitted to the budget office based on approval of a 3% salary adjustment effective the first pay day in July 2017, approval of year end expenditures for those items identified, continuation of the review of the Children's Services program and the impact of DFPS changes as well as the review of the Senior Justice Assessment Center Pilot via the Adult Services Committee. Phil Kunetka moved for approval of the budget as requested by Ms. Sherea McKenzie. Patrice McKinney seconded the motion. The motion was approved by unanimous voice vote.



## **COMMITTEE REPORTS**

### **Youth Services Committee**

Sherea McKenzie reported that this fiscal year Kinder Shelter was given two additional youth care worker positions. These positions allowed for equal distribution of staff to appropriate shifts in order to reduce the number of relief hours used monthly. The distribution of staff allowed for each shift to cover the daily ratio which includes vacation and holidays.

### **Youth on Board**

In the absence of Kymora Anderson, Ms. McKenzie reported that the youth presented 2 workshops—"Youth and Adult Partnership" and "School Ready, Work Ready", at the Linkup Greater Houston Conferences held on November 12<sup>th</sup> at Houston Community College main campus. There were over 800 youth and adults in attendance at the conference.

The youth are also gearing up to attend the Youth in Action Day in Austin, Texas on February 03, 2017. The youth are currently looking at what issues impact youth in Texas to champion at the event.

### **Guardianship Committee**

In the absence of Marilyn DeMontrond, Dr. Carmel Dyer stated that the division is working on the Annual Guardianship Holiday Blanket Drive. The wrapping party is on December 6, 2016 from 9am to 11:00am. She solicited contributions for the project.

She stated that the division is working with the Texas Guardianship Association Public Policy Committee and Senator Judith Zaffirini's office to strengthen some of the guardianship programs in Texas

### **Financial and Business Services Committee**

Previously reported under New Business

### **Children's Services Committee**

Patrice McKinney reported that the BEAR luncheon is April 21, 2017 and the Clay Shoot is March 28, 2017.

The HAY Center luncheon is April 28, 2017.

Will Walker presented at the CANS conference in New Jersey at the end of November.

### **Administrative Committee**

No report.

### **Ad Hoc Committee on Board Restructure**

Phil Kunetka stated that the group is addressing the Board's function, i.e. issues, problems and challenges of the department and how it should be managed by the various committees, and ultimately by the full board. He said they will also be reviewing the HCPS Board Bylaws.

### **Harris County Children's Protective Services Fund**

Mr. Kunetka stated that the funds for the Infant, Toddler Room at the Youth Services Center was approved.

### **Child Welfare League of America (CWLA)**

No report

### **Texas & Regional Councils of Child Welfare Boards**

Janet Stansbury stated that the Council did not have a meeting. She reminded everyone that February 7, 2017 is Capitol Day.

### **Executive Committee**

Mr. Levine reported the final interviews for the new Director of Organizational and Strategic Development will be held on December 12, 2016. The selected candidate will begin January 1, 2017.

### **Executive Director's Report**

Mr. Levine said that December 3<sup>rd</sup> is the Family Day at the warehouse. He invited board members to help pack and sort gifts for children in care.

He said that on Friday, December 16<sup>th</sup>, he and Estella Olguin will be interviewed on Radio Talk Show 1520 am KYND. They will be discussing the various programs of Harris County Protective Services.

### **Regional Director's Report**

CJ Broussard White reported that per recommendation from the Legislative hearing, Regions 6A, 3 and 8 are continuing to work in partnership with the Department of Public Safety (DPS) to assist with Face-to-Face contacts. As of the week of 11/14/16- Region 6A did not send any cases for coverage. However, a case list will be sent this week. Region 6A is currently at 94%-95% on Face-to Face contacts for P1s and 92% for P2

contacts. She stated that agency has to work hard on timelessness and making sure cases are not delinquent.

She stated that they continue to work on solutions on Point of Entry challenges in assisting with children without placement.

Mr. LeVias adjourned the meeting at 5:55 p.m.

# BUDGET STATUS REPORT

NINE MONTHS ENDING

**DECEMBER 31, 2016**

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





## HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS

### BUDGET NARRATIVE

For the Ten Months Ending December 31, 2016  
March 1, 2016 – December 31, 2016

#### **SUMMARY**

Harris County Protective Services has an overall adjusted budget of \$34,194,174. This overall budget includes:

General Funds	\$ 26,462,035
Special Revenue Funds	1,592,742
Grant Funds	5,280,881
Other Contract Title IV-E	680,000
Other Funds	178,516
<b>Total Funding</b>	<b>\$ 34,194,174</b>

(see the attached Budget Summary)

#### **OVERVIEW:**

##### **GENERAL FUND**

Budget reflects expenditures of \$19,311,508 (72.98%) and a positive budget variance of \$2,924,576 (11.05%) as of December 31, 2016. The Initial Budget Allocation for the 2016-2017 fiscal year is \$24,130,000 and the Adjusted Budget amount as of December 31, 2016 is \$26,462,035, a change of \$2,332,035, which includes rollover funds from the prior fiscal year 2015-2016 budget.

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

Adjustments:

1. Facilities Charge	(391)	}	\$2,332,035
2. FY 2015-2016 budget rollover	2,332,426		

Adjusted Budget as of December 31, 2016 \$ 26,462,035

The year to date budget amount for the period ending December 31, 2016 is \$22,236,084 or 84.03% of the Annual Budget.

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

	ORIGINAL BUDGET	ANNUAL BUDGET	CURRENT YTD ACTUAL	ACTUAL AS A % OF BUDGET	CURRENT YTD BUDGET	(OVER)UNDER BUDGET	BUDGET BALANCE
	A	B	C	D = C/B	E	F = E-C	G = B - C
<b>SALARIES</b>	\$ 14,948,674	\$ 14,382,319	\$ 11,219,449	78.01%	\$ 12,169,655	\$ 950,206	\$ 3,162,870
<b>FRINGES</b>	6,693,215	6,631,031	5,009,520	75.55%	5,525,860	516,339	1,621,511
<b>MATERIALS &amp; SUPPLIES</b>	257,750	334,559	221,667	66.26%	278,799	57,133	112,892
<b>PROPERTY &amp; EQUIPMENT</b>	113,593	260,716	201,062	77.12%	217,264	16,201	59,654
<b>FEES &amp; SERVICES</b>	1,836,223	3,665,539	2,181,450	59.51%	3,054,616	873,166	1,484,089
<b>TRANSPORTATION &amp; TRAVEL</b>	245,804	245,149	196,090	79.99%	204,291	8,201	49,059
<b>OTHERS</b>	34,741	942,721	282,271	29.94%	785,601	503,330	660,450
<b>TOTAL</b>	<b>\$ 24,130,000</b>	<b>\$ 26,462,035</b>	<b>\$ 19,311,508</b>	<b>72.98%</b>	<b>\$ 22,236,084</b>	<b>\$ 2,924,576</b>	<b>\$ 7,150,526</b>

Expected Expenditure Level 84.03%

11.05% % Bud Variance

The general fund budget lapse is largely related to salaries and fringes totaling \$1,466,545. The budget for Salaries and Fringes as of December 31, 2016 accounts for \$21,013,350 (79.41%) of the total HCPS general fund budget for the 2016-2017 fiscal year. HCPS currently has 335 positions including 48 that are funded through contracts and grants, 14 are funded through special revenues and 273 are funded from general funds. As of December 31, there are 24 open positions under the general fund. While some of the vacant positions are in various stages of hire, several positions are staffed with temporary personnel. The budget reflects the lapse amount that was budgeted for both salaries and fringes. The projected rollover amount from fiscal year 2017 to fiscal year 2018 is \$2,000,225.

#### Projected Rollover:

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

#### Proposed Year End Expenditures:

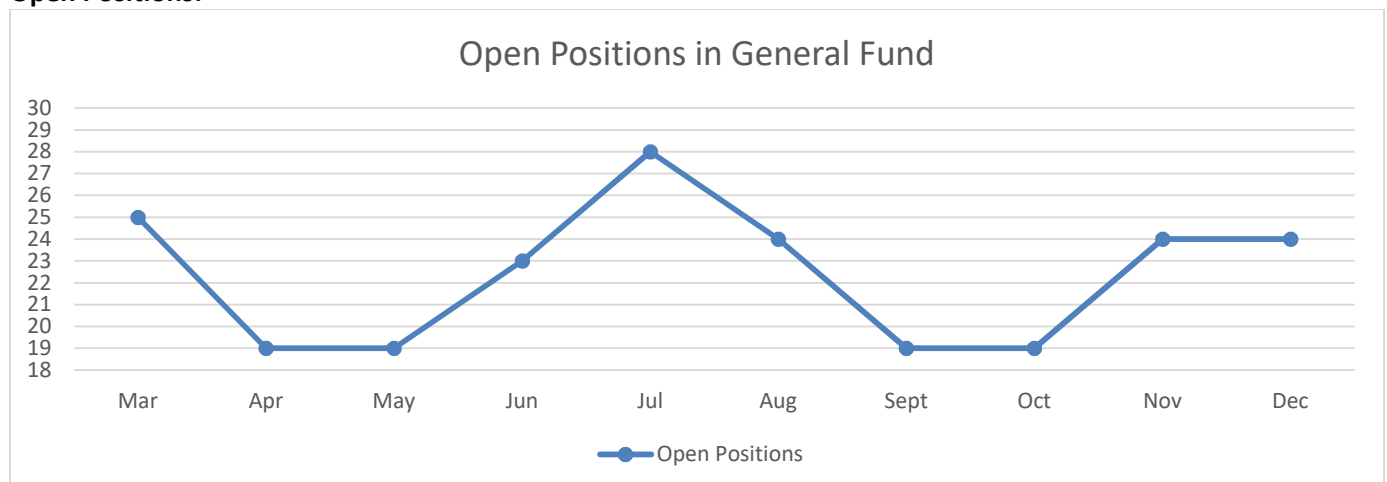
1. Contracted Services for IT – Development of Applications \$125,000
2. Vehicles Lease 15,000
3. Computer Purchases 89,000
4. Furniture Replacement – YSC, Murworth 94,106
5. Equipment – Kitchen, POE, YSC 1st and 2nd Floor 38,500
6. YSC Security Access Upgrades 62,000
7. YSC Shelter Lighting 11,485
8. Painting and Carpet 49,800
9. Murworth Parking Lot Cleaning 23,200
10. Murworth Lobby Redesign 36,750
11. Cleaning/Landscaping 27,500

<b>TOTAL ESTIMATED Year End Expenditures</b>	<b>\$572,341</b>
<b>PROJECTED ROLLOVER TO 2017-2018 – 8.3%</b>	<b>\$2,000,225</b>

#### Vehicles:

We have continued to work with Enterprise Leasing to get 10 new vehicles for the Agency. Six of the vehicles will replace current vehicles in our fleet that are old and/or have high mileage. The other four will be new additions to our fleet. The vehicles have been factory ordered and should arrive by the beginning of March. One of the large passenger vans for the Kinder Shelter is already at Fleet Maintenance awaiting the application of the Harris County emblem.

#### Open Positions:



## **SPECIAL REVENUE FUNDS**

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

As of December 31, 2016, the **Juvenile Case Management Fund** had a cumulative balance of \$3,333,816 after expenses were paid. Of this, \$880,650 is allocated to HCPS. The total revenue through December 31, 2016 for this fund is \$766,132 and expenditures totaled \$674,130, resulting in a favorable variance of \$92,002. Special Revenue Funds are received through 16 Justice of the Peace courts and 4 other departments (including Harris County Sheriff's Department). There are 13 positions included in this fund.

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

**HAY Center Youth Program 1115 Waiver** funds were recently set up as special revenue. The 1115 Waiver funding is provided by the Federal Government for Mental Health and managed through MHMRA. As of date, funds in the amount of \$488,794 have been received by the Hay Center. These funds are used for the operation of the HAY Center Programs for services through the reimbursement plan.

**Preparation for Adult Living (PAL)** funds were recently set up as special revenue. This fund was established based on a contract with Our Community Our Kids (single source continuum contractor) for youth from the DFPS in Region 3B (Fort Worth Area) that are currently placed in the Harris County Region. A contract in the amount of \$20,000 was entered for 9/1/2016-8/31/2017 on a cost reimbursement basis. HCPS is reimbursed \$125 per youth for each module completed and a \$300 bonus per youth upon graduation. As of December 31, 2016, \$14,100 has been reimbursed.

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

## **GRANTS FUNDS**

Grants and Contract Funds reflects an adjusted budget totaling \$5,280,881 which includes funding from DFPS, HOGG Foundation, Texas Workforce Commission, local block-grant funds and Federal funds. Fiscal year began in the month of September for the majority of the grant funds. Total expenditures at December 31, 2016 equal \$1,358,600 or 25.73% of the total budget. It is expected that the majority of grant funds will be expended during the fiscal year. The funding sources for these grants includes the Department of Family and Protective Services (DFPS), HOGG Foundation, Texas Workforce Commission and Runaway and Homeless Youth – Safety Net Program. In October, two programs were awarded funds through the Governor's Office – Criminal Justice Division – Victims of Crime Act (VOCA) Funds.

1. Children's Services Division – Child Welfare Integrated Healthcare Expansion was awarded \$379,560 with a required match of \$96,121. Effective October 1, 2016.
2. Adult Services Division – Senior Justice Assessment Center Pilot Project was awarded \$383,742 to pilot a program geared towards assisting senior victims of abuse, neglect and exploitation using an evidence based

model of a multi-disciplinary team of experts. The required match of \$96,121 will be met through partner agencies including APS, Houston Police Department, District Attorney's Office and County Attorney. Effective October 1, 2016. Other costs are being reviewed by the Budget Office for potential funding.

*See the Grants summary information attached.*

## **OTHER FUNDS**

### **Fund Board:**

The HCPS Fund Board operates as a 501(c)(3) for the purpose of supporting HCPS programs. The fiscal year for the Fund Board is October 1<sup>st</sup> through September 30<sup>th</sup>. The Fund Board approved their new budget for the fiscal year beginning October 1, 2016 in the amount of \$178,516. Expenditures to date were \$20,936, slightly over expected budget of \$20,100, which was driven by a slight increase of \$836 in the HCPS 50<sup>th</sup> anniversary luncheon. A significant portion of the budget will be used for program enhancements and building modifications at the Youth Services Center. This fund is expected to be used up entirely by the end of the fiscal year. *See the attached Fund Board worksheet.*



**HARRIS COUNTY PROTECTIVE SERVICES**  
**FINANCIAL INFORMATION FOR THE PERIOD ENDED - DECEMBER 31, 2016**  
**BUDGET SUMMARY by Funding Source**

		Original Budget	Adjusted Budget	Expenditures To Date	% of Budget Expended	Budget to Date	Variance as of 12/31/16	Projected Expenditures through Year End	Projected Rollover / Unexpended Funds
		A	B	C	D = C/B	E	F = E - C	G	H = B - G
<b>GENERAL FUND (March 1 - February 28)</b>	<b>GF</b>	\$ 24,130,000	\$ 26,462,035	\$ 19,311,508	72.98%	\$ 22,236,084	\$ 2,924,576	\$ 24,461,810	\$ 2,000,225
<b>SPECIAL REVENUE FUNDS:</b>									
GUARDIANSHIP (March 1 - February 28)	SRG	83,380	176,030	69,934	39.73%	147,510	77,576	83,921	92,109
JUVENILE CASE MGMT FUND (March 1 - February 28)	SRJ	841,650	880,650	674,130	76.55%	741,021	66,891	808,956	71,694
HAY CENTER YOUTH PROGRAMS 1115 WAIVER	HCY	-	488,217	114,096	23.37%	406,848	292,751	136,915	351,302
PREPARATION FOR ADULT LIVING	PAL	-	12,500	-	0.00%	10,417	10,417	12,500	-
FAMILY PROTECTION FEE	FPF	30,524	35,345	13,149	37.20%	29,454	16,305	15,779	19,566
<b>TOTAL SPECIAL REVENUE FUNDS</b>		955,554	1,592,742	871,309	54.70%	1,335,249	463,940	1,058,071	534,671
<b>GRANT FUNDS (Various)</b>									
GRANT FUNDS (Various)	GRT	4,341,297	5,280,881	1,358,600	25.73%	1,922,220	563,621	3,524,133	398,148
TITLE IV-E (October 1 - September 30)	IVE	1,027,279	680,000	-	0.00%	-	-	-	680,000
<b>TOTAL GRANT FUNDS</b>		5,368,576	5,960,881	1,358,600	22.79%	1,922,220	563,621	3,524,133	1,078,148
<b>OTHER FUNDS</b>									
FUND BOARD (October 1 - September 30)	FB	178,516	178,516	20,936	11.73%	20,100	(836)	178,516	-
<b>TOTAL OTHER FUNDS</b>		178,516	178,516	20,936	11.73%	20,100	(836)	178,516	-
<b>TOTAL FUNDING - HCPS</b>		\$ 30,632,647	\$ 34,194,174	\$ 21,562,354	63.06%	\$ 25,513,654	\$ 3,951,300	\$ 29,222,530	\$ 3,613,044

General Fund	GF	The General Fund budget is received from Harris County through General Revenues. This amount is allocated annually as a part of the Harris County budget process and may be adjusted throughout the year for transfers in/out. The fiscal year is March 1, 2016 - February 28, 2017.
Guardianship Special Revenue	SRG	Funds collected through probate courts to be used for local guardianship programs that provide guardians for indigent incapacitated persons who do not have family members suitable and willing to serve as guardians. Fee in Probate Original Actions and Adverse Probate Actions (Sec. 118.067) . . . \$20.00. Previously, funds were used to cover the cost of mileage for case managers; however, because funding for this expenditure is available in the general fund, no mileage cost has been posted to this fund. All funds in this account can be carried over and used by the Guardianship Program as defined by statute.
Juvenile Case Manager Fund	SRJ	The commissioners court of a county by order may create a juvenile case manager fund and may require a defendant convicted of a fine-only misdemeanor offense in a justice court to pay a juvenile case manager fee not to exceed \$5 as a cost of court. A fund created under this section may be used only to finance the salary and benefits of the juvenile case manager employed under Article 45.056. Juvenile Case Manager Fund information is received from the Harris County Auditor's Office. As of December 31, 2016, the remaining balance in the fund is \$3,333,816. Revenue for the month of December was \$55,336 and Expenses \$80,034 for a net shortfall of (\$24,698).
Hay Center Youth Programs	HCY	HAY Center Youth Program received 1115 Waiver funds. These funds are received through MHMRA and used for the operation of the HAY Center Programs. Funds in the amount of \$489,346 have been received as of December 31, 2016.
Grant Funds	GRT	Grant Funds have various fiscal years but mainly September 1 - August 31. Fiscal year began in the month of September for the majority of the grant funds. HCPS recently received funding via VOCA (Victims Of Crime Act) for Child Welfare Intergrated Healthcare Expansion Initiative grant (amount \$379,560) and for Senior Justice Assessment Center project (amount \$383,742).
Title IV-E Child Welfare Funds Note (a)	IVE	Fiscal Year October 1 - September 30. Title IV-E Child Welfare Funds are reimbursements from DFPS for the cost of Administrative Support for Child Welfare activities in Harris County. Expenditures for this budget are reflected as billings are completed and reimbursement received. (2) DFPS is still reviewing the contract for Title IV-E Child Welfare Funds.
Fund Board	FB	Fund Board operates on a fiscal year October 1, 2016 - September 30, 2017. Funds raised through various programs are maintained by the Fund Board.

HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS  
PROGRAM FUNDING SUMMARY  
December 31, 2016

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
<b>ADMINISTRATION</b>									
TRAINING INSTITUTE	2-1	\$ 548,354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 548,354	Includes 4 staff positions and provides training services to all HCPS programs. Works with programs in the implementation and deployment of CANS.
HCPS ADMINISTRATION	2-2	710,145	-	-	-	-	-	710,145	Four positions are included in this general fund budget. This area covers executive office functions and board related functions.
MURWORTH OPERATIONS	2-3	1,236,894	-	-	-	-	-	1,236,894	Cost related to building maintenance for Annex M - Murworth.
YSC OPERATIONS	2-4	742,235	-	-	-	-	-	742,235	Cost of repairs and maintenance for the YSC building and grounds.
COMMUNITY RELATIONS	2-5	211,652	-	-	-	-	-	211,652	Two positions that work on media and community relations for HCPS and social media initiatives.
PROGRAM IMPROVEMENT	2-6	281,266	-	-	-	-	-	281,266	Two positions with one added position during the 2016-2017 budget year.
BEAR	2-7	290,510	-	-	-	-	-	290,510	The Bear Program receives funding from donations, BEAR Foundation funds and HC General Funds.
VEHICLES	2-8	15,000	-	-	-	-	-	15,000	This budget is for maintaining vehicles used by HCPS.
<b>TOTAL ADMINISTRATIVE SERVICES</b>		<b>4,036,056</b>	-	-	-	-	-	<b>4,036,056</b>	
<b>FINANCIAL &amp; BUSINESS SERV</b>									
ACCOUNTING	2-9	2,444,234	680,000	-	-	-	-	3,124,234	
INFORMATION TECHNOLOGY	2-10	1,055,920	-	-	-	-	-	1,055,920	
HUMAN RESOURCES	2-11	536,919	-	-	-	-	-	536,919	
<b>TOTAL FINANCIAL AND BUSINESS SERVICES</b>		<b>4,037,073</b>	<b>680,000</b>	-	-	-	-	<b>4,717,073</b>	100% from General Fund. Title IV-E Grant \$680,000 contract pending with DFPS; funds not yet received.
<b>CHILDREN'S SERVICES</b>									
CCCC ADMINISTRATION	2-12	210,824	-	-	-	-	-	210,824	
CHILDREN ASSESSMENT	2-13	425,877	-	379,560	-	-	-	805,437	HCPS received VOCA (Victims Of Crime Act) funding for Child Welfare Integrated Healthcare Expansion Initiative grant (amount \$379,560).
FAMILY ASSESSMENT	2-14	131,847	-	375,000	-	-	10,096	516,943	74.0% of funding from DFPS contract to provide assessment services to families involved with DFPS. County funding supporting the contract at 26.0%.
PERMANENCY PLANNING	2-15	249,795	-	950,000	-	-	-	1,199,795	Contract with DFPS for Permanency Meetings and Family Conferences in the amount of \$950,000. County supports this contract at 21.5% in direct services.
SUBSTITUTE CARE	2-16	639,481	-	175,644	-	-	-	815,125	Contract with DFPS to provide payment services for Concrete Services and for Transitional Living Allowances for Youth in the amount of \$175,644. General Fund covers clothing, school supplies, birth certificates and other foster care maintenance items.
PAL/HAY/TWC	2-17	171,910	45,000	1,264,644	-	567,658	500,717	2,549,930	The HAY Center budget includes direct General Funds at 6.9%, DFPS funding accounts for 51.6% of the budget, HAY Foundation accounts for 1.8% of the budget and HOGG funding accounts for 13.7% of the budget. The HAY Center receives 1115 Waiver Funds classified as Special Revenue which is 19.7% of the budget.
MEDICAL CLINIC	2-18	679,750	162,071	129,800	-	110,641	-	1,088,071	62.8% of the Medical Dental Clinic budget is from Harris County General Funds. The remaining is from contracts for drug testing, HOGG foundation grants, HOPES grant with Depelchin, and a grant from the Hospital District.
<b>TOTAL CHILDREN'S SERVICES</b>		<b>2,509,484</b>	<b>207,071</b>	<b>3,274,648</b>	-	<b>678,299</b>	<b>500,717</b>	<b>7,186,125</b>	35.3% of the overall Children's Services Division budget is from Harris County General Funds. 46.4% is from PAL contracts with DFPS. The remaining 12.28% is from HOGG, HOPES and VOCA funding.
<b>YOUTH SERVICES</b>									
YSC ADMINISTRATION	2-19	749,040	-	-	190,921	-	-	939,961	Youth Services receives funding from the Runaway Youth/Safety Net Program - Federal Funding. This accounts for 20.3% of the YSC Administration budget.
FOOD SERVICES	2-20	350,105	-	-	-	-	-	350,105	
RESIDENTIAL SERVICES	2-21	1,574,698	-	-	-	-	-	1,574,698	The Kinder Emergency Shelter program receives reimbursements for DFPS children placed in the shelter. The Revenue budget for this reimbursement is \$578,373 and is reflected in the HC General Fund.
CYS ADMINISTRATION	2-22	1,121,792	-	-	-	-	4,005	1,125,797	
CYS SCHOOLS	2-23	4,540,040	-	-	-	-	-	4,540,040	The CYS program contracts with various school districts and other entities throughout Harris County. HCPS receives reimbursements from these entities budgeted at 1,975,527. This amount is included in the HC General Fund.
PARENT TEEN	2-24	220,820	-	-	-	-	-	220,820	
TRIAD ADMINISTRATION	2-25	434,022	-	724,716	-	-	15,435	1,174,173	TRIAD receives grant/contract funding from DFPS for the CYD Program in the total amount of \$724,716. Other funding comes from general funds.
JP COURT SERVICES	2-26	557,754	-	-	-	880,650	-	1,438,404	Court Services includes \$880,650 budgeted out of Special Revenue. The other portion is paid from general funds.
STATUS OFFENDER	2-27	752,961	-	-	-	-	-	752,961	
COMM BASED RESIDENTIAL	2-28	224,480	-	-	-	-	-	224,480	Funds for this program are allocated from TRIAD funds provided through Juvenile Probation. These funds are transferred into the HCPS general fund budget each year to cover the cost of services provided at the YSC.
<b>TOTAL YOUTH SERVICES</b>		<b>10,525,712</b>	-	<b>724,716</b>	<b>190,921</b>	<b>880,650</b>	<b>19,440</b>	<b>12,341,439</b>	85.4% of the Youth Services Division budget comes from General Funds, 7.1% from Special Revenue, 5.9% is from contracts with DFPS and 1.5% other funding.
<b>ADULT SERVICES</b>									
GUARDIANSHIP ADMIN	2-29	673,726	-	-	-	176,030	-	849,756	The Guardianship budget includes \$176,030 of Special Revenue Funds which accounts for 20.7% of the GS-Administration budget. Other funding is from general funds.
GUARD CASE MANAGEMENT	2-30	4,517,693	-	383,742	-	-	-	4,901,435	The Guardianship Program receives revenues from Guardianship Fees collected. The revenue budget for these fees is \$288,000 and is included in the HC General Fund. Guardianship Program received VOCA (Victims Of Crime Act) funding amount \$383,742 for Senior Justice Assessment Center project.
REP PAYEE	2-31	162,291	-	-	-	-	-	162,291	
<b>TOTAL ADULT SERVICES</b>		<b>5,353,710</b>	-	<b>383,742</b>	-	<b>176,030</b>	-	<b>5,913,482</b>	
<b>TOTALS</b>		<b>\$ 26,462,035</b>	<b>\$ 887,071</b>	<b>\$ 4,383,106</b>	<b>\$ 190,921</b>	<b>\$ 678,299</b>	<b>\$ 1,557,397</b>	<b>\$ 35,345</b>	<b>\$ 34,194,174</b>

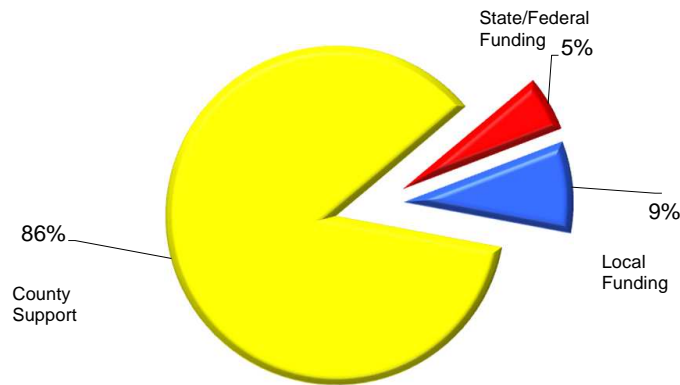
**HARRIS COUNTY PROTECTIVE SERVICES**  
For Children and Adults  
General Fund - Budget Status as of December 31, 2016

----- YEAR TO DATE -----														----- CURRENT MONTH -----			
		OBJECT CODE	ORIGINAL BUDGET	ANNUAL BUDGET	CURRENT ACTUAL	LAST YEAR ACTUAL	YTD BUDGET	(OVER)UND BUDGET	BUDGET BALANCE	CURRENT ACTUAL	LAST YEAR ACTUAL	CURRENT BUDGET	(OVER)UND BUDGET				
REVENUES	Ref		A	B	C	D	E	F = E - C	G = B - C	H	I	J	K = J - H				
STATE MISCELLANEOUS	1-1	514900	\$ -	\$ -	72	\$ -	\$ -	\$ (72)	\$ (72)	\$ -	\$ -	\$ -	\$ -				
LEASE REIMB	1-2	545025	658,648	658,648	548,717	548,717	548,873	157	109,931	54,872	54,872	54,887	16				
REIMB-INDIRECT COST	1-3	561900	83,000	83,000	81,813	64,932	69,167	(12,647)	1,187	20,603	1,895	6,917	(13,686)				
REF-OVERPAYMENTS	1-4	565200	-	-	352	-	-	(352)	(352)	-	-	-	-				
EMERG SHELTER-YSC	1-5	565300	660,000	660,000	666,119	489,368	550,000	(116,119)	(6,119)	68,208	56,595	55,000	(13,208)				
GP-SERVICE REIMB	1-6	565500	331,000	331,000	499,454	241,103	275,833	(223,620)	(168,454)	45,986	5,731	27,583	(18,402)				
SHARED FUNDING	1-7	567500	1,984,007	1,984,007	1,501,020	1,457,443	1,653,339	152,319	482,987	166,185	167,176	165,334	(851)				
MEDICAL RELATED	1-8	567800	-	-	31,787	-	-	(31,787)	(31,787)	-	-	-	-				
INTEREST EARNINGS	1-9	570100	1,640	1,640	694	769	1,367	673	946	325	-	137	(188)				
REFUNDS/OTHERS	1-10	594900	-	-	18,619	230	-	(18,619)	(18,619)	280	2	-	(280)				
REVENUES	1-11		3,718,295	3,718,295	3,348,646	2,802,562	3,098,579	(250,067)	369,649	356,458	286,271	309,858	(46,600)				
COUNTY SUPPORT	1-12		20,411,705	22,743,740	15,962,862	13,962,898	19,137,505	3,174,643	6,780,877	2,084,821	2,166,399	1,895,312	(189,510)				
TOTAL REVENUES & SUPPORT			\$ 24,130,000	\$ 26,462,035	\$ 19,311,508	\$ 16,765,460	\$ 22,236,084	\$ 2,924,576	\$ 7,150,526	\$ 2,441,280	\$ 2,452,670	\$ 2,205,170	\$ (236,110)				
EXPENDITURES BY DIVISION																	
KEY																	
ADMINISTRATION																	
TRAINING INSTITUTE	2-1	10088005	\$ 548,354	\$ 548,354	\$ 409,582	\$ 371,815	\$ 460,979	\$ 51,397	\$ 138,772	\$ 50,883	\$ 48,129	\$ 45,696	\$ (5,187)				
HCPS ADMINISTRATION	2-2	10088006	600,295	710,145	618,562	498,460	597,105	(21,456)	91,583	105,755	63,291	59,179	(46,577)				
MURWORTH OPERATIONS	2-3	10088007	480,903	1,236,894	963,306	1,046,113	1,031,143	67,836	273,588	18,907	264,209	103,075	84,167				
YSC OPERATIONS	2-4	10088024	590,635	742,235	672,612	501,562	621,002	(51,609)	69,623	122,223	53,813	61,853	(60,370)				
COMMUNITY RELATIONS	2-5	10088008	211,652	211,652	165,838	150,713	178,163	12,325	45,814	22,100	24,205	17,638	(4,462)				
PROGRAM IMPROVEMENT	2-6	10088009	281,266	281,266	180,918	181,966	236,852	55,934	100,348	23,400	24,820	23,439	39				
BEAR	2-7	10088016	290,510	290,510	211,609	227,187	244,267	32,658	78,901	30,232	35,874	24,209	(6,023)				
VEHICLES MANAGEMENT	2-8	10088080	-	15,000	-	-	12,500	12,500	15,000	-	-	1,250	1,250				
FINANCIAL & BUSINESS SERV																	
ACCOUNTING	2-9	10088002	1,730,140	2,444,234	1,288,740	1,129,764	2,050,567	761,827	1,155,494	201,650	140,669	203,686	2,036				
INFORMATION TECHNOLOGY	2-10	10088003	1,055,920	1,055,920	562,344	719,863	886,501	324,158	493,576	69,314	69,326	87,993	18,679				
HUMAN RESOURCES	2-11	10088004	501,919	536,919	425,393	444,205	451,688	26,296	111,526	53,302	53,808	44,743	(8,558)				
CHILDREN'S SERVICES																	
CCCC ADMINISTRATION	2-12	10088010	241,824	210,824	162,443	387,363	177,484	15,041	48,381	11,438	8,170	17,569	6,131				
CHILDREN ASSESSMENT	2-13	10088011	410,877	425,877	346,303	293,375	357,162	10,859	79,574	34,219	38,487	35,490	1,271				
FAMILY ASSESSMENT	2-14	10088012	148,847	131,847	101,340	105,835	110,797	9,457	30,507	8,598	13,495	10,987	2,389				
PERMANENCY PLANNING	2-15	10088014	216,795	249,795	231,320	195,781	208,163	(23,157)	18,475	30,019	19,841	20,816	(9,203)				
SUBSTITUTE CARE	2-16	10088015	139,481	639,481	146,284	304,052	532,901	386,617	493,197	2,695	19,463	53,290	50,596				
PAL	2-17	10088017	131,910	171,910	103,227	100,975	144,409	41,182	68,683	14,098	13,385	14,326	227				
MEDICAL CLINIC	2-18	10088019	679,750	679,750	393,099	466,831	568,865	175,766	286,651	45,017	47,191	56,646	11,629				
YOUTH SERVICES																	
YSC ADMINISTRATION	2-19	10088023	851,750	749,040	392,533	426,445	630,894	238,362	356,507	51,895	39,680	62,420	10,525				
FOOD SERVICES	2-20	10088021	324,105	350,105	267,214	264,101	293,692	26,478	82,891	29,504	34,500	29,175	(329)				
RESIDENTIAL SERVICES	2-21	10088022	1,611,998	1,574,698	1,294,155	1,059,168	1,325,442	31,288	280,543	182,862	150,449	131,225	(51,637)				
CYS ADMINISTRATION	2-22	10088025	1,025,332	1,121,792	973,515	953,465	942,957	(30,557)	148,277	107,373	103,089	93,483	(13,890)				
CYS SCHOOLS	2-23	MULTIPLE	4,520,790	4,540,040	3,477,713	3,357,906	3,822,230	344,518	1,062,328	452,063	448,584	378,337	(73,727)				
PARENT TEEN	2-24	10088070	220,820	220,820	161,020	169,213	186,020	25,001	59,800	17,056	20,443	18,402	1,346				
TRIAD ADMINISTRATION	2-25	10088050	434,022	434,022	327,941	351,168	365,154	37,213	106,081	43,418	44,753	36,169	(7,249)				
JP COURT SERVICES	2-26	10088052	557,754	557,754	421,804	418,977	469,689	47,884	135,950	57,527	40,435	46,480	(11,048)				
STATUS OFFENDER	2-27	10088053	752,961	752,961	621,089	556,807	634,134	13,045	131,872	79,409	81,284	62,747	(16,662)				
COMM BASED RESIDENTIAL	2-28	10088065	212,680	224,480	131,298	158,834	188,974	57,676	93,182	18,060	21,419	18,707	646				
ADULT SERVICES																	
GUARDIANSHIP ADMIN	2-29	10088060	667,226	673,726	550,845	589,278	566,568	15,722	122,881	68,530	62,393	56,144	(12,386)				
GUARD CASE MANAGEMENT	2-30	10088061	4,527,193	4,517,693	3,575,078	3,441,213	3,803,169	228,091	942,615	472,492	450,763	376,474	(96,017)				
REP PAYEE	2-31	10088062	162,291	162,291	134,385	126,801	136,611	2,226	27,906	17,238	16,702	13,524	(3,714)				
TOTAL EXPENDITURES			\$ 24,130,000	\$ 26,462,035	\$ 19,311,508	\$ 18,999,238	\$ 22,236,084	\$ 2,924,576	\$ 7,150,526	\$ 2,441,280	\$ 2,452,670	\$ 2,205,170	\$ (236,110)				

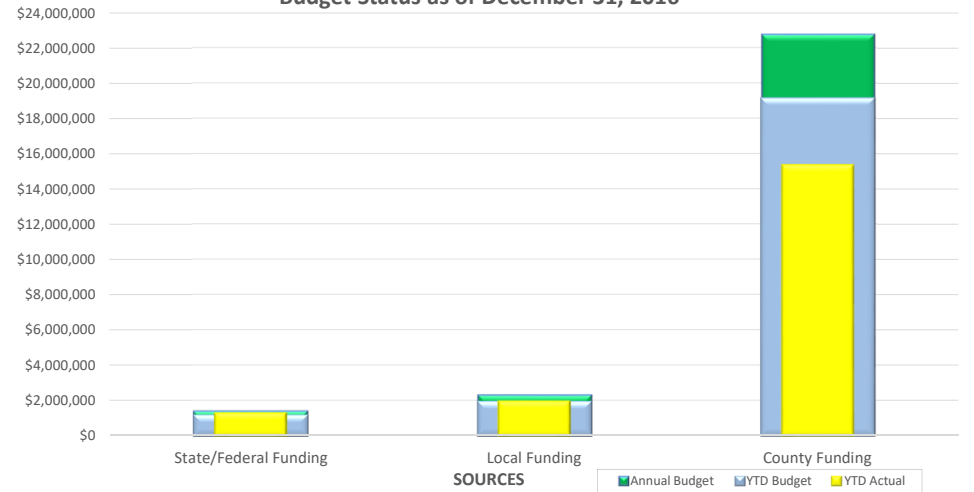
HARRIS COUNTY PROTECTIVE SERVICES  
For Children and Adults  
GENERAL FUND REVENUE BUDGET AND ANALYSIS  
As of December 31, 2016

REVENUES	2016/2017 ANNUAL BUDGET	Current YTD BUDGET	Current YTD ACTUAL	Prior YTD ACTUAL	Current YTD Budget Vs Actual
<b>Sources</b>					
Medicaid/ Medical	\$ -	\$ -	\$ 31,787	\$ -	\$ (31,787)
<b>Federal Funding</b>	-	-	<b>31,787</b>	-	<b>(31,787)</b>
State Miscellaneous	-	-	72	-	(72)
Lease reimbursement	658,648	548,873	548,717	548,717	157
Emergency Shelter	660,000	550,000	666,119	489,368	(116,119)
Reimb-Indirect cost	83,000	69,167	81,813	64,932	(12,647)
<b>State Funding</b>	<b>1,401,648</b>	<b>1,168,040</b>	<b>1,296,721</b>	<b>1,103,017</b>	<b>(128,681)</b>
School Contracts	1,984,007	1,653,339	1,501,020	1,457,443	152,319
<b>Local Funding</b>	<b>1,984,007</b>	<b>1,653,339</b>	<b>1,501,020</b>	<b>1,457,443</b>	<b>152,319</b>
Interest Earned	1,640	1,367	694	769	673
GP-Attorney's Fee	-	-	352	-	(352)
GP- Service Reimb	331,000	275,833	499,454	241,103	(223,620)
Contributions - Others	-	-	-	-	-
Refunds/Child Revenue	-	-	18,619	230	(18,619)
<b>Others</b>	<b>332,640</b>	<b>277,200</b>	<b>519,119</b>	<b>242,102</b>	<b>(241,919)</b>
Total Outside Sources	3,718,295	3,098,579	3,348,646	2,802,562	(250,067)
County Support	22,743,740	19,137,505	15,962,862	13,962,898	3,174,643
<b>Total</b>	<b>\$ 26,462,035</b>	<b>\$ 22,236,084</b>	<b>\$ 19,311,508</b>	<b>\$ 16,765,460</b>	<b>\$ 2,924,576</b>

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



**BUDGET Vs. ACTUAL  
Budget Status as of December 31, 2016**

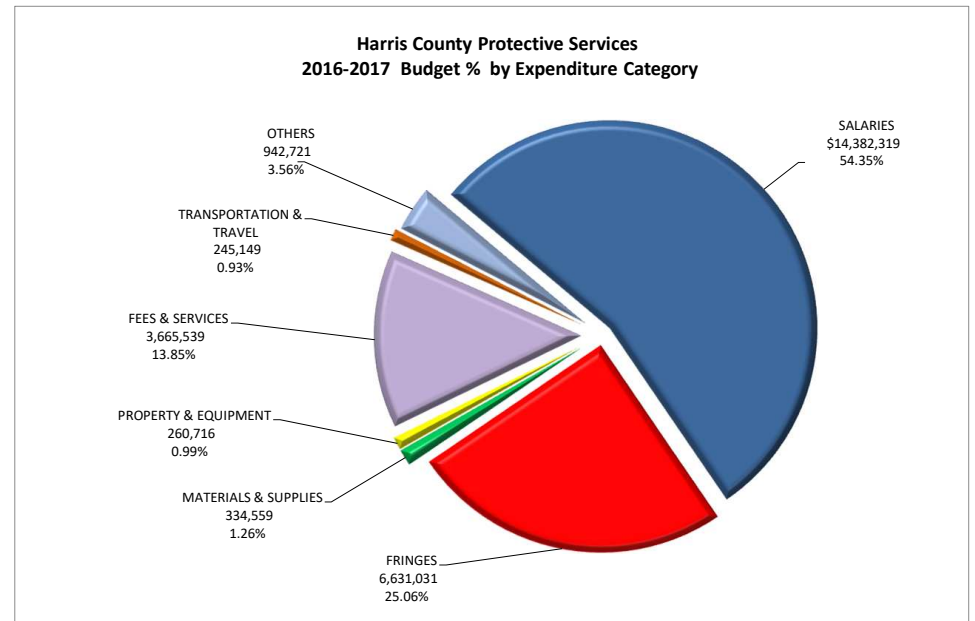
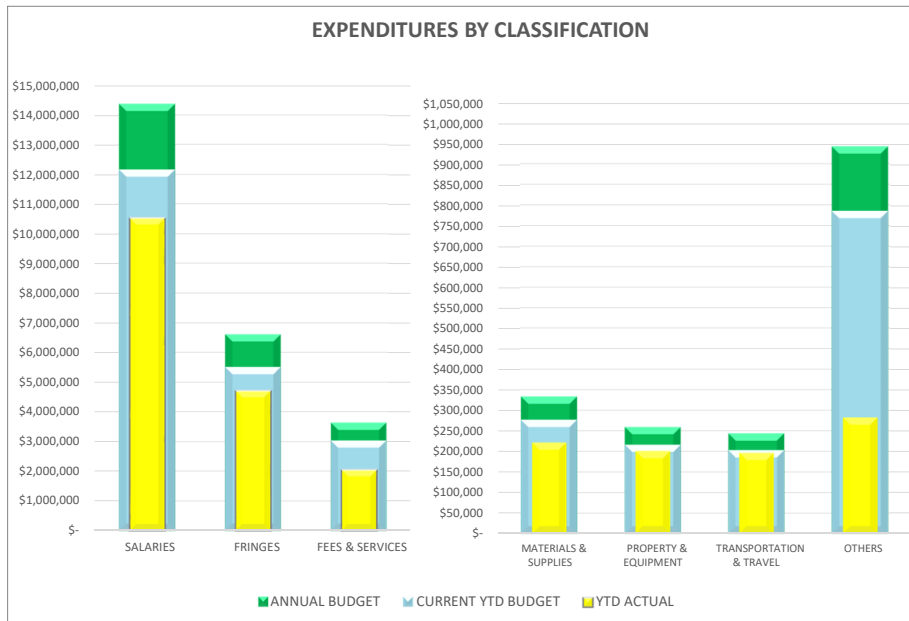


	Budgeted Revenue	Current YTD Budget	Current YTD Actual	Prior YTD Actual	Current YTD Budget VS Actual
State/Federal Funding	\$ 1,401,648	\$ 1,168,040	\$ 1,328,508	\$ 1,103,017	\$ (160,468)
Local Funding	2,316,647	1,930,539	2,020,139	1,699,545	(89,599)
County Funding	22,743,740	19,137,505	15,962,862	13,962,898	3,174,643
<b>Total Funding</b>	<b>\$ 26,462,035</b>	<b>\$ 22,236,084</b>	<b>\$ 19,311,508</b>	<b>\$ 16,765,460</b>	<b>\$ 2,924,576</b>

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

	ORIGINAL BUDGET	ANNUAL BUDGET	CURRENT YTD ACTUAL	ACTUAL AS A % OF BUDGET	CURRENT YTD BUDGET	(OVER)UNDER BUDGET	BUDGET BALANCE
	A	B	C	D = C/B	E	F = E-C	G = B - C
<b>SALARIES</b>	\$ 14,948,674	\$ 14,382,319	\$ 11,219,449	78.01%	\$ 12,169,655	\$ 950,206	\$ 3,162,870
<b>FRINGES</b>	6,693,215	6,631,031	5,009,520	75.55%	5,525,860	516,339	1,621,511
<b>MATERIALS &amp; SUPPLIES</b>	257,750	334,559	221,667	66.26%	278,799	57,133	112,892
<b>PROPERTY &amp; EQUIPMENT</b>	113,593	260,716	201,062	77.12%	217,264	16,201	59,654
<b>FEES &amp; SERVICES</b>	1,836,223	3,665,539	2,181,450	59.51%	3,054,616	873,166	1,484,089
<b>TRANSPORTATION &amp; TRAVEL</b>	245,804	245,149	196,090	79.99%	204,291	8,201	49,059
<b>OTHERS</b>	34,741	942,721	282,271	29.94%	785,601	503,330	660,450
<b>TOTAL</b>	\$ 24,130,000	\$ 26,462,035	\$ 19,311,508	72.98%	\$ 22,236,084	\$ 2,924,576	\$ 7,150,526

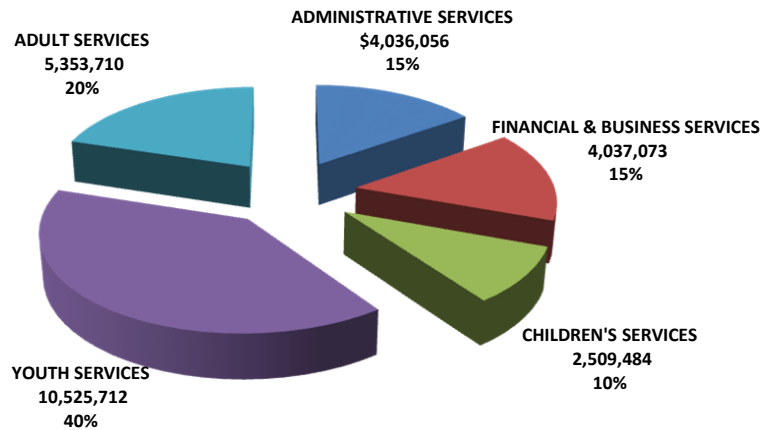
Expected Expenditure Level 84.03% 11.05% % Bud Variance



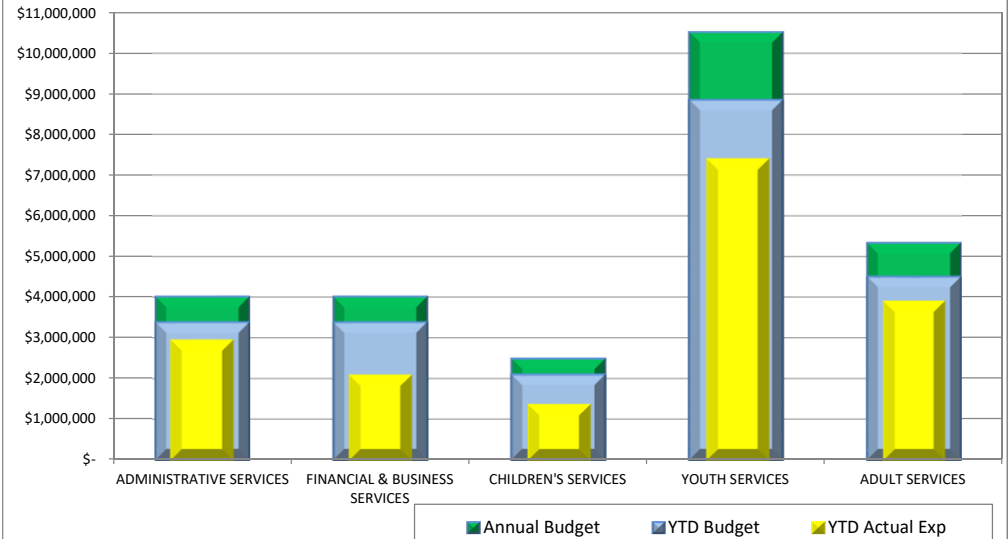
**HARRIS COUNTY PROTECTIVE SERVICES**  
For Children and Adults  
Budget Status as of December 31, 2016

	YEAR TO DATE						CURRENT MONTH				
	ANNUAL BUDGET	CURRENT ACTUAL	Actual as a % of budget	LAST YEAR ACTUAL	YTD BUDGET	(OVER)UND BUDGET	BUDGET BALANCE	CURRENT ACTUAL	LAST YEAR ACTUAL	CURRENT BUDGET	(OVER)UND BUDGET
	A	B	B/A	C	D	E = D - B	F = A - B	G	H	I	J = I - G
<b>EXPENDITURES BY DIVISION</b>											
ADMINISTRATIVE SERVICES	\$ 4,036,056	\$ 3,222,427	79.84%	\$ 2,977,817	\$ 3,382,011	\$ 159,584	\$ 813,629	\$ 373,501	\$ 514,341	\$ 336,338	\$ (37,163)
FINANCIAL & BUSINESS SERVICES	4,037,073	2,276,476	56.39%	1,164,068	3,388,757	1,112,280	1,760,596	324,266	123,134	336,423	12,157
CHILDREN'S SERVICES	2,509,484	1,484,015	59.14%	1,466,849	2,099,781	615,766	1,025,469	146,085	151,862	209,124	63,039
YOUTH SERVICES	10,525,712	8,068,281	76.65%	7,289,639	8,859,187	790,906	2,457,431	1,039,168	944,956	877,143	(162,025)
ADULT SERVICES	5,353,710	4,260,309	79.58%	3,568,015	4,506,348	246,040	1,093,401	558,259	467,465	446,143	(112,117)
<b>TOTAL EXPENDITURES</b>	<b>\$ 26,462,035</b>	<b>\$ 19,311,508</b>	<b>72.98%</b>	<b>\$ 16,466,387</b>	<b>\$ 22,236,084</b>	<b>\$ 2,924,576</b>	<b>\$ 7,150,526</b>	<b>\$ 2,441,280</b>	<b>\$ 2,201,758</b>	<b>\$ 2,205,170</b>	<b>\$ (236,110)</b>

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



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



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

	IFAS ORG KEY	Number of positions	GRANT PERIOD	REIMB AMOUNT	Expenditures 12/31/2016	YTD Budget	% Exp to YTD Budget	Variance	Budget Balance as of 12/31/2016	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
<b>CHILDREN'S SERVICES</b>											
Family Assessment	LUQ88014	4.5	09/01/16 - 08/31/17	\$ 375,000.00	\$ 114,075.11	\$ 125,000.00	91.26%	\$ 10,924.89	\$ 260,924.89	\$ 260,924.89	\$ -
Permanency Planning Team	KDQ88014	15	09/01/16 - 08/31/17	950,000.00	295,654.94	316,666.67	93.36%	21,011.73	654,345.06	654,345.06	-
Drug Testing	RIR88013	1	09/01/16 - 08/31/17	65,000.00	16,025.16	21,666.67	73.96%	5,641.51	48,974.84	43,333.33	5,641.51
Pre-Adopt Review (RAS)	WNS88014	0	09/01/16 - 08/31/17	64,800.00	7,935.64	21,600.00	36.74%	13,664.36	56,864.36	43,200.00	13,664.36
Child Welfare Integrated Healthcare Expansion Initiative-Episcopal Health Foundation (Discretionary match \$34,741)	YAA88006	0.5	03/01/16 - 02/28/17	110,641.00	47,262.34	92,200.83	51.26%	44,938.49	63,378.66	18,440.17	44,938.49
HOPES - DePelchin Children's Center (Yr 2)	GRS88014	2	09/01/16 - 08/31/17	162,071.00	47,775.31	54,023.67	88.43%	6,248.36	114,295.69	108,047.33	6,248.36
Clinic Integrated Health Exp (VOCA) (Required match \$55,455.04)	IOR88014	4	10/01/16 - 09/30/17	379,560.15	5,077.92	94,890.04	5.35%	89,812.12	374,482.23	284,670.11	89,812.12
<b>YOUTH SERVICES</b>											
<u>HAY CENTER</u>											
PAL Life Skills and Assessment	LAR88017	3	09/01/16 - 08/31/17	242,842.00	69,998.07	80,947.33	86.47%	10,949.26	172,843.93	161,894.67	10,949.26
PAL Case Mgt and Room and Board Assistance	LAR88056	9	09/01/16 - 08/31/17	1,021,802.00	255,396.54	340,600.67	74.98%	85,204.13	766,405.46	681,201.33	85,204.13
Required Match = \$255,855.72											
TWC Transition Center (3 temporary transfer of funds from GF) (1st = \$18,098, 2nd = \$18,098, 3rd = \$36,196)	PNR88056	3	10/01/16 - 11/04/16	72,392.00	51,099.25	54,294.00	94.12%	3,194.75	21,292.75	21,292.75	-
Transition-Age Youth Planning Initiative (Hogg Foundation) Yr 3 of 4	CBR88056	3	06/01/16 - 05/31/17	316,750.00	178,836.87	184,770.83	96.79%	5,933.96	137,913.13	131,979.17	5,933.96
HAY Transition Coaching Program-HAY Center Foundation Required Match = \$22,335.87	YAB88005	1	10/01/16 - 09/30/17	45,000.00	8,446.74	11,250.00	75.08%	2,803.26	36,553.26	36,553.26	-
<u>Community Youth Development</u>											
Gulfton (74.38% of budget is subcontractors)	LBS88061	1.5	09/01/16 - 05/31/17	362,358.00	89,966.86	161,048.00	55.86%	71,081.14	272,391.14	272,391.14	-
Pasadena (76.83% of budget is subcontractors)	LBS88062	1.5	09/01/16 - 05/31/17	362,358.00	104,591.48	161,048.00	64.94%	56,456.52	257,766.52	257,766.52	-
Runaway Youth/Safety Net Program Match = \$188,905	BDR88047	0	09/30/16 - 09/29/17	190,921.00	12,347.70	47,730.25	25.87%	35,382.55	178,573.30	143,190.75	35,382.55
Concrete Services/TLAs	LCQ88018	0	09/01/16 - 08/31/17	175,644.00	54,109.75	58,548.00	92.42%	4,438.25	121,534.25	117,096.00	4,438.25
Senior Justice Assessment Center Project(VOCA) (Required match \$21,123.76)	IZR88014	4	10/01/16 - 09/30/17	383,742.00	-	95,935.50	0.00%	95,935.50	383,742.00	287,806.50	95,935.50
Grand Total				\$ 5,280,881.15	\$ 1,358,599.68	\$ 1,922,220.45	70.68%	\$ 563,620.77	\$ 3,922,281.47	\$ 3,524,132.98	\$ 398,148.49

Harris County Protective Services Fund Board

Approved Budget 2016-2017

As of December 31, 2016

	Initial Budget 2016 -2017	Adjusted Budget	Year to Date Actual	Year to Date Budget	Budget Variance	Remaining Budget Balance	
	A	B	C	D	E = C - D	F = B - C	
<b>Revenues</b>							
HCPS TX Child Welfare Boards - License Plate	\$ 600.00	\$ 600.00	\$ -	\$ -	\$ -	\$ 600.00	Funds raised throught the sale of license plates for child abuse
HCPS 50th Anniversary Luncheon	30,300.00	30,300.00	32,585.00	30,300.00		(2,285.00)	Funds raised for the 2016 HCPS 50th anniversary gala luncheon
HCPS Fund Board Operating Account	12,000.00	12,000.00	-	-	-	12,000.00	Proceeds from the 50th Anniversary Luncheon (\$11,500) plus the reimbursement of the \$500 venue deposit for the use of operating expenses
Fundraising Event - TBD	100,000.00	100,000.00	-	-	-	100,000.00	Potential Fundraiser for the current fiscal year
HCPS Bank Account Interest	100.00	100.00	19.92	25.00	(5.08)	80.08	Interest Earned
Total Revenues	143,000.00	143,000.00	32,604.92	30,325.00	(5.08)	110,395.08	
Equity (INCREASE) DECREASE	35,516.42	35,516.42	-	-	-	35,516.42	
Total Revenue and Equity	<b>\$ 178,516.42</b>	<b>\$ 178,516.42</b>	<b>\$ 32,604.92</b>	<b>\$ 30,325.00</b>	<b>\$ (5.08)</b>	<b>\$ 145,911.50</b>	
<b>Expenditures</b>							
HCPS Capital Campaign -Svgs	\$ 60,000.00	\$ 60,000.00	\$ -	\$ -	\$ -	\$ 60,000.00	Renovations to YSC - construction and fees.
HCPS 50th Anniversary Luncheon - Expenses	18,600.00	18,600.00	19,436.35	18,600.00		(836.35)	Expenses for the 50th Anniversary Luncheon
HCPS 50th Anniversary Luncheon - Proceeds	62,000.00	62,000.00	1,500.00	1,500.00	-	60,500.00	Proceeds from the 50th Anniversary Luncheon. \$12,000 to Fund Board Operating Account and \$50,000 for enhancements of programs and/or buildings
HCPS Enhancing & Sustaining	6,466.42	6,466.42	-	-	-	6,466.42	Funds for HCPS programs.
HCPS Houston Junior Woman's Club 2008-2009	5,000.00	5,000.00	-	-	-	5,000.00	Murworth Lobby
Fundraising Event - TBD	25,000.00	25,000.00	-	-	-	25,000.00	Expenses for potential fundraiser
HCPS Texas Child Welfare Boards - License Plate	250.00	250.00	-	-	-	250.00	Funds come in from license plates for Child Abuse. Funds will be used for Child Abuse Prevention programming.
HCPS Fund Board Operating Expenses	1,200.00	1,200.00	-	-	-	1,200.00	Funds to be used for Fund Board Operating Expenses
Total Expenditures	<b>\$ 178,516.42</b>	<b>\$ 178,516.42</b>	<b>\$ 20,936.35</b>	<b>\$ 20,100.00</b>	<b>\$ (836.35)</b>	<b>\$ 157,580.07</b>	



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

**BEAR**

**December 2016      YTD**

• Total Number of Children Served	1,003	10,499
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**Training Institute**

• Total Number BSD Classes in Session	3	24
• Total Number of BSD Students Enrolled	97	724
• Total Number of Participants Attending DFPS/HCPs Workshops	96	1,375

**CHILDREN'S SERVICES**

**Children's Crisis Care Center (\*December Pending)**

• Child Evaluations		705
• Family Evaluations		316
• Permanency Planning Team Meetings		2,870
• Family Conference Meetings		220

**Medical & Dental Clinic (\*December Pending)**

• Medical Services: Number of Children Served		1,731
• Dental Services: Number of Children Served		675
• Behavioral Health Services: Number of Children Served		146
• Drug Testing: Number of Clients Served		939

**Transitional Services**

• Number of PAL In-Care Youth Served	181	1,853
• Number of PAL Aftercare Youth Served	120	1,134
• Youth Served at the HAY Center	227	1,758

**GUARDIANSHIP SERVICES**

• Wards as of 12/30/2016	1,199	1,307
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**YOUTH SERVICES**

**Resource Services (Includes CRCG)**

• Number of Families Enrolled	9	100
• Number of New Assessments	2	48
• Number of CRCG Wrap Meetings	9	61

**Community Youth Services (CYS)**

• Number of New Cases Opened (School Year : *8/1/2016 to 7/31/2017)	240	2,345
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**Kinder Emergency Shelter**

• Total Number of Youth Served (unduplicated)	42	553
• Number of New Admissions	23	271
• Occupancy Rate	73%	85%

**TRIAD Prevention Services (unduplicated)**

• Community Youth Development: Number of Unduplicated Youth Served	67	1,397
• Mental Health Services: Number of Cases Opened	4	56
• Justice of the Peace Court WRAP: Number of Cases Opened	3	31
• Justice of the Peace Court Liaison Program: Total Number of Families Served	188	3,008
• Juvenile Intake Diversion Program: Total Number of Youth Served	46	719
• Juvenile Intake Diversion Program: Crisis Hotline Calls Received	87	973
• Parenting with Love and Limits: Total Number of Family Cases Opened	0	134
• Parent/Teen Survival: Number of youth enrolled	12	270

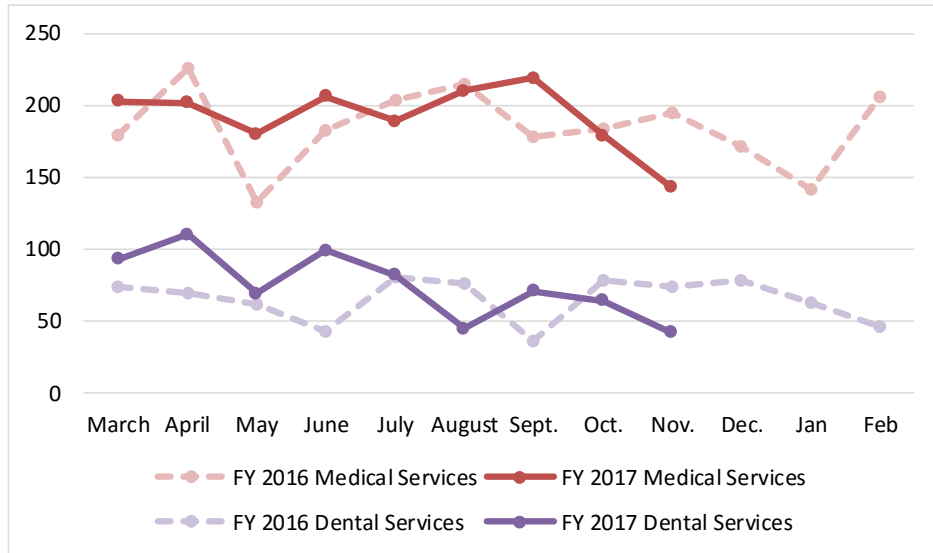
**NOTES:** All monthly statistics represent service activity over 30 days, except where otherwise indicated. All Year-To-Date (YTD) statistics represents service activity from 3/1/16 through 2/28/17 to date unless otherwise indicated. All information represents unduplicated statistics unless otherwise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

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

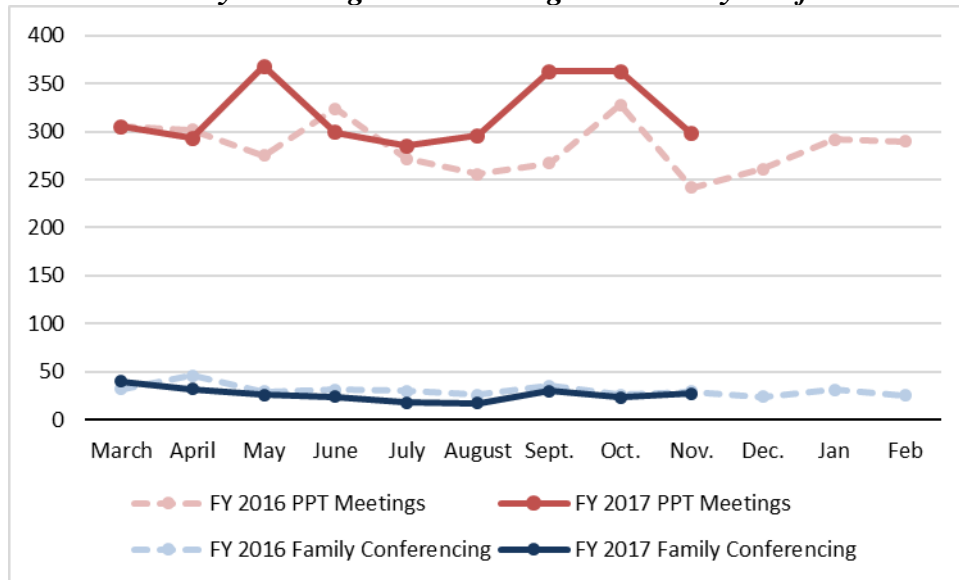
**CHILDREN'S SERVICES**

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*Children Served by the HCPS Clinic*

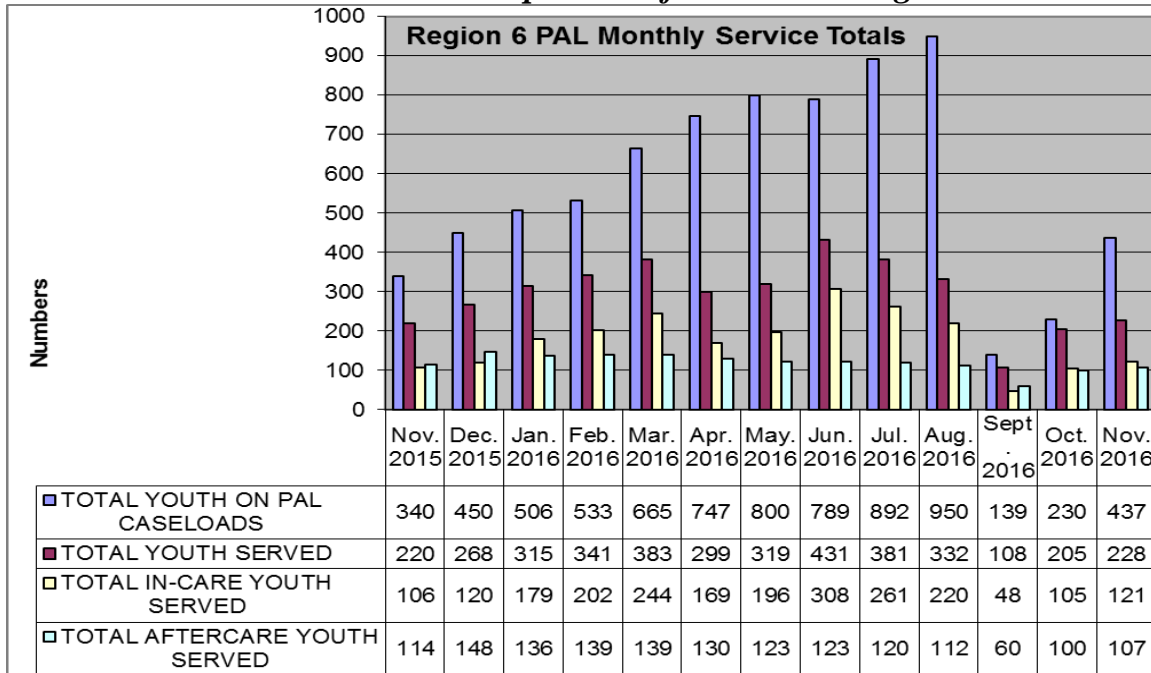


*Children's Crisis Care Center*  
*Permanency Planning Team Meetings and Family Conferences*

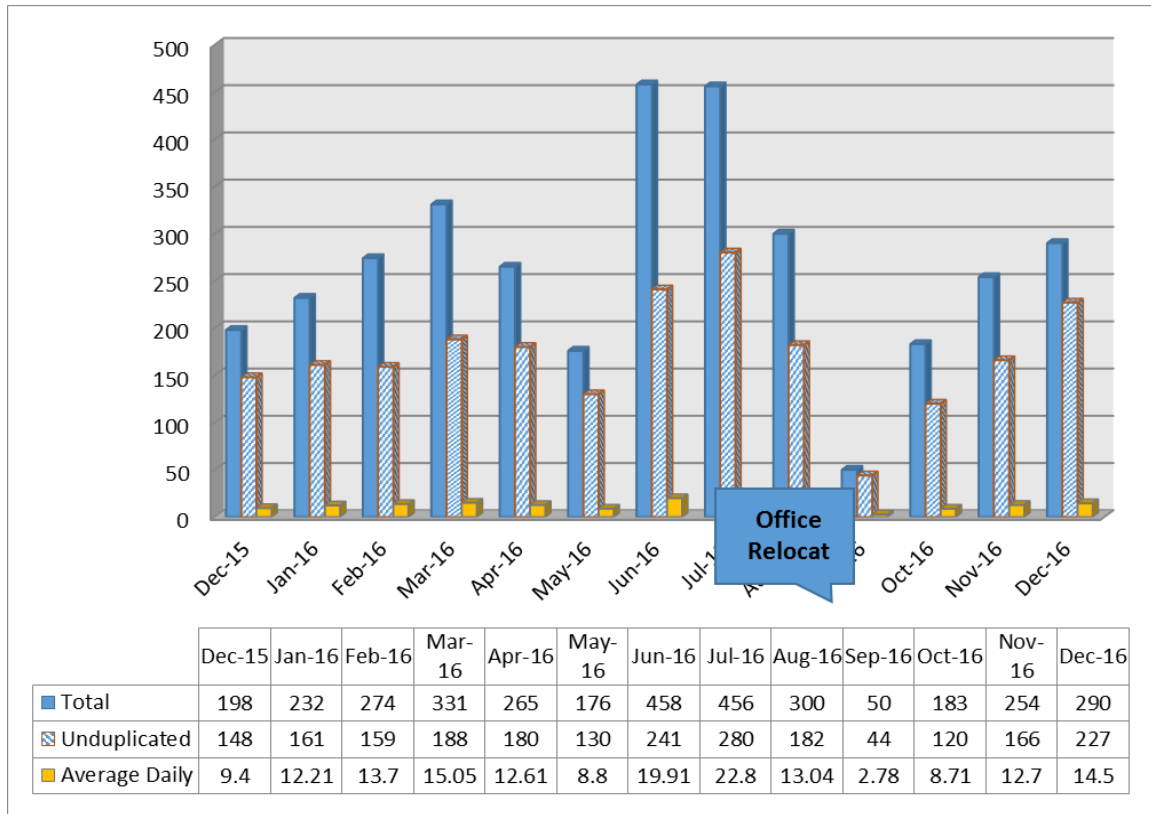


**Harris County Protective Services for Children & Adults**  
**Monthly Program Report Summary**  
**December 2016**

***HAY Center- Preparation for Adult Living***



***HAY Center- Transitional Services***

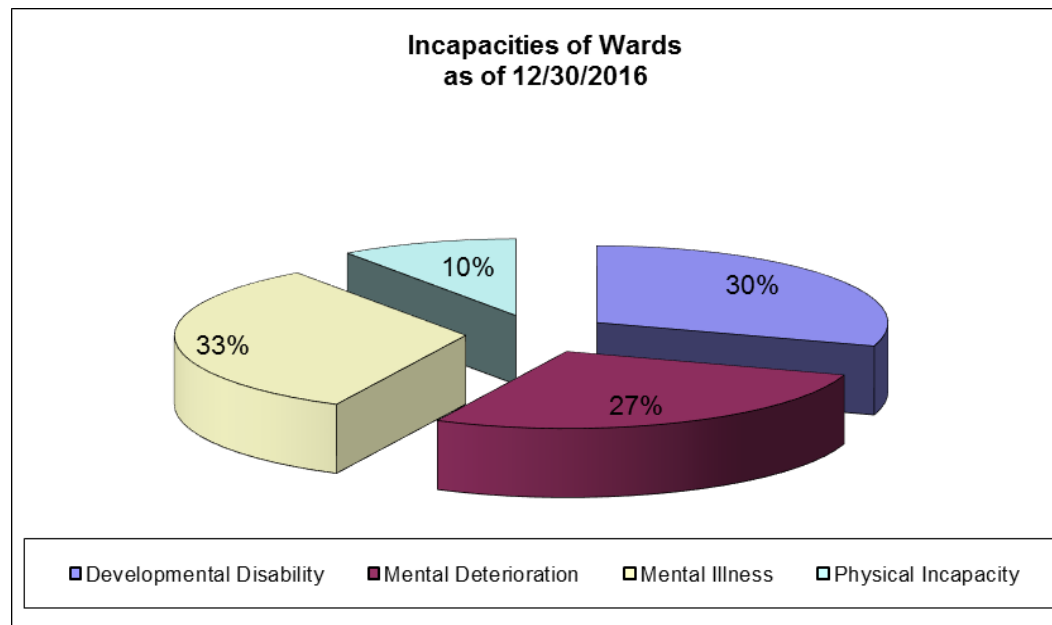
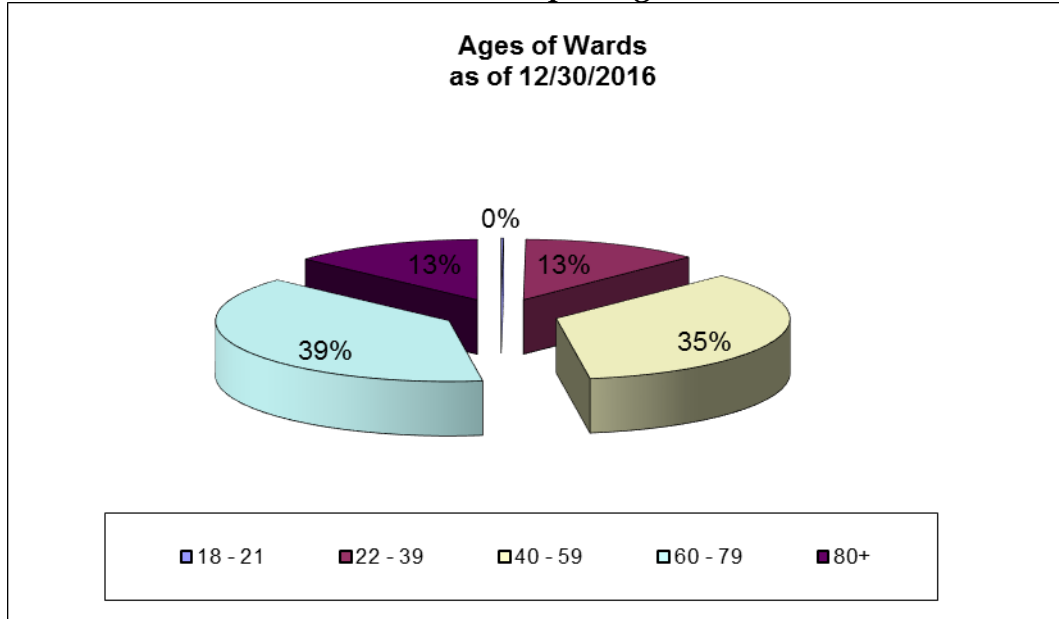


**Harris County Protective Services for Children & Adults**  
**Monthly Program Report Summary**  
**December 2016**

**ADULT SERVICES**

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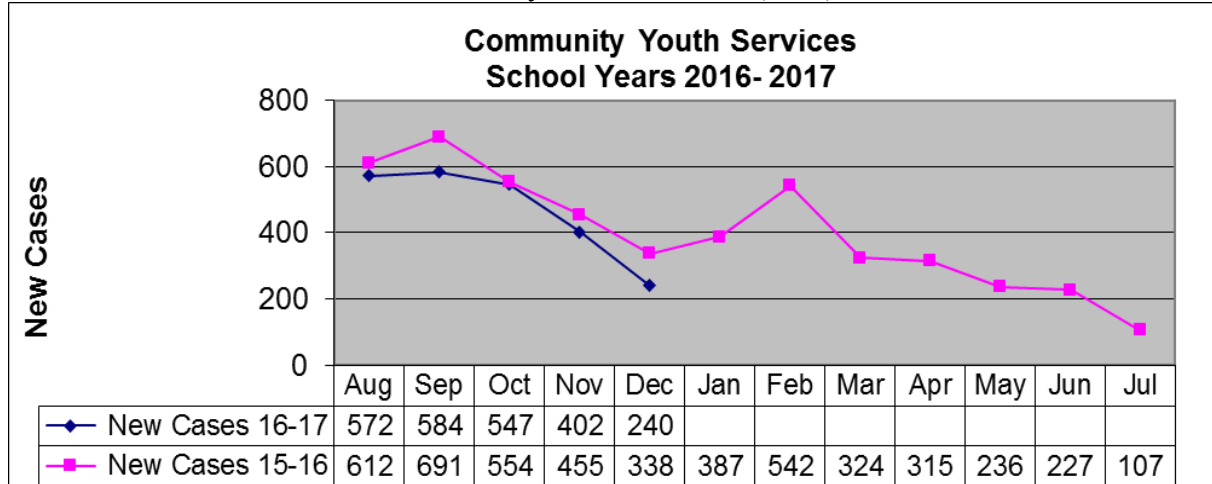
***Guardianship Program***



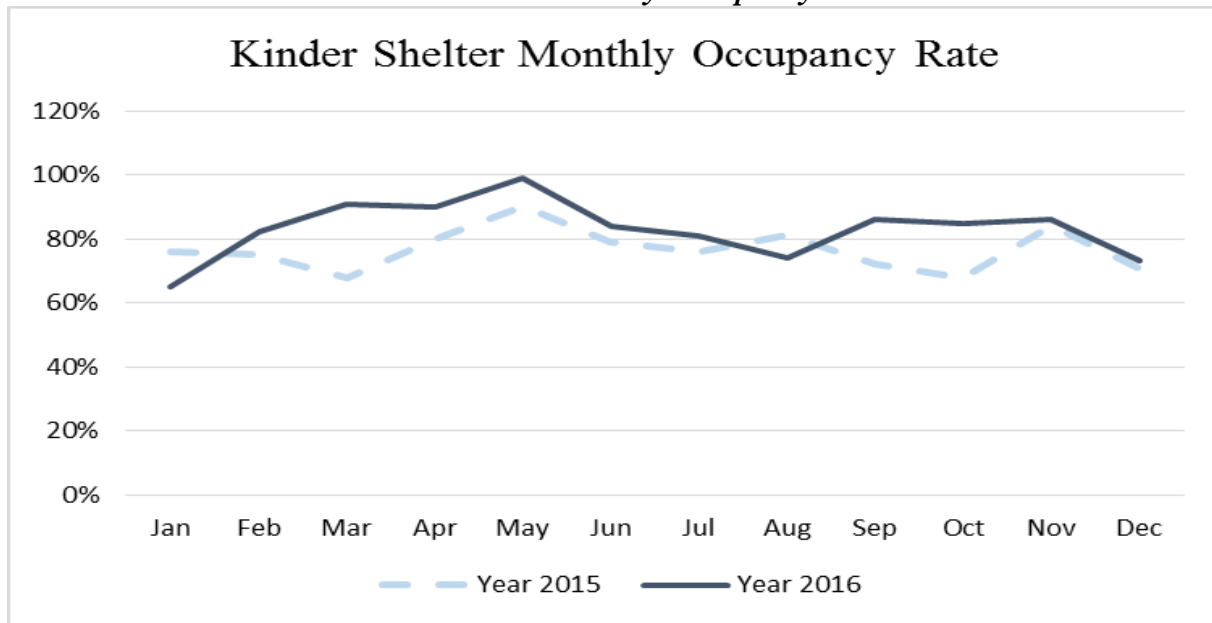
**Harris County Protective Services for Children & Adults**  
**Monthly Program Report Summary**  
**December 2016**

**YOUTH SERVICES**

*Community Youth Services (CYS)*



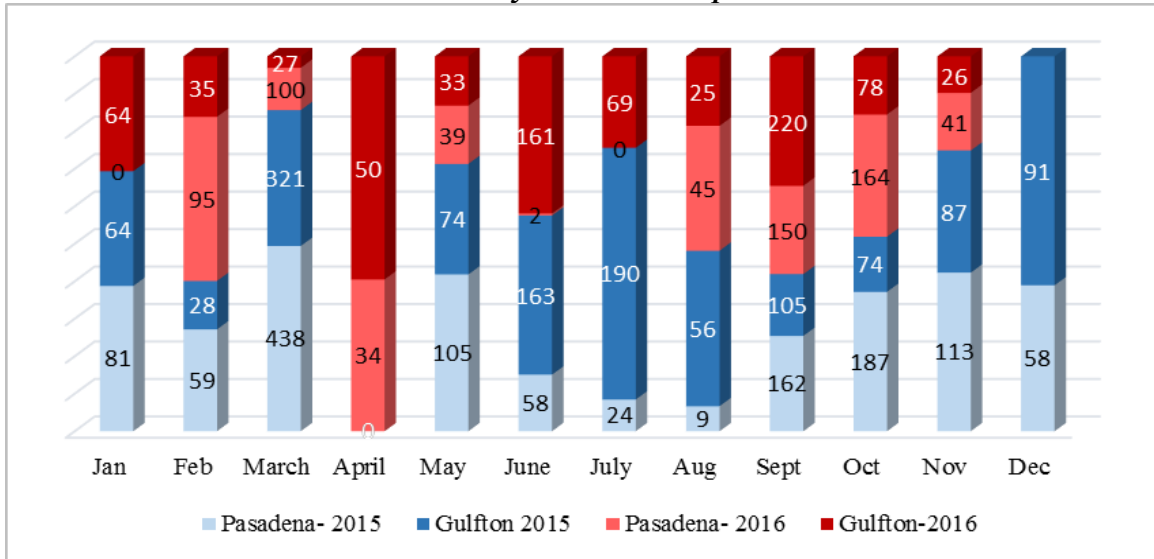
*Kinder Shelter Monthly Occupancy Rate*



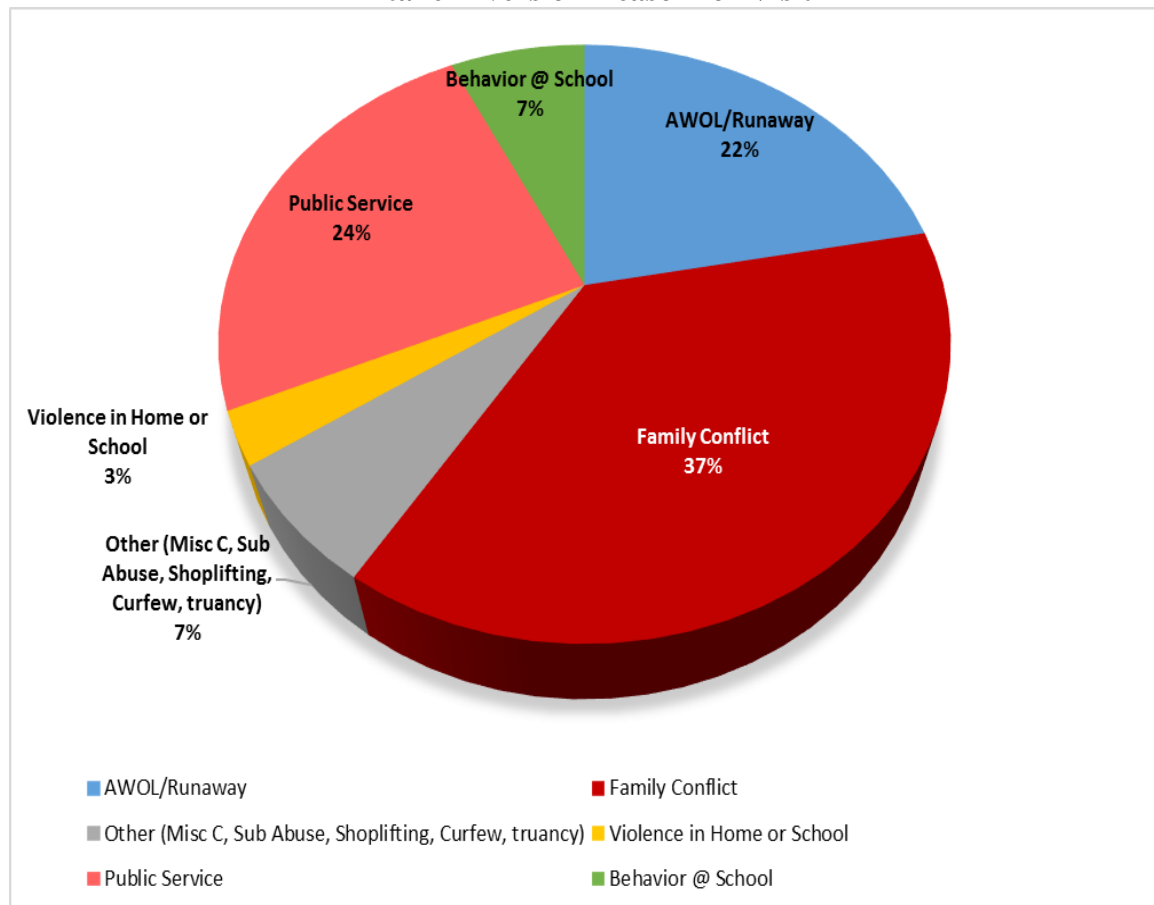
**Harris County Protective Services for Children & Adults  
Monthly Program Report Summary  
December 2016**

***TRIAD Prevention Services***

***Community Youth Development***



**Intake Diversion Reason for Visit**

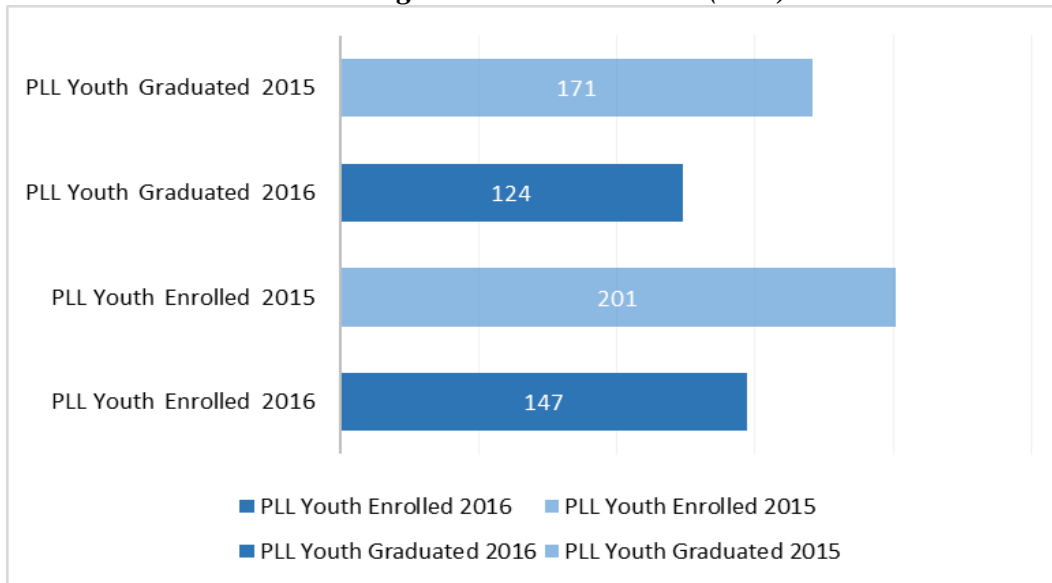


# Harris County Protective Services for Children & Adults

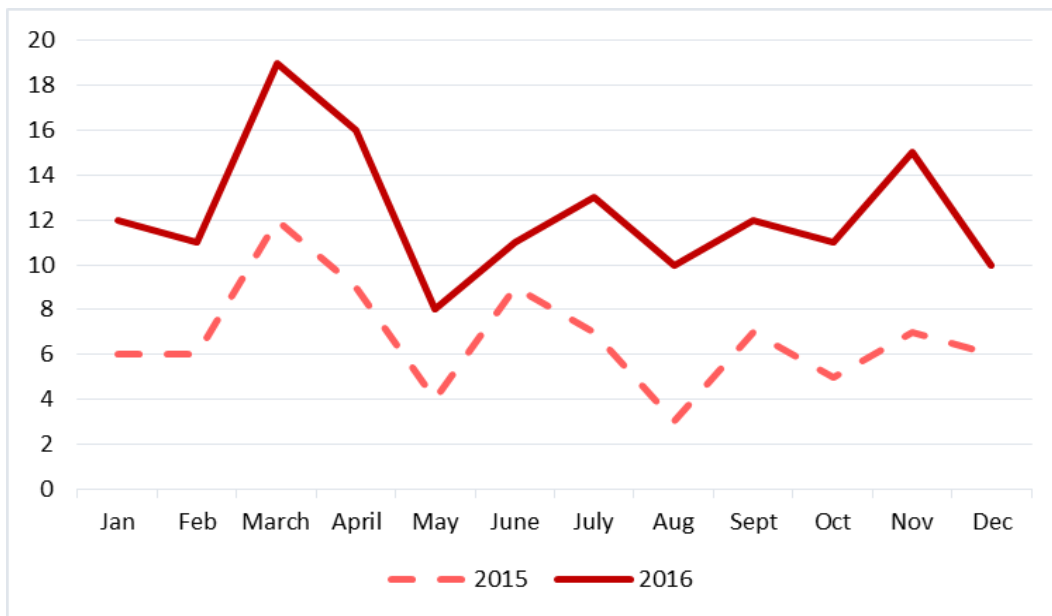
## Monthly Program Report Summary

### December 2016

#### *Parenting with Love and Limits (PLL)*

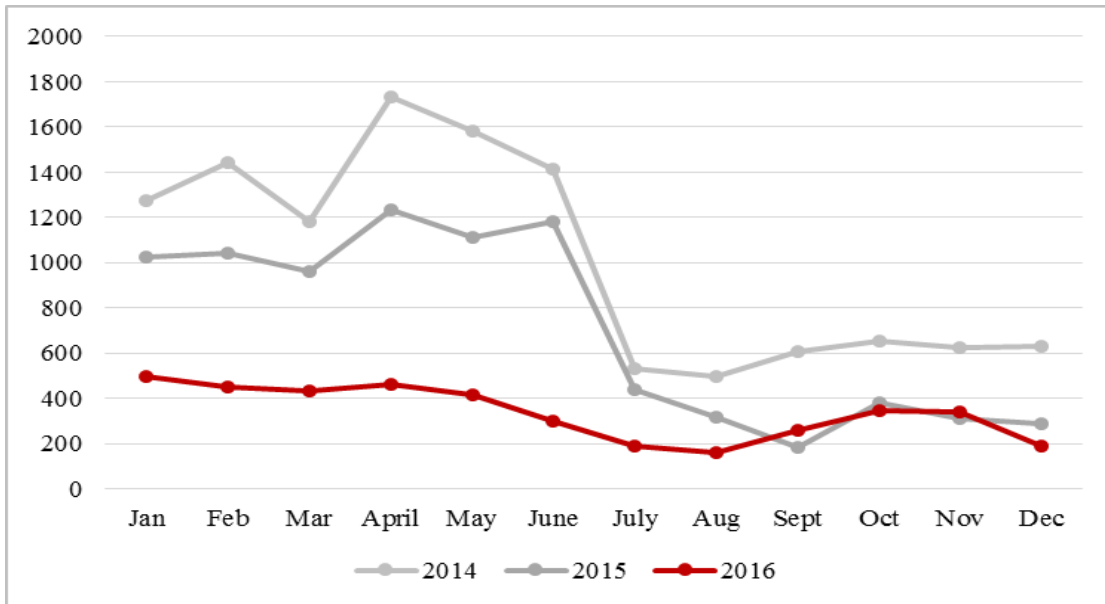


#### *TRIAD Mental Health Services Enrollments*

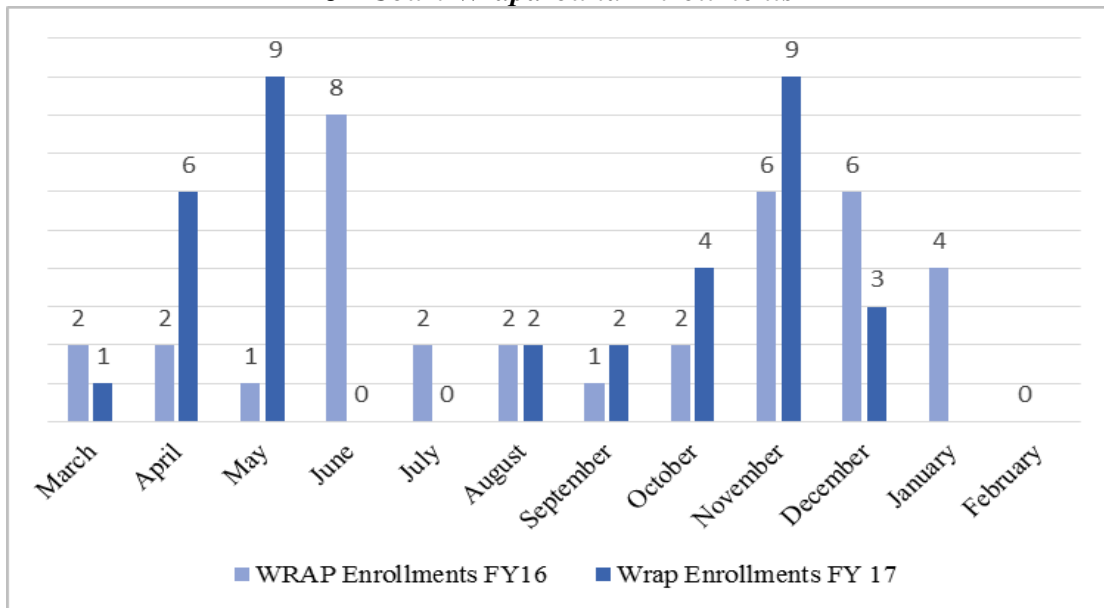


**Harris County Protective Services for Children & Adults**  
**Monthly Program Report Summary**  
**December 2016**

***JP Court Families Served***



***JP Court Wraparound Enrollments***





**HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS**

**Executive Committee Meeting**

**January 17, 2017**

**MINUTES**

***ATTENDANCE***

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

**Staff:** Joel Levine, Executive Director  
Jeff Alexander, Youth Services Division Manager  
Anna M. Bell, Director of Organizational Development and  
Strategic Initiatives  
Claudia Gonzalez, Adult Services Administrator  
Ginger Harper, Youth Services Administrator  
Renita Laury, DFPS Program Administrator  
Jackie McMillon, Director of 4Cs and Clinic  
Estella Olguin, Community Relations Director  
Beverly Pettway, Financial and Business Services Administrator

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

***NEW BUSINESS***

**Discussion and consideration of the 2017 Annual Report**

Estella Olguin stated that the 2017-18 Annual report will focus on the agency's 50<sup>th</sup> anniversary. Throughout the annual report there will be images of children, youth and adults looking up and grabbing at the gold balloons.

Joel Levine added that the purpose of the Annual Report is to show the agency's partnership with the Department of Family and Protective Services and how both systems will touch a child and family as they walk through that system.

***DFPS UPDATE***

In the absence of Ms. Broussard-White, Renita Laury thanked Harris County Protective Services for their sponsorship of the Annual Staff Appreciation event.

Per recommendation from the Legislative hearing, Regions 6A, 3 and 8 are continuing to work in partnership with the Department of Public Safety (DPS) in helping to find families that are hard

to locate. The Legislature approved the hiring of additional staff including Investigations and Family based workers.

DFPS is continuing to work on revolving issues at Point of Entry.

### ***YOUTH SERVICES COMMITTEE***

Sherea McKenzie reported that a generous amount of Christmas gifts for clients were received from BEAR, a live Christmas tree and gifts were donated for the youth in the shelter. Also, some of the shelter youth were invited to attend the annual Epiphany Concert at a local church which also provided outfits and new shoes for each youth as well as hosting a party with lunch, games and gifts. Numerous toys and bicycles from Texas Children's Hospital were coordinated by HCPS Board member Charlene Hunter-James just to name a few of the donors.

The HCPS Fund Board approved the distribution of \$1,500 of donated funds earmarked to the YSD that was generously given at the HCPS 50<sup>th</sup> Anniversary Luncheon. These funds were used to purchase Christmas gifts for needy families.

### ***ADULT SERVICES COMMITTEE***

While the committee did not have a meeting, Marilyn DeMontrond reported that the blanket drive was very successful. There were 1,309 blankets and \$2,775 from 67 donor groups.

Challenges with the Social Security Administration continue. Social Security has gone to a new computer system and the system is troubled with problems. The problems have been identified nation-wide and SSA has developed a deadline of January 20, 2017 to resolve these computer issues.

The division is in the process of finalizing the Policies and Procedures that will accompany the Memorandum of Understanding for the Senior Justice Assessment Center. The goal is to have the Memorandum to Commissioner's Court in February for approval.

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

The budget has an anticipated rollover of \$2,007,224. The division is looking at purchasing IT equipment and vehicles for the department.

Beverly Pettway stated that she received a letter from the State regarding Title IV-E. They have come up with a billable amount that is going to be approximately \$850,000. She is working with the auditors' office to determine how the monies will be classified.

### ***CHILDREN'S SERVICES COMMITTEE***

In the absence of Patrice McKinney, Jackie McMillon reported that hundreds of donors, along with 849 volunteers ensured that 11,292 children received toys and gifts this holiday season through the BEARing Gifts Program.

She added that the division's drug screening contract with DFPS has been underperforming for the past year and has been a concern. The contract minimum for drug testing is two hundred fifty clients monthly and that has not been happening. Consequently, as of February 1, 2017 it is the intent to notify DFPS that HCPS will not be working with them in conjunction with the drug screening contract.

#### ***BOARD STRUCTURE AD HOC COMMITTEE***

Phil Kunetka reported that the committee continues to discuss the board restructure. He outlined some of the ideas that they are currently reviewing. After extensive discussion with board members, he suggested that more details of the plan be presented at the February or March meeting.

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

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

#### ***LEGISLATIVE UPDATE***

Amanda Jones with the Office of Legislative Relations reported that she compiled a list of bills that have been filed that relate to Child Protective Services in Texas. She said she will be working with Joel Levine on identifying priorities and its possible impact on the department.

Two bills of concern was House Bill 723, sponsored by Representative Eugene Wu relating to the establishment of county boards to oversee the provision of child protective services in certain counties in Texas and also spoke on SB 11, sponsored by Senator Charles Schwertner, relating to the administration of services provided by the Department of Family and Protective Service, including foster care, child protective, and prevention and early intervention services.

#### ***CHILD WELFARE LEAGUE OF AMERICA***

No Report. .

#### ***BOARD EDUCATION PROGRAMS***

Mr. Levine stated that the January board meeting presentation will be on My Brother's Keeper.

\* \* \* \* \*

The meeting adjourned at 1:55 p.m.

# **Commissioner's Court Report**

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

### **December 6, 2016**

1. Authorization to use donated and special revenue funds in the amount of \$4,500 to purchase various gift cards for wards served by the Guardianship Program.
2. Approval of payment in the additional amount of \$3,000 for costs associated with guardian certification fees for certain employees of the Guardianship Program.

### **December 20, 2016**

1. Authorization for staff to host monthly Community Resource Coordination group meetings and an annual retreat during the period of March 1, 2016 – February 28, 2017 in Houston for representatives of child-serving agencies in the county at an estimated cost of \$2,500.
2. Authorization to purchase Metro cards, furniture vouchers, and supplies in the total amount of \$2,500 for emergency needs of clients participating in the Community Youth Services Program.
3. Authorization on the Child and Adolescent Needs and Strengths Assessment Conference. The amount of \$3,880 approved 9/13 for two employees – date change. Conference was held in Princeton, NJ.
4. Travel authorization for one staff to attend the Council on Accreditation peer review site visit from 01/28/2017 through 02/01/2017 in Toledo, OH. The amount spent is \$2,400.
5. Travel authorization for two staff to attend the National Summit on Youth Homelessness from 03/12/2017 through 03/15/2017 in Washington, DC. The amount spent is \$3,800.
6. Authorization to accept an amendment to an agreement with the Texas Department of Family and Protective Services for additional grant funds in the amount of \$17,000, with no required match, for the Concrete Services & Transitional Living Allowance Program.
7. Authorization to accept and extend certain grant-funded positions and temporarily transfer \$36,196 from the department's general fund to the grant account pending receipt of the grant award for the Houston Alumni & Youth Center Program.