COUNTY OF GLENN
AGENDA ITEM TRANSMITTAL

MEETING DATE: April 5, 2016
Submitting Department(s): Personnel Department
Brief Subject/Issue Description:
Recommendation to amend Health and Human Services Agency's Position Allocation List to add one (1) Social Worker Supervisor II/II position to support expanding Social Services regulations related to placement and treatment options for youth in foster care and one (1) Staff Services Specialist to support the administration and compliance needs of the entire agency.

AGENDA PLACEMENT

Appointment - Appearances by: (Specify Name & Title)

Attachments

Legal/Personnel/Fiscal

County Counsel
Personnel
Finance

Required Minutes

Business - No ☒ Consent
Correspondence ☐ Reports & Notices

AFFECTED DEPARTMENT(S)

Receive Concurrence

PUBLIC HEARINGS & COMMITTEE VACANCIES

Public Hearings:
Published ☐
Affidavit on File w/Clerk ☐
Affected Parties Notified ☐

Committees:
Vacancy Posted ☐
Application Attached ☐

LEGISLATION

State ☐ Federal ☒

FUNDING SOURCE/IMPACT

General Fund Impact ☒
Other: ☐ No General Fund Impact

CONTRACTS, LEASES & AGREEMENTS

New ☐ Renewal ☐
Amendment ☐

Insurance Certificate ☐
Contract Report ☐

Date of Original Contract:
Contract No.:
Fiscal Year:

Funding Source: Impact

Bill#: ☐
Latest Version of Bill ☐

Draft Letter Attached ☐
List of Supporters/Opposers ☐
Statement of Relevance to County Interests ☐
Description Attached ☐

Contingency Request ☐

RECOMMENDED ACTION/MOTION:

Adopt a resolution to amend the Position Allocation List for Health and Human Services, adding one (1) Social Worker Supervisor II/II position and one (1) Staff Services Specialist position.

Reviewed By (if applicable):

Linda Durrer, Director of Personnel

Health and Human Services Agency, Director
COUNTY OF GLENN
BOARD REPORT

Submitted by Health and Human Services Agency (HHSA)
(Department)

EXECUTIVE SUMMARY:

The Continuum of Care Reform is a set of reforms to child welfare services, probation and mental health programs that is based on the understanding that children who must live apart from their biological parents do best when they are cared for in committed nurturing homes. Assembly Bill 403 provides the statutory and policy framework to ensure that adequate services and supports are put into place for the foster care children and their families.

The Health and Human Services Agency (HHSA) seeks authorization to add two new positions to its Position Allocation List. One of these positions will support expanding regulations for the Social Services Division and promotes the goal of an integrated service delivery model in the Child Welfare unit. The second position will be assigned to the Administration unit, and duties will include staff development, contract and grant administration, integration of policies and procedures and various other administrative staff support services.

This is a request to amend the HHSA Position Allocation List (PAL) adding one (1) full time equivalent (FTE) Social Worker Supervisor I/II position and one (1) full-time equivalent (FTE) Staff Services Specialist position.

RECOMMENDATION(S): Approve the following requests:

1. Adopt a resolution to amend the Position Allocation List for Health and Human Services, adding one (1) Social Worker Supervisor I/II position and one (1) Staff Services Specialist position.

HISTORY AND BACKGROUND:

In 2015 the governor signed legislation by Assembly Member Mark Stone (D-Monterey Bay) that comprehensively reforms placement and treatment options for youth in foster care. Assembly Bill 403 was also sponsored by California Department of Social Services (CDSS), and we are working closely with CDSS on a bi-weekly basis to develop timelines, plans, and integration models to respond appropriately. CDSS has provided initial funding to assist in the development of one component, the Foster and Relative Caregiver Recruitment, Retention and Support Plan which supports the Resource Family Approval Program. This reform will impact every unit in our agency, but most significantly the Child Welfare and Behavioral Health units.

HHSA has integrated all of its Administration services into one unit. Currently, the administration unit (Admin) handles the administration needs of the entire agency,
COUNTY OF GLENN
BOARD REPORT

including the processing and execution of over three hundred (300) contracts. Admin also handles the agency vehicles, agency cell phones, facility requests for ten (10) buildings, employee and site safety, website updates and redesign, large procurements, grant applications, and drafts reports and resolutions that go before this Board. In addition, Admin assists with managing and implementing short and long-term projects, e.g., handling the purging of warehouse files, deploying the new phone system, and various other information technology projects and agency projects as needed. As part of the integration effort, the Admin team is leading the effort to integrate the policies and procedures for the Agency. The Admin unit also assists the various divisions of the agency in keeping up with reporting requirements, drafting required plans, applications and other required reports under numerous State contracts and grants. When the HHSA was consolidated, the Admin unit was reduced from eight (8) positions to three (3) positions, even though this time period has included a significant investment in modernization of systems, facilities, etc.

FISCAL/PERSONNEL IMPACT(S):

No General Fund Impact. Funds for the Social Worker Supervisor will come from the new Foster Parent Recruitment and Retention allocation, and funds for the Staff Services Specialist will be shared by all programs at the HHSA.

ANALYSIS/DISCUSSION:

The Health & Human Services Agency (HHSA) is responding to the “Continuum of Care Reform” (CCR) in our Child Welfare system. CCR includes multiple complex programs in an effort to reform child welfare services. In 2017, we will need to have the following programs implemented: (1) Approved Relative Caregivers Program (ARC), (2) Resource Family Approval Program, (3) Quality Parenting Initiative, (4) Child and Family Teaming, and (5) Pathways to Mental Health. Reform initiatives will occur in stages between now and 2021. Supporting information regarding CCR fundamental principles is included for review.

HHSA needs to hire additional, highly educated professional staff that can work independently and focus on the implementation stages of CCR reform. Hiring additional professional HHSA staff to lead and facilitate the CCR initiatives will be the first significant, fundamental effort of the HHSA. The Social Worker Supervisor I/II position allows us to recruit appropriate candidates who have studied and worked in the field of Social Work; and who have experience working with foster youth.

HHSA needs to enhance the ability of the Administration unit to handle the many, varied and sometimes complex tasks for which they are responsible. The duties included under the Staff Services Specialist position description aligns with the tasks performed in the Admin unit. By adding an additional Staff Services Specialist position to the PAL, the Admin unit will be better able to serve staff support needs and the agency as a whole will benefit.
RESOLUTION NO. 2016-____

A RESOLUTION TO AMEND THE POSITION ALLOCATION LIST FOR THE HEALTH AND HUMAN SERVICES AGENCY

* * * *

WHEREAS, the Health and Human Services Agency (HHSA) has a need to amend the HHSA Position Allocation List (PAL); and

WHEREAS, the Health and Human Services Agency (HHSA), Social Services Division (SSD) has a need for an additional Social Worker Supervisor I/II position to assist with the Foster and Relative Caregiver Recruitment, Retention and Support Plan in response to the Continuum of Care Reform of the Child Welfare system; and

WHEREAS, the Health and Human Services Agency (HHSA) has a need for an additional Staff Services Specialist position to assist with accommodating the administrative needs of the Agency; and

WHEREAS, it is requested that the Position Allocation List be amended to add the following positions:

<table>
<thead>
<tr>
<th>Health and Human Services Agency, Social Services Division (01025010)</th>
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</thead>
<tbody>
<tr>
<td>Position</td>
</tr>
<tr>
<td>Social Worker Supervisor I/II</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Health and Human Services Agency (01024300)</th>
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</thead>
<tbody>
<tr>
<td>Position</td>
</tr>
<tr>
<td>Staff Services Specialist</td>
</tr>
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</table>

WHEREAS, the Personnel Director has reviewed these changes;

WHEREAS, there is no impact to the general fund.
A RESOLUTION TO AMEND THE POSITION ALLOCATION LIST FOR THE HEALTH AND HUMAN SERVICES

NOW, THEREFORE, BE IT RESOLVED THAT pursuant to the requirements of section 3.04.050, the Board of Supervisors of the County of Glenn does hereby resolve and order the Position Allocation list for the HHSA is amended as specified above.

THIS RESOLUTION was passed by the Board of Supervisors of the County of Glenn at a regular meeting held on April 5, 2016 by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN:

Leigh McDaniel, Chairman of the Board of Supervisors
County of Glenn, California

ATTEST:

Di Aulabaugh, Clerk of the Board of Supervisors
County of Glenn, California

APPROVED AS TO FORM:

HUSTON T. CARLYLE, JR., County Counsel
County of Glenn, California
CONTINUUM OF CARE REFORM

What is the Continuum of Care Reform?

The Continuum of Care Reform (CCR) draws together a series of existing and new reforms to our child welfare services program designed out of an understanding that children who must live apart from their biological parents do best when they are cared for in committed nurturing family homes. AB 403 provides the statutory and policy framework to ensure services and supports provided to the child or youth and his or her family are tailored toward the ultimate goal of maintaining a stable permanent family. Reliance on congregate care should be limited to short-term, therapeutic interventions that are just one part of a continuum of care available for children, youth and young adults.

The Fundamental Principles of CCR Are:

- All children deserve to live with a committed, nurturing; and permanent family that prepares youth for a successful transition into adulthood.
- The child, youth and family’s experience and voice is important in assessment, placement and service planning. A process known as a “child and family team,” which includes the child, youth and family, and their formal and informal support network will be the foundation for ensuring these perspectives are incorporated throughout the duration of the case.
- Children should not have to change placements to get the services and supports they need. Research shows that being placed in foster care is a traumatic experience and in order for home-based placements to be successful, services including behavioral and mental health should be available in a home setting.
- Agencies serving children and youth including child welfare, probation, mental health, education, and other community service providers need to collaborate effectively to surround the child and family with needed services, resources and supports rather than requiring a child, youth and caregivers to navigate multiple service providers.
- The goal for all children in foster care is normalcy in development while establishing permanent life-long family relationships. Therefore, children should not remain in a group living environment for long periods of time.

Other Topics:
- What is the Continuum of Care Reform?
- Accreditation
- Resource Family Approval