

County of Santa Clara  
Social Services Advisory Commission



**DATE:** February 22, 2017, Regular Meeting  
**TIME:** 8:30 AM  
**PLACE:** Board of Supervisors' Chambers  
County Government Center – 70 West Hedding Street, 1st floor  
San Jose, CA 95110

**AGENDA REVISED 2/17/2017 2:51 PM**

In compliance with the Americans with Disabilities Act and the Brown Act, those requiring accommodations in this meeting should notify the Clerk of the Social Services Advisory Commission no less than 24 hours prior to the meeting at 408-755-7760, or TDD (408) 993-8272.

Please note: To contact the Commission and/or to inspect any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to all or a majority of the Board of Supervisors (or any other commission, or board or committee) less than 72 hours prior to that meeting, visit our website at <http://www.sccgov.org> or contact the Clerk at 408-755-7760 or 333 West Julian Street, San Jose, CA 95110, during normal business hours.

Persons wishing to address the Commission on a regularly scheduled item on the agenda are requested to complete a request to speak form and give it to the Deputy Clerk. (Government Code Section 54953.3.) Individual speakers will be called by the Chairperson and are requested to limit their comments to two minutes. Groups of speakers on a specific item are asked to limit their total presentation to a maximum of twenty minutes for each side of the issue.

COMMUTE ALTERNATIVES: The Board of Supervisors encourages the use of commute alternatives including public transit, bicycles, carpooling, and hybrid vehicles.

For public transit trip planning information, contact the VTA Customer Service Department at 408-321-2300 Monday through Friday between the hours of 6:00 a.m. to 7:00 p.m., and on Saturday from 7:30 a.m. to 4:00 p.m. Schedule information is also available on the web at [www.vta.org](http://www.vta.org).

Bicycle parking racks are available in the James McEntee, Sr., Plaza in front of the County Government Center building. If this Board or Commission does not meet in the County Government Center please contact VTA for related routes.

**Opening**

1. Call to Order/Roll Call.
2. Public Comment.

This item is reserved for persons desiring to address the Commission on any matter within the subject matter jurisdiction of the Commission that is not on this agenda. Members of the public who wish to address the Commission on any item not listed on the agenda should complete a request to speak form and give it to the Deputy Clerk. The Chairperson will call individuals to speak in turn.

Speakers are limited to the following: three minutes if the Chairperson or designee determines that five or fewer persons wish to address the Commission; two minutes if the Chairperson or designee determines that between six and fourteen persons wish to address the Commission; and one minute if the Chairperson or designee determines that fifteen or more persons wish to address the Commission.

The law does not permit Commission action or extended discussion of any item not on the agenda except under special circumstances. If Commission action or response is requested, the Commission may place the matter on a future agenda.

### Regular Agenda - Items for Discussion

3. Approve minutes of the January 25, 2017 Regular Meeting.
4. Elect Vice Chairperson for Fiscal Year 2016-2017.
5. Discuss Commission Work Plan for Fiscal Year July 1, 2017 through June 30, 2018 (FY 2018) and Accomplishments for FY 2017, to be submitted to the Clerk of the Board by April 1, 2017, and subsequently forwarded to the Board of Supervisors through the Children, Seniors and Families Committee. (ID# 84759)
6. Receive verbal report from Robert Menicocci, Director, Social Services Agency.
7. Receive Committee Reports:
  - a. Executive Committee. (Chapman)
  - b. Direct Services Committee. (Baron)
  - c. Advocacy Committee. (Rodriguez)

### Announcements

8. Announcements and correspondence.
  - a. Chairperson's announcements.
  - b. Commissioners' announcements.
  - c. There are currently two vacancies on the Commission. For Internet access to the vacancies list and applications visit <http://www.sccgov.org/sites/bos/bnc>.
  - d. Reminder: Annual Form 700 Statements of Economic Interests are due April 3, 2017.
  - e. The County of Santa Clara provides reimbursement to appointed Commissioners for child care expenses incurred during the time spent performing their official County duties. For additional information please contact the Office of the Clerk of the Board at (408) 299-5001.

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## Adjourn

9. Adjourn to the next Commission meeting on Wednesday, March 22, 2017, at 8:30 a.m. in Room 157, County Government Center, 70 West Hedding Street, San Jose.

## Added Items - For Discussion

10. Consider recommendations relating to the proposed State budget reductions to legal representation of children and parents in Santa Clara County's dependency system.

Possible action:

- a. Receive report from AnnaLisa Chung, Chief Executive Officer, Dependency Advocacy Center.
- b. Discuss and approve Commission recommendations to preserve legal representation of children and parents in the dependency system impacted by the proposed State budget reductions.

County of Santa Clara  
Social Services Advisory Commission



**DATE:** January 25, 2017, Regular Meeting  
**TIME:** 8:30 AM  
**PLACE:** Board of Supervisors' Chambers  
 County Government Center – 70 West Hedding Street, 1st floor  
 San Jose, CA 95110

**MINUTES**

**Opening**

**1. Call to Order/Roll Call.**

In the absence of Chairperson Franco-Clausen, Commissioner Tirado called the meeting to order at 8:37 a.m. A quorum was present.

Attendee Name	Title	Status	Arrived
Carolina Amato	Commissioner	Present	
Betty Barajas	Commissioner	Present	
Joan Baran	Commissioner	Present	
Steven Baron	Commissioner	Present	
Andre Chapman	Commissioner	Present	
Bernadette Cooper	Commissioner	Absent	
Tina Dave	Commissioner	Absent	
Yolanda Franco-Clausen	Chairperson	Absent	
Leslie Rodriguez	Commissioner	Present	
Betty Siemer	Commissioner	Present	
Russell Sosa	Commissioner	Present	
Wendy Stegeman	Commissioner	Present	
Angela Tirado	Commissioner	Present	

**2. Public Comment.**

No public comments were received.

**Regular Agenda - Items for Discussion**

**3. Approve minutes of the December 7, 2016 Regular Meeting.**

<b>3 RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Steven Baron, Commissioner
<b>SECONDER:</b>	Betty Barajas, Commissioner
<b>AYES:</b>	Amato, Barajas, Baran, Baron, Chapman, Rodriguez, Siemer, Sosa, Stegeman, Tirado
<b>ABSENT:</b>	Cooper, Dave, Franco-Clausen

**4. Elect Chairperson for Fiscal Year 2016-2017.**

Commissioner Siemer announced that Chairperson Franco-Clausen resigned as Chairperson.

Commissioner Tirado was elected as Chairperson.

<b>4 RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Wendy Stegeman, Commissioner
<b>SECONDER:</b>	Steven Baron, Commissioner
<b>AYES:</b>	Amato, Barajas, Baran, Baron, Chapman, Rodriguez, Siemer, Sosa, Stegeman, Tirado
<b>ABSENT:</b>	Cooper, Dave, Franco-Clausen

**5. Discuss Commission Work Plan for Fiscal Year July 1, 2017 through June 30, 2018 (FY 2018) and Accomplishments for FY 2017, to be submitted to the Clerk of the Board by April 1, 2017, and subsequently forwarded to the Board of Supervisors through the Children, Seniors and Families Committee. (ID# 84759)**

Taken out of order after Item No. 6.

Commissioner Chapman stated that the work plan included in the agenda packet was not the most recent copy, which was completed at the 2016 Commission retreat. He further stated that Frank Motta, Director of Operational Services, Social Services Agency, may have a soft copy. The Deputy Clerk stated that she would contact Mr. Motta to obtain a copy of the current work plan to include with the February 2017 agenda.

<b>5 RESULT:</b>	<b>HELD [NO VOTE] Next: 2/22/2017 8:30 AM</b>
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**6. Receive report relating to Social Services Agency. (Robert Menicocci)**

Taken out of order after Item No. 4.

Robert Menicocci, Director, Social Services Agency, provided information relating to the State budget's impact on the County budget, and financial reorganization related to Coordination of Care Reform (CCR) and In-Home Supportive Services (IHSS). Discussion ensued relating to IHSS staffing and program growth. In response to an inquiry by Commissioner Baran, Mr. Menicocci stated that anticipated cost savings in

the CCR budget did not materialize due to difficulties launching dual demonstration projects, barriers to enrollment, and lack of outreach. In response to an inquiry by Commissioner Chapman, Mr. Menicocci stated that since the County uses waivers, it is not eligible for residual CCR funds, which are spent at the State level. Discussion ensued relating to Affordable Care Act eligibility restrictions.

In response to an inquiry by Commissioner Baron, Mr. Menicocci stated that a new supervisor for the Child Abuse and Neglect Center has not yet been hired.

In response to an inquiry by Commissioner Sosa, Mr. Menicocci stated that IHSS allows for arrangements to be made on behalf of a family member.

Commissioner Stegman stated that the Nunez Foundation is providing a presentation to the Department of Social Services in the future and that the Foundation is offering math tutoring to children in foster care.

Commissioner Chapman reminded the Commission of the follow-up presentation from Ky Le, Director, Office of Supportive Housing, scheduled for March 2017. Discussion ensued relating to challenges in administering and staffing homelessness prevention programs, and in determining which department is responsible. Mr. Menicocci stated that social services programs on the East Coast of the United States are generally more robust serving homeless families, partially due to funding streams and the need to protect the families from inclement weather. Discussion ensued relating to the Commission writing a letter to the Board of Supervisors reporting on homelessness prevention programs in other states.

## **6 RESULT: RECEIVED**

### **7. Receive Committee Reports:**

#### a. Executive Committee. (Chapman)

No report was received.

#### b. Direct Services Committee. (Baron)

Commissioner Baron stated that the Committee met and discussed a 2011 class-action lawsuit settlement requiring the state to provide more effective mental health services for children in or about to enter foster care.

Discussion ensued relating to lost opportunities for care when minors do not receive screening for mental health services. Commissioner Baron suggested that the Commission invite Margaret Ledesma from the Department of Family and Children Services to provide a presentation in the future relating to how the settlement affects the Santa Clara County Social Service Agency.

## **7.b RESULT: RECEIVED**

c. Advocacy Committee. (Rodriguez)

Commissioner Rodriguez stated that a report will be provided at the next Commission meeting.

Commissioner Chapman reported that he and Commissioner Baron met with Supervisor Chavez related to hiring a full-time housing liaison in the Social Services Agency. Commissioner Chapman stated that Supervisor Chavez suggested that the position could work out of the Office of Supportive Housing.

**7.c RESULT: RECEIVED**

**Announcements**

**8. Announcements and correspondence.**

a. Chairperson's announcements.

No announcements were made.

b. Commissioners' announcements.

Commissioner Siemer announced that Vice Chairperson Lovato resigned from the Commission. Discussion ensued, and the Commission agreed to elect a new Vice Chairperson at the February meeting.

c. There is currently one vacancy on the Commission. For Internet access to the vacancies list and applications visit <http://www.sccgov.org/sites/bos/bnc>.

**Adjourn**

**9. Adjourn to the next Commission meeting on Wednesday, February 22, 2017, at 8:30 a.m. in the Board of Supervisors' Chambers, County Government Center, 70 West Hedding Street, San Jose.**

Chairperson Tirado adjourned the meeting at 9:51 a.m.

Respectfully submitted,

Stephanie Simunic

Deputy Clerk

County of Santa Clara  
Social Services Advisory Commission



84759

**DATE:** February 22, 2017  
**TO:** Social Services Advisory Commission  
**FROM:** Stephanie Simunic, Board Clerk I  
**SUBJECT:** 2017-2018 Work plan

**RECOMMENDED ACTION**

Discuss Commission Work Plan for Fiscal Year July 1, 2017 through June 30, 2018 (FY 2018) and Accomplishments for FY 2017, to be submitted to the Clerk of the Board by April 1, 2017, and subsequently forwarded to the Board of Supervisors through the Children, Seniors and Families Committee.

**ATTACHMENTS:**

- Work Plan Instructions (PDF)
- Work Plan Template (PDF)
- SSAC Workplan 2016-17 - Final (PDF)

**HISTORY:**

01/25/17 Social Services Advisory Commission  
 02/22/17

HELD [NO VOTE]

Next:



## **Instructions for Completion of Annual Boards & Commissions Work Plans and Prior Year Accomplishments**

A committee comprised of Board Policy Aides and the Office of the Clerk of the Board have developed a standard template for use by Boards and Commissions in completing their annual work plans. A significant change is that work plans will be based on a fiscal year rather than a calendar year. The new work plans are to be completed by each Board and Commission and approved at a regular Board or Commission meeting no later than April 1 of each year. The Clerk's Office will then transmit the work plans to the appropriate Board Committee for review in May of each year and to the Board of Supervisors for approval in June.

Please use the following instructions when completing the work plans:

### **Cover Sheet (Page 1)**

This area should include the name of the Board or Commission, the timeframe covered by the work plan (i.e. Fiscal Year 2007 July 1, 2006 – June 30, 2007) members' names, chair's name, and vacancies as of April 1. Do not put commissioner addresses or phone numbers on the work plan. The Board offices have access to that information if necessary. This page will need to be updated each year.

### **Mission Statement: (Page 2)**

This area of the work plan should clearly state the mission of the Board or Commission. This information may be extracted from the enabling legislation (i.e. Ordinance, Board action, Resolution) that formed the Board or Commission or may be a purpose statement approved by the Board or Commission and derived from the enabling legislation. This section may also contain the roles and responsibilities of the Board or Commission. This page may not need to be updated each year.

### **Historical Background: (Page 2)**

This area should provide the reader with some historical information about the Board or Commission (i.e. when it was formed, issues of focus in years' past, significant outcomes of work by the Board or Commission. NOTE: Accomplishments from the previous year should not be discussed here – there is another area on the work plan where this is done. This page may not need to be updated each year.

**Fiscal Year Work Plan: (Page 3)**

This area should provide the goals/objectives (no more than 5) of the work plan, the activities planned to accomplish the goals, the priority ranking of each goal and the timeline anticipated to accomplish the goal. This page will need to be updated each year.

**Prior Year Accomplishments: (Page 4)**

This area should address the prior year work plan accomplishments including the goal/objective, activities that supported the successful completion of the goal and the status of the goal. The status column should inform the reader whether the goal was a) completed, b) not started and why, c) in process and expected completion date, or d) eliminated and why. This page will need to be updated each year.

**Ongoing Projects: (Page 5)**

This area provides the Board or Commission with an opportunity to inform the reader of ongoing projects that the Board or Commission is continuing to work on. This page may not need to be updated each year.



**COUNTY OF SANTA CLARA**  
**(Board or *Commission*)**

**FISCAL YEAR 2017-2018 WORK PLAN**  
**AND**  
**2016-2017 ACCOMPLISHMENTS**

*Members*

Attachment: Work Plan Template (84759 : 2017-2018 Work plan)

**MISSION STATEMENT:**

**HISTORICAL BACKGROUND:**

FISCAL YEAR 2018 WORK PLAN

GOAL/OBJECTIVE	PROPOSED ACTIVITIES	PRIORITY RANKING	TIMELINE FOR COMPLETION
1.	•		
2.	•		
3.	•		
4.	•		
5.	•		

Attachment: Work Plan Template (84759 : 2017-2018 Work plan)

**PRIOR YEAR ACCOMPLISHMENTS**

<b>GOAL/OBJECTIVE</b>	<b>ACTIVITIES SUPPORTING GOAL</b>	<b>STATUS</b>
1.		
2.		
3.		
4.		
5.		

Attachment: Work Plan Template (84759 : 2017-2018 Work plan)

**ONGOING PROJECTS**

<b>PROJECT</b>	<b>ACTIVITIES</b>

Attachment: Work Plan Template (84759 : 2017-2018 Work plan)



**COUNTY OF SANTA CLARA**  
**Social Services Advisory Commission**  
**FISCAL YEAR 2016-2017 WORK PLAN**  
**AND**  
**2015-2016 ACCOMPLISHMENTS**

***Members***

*Carolina Amato*  
*Betty Barajas*  
*Joan Baran*  
*Steven Baron*  
*Andre Chapman*

*Maria Cooper*  
*Tina Dave*  
*Yolanda Franco-Clausen*  
*David Lovato*  
*Leslie Rodriguez*

*Betty Siemer*  
*Russell Sosa*  
*Angela Tirado*

Attachment: SSAC Workplan 2016-17 - Final (84759 : 2017-2018 Work plan)



FISCAL YEAR 2016-2017 WORKPLAN

GOAL/OBJECTIVE	PROPOSED ACTIVITIES	TIMELINE FOR COMPLETION	PERSON(S) ASSIGNED
<p><b>1. Child Welfare System:</b>                      Monitor results and recommended policy and practice changes in regards to the continuum of engagement in the child welfare system with a focus on the ongoing protection of children from abuse and neglect and supporting their recovery from abuse/neglect related trauma and related problems in collaboration with related service providers.</p>	<p>1. The Commission will review on a Quarterly basis the status of the Departments Systems Improvement Plan (SIP)</p>	<p>Quarterly in full commission meetings</p>	<p>Full Commission (André Chapman &amp; Bob Nuñez)</p>
	<p>2. AB403 CCR Implementation</p>		
	<p>3. <u>Disproportionality Report</u>, review implementation of report and how it aligns with SIP, and what collaborations are involved.</p>	<p>DONE: August</p>	
	<p>4. The Direct Services Committee will design/develop action steps that are parallel to the SIP to address:                      a) <u>Differential Response</u>, emphasis on increased capacity and specific outcome measure identified in the SIP Plan, strategy 2 A-C, define services that are being provided to which families by the providers.                      b) <u>Emergency Response</u>, specific to the abandoned call rate.</p>	<p>Quarterly in full commission meetings.   <b>September 16<sup>th</sup></b>                       Done: June (will be more follow up)</p>	<p>Direct Services Committee (Steve Baron)</p>
	<p>5. Review Recruitment Process for Foster Families</p>	<p>Ongoing quarterly.   <b>January 2016</b></p>	<p>Direct Services Committee (Steve Baron)</p>
	<p>6. <u>Katie A:</u>                      a) Agency detail reporting to the full Commission on an ongoing basis.</p>	<p>Ongoing quarterly.   <b>October 2015</b></p>	<p>Direct Services Committee (Steve Baron)</p>
	<p>7. Develop a strategy so that the agency is a leader in addressing homelessness for families and children in collaboration with Behavioral Health Department. This collaboration will include the chronically homeless and the LGBTQ.</p>		<p>Full Commission (André Chapman &amp; Bob Nuñez)</p>

Attachment: SSAC Workplan 2016-17 - Final (84759 : 2017-2018 Work plan)

	8. <u>RAIC</u> , Continue engagement in the new RACE design and site towards its completion in the 5-year planning period.	<b>November 2015</b>	Bob Nuñez & Bob Menicocci
	9. Psychotropic Medications: Review the current Agency policies and regulations in light of current changes in legislation.	<b>October 2015</b>	
	10. Monitor impact of the use of the Structured Decision Making Instrument by the CAN Center.	<b>April 2017</b>	Direct Services Committee
<b>2. Department of Employment and Benefits Services:</b> Monitor policies and practices implemented to protect and improve services to clients	1. The Direct Services Committee will continue to schedule presentations by-various departments in order to determine current needs and effectiveness of current system.	Ongoing quarterly.	Direct Services Committee (Steve Baron)
	2. Make activity recommendations to Executive Committee.	Ongoing quarterly.	
	3. Continue to monitor for emerging issues and needs in order to be addressed appropriately within a mandatory timeframe.	Ongoing quarterly.	
<b>3. Senior Programs and Services:</b> Recommend strategies and practice changes to insure that seniors are adequately supported to maintain their safety and independence in the community whenever possible.	1. Request ongoing information presentation by Department representative from the Department of Adult Aging Service in Direct Service Committee - focusing on Adult Protective Services.	Quarterly in full commission meetings  DONE: July	Full Commission (André Chapman & Bob Nuñez)  (additional issues to be reviewed and discussed in March)
	2. Direct Services Committee will recommend potential advocacy activities to the Executive Committee based on new ongoing information presented.	Ongoing quarterly.	Direct Services Committee (Steve Baron)
<b>4. The commission will monitor for potential action of emerging issues</b>	1. Title IV-E Waiver 2. Homelessness	Ongoing quarterly. <b>October 2015</b>	Full Commission (André Chapman & Bob Nuñez)
	3. School Linked Services Office	<b>September 2015</b>	Bob Nuñez & Betty Siemer & Yolanda Franco-Clausen

Attachment: SSAC Workplan 2016-17 - Final (84759 : 2017-2018 Work plan)

	4. Commission of Sexually Exploited Minors (C-SEC) Cultural Competency LGBTQ Immigration, Dual Status Youth.		Leslie Rodriguez & Yolanda Franco-Clausen
	5. Re-entry AB109	Bi-annually <b>January 2016</b>	Full Commission (André Chapman & Bob Nuñez)
	6. Report Update on APS and Public Guardian	<b>March 2016</b>	
	7. Healthcare sign-ups update	Rescheduled: September	Denise Boland
	8. Monitor issue of the SPARK Center medical staffing, and the availability of a medical child abuse expert hired or contacted by the county.	June 2016	Full Commission
<b>5. The Commission will determine activities as needed throughout the year.</b> The commission will work closely/ collaboratively with the Board of Supervisors and the Social Services Agency to take strong leadership roles to ensure that services are provided in a timely and appropriate manner.	1. Establish a SSAC Collaboration Committee to develop a Strategy/Plan to regularly meet with and report to the Board of Supervisors members/ staff about the work of the Commission and the Direct Services Committee	Ongoing	Betty Siemer, Collaboration Committee. Steve Baron, Direct Services Committee

Updated 4/28/16

Attachment: SSAC Workplan 2016-17 - Final (84759 : 2017-2018 Work plan)