



**COUNTY OF SAN LUIS OBISPO
BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Health Agency – Public Health	(2) MEETING DATE 12/15/2020	(3) CONTACT/PHONE Annette Martin, ASO II / (805) 781-1548	
(4) SUBJECT Request to: 1) approve an allocation from the First 5 California Home Visiting Coordination Funding in the amount of \$200,000, from October 8, 2020 through June 30, 2022, for the implementation and integration of activities to support home visiting referral coordination of early childhood and family support systems for families affected by and recovering from the impacts of COVID-19; and 2) approve a resolution amending the Position Allocation List (PAL) for Fund Center (FC) 160–Public Health by adding a limited term 0.50 FTE Program Manager I/II in the Family Health Services division; and 3) authorize a corresponding budget adjustment in the amount of \$71,851 from unanticipated revenue to FC 160 - Public Health, by 4/5 vote; and 4) delegate authority to the Health Agency Director or his designee to sign any amendments to the First 5 California Home Visiting Coordination Funding allocation. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board: <ol style="list-style-type: none"> 1. Approve an allocation from First 5 California Home Visiting Coordination Funding in the amount of \$200,000, from October 8, 2020 through June 30, 2022, for the implementation and integration of activities to support home visiting referral coordination of early childhood and family support systems for families affected by and recovering from the impacts of COVID-19; and 2. Approve a resolution amending the Position Allocation List (PAL) for Fund Center (FC) 160–Public Health by adding a limited term 0.50 FTE Program Manager I/II in the Family Health Services division; and 3. Authorize a corresponding budget adjustment in the amount of \$71,851 from unanticipated revenue to FC 160 - Public Health, by 4/5 vote; and 4. Delegate authority to the Health Agency Director or his designee to sign any amendments to the First 5 California Home Visiting Coordination Funding allocation. 			
(6) FUNDING SOURCE(S) First 5 California Home Visiting Coordination Funding	(7) CURRENT YEAR FINANCIAL IMPACT \$104,061	(8) ANNUAL FINANCIAL IMPACT \$95,939	(9) BUDGETED? Partially
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)			
(11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 2021081 <input checked="" type="checkbox"/> 4/5th's Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date _____	
(17) ADMINISTRATIVE OFFICE REVIEW Morgan Torell			
(18) SUPERVISOR DISTRICT(S) All Districts			



COUNTY OF SAN LUIS OBISPO

TO: Board of Supervisors

FROM: Michael Hill, Health Agency Director
Penny Borenstein, M.D., Health Officer/Public Health Director

DATE: 12/15/2020

SUBJECT: Request to: 1) approve an allocation from the First 5 California Home Visiting Coordination Funding in the amount of \$200,000, from October 8, 2020 through June 30, 2022, for the implementation and integration of activities to support home visiting referral coordination of early childhood and family support systems for families affected by and recovering from the impacts of COVID-19; and 2) approve a resolution amending the Position Allocation List (PAL) for Fund Center (FC) 160–Public Health by adding a limited term 0.50 FTE Program Manager I/II in the Family Health Services division; and 3) authorize a corresponding budget adjustment in the amount of \$71,851 from unanticipated revenue to FC 160 - Public Health, by 4/5 vote; and 4) delegate authority to the Health Agency Director or his designee to sign any amendments to the First 5 California Home Visiting Coordination Funding allocation. All Districts.

RECOMMENDATION

It is recommended that the Board:

1. Approve an allocation from First 5 California Home Visiting Coordination Funding in the amount of \$200,000, from October 8, 2020 through June 30, 2022, for the implementation and integration of activities to support home visiting referral coordination of early childhood and family support systems for families affected by and recovering from the impacts of COVID-19; and
2. Approve a resolution amending the Position Allocation List (PAL) for Fund Center (FC) 160–Public Health by adding a limited term 0.50 FTE Program Manager I/II in the Family Health Services division; and
3. Authorize a corresponding budget adjustment in the amount of \$71,851 from unanticipated revenue to FC 160 - Public Health, by 4/5 vote; and
4. Delegate authority to the Health Agency Director or his designee to sign any amendments to the First 5 California Home Visiting Coordination Funding allocation.

DISCUSSION

The Health Agency's Public Health Department is requesting the approval of First 5 California Home Visiting Coordination Funding as well as the addition of a limited term 0.50 FTE Program Manager I/II (ending on June 30,

2022) to coordinate home visiting services in San Luis Obispo County with the ultimate goal of creating a unified system that supports more families with home visiting services. The position will be partially funded through the First 5 California Home Visiting Coordination Funding and matched by the Maternal Child and Adolescent Health budget. The position will carry out the "Implementation" phase of this project. A thorough assessment (environmental scan) of home visiting services and capacity will be completed. Home visiting services are evidenced based programs within the Field Nursing program which supports the pregnancy, parenting and early developmental needs of high-risk families who may be suffering from substance abuse, mental health issues, homelessness, teen pregnancy or lack of a high school education. With this funding and added position, home visiting services will be strengthened and better coordinated by working closely with community partners who serve children and families to streamline processes, assess gaps, and avoid duplication. A common database will be created for agencies who offer home visiting services to use to ensure that families are referred to and receiving home visiting services.

On June 30, 2020 the Public Health Department submitted the application for the First 5 California (F5CA) Home Visiting Coordination Funding. The fully executed contract was granted by F5CA on October 8, 2020 for the total amount of \$200,000. While the contract provided has been signed by the Health Agency Director as allowed by the State, the Board's approval of the allocation will allow implementation to begin, and will provide the required budget adjustment and PAL amendment to add a limited term 0.50 FTE Program Manager. Home visiting provides pregnant women and families, particularly those considered at-risk, necessary resources and skills to raise children who are physically, socially, and emotionally healthy and ready to learn. Home visiting involves meetings (usually face-to-face, in the family home) between families and a trained, family-support professional at a time convenient for the beneficiary and family. To reach more families with the services they need, home visiting programs must be coordinated and integrated into other child development and family support systems.

Since the beginning of the COVID-19 pandemic, the landscape in California shifted, making home visiting coordination critical. Therefore, the funding from the F5CA Commission will be dedicated to focus on family recovery from the COVID-19 crisis by rebuilding and strengthening the home visiting programs, and embedding home visiting into other systems, such a local community-based organizations, of child and family support that are critical to recovery.

This funding is meant to promote increased coordination and collaboration to:

1. Increase cross-agency understanding of local population needs relative to the impacts of COVID-19 on families and services; and
2. Ensure families are served through efficient, coordinated, and sustainable evidence-based home visiting programs that meet their critical recovery needs; and
3. Embed home visiting into early childhood systems to promote strong family outcomes; and
4. Promote cross-county, shared learning and capacity-building, resource sharing, and expertise to strengthen local systems change efforts, and rebuild early childhood and family support systems following the pandemic.

OTHER AGENCY INVOLVEMENT/IMPACT

Although Public Health is acting as the Lead Agency for the grant, implementation requires intensive collaboration with the community First 5 agency and Community Action Partnership of San Luis Obispo (CAPSLO). Other key partners include the Center for Family Strengthening, Transitions Mental Health Association, Help Me Grow, and The Link Family Resource Center. Human Resources has reviewed the position allocation request and prepared the Position Allocation List resolution for the Limited Term Program Manager I/II.

FINANCIAL CONSIDERATIONS

The Department applied for and received a \$200,000 grant from the First 5 California (F5CA) Home Visiting Coordination program. To receive the funds, a corresponding \$200,000 match is required. The funds received from the Federal Maternal Child Health program’s home visiting activities is an allowable match source for these funds and will be used to meet the match requirement. The budget approved by the funder includes personnel and supply expenses, as well as \$22,336 in funding available to establish a client referral mechanism to allow coordination of home visiting referrals within the county. The grant budget approved is below:

Budget Category	FY 2020-2021	FY 2021-2022	Total
A. PERSONNEL			
Salaries	\$ 34,328.33	\$ 44,118.77	\$ 78,447.11
Benefits	\$ 19,223.87	\$ 24,706.51	\$ 43,930.38
Total Personnel	\$ 53,552.20	\$ 68,825.29	\$ 122,377.49
B. OPERATING			
Materials and Supplies	\$ 4,500.00	\$ 4,500.00	\$ 9,000.00
Travel	\$ 8,000.00	\$ 8,000.00	\$ 16,000.00
Equipment	\$ 2,100.00	\$ 2,100.00	\$ 4,200.00
Incentives/Stipends			
Contractual			
Other	\$ 22,335.56		\$ 22,335.56
Total Operations	\$ 36,935.56	\$ 14,600.00	\$ 51,535.56
C. TOTALS			
Total Direct Costs (A+B)	\$ 90,487.76	\$ 83,425.29	\$ 173,913.05
Indirect Cost Rate (not to exceed 15%)	15%	15%	\$ -
Total Indirect Costs	\$ 13,573.16	\$ 12,513.79	\$ 26,086.96
Total Funds	\$ 104,060.92	\$ 95,939.08	\$ 200,000.00
D. TOTAL MATCH FUNDS (if applicable)	\$ 104,060.92	\$ 95,939.08	\$ 200,000.00

The funding was requested and approved with a 0.50 FTE limited term Program Manager I/II to facilitate the program. The budget was submitted with the assumption that the program would begin in September, however due to delays, the Program Manger will most likely not begin until January 2021. The department will work with the new Program

Manager to determine the best use of the position's salary savings. The table below summarizes the costs associated with a 0.50 FTE Limited Term Program Manager II from January 2021 through June 2022:

FY 2020-21 Estimated Expense for Remaining 6 months						
Action	Classification	FTE	Salary	Benefits	Total	Step Estimate
Add	Program Manager II	0.50	\$18,642	\$13,873	\$32,515	Step 1 for 6 months
	Net Change FY 2020-21	0.50	\$18,642	\$13,873	\$32,515	
FY 2021-22 Estimated Annual Expense						
Action	Classification	FTE	Salary	Benefits	Total	Step Estimate
Add	Program Manager II	0.50	\$39,146	\$28,730	\$67,876	Step 2 for 12 months
	Net Change FY 21-22	0.50	\$39,146	\$28,730	\$67,876	

The department is also asking for approval of a corresponding budget adjustment for FY 2020-21 personnel and operating expense appropriation for the amount that is not budgeted. No General Fund will be required to support this request.

RESULTS

The Public Health Department, in conjunction with F5CA and local community agencies, will facilitate activities that improve cross-program service coordination and integration into a system that enables families to be served during their greatest need, with the most appropriate program and services to recover from the effects of the COVID-19 pandemic.

Intended goals of the grant:

1. Strengthen coordination and alignment across home visiting and family support agencies to address the effects of the pandemic on family support systems, and ensure families receive services and supports to recover from effects of the COVID-19 pandemic. The Program Manager will assist with implementing a universal electronic referral system for home visiting services within the community; and
2. Strengthen early childhood development and family support systems (e.g., Help Me Grow, Quality Counts California consortium, housing, mental health, other systems as applicable to the county) by embedding home visiting as a critical component to helping families recover from the effects of COVID-19. This will be accomplished by developing a more robust Community Advisory Board for the evidenced based programs that are embedded within the Public Health Departments Field Nursing Programs and meetings will be held quarterly.

Furthermore, providing sufficient community programs and staffing contributes to the wider County vision of a healthy and safe community.

ATTACHMENTS

- 1 Resolution to add 0.50 FTE Limited Term Program Manager I-II
- 2 First 5 CA Home Visiting Agreement 2020-2023 LAA CFF HV 2020-40