

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

168



FROM: Department of Public Social Services/Riverside County Children & Families Commission

SUBMITTAL DATE:
June 17, 2016

SUBJECT: Receive and File FY 2016-2017 Annual Budget of the Riverside County Children & Families Commission

RECOMMENDED MOTION: That the Board of Supervisors:

1. Receive and file the Fiscal Year 2016-2017 Annual Budget of the Riverside County Children & Families Commission.

BACKGROUND:

Summary

The Riverside County Children and Families Commission (RCCFC) was established by this Board with the adoption of Ordinance No. 784, enacted on January 22, 1999 and reorganized by this Board with the adoption of Ordinance No. 784.9 enacted on June 9, 2009. The RCCFC implements the provisions of Proposition 10, which provides tobacco tax funds to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development and to ensure that children are ready to enter school.

Susan von Zabern

Susan von Zabern
Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$	\$	\$	\$	Consent <input checked="" type="checkbox"/> Policy <input type="checkbox"/>
NET COUNTY COST	\$	\$	\$	\$	

SOURCE OF FUNDS: Proposition 10 Tobacco Tax Revenue				Budget Adjustment: No	
Federal Funding:	0%	State Funding:	0%;	County Funding:	0%;
Realignment Funding:	0%;	Other Funding:	0%	For Fiscal Year:	16-17

C.E.O. RECOMMENDATION: APPROVE

County Executive Office Signature BY: *Jennifer L. Sargeant*
Jennifer L. Sargeant

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Jeffries, seconded by Supervisor Ashley and duly carried, IT WAS ORDERED that the above matter is received and filed as recommended.

Ayes: Jeffries, Washington, Benoit and Ashley
Nays: None
Absent: Tavaglione
Date: July 12, 2016
xc: DPSS

Kecia Harper-Ihem
Clerk of the Board
By: *Kecia Harper-Ihem*
Deputy

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.: | District: All | Agenda Number:

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

FORM 11: Receive and File FY 2016-2017 Annual Budget of the Riverside County Children & Families

Commission

DATE: June 17, 2016

PAGE: Page 2 of 2

BACKGROUND:

Summary (continued)

Ordinance No. 784 requires the annual budget be submitted to the Board of Supervisors for review and comment. The Fiscal Year 2016-2017 Annual Budget was approved by the RCCFC on May 11, 2016 (RCCFC Action item attached).

The Commission approved the FY 2015-2016 budget (Action 15-14), which reflected \$20,568,297 in revenues and \$28,927,976 in total expenses with \$8,359,679 from fund balance.

The FY 2016-2017 budget estimates \$20,867,528 in revenues and \$35,407,285 in expenditures, with \$14,539,757 from fund balance. The First 5 Riverside 2016-2021 Strategic Plan priority areas are concentrated on children and families and the systems and networks that support them. Established Commission goals focus on early learning, child health, family strengthening and capacity building.

The budget includes approximately \$14,000,000 in contract extensions to continue existing services while new requests for proposals are developed and over \$13,000,000 in expanded quality early learning supports. Beginning in FY 2016-2017, three initiatives focused on a comprehensive and coordinated early learning development system are expected to launch. These initiatives include:

1) ***First 5 Riverside Hybrid-Alternative Payment Program*** – \$11,350,500 in support of low-income families with young children through a partnership with Riverside County Office of Education that systematically provides approximately 700 children early learning scholarships in quality rated licensed centers or family child care homes;

2) ***First 5 IMPACT – Quality Start Riverside County*** – New funding from First 5 California that supports more sites (181 sites) to achieve high-quality standards through Riverside County Quality Rating and Improvement System (QRIS) ensuring more Riverside County children enter school with the skills and knowledge necessary to be successful;

3) ***Jump-Start to Quality*** – a partnership with the Riverside County Child Care Consortium to provide sixty (60) new sites participating in Quality Start - Riverside County with developmentally appropriate materials to support early learning for children and enhance program quality.

SUPPLEMENTAL:

Additional Fiscal Information

100% Proposition 10 Revenue

ATTACHMENTS:

A. Action Item 16-15

B. Attachment: Approved Annual Budget of the Riverside County Children & Families Commission
for Fiscal Year 2016-2017.

SvZ:ab



AGENDA ITEM: 16-15

DATE OF MEETING: May 11, 2016

ACTION:

INFORMATION:

**ADOPT THE ANNUAL BUDGET OF THE RIVERSIDE COUNTY CHILDREN AND FAMILIES
COMMISSION FOR FISCAL YEAR 2016/2017**

SUMMARY OF REQUEST

Approve the Fiscal Year (FY) 2016/2017 budget.

BACKGROUND

The Commission approved the FY 2015/2016 budget (Action 15-14), which reflected \$20,568,297 in revenues and \$28,927,976 in total expenses with \$8,359,679 from fund balance. This is the final year of the current strategic plan resulting in the need to reconcile the fund balance in alignment with the adopted 2016-2021 Strategic Plan objectives and activities. Also, projections indicate an underspending by contractors resulting in further adjustments.

The FY 2016/2017 budget reflects an estimate of \$20,867,528 in revenues and \$35,407,285 in total expenditures, with \$14,539,757 from fund balance supplementing current year revenues.

Below is the summary of fiscal budget changes:

1. Revenues
 - a. Proposition 10 revenues continue to decrease at a rate of 2.4% and the interest earning on deposited funds is currently at a rate of .65% as of March 2016.
 - b. IMPACT base layer funding continues with an anticipated revenue increase anticipated from First 5 California IMPACT for FY 16/17 implementation funds.
2. Salaries and Benefits
 - a. Costs associated with salaries and benefits represent current and proposed staffing and are in line with union agreements for COLAs and scheduled step increases. These changes represent an increase of approximately 35% over previous year budget with the increase of new positions supported by the IMPACT grant.

3. Operating Expenses

- a. Professional service contracts and special program expense contracts have been re-categorized from the contract expense category into appropriate operating line items to align with County accounting categories. Budgeted expenses include web design consultant, evaluation report, anticipated contract with Riverside County Child Care Consortium (RCCCC) for Jumpstart and IMPACT related contracts/expenses for IMPACT incentives, assessments, and training.
- b. Legal Counsel - Increase in County Counsel expenses by 10% for legal review of all contracts.
- c. Travel and training expense - to reach Strategic Plan objective 2.2(e), strengthening internal capacity, an increase in in travel and conference registration to support commission and staff participation in conferences and professional development opportunities.
- d. Vehicle Purchase to replace the current 2004 First 5 Riverside vehicle.

4. Contract Expenses

- a. Persimmony - Evaluation software contract budgeted at \$93,729.
- b. Early Childhood Education contracts, which include Families in Crisis, Home Visitation and Special Needs, were extended through June 30, 2017 – \$3,347,000.
- c. Health contracts which include Asthma, Breastfeeding, Nutrition and Physical Fitness, and Targeted Home Visitation were extended through June 30, 2017 – \$4,566,433.
- d. University California Riverside School of Medicine FY 16/17 budget – \$1,804,532.
- e. Mental Health contracts were extended to June 30, 2017 – \$2,500,000.
- f. Generic contract line item includes continuing contracts with Hemet Unified School District, Loma Linda University Autism Center, EQA, and EDA-Mead Valley – \$1,539,947.
- g. 2016-2021 Strategic Plan – set aside from unassigned fund balance for operational contracts pending Commission Action – \$13,505,000.

5. Capital Expenditures - Budget \$374,410 for building improvement of the unoccupied First 5 Riverside space.

RECOMMENDED ACTION

That the Commission 1) adopt the FY 2016/17 budget as proposed, and 2) authorize the Executive Director or designee to approve:

- a. Items specified by a specific vendor under the Operational Expense section of this budget (excluding Operational Contracts) in accordance with County and First 5 Riverside Procurement policy. Requisitions or purchases above the \$25,000 authority limit associated with these items are referenced immediately below:

Description	Amount
1. Membership - First 5 Association Dues and Communication Fund	\$ 60,350
2. IT Core Services - Acorn Technology	\$ 75,000
3. Non-Capitalized Computer Equipment – Refresh of computers/laptops and 15 tablets – audio visual equipment Vendor to be determined	\$ 90,000
4. Auditing and Accounting Services	\$ 30,000
5. Professional Services - My Teachstone	\$ 82,000
6. Professional Services - web consultant for refresh & communication technical assistance (Continued from FY 15/16)	\$ 50,000
7. Professional Services - Coaching Services	\$ 250,000
8. Professional Services - Assessments	\$ 683,000
9. Car Pool Expense -Fleet Services Purchase of Automobile	\$ 35,000
10. Building Improvements	\$ 374,410

- b. Administrative rate, execute documents and coordinate appropriate actions to expend funds in accordance with established Commission policy and as set forth in the attached budget.

Lynn M. Stephens,
Commission Secretary
Riverside County Children &
Families Commission/FSR
Approved on May 11, 2016

Digitally signed by Lynn M.
Stephens, Commission Secretary
Riverside County Children &
Families Commission/FSR
Approved on May 11, 2016
Date: 2016.05.16 12:40:37 -07'00'

Riverside County Children and Families Commission
FISCAL YEAR 2016/2017 BUDGET
Business Unit = CFARC / DeptID = 938001 / Fund = 25800

DESCRIPTION	ACCOUNT PROGRAM	APPROVED BUDGET FISCAL YEAR 2015/2016	YEAR END PROJECTION FISCAL YEAR 2015/2016	PROPOSED BUDGET FISCAL YEAR 2016/2017
1 TOTAL REVENUES	7xxxxx	\$ 20,568,297	\$ 21,402,337	\$ 20,867,528
2 COMMITTED FUND BALANCE		\$ 8,359,679	\$ 1,416,938	\$ 1,034,757
3 UNASSIGNED FUND BALANCE-Strategic Plan 2016-2021				\$ 13,505,000
4 TOTAL REVENUES AND FUND BALANCE		\$ 28,927,976	\$ 22,819,275	\$ 35,407,285
5 EXPENSES:				
6 TOTAL SALARIES & BENEFITS	51xxxx	\$ 2,508,753	\$ 2,348,388	\$ 3,373,464
7 TOTAL OPERATING EXPENSES	52xxxx	\$ 3,494,686	\$ 892,069	\$ 4,126,682
8 CONTRACTS:				
9 Contracts - Generic	527980 80000	-	563,484	1,539,947
10 Contracts - Generic - Drowning Prevention	527980 80000	-	68,750	176,088
11 Contracts - Cares Plus (Local)	527980 81170	782,609	658,223	-
12 Contracts - Cares Plus (State)	527980 81220	260,870	219,408	-
13 Contracts - Evaluation	527980 81250	96,987	96,987	93,729
14 Contracts - Operational - ECE - Access & Quality	527980 81400	5,866,163	5,239,128	-
15 Contracts - Operational - ECE - Access & Quality (Escuela)	527980 81400	215,753	210,502	-
16 Contracts - Operational - ECE - Families in Crisis	527980 81400	611,013	535,332	630,000
17 Contracts - Operational - ECE - Grandparents	527980 81400	300,553	402,660	460,000
18 Contracts - Operational - ECE - Home Visitation	527980 81400	714,132	1,283,038	1,497,000
19 Contracts - Operational - ECE - Quality Availability/Physical Settings	527980 81400	34,200	129,362	-
20 Contracts - Operational - ECE - Special Needs	527980 81400	668,686	726,993	760,000
21 Contracts - Operational - ECE - UCR QRIS TA	527980 81400	144,879	146,742	-
22 Contracts - Operational - HCP - Asthma	527980 81400	869,672	867,230	957,206
23 Contracts - Operational - HCP - Breastfeeding	527980 81400	978,567	980,867	1,048,364
24 Contracts - Operational - HCP - Car Seat	527980 81400	-	3,002	-
25 Contracts - Operational - HCP - Dental Clinic (Borrego)	527980 81400	109,065	109,065	-
26 Contracts - Operational - HCP - Healthy Kids	527980 81400	250,000	69,720	-
27 Contracts - Operational - HCP - Medical School	527980 81400	2,276,260	1,277,117	1,804,532
28 Contracts - Operational - HCP - Mental Health	527980 81400	2,757,750	2,412,500	2,500,000
29 Contracts - Operational - HCP - Nutrition & Physical Activity	527980 81400	901,907	797,503	1,020,000
30 Contracts - Operational - HCP - Oral Health	527980 81400	2,805,528	1,789,993	-
31 Contracts - Operational - HCP - Targeted Home Visitation	527980 81400	981,731	976,017	1,540,863
32 Contracts - Operational - Strategic Plan 2016-2021	527980 81400	-	-	13,505,000
33 Contracts - System Change and Capacity Building	527980 92910	878,212	-	-
34 TOTAL CONTRACTS		\$ 22,504,537	\$ 19,563,623	\$ 27,532,729
35 Improvements-Building	542060	\$ 420,000	\$ (5,732)	\$ 374,410
36 Equipment-Office	546140	-	20,927	-
37 TOTAL CAPITAL EXPENSES		\$ 420,000	\$ 15,195	\$ 374,410
38 TOTAL EXPENDITURES		\$ 28,927,976	\$ 22,819,275	\$ 35,407,285