

County of Santa Clara Social Services Agency

Department of Development & Operational Planning
Office of Contracts Management



SSA03 092909

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DATE: September 29, 2009

TO: Board of Supervisors

FROM: 
Will Lightbourne
Agency Director, Social Services Agency

SUBJECT: Delegation of Authority to Enter into a Memorandum of Understanding with the Santa Clara County Office of Education

RECOMMENDED ACTION

Approve delegation of authority to Director of the Social Services Agency, or designee, to negotiate, execute, amend, terminate, and take any and all necessary or advisable actions relating to the Memorandum of Understanding with Santa Clara County Office of Education to provide services relating to children in foster care for period October 1, 2009 through June 30, 2012 following approval by County Counsel as to form and legality, and approval by the Office of the County Executive. Delegation of authority shall expire on June 30, 2012.

FISCAL IMPLICATIONS

There are no fiscal implications with this action.

CONTRACT HISTORY

Not Applicable.

REASONS FOR RECOMMENDATION

In accordance with the Board of Supervisors policy for entering into an Agreement, the Social Services Agency is requesting delegation of authority to enter into a MOU with the Santa Clara County Office of Education. Delegation of authority will allow the Agency Director, or designee, to negotiate and execute an Agreement in a timely manner. Additionally, delegation of authority will provide the Agency Director the authority to amend and terminate the Agreement as necessary to meet the needs of children in foster care.

BACKGROUND

The Santa Clara County Office of Education and the Social Services Agency's Department of Family and Children's Services are committed to working together toward the mutual goal of promoting the healthy development and future academic success of children in foster care. As part of their commitment, it is the intent of the agencies to enter into a MOU which outlines the roles and responsibilities of each agency to provide high quality support services to families that are parenting young children involved in the child welfare system.

There are four main topics that the MOU will cover to meet the goal of coordinating an efficient and comprehensive referral process and placement system that will address the needs of young foster children and foster parents/caregivers. The objectives are: 1) ensure the medical, physical, financial and emotional well-being of children at-risk of abuse, neglect or exploitation are met, and 2) provide child development and preschool services to young foster children. The four main topics include, but is not limited to, the following responsibilities:

Enrollment: DFCS will access children and submit/aid in the submission of applications to participate in a Head Start preschool program. SCCOE will provide application materials and DFCS referrals will have priority as space is available for placement in a Head Start preschool program.

Health: DFCS will provide each foster parent with the child's Health Education Passport. SCCOE will review the child's health records, provide a proper Head Start placement according to each child's specific health, mental health and nutritional needs.

Social Services: DFCS Social Worker's will provide information to the Head Start Family Advocate about existing family goals and services received from different agencies. Notify the Family Advocate of changes in foster care placements, etc. SCCOE will update th Child Plus data base and child's center folder to reflect changes related to family contacts, custody, restraining orders, etc.

Education: DFCS will have contact with Head Start staff to discuss individual foster children before they start school. SCCOE will provide a Kindergarten readiness education program for the foster child that is individualized to meet their needs, make a least two home visits and two parent/teacher conferences, provide a nurturing supportive environment, and access child's development three times per year.

CONSEQUENCES OF NEGATIVE ACTION

Negative action will result in the Social Services Agency's inability to enter into a MOU with the SCCOE to work together to serve children in foster care.

STEPS FOLLOWING APPROVAL

The Clerk of the Board will follow the usual steps for a transmittal of this type. The Social Services Agency Director, or designee, will negotiate and execute a MOU with SCCOE and forward a copy of the MOU to the Clerk of the Board within 30 days of the execution of the MOU.