

**Contra Costa County
System of Care Planning and Policy Council
Memorandum of Understanding**

This Memorandum of Understanding is created for the purpose of forming a multi-agency collaborative called the System of Care Planning and Policy Council, also referred to as the Policy Council. The purpose of this Policy Council is to support and coordinate access to services for children and families in Contra Costa County.

Member agencies are those that serve children including those with serious emotional disorders, children at risk for multiple out-of-home placements, transitional aged youth, and those children and families served by multiple agencies and/or jurisdictions.

Member agencies commit to support, coordinate, and collaborate with other member agencies in the effective delivery of service to eligible children and families in Contra Costa County.

Organization:

Membership – Agencies shall become members of the “System of Care Planning and Policy Council” upon signing this Memorandum of Understanding.

Governing Body – The System of Care Planning and Policy Council shall be the governing body of System of Care collaborative initiatives upon request.

Representation – Each member agency shall appoint one representative and one alternate representative to serve on the Policy Council.

The System of Care Planning and Policy Council reports to Family and Human Services Committee of the Board of Supervisors.

Membership shall include:

1. Director, Children and Family Services, Employment and Human Services
2. Chief Probation Officer, Juvenile Probation
3. Assistant Superintendent, Contra Costa County Office of Education
4. Director, Contra Costa SELPA
5. Director, Mt. Diablo SELPA
6. Director, West Contra Costa SELPA
7. Coordinator, Family Network
8. Consumer Representatives - Family Members and Youth representatives from Member agencies
9. Program Chief, Children and Adolescent Mental Health Services

10. Deputy Director, Child Health and Disability Prevention Program
11. Director, Community Services Department
12. Director, Alcohol and Other Drugs Services
13. Director, Child & Adolescent Services, Regional Center of the East Bay

Members of the Policy Council may send a delegate from their agency in their absence and the Policy Council may add additional members as it chooses. It is anticipated that the Policy Council will expand to include representation from additional school districts and other public agencies that serve children and an increased number of consumers (family members and youth) as needed.

Responsibilities of the System of Care Planning and Policy Council include:

1. Provide oversight of new and current System of Care collaborative initiatives and projects as mandated or requested by the requirements of the project or proposal.
2. Establishment and monitoring of countywide client outcomes
3. Regular review of countywide cost outcomes
4. Regular review of other system performance measures
5. Collaborative planning and resource development to address gaps in the delivery of services to children and families
6. Development of policy relating to interagency coordination
7. Make recommendation to community and governmental bodies who impact service to the children and families in Contra Costa County
8. Keep the Child and Family Policy Council of the Board informed and updated regarding emerging issues.

Each of the signatories to the MOU agrees to participate in the Policy Council at the department head, or deputy department head level and to implement its decision in matters of interagency coordination, so long as those decisions do not conflict with the governing Board directives or with existing County, State, or Federal laws or regulations.

Philosophy

The System of Care Planning and Policy Council will provide a collaborative approach, called *System of Care*, to delivering services to children and families in Contra Costa County for whom traditional service delivery models have been ineffective. An imperative of these collaborative approaches is culturally competent assessment, service delivery, and evaluation, all of which must take into account the family's culture, ethnicity, religion, race, gender, socioeconomic status, language, sexual orientation, geographical origin, neighborhood location and immigration status. The Policy Council also emphasizes the inclusion of family members and youth in the development of the System of Care. The family and youth members will serve as the "voice" of other service consumers and advocate for the needs of Contra Costa families and youth. The Policy Council will be guided by the System of Care principles.

Target Population: *Below are the target populations that are monitored by the Policy Council that include, but are not limited, to the list below:*

1. Children and youth with Serious Emotional Disorders between the ages of 5 and 18 who are currently involved with at least one of the four major child-serving agencies (Health/Mental Health, Children and Family Services, Juvenile Probation, Education) and who are exhibiting difficulties functioning in at least two areas of daily living (school, home, community).
2. Children and youth who are at risk for multiple out-of-home placements or are currently experiencing multiple out-of-home placements.
3. High-risk children in out-of-home placement who are being served by multiple member agencies.
4. Transitional aged youth (16-18 year olds) that require more intensive supports than are available through traditional service delivery models such as Independent Living Skills Program.

System of Care participants will be identified through data reporting systems for enrollment into the collaborative initiatives.

Shared Client Information System

The Policy Council will strive for the development of a common pool of shared data regarding client characteristics, services and outcomes. To this end:

1. Each of the member agencies agrees to make basic client, service delivery, and outcome data available.
2. The Policy Council will determine by mutual agreement what information can be extracted and shared.
3. A common release of information will be developed and used by all participating agencies. All necessary steps will be taken to protect client confidentiality requirements.
4. Each signatory will participate in the development of a computer-based system that will permit on-line pooling of basic client data to improve coordinated service for shared cases and that will maintain the basic data necessary to monitor System of Care outcomes.
5. Share agency data with agency partners for collaborative grants and proposals when requested.

Sustainability/Resource Development

A major element of the ongoing evolution of the System of Care will be the development of structures to link the participating organizations into systems of shared resources, coordinated infrastructure development, risk sharing, and reinvestment of cost savings. The SOC Policy Council has tasked the Sustainability/Resource Development subcommittee with this endeavor.

Another component of the of the Policy Council is to serve as a collaborative starting point when member agencies pursue future grants or proposals that are aligned with the values and principles of System of Care. The subcommittee will strive to become a clearinghouse of information (data and program information) that may be utilized for other member agencies when applying for new collaborative grants. Subcommittee will meet regularly and may add ad hoc members whenever necessary to suit the requirements of a proposed project or grant.

Service Objectives: *Below are the Service Objectives that are monitored by the Policy Council that include, but are not limited to, the following objectives:*

1. Reduce out-of-home placements for System participants
2. Reduce length of stay for children who are placed out-of-home
3. Reduce placement disruptions and increase placement stability
4. Reduce psychiatric hospitalizations
5. Reduce juvenile offender recidivism
6. Improve school attendance and performance
7. Strengthen life skills of participating children
8. Support parents and strengthen families
9. Increase parent and community involvement in all levels of System of Care
10. Increase successful permanency outcomes
11. Ensure that children, youth and families receive culturally competent services
12. Improve preparation of transitional aged youth for self-sufficiency at emancipation into adulthood

Term of Agreement

This Agreement shall be effective for each participating agency upon signing by the authorized representative of that agency.

Signature

Date

Contra Costa County Administrator

Presiding Judge, Contra Costa County Juvenile Court

Director, Contra Costa County Health Services Department

Director, Contra Costa County Employment and Human Services

Contra Costa County Chief Probation Officer

Director, Contra Costa County Community Services Department

Superintendent, Contra Costa County Office of Education

Superintendent, Mt. Diablo Unified School District

Superintendent, West Contra Costa Unified School District

Director, Children & Family Services

Director, Mental Health Services

Director, Contra Costa County Special Education Local Plan Area

Director, Substance Abuse Services

Program Chief, Children's Mental Health Services

Director, Child and Adolescent Services, Regional Center of the East Bay