

**El Dorado County  
SB 163  
Wraparound Plan**

**Revised August 30, 2006**

**EL DORADO COUNTY WRAPAROUND PLAN**

**Table of Contents**

**I. INTRODUCTION -----3**

**A. Background ----- 3**

**B. Vision ----- 3**

**II. PROGRAM STRUCTURE AND MAINTENANCE -----4**

**A. Organizational Structure for Wraparound Program -----4**

**B. Infrastructure for Developing and Maintaining Wraparound ----- 7**

        1. Interagency Advisory Council ----- 7

        2. Cross-System Operations Team ----- 7

        3. Fiscal Team ----- 7

        4. Multi-Disciplinary Team (MDT) Placement Subcommittee----- 8

        5. Family Teams----- 8

**C. Target Population and Eligibility Criteria ----- 8**

        1. Priority One----- 8

        2. Priority Two----- 9

        3. Priority Three----- 9

**D. Process for Referral and Approval----- 9**

**E. Wraparound Methods and Best Practices----- 10**

**F. Staff Resources and Development ----- 11**

        1. Wraparound Staff Support----- 11

        2. Training ----- 13

**G. Wraparound Agency Requirements ----- 14**

        1. Capacity and Experience----- 14

        2. Operations ----- 14

**H. Fiscal Capacity----- 15**

**III. QUALITY MANAGEMENT ----- 16**

**A. Fidelity ----- 16**

**B. Process Evaluation ----- 16**

**C. Outcome Evaluation ----- 16**

**D. Agency Collaboration ----- 17**

**IV. SIGNATURES----- 18**

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## ***EL DORADO COUNTY WRAPAROUND PLAN***

### **I. INTRODUCTION**

The Senate Bill (SB) 163 Wraparound program allows the county flexible use of State foster care dollars to provide eligible youth with family-based service alternatives to group home care. Wraparound is a family-centered, strength-based, needs-driven process for creating individualized services and supports for youth and their families. The program serves those youth who are currently residing, or at risk of being placed, in a group home licensed at a rate classification level of 10-14. The program also serves, through reinvestment of program savings, additional at risk youth and their families who may not meet the eligibility criteria to occupy a service allocation slot.

#### **A. Background**

SB 163 was approved as a pilot project on October 8, 1997. Assembly Bill 429, approved July 28, 2001, eliminated the project sunset date and indefinitely extended the SB 163 Wraparound program.

In July 2002, after engaging the community and stakeholders to design its Wraparound plan, El Dorado County began offering Wraparound services to at risk youth.

Outreach was provided to various community organizations on Wraparound principles and philosophy and our county plan. SB 163 staff planned and delivered outreach training for the community.

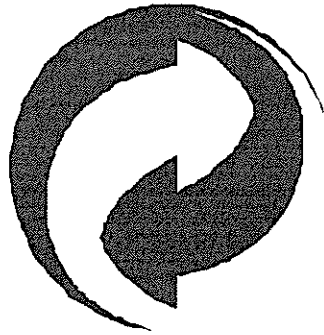
#### **B. Vision**

To support youth, their families, and the community by keeping young people healthy, safely at home or in the community, in school and out of trouble.

**II. PROGRAM STRUCTURE AND MAINTENANCE**

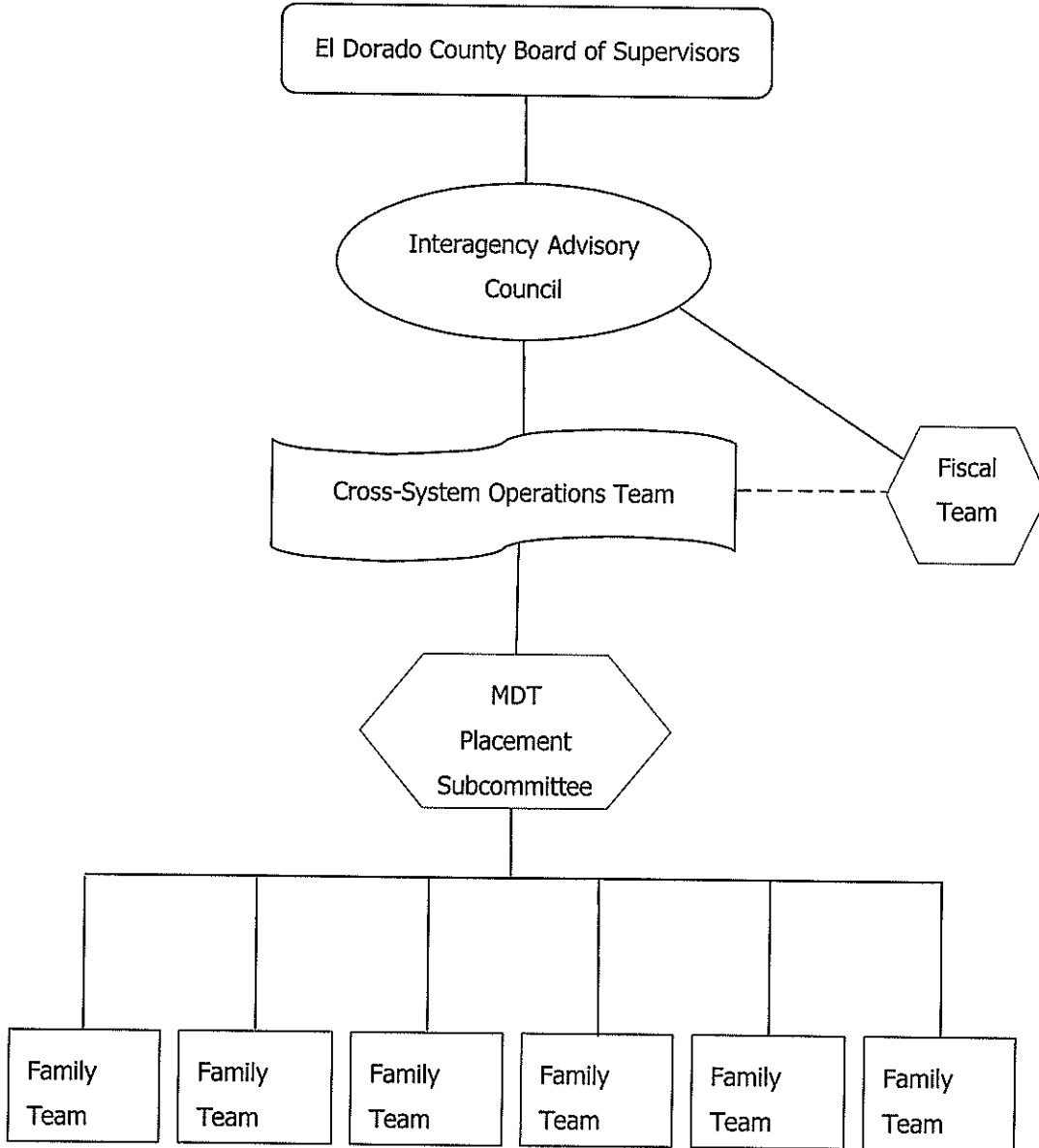
**A. Organizational Structure for Wraparound Program**

El Dorado County is using a public agency lead model with contracted agencies. The Department of Human Services (DHS) has the lead role in administering Wraparound resources. The Departments of Human Services, Mental Health, Public Health, Probation, the County Office of Education, as well as representatives from the juvenile court system, serve in an advisory capacity on the development and integration of services. The Department of Mental Health (DMH) has the lead role in facilitating, supervising, and delivering contracted Wraparound services. We are committed to implementing Wraparound collaboratively rather than as separate agencies to bring together formal and informal networks to surround and support family teams in addressing concerns and meeting basic needs.



**EL DORADO COUNTY WRAPAROUND PLAN**

Our structure is:



**EL DORADO COUNTY WRAPAROUND PLAN**

The teams' functions are:

TEAM	MEMBERS	Function
Interagency Advisory Council (IAC)	Agency Directors, Superintendent of Schools, Family Court Commissioner, Dependency Attorney, Court Appointed Special Advocates (CASA) representative	Advises on the development of policy pertaining to integrated services. Provides goals and decision making strategy. Monitors outcomes.
Cross-System Operations Team (CSOT)	Program Managers, Agency Managers, Supervisors, Parent Partners, Foster Parents Association	Provides tactical planning and implementation. Provides cross-system education, awareness, data collection, and oversight of performance outcomes. Acts as forum for consumer and agency service issues.
Fiscal Team	Representatives from the Departments of Human Services and Mental Health	Participates in an advisory capacity as needed.
Multi-disciplinary Team (MDT) Placement Subcommittee	Representatives from Mental Health, Human Services, Probation, Education	Reviews and approves referrals.
Family Teams	People important to the family goal: neighbors; clergy; relatives; referring Public Agency; Facilitator; Parent Partner; clinical service providers	Acts as the planning and decision making body for determining strengths and needs as well as developing relevant service and support plans.

**B. Infrastructure for Developing and Maintaining Wraparound**

**1. Interagency Advisory Council**

The Interagency Advisory Council (IAC) consists of the directors and superintendent of the five agencies involved in administration of the county's Wraparound Plan as well as representatives from the juvenile court system.

This council advises on the development of policies, provides goals and decision-making strategies and monitors outcomes. The council meets quarterly, more often if needed.

**2. Cross-System Operations Team**

The Cross-System Operations Team (CSOT) includes program managers and/or supervisors from the Office of Education and Departments of Probation, Human Services, Mental Health, and Public Health as well as community resource providers. The CSOT also includes a Parent Partner, a representative from the Foster Parents Association, and a representative from ALTA California Regional Center (ACRC). This team oversees fidelity to the essential elements of the Wraparound model (see Best Practice Standards).

The CSOT randomly reviews new and existing family plans for quality assurance. The CSOT promotes Family Team empowerment and addresses complaints and grievances. They work to develop appropriate interagency procedures to facilitate Wraparound processes. They review program data and monitor performance outcomes. This team meets bi-monthly.

**3. Fiscal Team**

The Fiscal Team consists of one representative from the Department of Human Services and one representative from the Department of Mental Health.

This team serves in an advisory capacity to SB 163 committees as requested.

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## ***EL DORADO COUNTY WRAPAROUND PLAN***

### **4. Multi-Disciplinary Team (MDT) Placement Subcommittee**

The Multi-Disciplinary Team (MDT) Placement Subcommittee includes representatives from the County Office of Education and the Departments of Mental Health, Human Services and Probation.

The MDT Placement Subcommittee considers all referrals received as well as planned transitions from group homes and approves youth for SB 163 services. Referrals are presented to the subcommittee by agency caseworkers. This subcommittee assists in assigning priority for services to those youth at most risk when program capacity is reached. This subcommittee meets weekly.

### **5. Family Teams**

In addition to the child and family members, Family Teams consist of people who are important and influential to the families participating in SB 163 services. These teams may include, but are not limited to: neighbors; clergy; relatives; public agencies; Facilitators; Parent Partners; and service providers.

Each Family Team is responsible for determining the families' strengths, needs, and goals and is the decision making body for developing family plans. Family Team meetings are scheduled in accordance with the individualized plan.

## **C. Target Population and Eligibility Criteria**

### **1. Priority One**

The program serves youth and families in El Dorado County, countywide, who are currently, or would be, placed in a group home licensed at a Rate Classification Level (RCL) of 10-14 and who meet one of the following criteria: has been adjudicated as either a dependent or ward of the juvenile court pursuant to Welfare and Institutions Code Sections 300, 601, or 602; a child who would be voluntarily placed in out-of-home care pursuant to Section 7572.5 of the Government Code.



## ***EL DORADO COUNTY WRAPAROUND PLAN***

Primary care adults must be committed and support the goals of the program.

El Dorado County is committed to offering equal access to Priorities Two and Three (below) regardless of eligibility for other funding after ensuring that youth and families who qualify under Priority One have been provided services.

### **2. Priority Two**

After services are provided to youth and families eligible under Priority One, program savings are used to offer Wraparound services to youth and families identified by the partner agencies as being at high risk for out of home placement, arrest, non-public school, or injury to self or others.

### **3. Priority Three**

After services are provided to youth and families eligible under Priorities One and Two, program savings are used to provide community outreach, educational programs, emergency interventions, and other child welfare services as recommended by the CSOT and approved by the IAC.

### **D. Process for Referral and Approval**

The MDT Placement Subcommittee will review all cases of youth referred for SB 163 services as well as youth who are currently in level 10-14 group homes. Program Management approves upon confirmation of eligibility criteria.

Upon approval for SB 163 services, the facilitator will interview the families to discuss the program services and resources. Services will be initiated for families that choose to participate.

Whenever feasible, the areas in need of improvement as identified by other agencies to prevent out of home placement shall be integrated into the Family Team plan and Wraparound process.

**EL DORADO COUNTY WRAPAROUND PLAN**

**E. Wraparound Methods and Best Practices**

Best Practice Standards based on the California SB 163 Model

Families as full partners with access, voice and ownership at all levels of planning and implementation	Primary care adults will be involved in all stages of planning for their children. The Family Team will be the primary decision making body in determining strengths and needs and in developing service and support plans. Primary care adults and the Family Team will be given open forum discussions on the CSOT as needed.
Unique child and family teams	Individualized Family Teams and plans based on collaborative input. Each Team will consist of people important to the family (e.g. neighbors, clergy, public agencies, etc.).
Culturally competent services tailored to family culture, values, norms, strengths and preferences	Staff are available to provide bilingual and culturally competent services. Family advocacy may include diversity training, mentors, and interpreters.
Perseverance in support and assistance to families	Services will be increased, modified, and extended as needed.
Care provided in context of home and community	Families are trained on how to access available resources.
Life domain, needs-driven planning	Individualized plans take into consideration areas such as education, financial stability, and supportive transitions. Initial needs assessments focus on risk, home and community safety, and family voice.
Strengths defined from first conversation	Facilitators will look for and use family and individual strengths in the plans.
Braiding of formal and natural/informal resources	When developing plans, the family will be encouraged to acquire and use strengths from their team in conjunction with existing community resources whenever possible.

**EL DORADO COUNTY WRAPAROUND PLAN**

Access to Flexible Funding	Staff have timely access to flexible funds within the county purchasing ordinance.
Strategies linked to family and community strengths	Facilitators will identify child and family strengths. Connections to community resources for supports and interventions will be made based on the identified family strengths as well as their needs and goals.
Commitment to permanence	Our program encourages stable, permanent living relationships with natural parents, relatives, or primary care adults. Families and youth are not rejected or ejected from service because of the severity or nature of their needs. There is a commitment to persevere in evolving the plan to assist families to self-sufficiency.
Mechanisms and structures to support parent advocacy and leadership	Parent partnership and advocacy will be encouraged in part by parent support groups, mentor peers, and agency staff. Families will have access to a Parent Partner. The Parent Partner may be a part of the Family Team if desired by the family and recommended by the Facilitator.

**F. Staff Resources and Development**

**1. Wraparound Staff Support**

Administrative management is provided by the Department of Human Services Wraparound Manager. The Department of Mental Health provides an SB 163 Coordinator. Facilitators report to the SB 163 Coordinator. Parent Partners are supervised by the SB 163 Coordinator under direction of the Wraparound Manager. Evaluator functions are provided by the Department of Human Services. Subsidiary staff are employees of the Department of Mental Health, Department of Human Services, or their subcontractors. Oversight of services is provided by the CSOT.

**EL DORADO COUNTY WRAPAROUND PLAN**

Wraparound Staff include:

<b>Title</b>	<b>Role</b>
<p><b>Wraparound Manager</b></p> <p><i>Member of:</i></p> <ul style="list-style-type: none"> <li>• CSOT</li> <li>• MDT Placement Subcommittee</li> <li>• Fiscal Team</li> </ul>	<ul style="list-style-type: none"> <li>• Attends IAC meetings</li> <li>• Chairs the CSOT</li> <li>• Provides direction to the SB 163 Coordinator and Parent Partners</li> <li>• Facilitates contracts for SB 163 services</li> <li>• Authorizes, within the County Purchasing Ordinance, use of SB 163 funds for SB 163 services</li> </ul>
<p><b>SB 163 Coordinator</b></p> <p><i>Member of:</i></p> <ul style="list-style-type: none"> <li>• CSOT</li> <li>• MDT Placement Subcommittee</li> </ul>	<ul style="list-style-type: none"> <li>• Requests funds for SB 163 family stabilization (see section G.2. <u>Operations</u>)</li> <li>• Serves on the CSOT and the Placement Committee</li> <li>• Acts as liaison between the Family Teams and the CSOT</li> <li>• May review the service plan for any family</li> <li>• Trains and mentors staff</li> <li>• Supervises Facilitators and Parent Partners</li> <li>• Assigns cases to Facilitators and Parent Partners</li> </ul>
<p><b>Evaluator</b></p> <p><i>Member of:</i></p> <ul style="list-style-type: none"> <li>• CSOT</li> </ul>	<ul style="list-style-type: none"> <li>• Maintains "slot list" at DHS and ensures that list is sent to DMH and California Department of Social Services (CDSS) monthly</li> <li>• Maintains reminder system for timely receipt of reports, data, and documentation</li> <li>• Prepares statistical analysis of demographics, services, and outcomes</li> <li>• Reports results to CSOT and/or IAC</li> </ul>
<p><b>Facilitator</b></p> <p><i>Member of:</i></p> <ul style="list-style-type: none"> <li>• Family Team</li> </ul>	<ul style="list-style-type: none"> <li>• Assists families to identify strengths and needs</li> <li>• Assists families to determine who will make up the unique Family Team</li> <li>• Educates the family and Family Team members about the program</li> <li>• Schedules and facilitates family meetings</li> <li>• Documents Family Team activities</li> <li>• Refers families to community resources</li> <li>• Presents requests for services after identifying supportive resources</li> <li>• Ensures Satisfaction Surveys are provided to participating families</li> </ul>
<p><b>Fiscal Staff</b></p> <p><i>Member of:</i></p> <ul style="list-style-type: none"> <li>• Fiscal Team</li> <li>• CSOT (as needed)</li> </ul>	<ul style="list-style-type: none"> <li>• Monitors revenues and expenditures</li> <li>• Advises on fiscal matters as needed</li> </ul>

**EL DORADO COUNTY WRAPAROUND PLAN**

<b>Title</b>	<b>Role</b>
<p><b>Parent Partner</b></p> <p><i>Member of:</i></p> <ul style="list-style-type: none"> <li>• <i>Family Teams</i></li> <li>• <i>CSOT</i></li> </ul>	<ul style="list-style-type: none"> <li>• Attends IAC meetings</li> <li>• Mentors and advocates for families</li> <li>• Researches and develops family and community resources</li> <li>• Assists in data collection, including satisfaction surveys</li> <li>• Participates in support group and outreach activities</li> <li>• May assist in assessing family strengths and needs and in development of the family plan</li> </ul>
<p><b>Family Specialists</b></p> <p><i>Member of:</i></p> <ul style="list-style-type: none"> <li>• <i>Family Teams</i></li> </ul>	<ul style="list-style-type: none"> <li>• Offers therapeutic behavioral assistance</li> <li>• Provides a wide range of family support activities, including transportation</li> <li>• Encourages parent advocacy</li> <li>• Provides mentoring and coaching</li> <li>• Assists with community resource access</li> </ul>

Any of the positions and/or functions listed above may be filled or provided by subcontracted agencies.

**2. Training**

The State offers training for administrative staff and direct service providers. The primary contractor, Department of Mental Health, shall receive the education necessary to provide training for families, county staff, and subcontracted staff.

County contracted Wraparound staff and service providers are required to attend training. The Department of Mental Health shall ensure that subcontracted providers meet the minimum requirements for their positions. Training requests are to be approved by department heads.

If possible, parent advocates, youth consumers, or Parent Partners, who have been through the Wraparound process, will participate in the delivery of training.

Families receive training in relevant areas including: informed decision-making; how to access services; informal mentoring processes; parent/child advocacy; safety plan development and implementation; and the principles of the program.

## **G. Wraparound Agency Requirements**

### **1. Capacity and Experience**

The El Dorado County Departments of Human Services and Mental Health have developed many partnerships within the public and private sectors. The agencies may have a Memorandum of Understanding (MOU), contract or agreement with local, community-based organizations, including but not limited to the following types of organizations:

- Youth and Family Counseling organizations
- Child Treatment Centers
- Substance abuse organizations
- High School districts
- County Office of Education
- Organizations that provide interagency case management

Facilitators and Family Specialists receive training in the SB 163 essential elements including: behavior management techniques, strength-based needs assessment, performance measures, accessing resources, and crisis intervention.

Staff will be mentored and coached on an ongoing basis by an experienced SB 163 Coordinator to ensure high-quality implementation of the essential elements of SB 163. The SB 163 Coordinator will train Parent Partners.

### **2. Operations**

Service provision will be consumer-friendly and provide flexibility as to time, location, and response. Staff may be scheduled to work non-traditional hours to be available to youth and families as needed. Community-based organizations will be contracted to provide Family Specialists and crisis response.

A Family Team may request access to flexible funds to support Family Team goals, stabilize risk situations, or enable program participation. Flexible funds

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## ***EL DORADO COUNTY WRAPAROUND PLAN***

are available upon recommendation by the Facilitator and approval of management.

The Department of Mental Health is certified as a Medi-Cal provider. DMH has the ability to certify eligible, community-based organizations as Medi-Cal providers. DMH will provide oversight to ensure contracted service providers meet Wraparound and Medi-Cal standards.

### **H. Fiscal Capacity**

Fiscal management of SB 163 Wraparound services will be provided in the following ways:



- Six allocation slots are available to fund the program. Additional slots may be requested based upon a determination of future need.
- State and County funds for the allocation slots are claimed in accordance with current CDSS regulations.
- The Departments of Mental Health and Human Services will approve expenditures for youth receiving SB 163 services. Priority for use of revenues is defined in section II.C. Target Population and Eligibility Criteria.
- Budget compliance will be monitored quarterly by the Fiscal Team.
- To ensure that SB 163 funds are maximized, additional funding streams will be considered whenever possible, including but not limited to:
  - Medi-Cal (Title XIX) funds
  - Adoption Assistance Payments
  - KIN-GAP funds
  - Early & Periodic Screening, Diagnosis & Treatment (EPSDT) funds
  - Title IV-E funds
- Any savings realized from SB 163 activities identified in this plan will be reinvested in community education, outreach, and intervention programs with at-risk families as the target population.

### **III. QUALITY MANAGEMENT**

#### **A. Fidelity**

On an annual basis, the MDT Placement Subcommittee and CSOT will meet to review the SB 163 County Wraparound Plan to assure fidelity to the plan, review progress and barriers, recommend training and set goals and objectives for the coming year. Any recommended changes to the SB 163 County Wraparound Plan will be reviewed by the IAC. Upon IAC approval, changes will be submitted to the State for approval and inclusion in the plan.

#### **B. Process Evaluation**

Appropriate evaluation instruments are used to capture data. Facilitators, Parent Partners, Family Specialists, and advocates may be assigned to collect the data, ensuring family input. Performance data will be based upon progress toward the Family Team goals. Program effectiveness will be determined by progress toward the plan vision, family and agency goals, and Family Team satisfaction. Assessment updates occur not less than quarterly and include Family Team plan modification if necessary. Program data and performance indicators will be maintained by the Evaluator and reported to the IAC quarterly and CSOT bi-monthly.

#### **C. Outcome Evaluation**

Evaluation data will be captured using currently accepted Mental Health tools approved by the Wraparound Manager, the Evaluator, and the SB 163 Coordinator. These tools include, but are not limited to: surveys; reports; checklists; and assessment scales.

Additional evaluation tools may be developed or implemented as needed.

The evaluation process is designed to determine effectiveness of Wraparound services in improving the following functional life areas:

- stability of residence
- hospitalization



## ***EL DORADO COUNTY WRAPAROUND PLAN***

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- shelter days
- arrest
- type of school placement
- school attendance
- academic performance
- family unit self-sufficiency
- independence from formal supports

### **D. Agency Collaboration**

As partner agencies involved in education and welfare services, we are committed to cooperative evaluations, staff interactions, positive outcomes for youth and families, development of additional resources, and a continued commitment to customer service and growth.

**EL DORADO COUNTY WRAPAROUND PLAN**

**IV. SIGNATURES**

Each party, signed below, agrees to this plan. It is mutually agreed that this plan may be modified or amended upon the written mutual consent of the parties hereto.

Barry Wasserman 9/5/06  
Barry Wasserman, Acting Director, Mental Health Date

John Litwinovich 9/5/06  
John Litwinovich, Director, Human Services Date

Joseph S. Warcholl II 9-5-06  
Joseph S. Warcholl II, Chief Probation Officer Date

Gayle Erbe-Hamlin 9/6/06  
Gayle Erbe-Hamlin, Director, Public Health Department Date

Vicki L. Barber 9-5-06  
Vicki L. Barber, Ed.D., Superintendent of Schools Date

Hon. Gregory Dwyer 9/5/06  
Hon. Gregory Dwyer, Superior Court Commissioner Date

Susan M. O'Brien 9-5-06  
Susan O'Brien, Attorney At Law Date

Cathie Watson 9-11-06  
Cathie Watson, CASA Program Manager Date