



PLEASE
POST

Alpine County Child Abuse Prevention Council Meeting Agenda

Members

*Matthew Strahl
Erin Dobyms, Chair*

*Amy Broadhurst
Crystal Pitts, Alternate*

*Briana Vallejo, Vice-Chair
Sara Daniel, Alternate*

*Debbie Diamond
Michele De/Vecchio, Alternate*

*Jeff McKay
Janel Morales, Alternate*

*Tami DiSalvo
Lisa Arnold, Alternate*

*Rick Stephens
Brian Lowry, Alternate*

*Jennifer Hawkins
CAPC Coordinator*

*Katherine Rakow
BOS liaison, Non-voting
member*



*Alpine County CAPC
mission: To encourage and
support interactive
community based programs
to ensure that children and
families are safe and
healthy.*

**Alpine County Health & Human Services
Conference Room
75A Diamond Valley Road
Markleeville, CA 96120**

Wednesday, December 4, 2019 @ 1:00pm

- 1. Call to order regular meeting: 1pm**
- 2. Introductions/Attendance:**
- 3. Oral Communications/General Public Comment:**
This portion of the meeting is an opportunity for members of the public to address the Child Abuse Prevention Council. No action can be taken on items not appearing on the agenda.
- 4. Approve Agenda(s):**
Approve December 2019 Agenda
- 5. Approve Meeting Minutes:**
 - 5.1 Approve November 2019 meeting minutes
- 6. Unfinished Business:**
 - 6.1 Prevention Action Plan-discussion
 - 6.2 Purchase of marketing/exposure material-discussion with possible action
 - 6.3 Magical Markleeville event-discussion
 - 6.4 Holiday Program Planning update-discussion
- 7. New Business:**
 - 7.1 Proposed 2020 meeting schedule- discussion and possible action
 - 7.2 Proposed 2020 meeting time change-discussion and possible action
 - 7.3 Proposal for Child Abuse Prevention Month Book discussion and possible action
- 8. Member Reports:**
- 9. Adjournment:**
The Council will adjourn to the next scheduled meeting on **January 8, 2020 at 1PM at the HHS Conference Room, 75-A Diamond Valley Rd.**

CAPC MEETING MINUTES
November 6, 2019
 The Learning Center
 100 Foothill Rd., Markleeville, CA. 96120

**MEMBERS PRESENT:**

Erin Dobyms (Chair) Brian Lowry (SO)
 Janel Morales (HHS) Briana Vallejo (Vice Chair)
 Amy Broadhurst (BHS) Tami DiSalvo (Probation)

STAFF PRESENT:

Jennifer Hawkins (CAPC Coordinator)
 Sharon King (HHS)

GUESTS PRESENT:

Sara Daniel (LVF) Joel Burnett (SO)

1. **Call to order regular meeting: 1:05pm**
2. **Introductions/Attendance:** Introductions were made for all who were present and a quorum was established.
3. **Oral Communications/General Public Comment:**
 This portion of the meeting is an opportunity for members of the public to address the Child Abuse Prevention Council. No action can be taken on items not appearing on the agenda.
 No Public Comments
4. **Approve Agenda(s):**
 - 4.1 Approve November 2019 Meeting Agenda – Motion Broadhurst/2nd Morales- **MOTION CARRIED**
5. **Approve Meeting Minutes:**
 - 5.1 Approve October 2019 meeting minutes – Motion Morales/2nd Lowry- **MOTION CARRIED**
- Unfinished Business:**
 - 6.1 Creation of Prevention Action Plan and possible subcommittee- discussion with possible action- J. Morales received letter from CDSS that discusses OCAP vision including primary prevention, secondary prevention & tertiary prevention- E. Dobyms, J. Morales & J. Hawkins will further review letter & discuss at December meeting- item to be listed under unfinished business for December
 - 6.2 Purchase marketing/exposure materials- discussion with possible action- item to be moved to December agenda under unfinished business
ACTION STEP: J. Hawkins to look into cost of nameplates & develop policy regarding logo sharing
 - 6.3 Magical Markleeville- cookie baking volunteers- discussion- CAPC will have booth & donations will be accepted for holiday program- E. Dobyms, A. Broadhurst, J. Hawkins, B. Vallejo volunteered to provide cookies
 - 6.4 Holiday Program Planning- Giving trees being placed Nov. 7 in various locations in county; J. Morales & J. Hawkins to attend 50+ luncheon to spread word and take donations; B. Vallejo will post giving tree flyer & program info. on Next Door
ACTION STEP: A. Broadhurst to deliver holiday meal bags to Bear Valley Dec. 18 for distribution
7. **New Business: NONE**
8. **Member Reports:**
 - Sheriff's Office-** 2 deputies transferred to El Dorado County; 2 new deputies have started with Alpine County and 2 more are currently in the academy
 - Behavioral Health Services-** Wellness Hours- Mon-Thurs 1-4; new BHS building ready December
 - Live Violence Free-** Food Distribution 11/20 at county library; CDC released new report on ACES; Dec. 9-11 attending Triple P training in L.A.; Debra Dyason is new LVF Exec. Director
 - First 5-** ACES screenings are now covered in CA

All County Information Notice I-65-19

November 5, 2019

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY INFORMATION NOTICE NO. 65-19

The purpose of this ACIN is to provide the vision of the California Department of Social Services' (CDSS) Office of Child Abuse Prevention (OCAP), to clarify the definition of prevention and the roles of Child Abuse Prevention Councils (CAPCs), the OCAP County Consultants, and the OCAP County Liaisons. This ACIN serves as a guideline to improve communication among these entities, strengthen prevention networks and improve prevention services for children and families.



KIM JOHNSON
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



GAVIN NEWSOM
GOVERNOR

November 5, 2019

ALL COUNTY INFORMATION NOTICE (ACIN) NO. I-65-19

TO: ALL COUNTY CHILD WELFARE DIRECTORS
ALL CHILD WELFARE SERVICES PROGRAM MANAGERS
ALL CHILD ABUSE PREVENTION, INTERVENTION AND
TREATMENT LIAISONS
ALL COMMUNITY-BASED CHILD ABUSE PREVENTION LIAISONS
ALL PROMOTING SAFE AND STABLE FAMILIES LIAISONS
ALL COUNTY CHILD ABUSE PREVENTION COUNCIL
DIRECTORS

SUBJECT: VISION AND DEFINITION OF PREVENTION SERVICES AND
ROLES OF STATE, COUNTY, AND CHILD ABUSE PREVENTION
COUNCILS

REFERENCE: [ACIN NO. I-77-18](#), [ACIN NO. I-40-18](#), [ACIN NO. I-84-16](#), [WELFARE
AND INSTITUTIONS CODE \(WIC\) SECTIONS 18952–18958,
18960\(b\), 18962, 18963\(c\), 18966.1](#)

The purpose of this ACIN is to provide the vision of the California Department of Social Services' (CDSS) Office of Child Abuse Prevention (OCAP), to clarify the definition of prevention and define the roles of the Child Abuse Prevention Councils (CAPCs), OCAP County Consultants and the OCAP County Liaisons. Collectively, the CAPCs, the OCAP County Consultants and the OCAP County Liaisons partner to improve primary, secondary, and tertiary prevention efforts that strengthen prevention networks, increase access to quality services and improve community and child well-being. This ACIN serves as a best practice guideline to improve communication among these entities.

BACKGROUND

Pursuant to [WIC section 18952 – 18958](#), the OCAP was established. The OCAP's vision is for California to have an integrated system that supports families to provide

safe, stable, nurturing relationships and environments for their children. To accomplish this vision, the OCAP identified the following guiding goals within its [strategic plan](#):

- **Lift** the capacity of parents and prevention partners to protect children from abuse and neglect
- **Link** and unite prevention partners around a shared prevention agenda using effective data-driven approaches
- **Leverage** partnerships across systems to promote and integrate statewide and local prevention agendas

LEVELS OF PREVENTION

Working with partners around the state, the OCAP is leading a philosophical shift in child welfare practices toward increased prevention strategies that seek to keep families healthy, safe and intact whenever possible. As this philosophical shift occurs, a shared language is being developed. Partners have requested that the OCAP define prevention. To meet this request, OCAP has built upon the Children's Bureau's definition of the prevention of child maltreatment to fit the needs of California. The OCAP created the [child maltreatment prevention framework](#), a one-page description of prevention that is being widely disseminated. The OCAP County Consultants encourage each county to develop a Primary, Secondary and Tertiary plan of prevention to best serve families.

- Primary prevention is defined as activities directed to the general population to improve child and community well-being by focusing on the social determinants of health, defined as the conditions in which people are born, grow, work, live and age. Strategies include but are not limited to increased social connections public awareness campaigns and education, school readiness, neighborhood watch programs, economic development/empowerment initiatives and improving access to services.
- Secondary prevention is defined as activities offered to populations that have one or more risk factors associated with child maltreatment, such as exposure to violence, parental mental health concerns, former foster youth, families with a history of child maltreatment, parental substance abuse, parental or child disabilities, poverty, unsubstantiated allegations of child abuse reported to child welfare, and young parental age. Strategies to build protective factors and mitigate risk factors include but are not limited to counseling, Differential Response, home visiting, parenting education, and connections to community-based programs such as crisis nurseries, family resource centers, and respite services.
- Tertiary prevention is defined as activities that focus on families where maltreatment has already occurred and seek to reduce the negative consequences of the maltreatment and to prevent its recurrence by providing

services that support behavioral change. These services provided to families being served by the child welfare system improve timely reunification, permanency, and placement stability. Examples of tertiary services include but are not limited to parent/sibling visit, coaching, intensive case management, services to pre and post adoptive families, legal guardianships and services to foster youth.

FUNDING FOR EACH LEVEL OF PREVENTION

The OCAP allocates funding for each level of prevention. Pursuant to [WIC section 18958](#), the OCAP is the lead agency providing administrative oversight and technical assistance for programs utilizing federal funds to include [Community-Based Child Abuse Prevention](#) (CBCAP) and [Promoting Safe and Stable Families](#) (PSSF). In addition, the OCAP provides administrative oversight and technical assistance for county [Child Abuse Prevention Intervention and Treatment](#) (CAPIT). The County Liaison communicating with the OCAP on the use of these funding streams within the county should be knowledgeable of each of the funding stream requirements.

The CBCAP funds are to be utilized to support primary prevention activities available to the general population. These funds may also be utilized to support secondary prevention efforts reaching families with one or more risk factors associated with child maltreatment. Requirements of CBCAP funding include, but are not limited to, evidence-based or evidence-informed programs, concepts and goals of collaboration, outreach to special populations, parent leadership, and use and application of validated assessment tools.

The PSSF is a federal program under [Title IV-B, Subpart 2 of the Social Security Act](#) for states to operate coordinated child and family services including community-based family support services, family preservation services, family reunification services and adoption promotion and support services to prevent child maltreatment. In accordance with Section 431 (B), community-based family support services funding can be used for primary prevention to promote safety and well-being of children and families; increase the strength and stability of families; increase parents' confidence and competence in parenting abilities; afford children a safe, stable, and supportive family environment; strengthen parental relationships, promote healthy marriages; and enhance child development through mentoring. The family preservation, family reunification, and adoption promotion and support services are primarily to be used for secondary and tertiary prevention strategies, reducing risk; assuring safety and stability of maltreated children; and supporting adoptive families. A minimum of 20 percent of the county's total annual PSSF allocation must be spent under each of the four program components. Counties have flexibility in how the remaining 20 percent is expended, and the remaining 20 percent can be used for one or more category of services that

require additional funding to address county identified needs. As we move toward strategies that seek to keep families safe and intact, the OCAP prefers that these flexible funds be utilized for primary and secondary prevention efforts.

The CAPIT Program was designed to fund the prevention, intervention and treatment of child abuse in California. The realignment of state funds to counties, including CAPIT, allows for more flexibility. With the passage of SB 1013 (Chapter 35, Statutes of 2012) in June of 2012, counties can use CAPIT funds in-house and have increased flexibility in the selection and funding of services. The OCAP encourages counties to utilize these flexible funds for primary and secondary prevention programs and strategies. Funding should be used to supplement, but not supplant, child welfare services. Funding priority should be given to nonprofit agencies with programs that serve the needs of children at risk of abuse or neglect and that have demonstrated effectiveness in prevention and/or early intervention. The CAPIT funds are used to fulfill CBCAP grant matching and leveraging requirements. As part of realignment, counties agreed to maintain their CAPIT spending at the level it was at the time of realignment.

[Pursuant to WIC section 18965-18971](#), when a county board of supervisors (BOS) designates a commission pursuant to Section 18965, the BOS shall establish a County Children's Trust Fund (CCTF). The purpose of the CCTF is to support child abuse prevention services in the community and to fund CAPCs, along with child abuse and neglect prevention and intervention programs operated by nonprofit organizations or public institutions of higher education, with recognized expertise in fields related to child welfare.

THE ROLE AND RESPONSIBILITIES OF THE CHILD ABUSE PREVENTION COUNCILS (CAPCS)

According to [WIC Section 18982](#), a child abuse prevention coordinating council is a community's council whose primary purpose is to coordinate the community's efforts to prevent and respond to child abuse.

In accordance with [WIC Section 18982.2](#) the CAPC's role and responsibilities shall include, but are not limited to the following:

- To provide a forum for interagency cooperation and coordination in the prevention, detection, treatment, and legal processing of child abuse cases.
- To promote public awareness of the abuse and neglect of children and the resources available for intervention and treatment.
- To encourage and facilitate training of professionals in the detection, treatment, and prevention of child abuse and neglect.
- To recommend improvements in services to families and victims.

- To encourage and facilitate community support for child abuse and neglect programs

The OCAP is promoting the following roles and responsibilities of the CAPCs:

Catalyst – inspire and promote civic and community engagement in protecting children:

- Inspire and promote a community vision and value for child safety and well-being.
- Create a broad movement toward greater prevention strategies within communities and systems.
- Leverage investment in prevention in light of the human and financial cost and effects of child maltreatment.

Convener – bring traditional and non-traditional partners together to impact the child maltreatment prevention agenda:

- Expand meaningful partnerships to engage a broad multi-sector public/private coalition that values the voice of persons with lived experience.
- Bring partners together on a regular basis in a safe, neutral space.
- Facilitate an open and inclusive exchange, reconciling differences, seeking synergy and aligning common goals.

Coordinator – aligns the larger prevention effort with coordinated public awareness and education:

- Coordinate, engage and collaborate to establish a shared vision for prevention, shared outcomes and measures and joint resource development.
- Promote public awareness and build shared understanding of how to prevent child abuse and neglect.
- Use data and research to spark discussion and action to improve child well-being and ensure effective solutions that demonstrate prevention is the smart and right thing to do.

THE ROLE AND RESPONSIBILITIES OF THE OCAP COUNTY CONSULTANTS

The OCAP County Consultants' primary role and responsibility is to support systems change toward a greater investment in prevention, ensuring counties are optimizing their prevention resources and seizing opportunities to enhance child well-being. To achieve this goal, the role and responsibilities of the OCAP County Consultants include:

- Provide orientations, guidance and support during the creation of the County Self-Assessment (CSA) and System Improvement Plan (SIP) to ensure appropriate data elements are used to assess child well-being and to identify data-driven prevention programs

- Incorporate prevention elements into the Stakeholder Meeting and Peer Review during the [California Child and Family Services Review](#) (C-CFSR) process
- Encourage prevention partners to be actively involved in the C-CFSR process
- As part of [Continuous Quality Improvement](#) (CQI), provide on-going, data-driven guidance on the identification of primary, secondary and tertiary prevention plans, programs and best practices
- Assist in the development of a [Logic Model](#) to develop program descriptions
- Encourage the use of [Evidence Based Programs](#) within prevention services
- Ensure funded programs comply with funding criteria to improve outcomes and optimize funding
- Assist in the identification and encourage the use of [evaluation tools](#)
- Provide quarterly check-ins and visit OCAP funded programs to ensure county identified prevention goals are effective and successful
- Provide connections to resources, counties and providers who may have knowledge or experience with similar prevention goals
- Provide follow-up to ensure accountability on strategic planning efforts between partners
- Provide resources and support to counties pursuing county-wide prevention plans
- Provide suggestions for outcome improvements and optimization of funding
- Attend prevention related meetings to provide support, guidance and/or facilitation, as appropriate
- Provide guidance, support, analysis and feedback regarding OCAP annual reporting
- Share information received from the federal government about effective primary and secondary prevention programs, practices, and strategies

THE ROLES AND RESPONSIBILITIES OF THE OCAP COUNTY LIAISONS:

In most counties, the main point of contact for the OCAP County Consultant is the OCAP County Liaison. The OCAP County Liaison is designated by the county and contact information is provided to the OCAP and updated as needed. Each OCAP County Liaison has different background knowledge and experience, but to be most effective, the OCAP County Liaison should be knowledgeable of the levels of prevention and be prepared to do the following:

- Work within or be a coordinating partner of the CWS
- Attend relevant collaborative meetings such as those organized by the CAPC
- Actively communicate with the state level OCAP County Consultant assigned to the county

- Remain knowledgeable of OCAP and Non-OCAP funded prevention programs within the county
- Ensure county contracted providers are informed of data collection, evaluation, and reporting requirements throughout the duration of the contract
- Monitor OCAP funded programs to ensure evaluation efforts are measuring effectiveness
- Participate in the C-CFSR process which includes the CSA and SIP orientations and planning meetings
- Work in cooperation and alignment (as applicable) with County C-CFSR (CSA/SIP) liaison and California State Children's Services Operations and Evaluation Branch county liaison
- Gather and input data for the OCAP Annual Report, which serves as the annual SIP progress report for OCAP funded prevention services, into [Efforts to Outcomes](#) (ETO)

Note: Pursuant to [WIC section 18962](#), counties are required to report annual utilization of CAPIT, CBCAP, PSSF and CCTF funds annually to the OCAP. The OCAP County Liaison will enter this information into ETO. Per the [C-CFSR Instruction Manual](#), the OCAP County Liaison maintains contact with providers to ensure that program requirements are met and that the appropriate information and data are being tracked. Information is collected for each OCAP funded program.

Additional Resources for OCAP County Liaisons and CAPCs can be accessed at:

ETO Assistance/Training Videos

[Access ETO Assistance/Training Videos here](#)

C-CSFR Process

[Access information regarding the C-CFSR Process here](#)

California Child Welfare Indicators Project

[Access the California Child Welfare Indicator Project here](#)

FRIENDS National Center for Community Based Child Abuse Prevention

[Access FRIENDS National Center for Community Based Child Abuse Prevention](#)

The California Evidence-based Clearinghouse for Child Welfare

[Access the California Evidence-Based Clearinghouse](#)

Best Practices Guidelines for California's Child Abuse Prevention Councils

[Access Best Practices Guidelines for California's Child Abuse Prevention Councils](#)

All County Information Notice I-65-19
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Any questions regarding this ACIN should be directed to the OCAP Prevention Network Development Unit at (916) 651-6960 or OCAP-PND@dss.ca.gov.

Sincerely,

Original Document Signed By

KELLY WINSTON, Acting Branch Chief
Child Protection and Family Support
Children and Family Services Division

c: County Welfare Directors Association