



**STATEMENT OF PROCEEDINGS  
FOR THE REGULAR MEETING OF THE  
LOS ANGELES COUNTY AUDIT COMMITTEE  
KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 525  
LOS ANGELES, CALIFORNIA 90012**

**Wednesday, February 4, 2015**

**10:30 AM**

Present: Michelle Vega, Grace Crossette-Thambiah, Maria Romero and Genie Chough

Absent: Lori Glasgow, Vice Chair James Blunt, Dorinne Jordan, Kieu-Anh King, and Carl Gallucci

AUDIO LINK FOR THE ENTIRE MEETING. (15-0750)

**Attachments:** [AUDIO](#)

**I. ADMINISTRATIVE MATTERS**

1. Call to Order. (15-0402)

**The meeting was called to order by Michelle Vega at 10:47 a.m.**

2. Approval of the December 3, 2014 meeting minutes. (15-0403)

**On motion of Maria Romero, seconded by Genie Chough, this item was approved.**

**Attachments:** [SUPPORTING DOCUMENT](#)

3. Department Success Stories. (15-0404)

**Lisa Campbell Motton, Probation Department, reported on the transition of the first placement of a probation youth in a Foster Family Agency (FFA). There are six FFA's that have agreed to accept probation youth.**

**III. OLD BUSINESS**

4. Star View Adolescent Center Community Treatment Facility Contract Compliance Monitoring Review (11/7/14) (Continued from meeting of 12/3/14). (14-5315)

**Diana Flaggs, Department of Children and Family Services (DCFS), provided a brief report on the exit conference regarding progress on findings on the agency's compliance and SIR. Additionally, in a recent assault report, the victim indicated that the assault itself is the reason she does not feel safe.**

**Mary Nichols, DCFS, reported on the findings structure and provided expenditures involved with placements. Ms. Nichols added that Star View and Vista Del Mar are allowed by State statute to take children from other counties; these costs are directly negotiated with that county.**

**DCFS staff was asked to provide an update on the SIR, the reason for numerous referrals of high level youth, rate of out-of-county placements and issues corrected.**

**On motion of Michelle Vega, and by Common Consent, there being no objection, this item was continued to the next meeting.**

**Attachments:** [SUPPORTING DOCUMENT - DCFS REPORT](#)

5. Bienvenidos Foster Family Agency Contract Compliance Monitoring Review (11/12/14) (Continued from meeting of 12/3/14). (14-5364)

**Karen Richardson, DCFS, reported that a computerized data tracking system, to track Needs and Services Plans (NSP's) and social worker visits will be implemented in six to eight weeks.**

**On motion of Michelle Vega, seconded by Maria Romero, this item was recieved and filed.**

**Attachments:** [SUPPORTING DOCUMENT - DCFS REPORT](#)

6. Concept 7 Foster Family Agency Contract Compliance Monitoring Review (11/13/14) (Continued from meeting of 12/3/14). (14-5366)

**Diana Flaggs, DCFS, reported on the contract compliance review and fiscal findings. Ms. Flaggs reported that there are two out-of-fund areas, with an operating loss for the 2013 fiscal year and the expenditure report has no grievances with independent contractors. The fixed assets report**

indicated that serial numbers and sources of funds and dates of purchases regarding vehicles were missing. In addition, a one-time incident regarding a child with an unauthorized absence (AWOL) was found; a Corrective Action Plan (CAP) on this finding is pending.

On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.

**Attachments:** [SUPPORTING DOCUMENT - DCFS REPORT](#)

7. Project Six Group Home Contract Compliance Monitoring Review (11/21/14) (Continued from meeting of 12/3/14). (14-5437)

In response to questions posed by Genie Chough, Diana Flaggs, DCFS, reported that a Special Incident Report (SIR) for an urgent care medical examination of a child's left hand was not appropriately documented and cross reported, nor was it submitted on the I-TRACK System. Additionally, there were three other SIR's that were recorded late.

On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.

**Attachments:** [SUPPORTING DOCUMENT - DCFS REPORT](#)

8. Wings of Refuge Foster Family Agency Contract Compliance Monitoring Review (11/19/14) (Continued from meeting of 12/3/14). (14-5438)

Fernando Rubio, Treasurer and Tax Collector's Office (TTC), reported that the agency has no assets or real property in California and no ability to pay. The agency currently has no contract and the amount owed is approximately \$134,000. Mr. Rubio indicated that an outside collection agency will conduct an out-of-state search for assets; assets found will be disclosed during litigation.

In response to Maria Romero if the agency was placed on the Contractor Alert Reporting Database (CARD); Diana Flaggs, DCFS, confirmed that the agency is on CARD.

On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.

**Attachments:** [SUPPORTING DOCUMENT - DCFS REPORT](#)

**III. REPORTS**

9. Community Youth Sports & Arts Foundation (Community Youth Sports and Arts) Group Home Contract Compliance Monitoring Review (11/26/14). (15-0384)

**Grace Crossette-Thambiah questioned the amount owed by the agency and expressed concern regarding the agency's performance history and audit compliance review. Diana Flaggs, DCFS, confirmed that the agency has paid all debts in full. Lisa Campbell-Motton, Probation Department, will provide a 4-year analysis for this agency.**

**On motion of Michelle Vega, seconded by Grace Crossette-Thambiah, this item was received and filed.**

**Attachments: [SUPPORTING DOCUMENTS - PROBATION REPORT](#)**

10. Eggleston Youth Center Group Home Contract Compliance Monitoring Review (11/26/14). (15-0385)

**Maria Romero expressed concern regarding non-compliance of the NSPs. Karen Richardson, DCFS, reported that training is ongoing, however, staff turnovers require new training; NSP training with providers is scheduled for February 18, 2015.**

**Michelle Vega requested DCFS staff to provide training materials and the status of NSPs. Pamela Pease, Probation Department, added that in the effort to ensure compliance with NSP tools have been revamped and an NSP checklist has been implemented. Lisa Campbell-Motton added that the checklist ensures that DCFS and Probation are in uniform with each other.**

**Maria Romero asked for clarification on the deficiencies. Diana Flaggs, DCFS, reported on the contractual timelines involved with processing and implementation of NSPs. Ms. Richardson added there are plans to include family teams in the process.**

**In response to questions posed by Michelle Vega regarding youth participation in Youth Development Services (YDS) and Vocational Programs, Ms. Campbell-Motton reported that youth approaching transition age are provided information by their assigned YDS counselor on vocational trainings, job readiness programs, mentoring, internships, and guidance towards careers of interest; only 2 out of 7 interviewees were unaware.**

**On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT - PROBATION REPORT](#)

- 11.** Dimondale Group Home (Carson, Long Beach, Lancaster, Hawthorne) Contract Compliance Monitoring Review (11/26/14). (15-0386)

**This Item was discussed jointly with Agenda Item Nos. 14 & 16.**

**Grace Crossette-Thambiah expressed concern regarding the agency's performance history and audit compliance, specifically facility maintenance issues. Lisa Campbell-Motton, Probation Department, will provide a 4-year comparative regarding the agency via email.**

**Michelle Vega asked DCFS and Probation staff to provide information regarding the average length of time for placements in group homes, foster family agencies and probation group homes at the next meeting.**

**Maria Romero asked DCFS and Probation staff to differentiate findings on reports. Ms. Campbell-Motton confirmed that a monitoring tool is currently in progress.**

**Grace Crossette-Thambiah expressed concern regarding patterns in performance history and audit compliance, specifically facility maintenance issues for Dimondale, You Are the Difference Foundation and Positive Path Youth Development Center Group Homes. Ms. Campbell-Motton will provide a 4-year comparative report regarding these Group Homes. Ms. Campbell-Motton indicated that maintenance issues are important; however, some incidents such as graffiti are recurrent.**

**Michelle Vega expressed concern regarding the agency response on not being able to afford maintenance costs. Ms. Campbell-Motton indicated that facility maintenance is dependent on each agency's fiscal budget; however, the County can request immediate repairs.**

**Michelle Vega stated that maintenance should be a priority for all agencies and the County. Ms. Campbell-Motton indicated that a plan to set higher standards for improving maintenance is in progress.**

**Diana Flaggs, DCFS, added that maintaining a facility can be a challenge for smaller agencies not at capacity; however, cleanliness or issues that pose safety concerns are not an exception.**

**Grace Crossette-Thambiah requested DCFS and Probation staff to provide an update via email regarding the agencies.**

**On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT - PROBATION REPORT](#)

- 12.** Rancho San Antonio Boys Home Group Home Contract Compliance Monitoring Review (11/26/14). (15-0387)

**On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT - PROBATION REPORT](#)

- 13.** Delilu Achievement Home Contract Compliance Monitoring Review (11/26/14). (15-0388)

**Grace Crossette-Thambiah expressed concern regarding the agency's lack of supervision. Lisa Campbell-Motton, Probation, reported that this agency is noted as one of eight Group Homes that fell below compliance although Corrective Actions Plans (CAP's) were implemented. This agency will be included in the forthcoming 4-year comparative report. The agency will be placed on notice and monitored to determine if the contract will be renewed.**

**Michelle Vega questioned if the lack of supervision is in regards to administration or youth. Ms. Crossette-Thambiah clarified that the lack of supervision is in regards to the youth and documents not signed in a timely manner. Ms. Campbell-Motton will further inspect the issue.**

**On motion of Grace Crossette-Thambiah, seconded by Michelle Vega, this item was continued to next meeting.**

**Attachments:** [SUPPORTING DOCUMENT - PROBATION REPORT](#)

- 14.** You Are The Difference Foundation (Loving Life) Group home Contract Compliance Monitoring Review (11/26/14). (15-0389)

**This item was discussed under Agenda Item No. 11.**

**After discussion, on motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT - PROBATION REPORT](#)

15. Starshine Treatment Center Contract Compliance Monitoring Review (11/26/14). (15-0390)

**On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT - PROBATION REPORT](#)

16. Positive Path Youth Development Center Contract Compliance Monitoring Review (11/26/14). (15-0391)

**This item was discussed under Agenda Item No. 11.**

**After discussion, on motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT - PROBATION REPORT](#)

17. Project Six Group Home dba The Help Group Compliance Monitoring Review (12/31/14). (15-0392)

**On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT - DCFS REPORT](#)

18. Olive Crest Group Home Contract Compliance Monitoring Review (12/31/14). (15-0393)

**Michelle Vega requested clarification in regards to the agency's response to Community Care Licensing (CCL) in regards to the citation. Diana Flaggs, DCFS, reported that the citation was in reference to an allegation related to inappropriate communication between a staff member and a child; the allegations were substantiated and the agency has terminated the staff member. Ms. Flaggs also reported that the agencies' Corrective Action Plan (CAP) regarding hiring practices has been fully implemented; CCL is always made aware of any staff allegations. Furthermore, Michelle Vega asked what the process is for post terminated staff and if there is a pattern of terminated staff working for other agencies. Ms. Flaggs indicated that DCFS and Probation have contractual rights to approve and/or disapprove staff members; CCL must also clear staff for employment.**

**On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT - DCFS REPORT](#)

19. Olive Crest Foster Family Agency Contract Compliance Monitoring Review (1/16/15). (15-0401)

**On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT - DCFS REPORT](#)

20. Vista Del Mar Group Home Contract Compliance Monitoring Review (12/31/14). (15-0394)

**On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT - DCFS REPORT](#)

21. West Covina Foster Family Agency d.b.a. Homes of Hope, Incorporated, Casa Esperanza Treatment Center Group Home Contract Compliance Monitoring Review (1/6/15). (15-0395)

**On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT - DCFS REPORT](#)

#### **IV. DISCUSSIONS**

22. Probation Group Home Monitoring Report. (14-5327)

**Lisa Campbell-Motton, Probation Department, reported that a monitoring tool has been implemented by DCFS and Probation. The monitoring tool provides access of data to both Departments. Collaborations with Probation are ongoing, the program is currently tablet friendly for better navigation and task performance; roll out is expected FY 2015.**

**Additionally, Ms. Campbell-Motton explained that DCFS manages their fiscal audits; both DCFS & Probation monitor their own Group Homes, joint Group Homes are shared and divided among both Departments.**

**In response to questions posed by Michelle Vega, Diana Flaggs, DCFS, provided a brief overview on the fiscal reviews and assessment tools regarding agencies with pilot participation.**

**Aggie Alonso, (A-C), provided a brief update on SB 84 regarding due process rights and the hearings involved; as a result of SB 84 the number**

of appeals filed by Foster Family Agencies have increased making it difficult for A-C to complete reports. Mr. Alonso added that a work group comprised of DCFS, County Counsel and CEO will be meeting later this month. Mr. Alonso will provide an update at the earliest opportunity.

In response to questions posed by Maria Romero, Mr. Alonso indicated that six agencies are currently on hold status; final reports are available on the CMDR system. Ms. Flagg explained the delay process and will provide draft reports with notices of action sent to the Agency for further discussion at the next meeting.

Maria Romero requested A-C staff include information regarding timeframes for work plans.

On motion of Michelle Vega, seconded by Maria Romero, this item was received and filed.

#### **V. MISCELLANEOUS**

23. Matters not on the posted agenda (to be Presented and Place on the Agenda of a Future Meeting). (15-0405)

**There were no matters presented.**

24. Public Comment. (15-0406)

**No members of the public addressed the Committee.**

25. Adjournment. (15-0407)

**There being no further business to discuss, the meeting adjourned at 11:53 a.m.**