

1 **BEFORE THE BOARD OF SUPERVISORS**
2 **OF THE COUNTY OF FRESNO**
3 **STATE OF CALIFORNIA**

4 IN THE MATTER OF: FRESNO COUNTY'S
5 TRANSITIONAL SHELTER CARE FACILITY)

6 **RESOLUTION NO.** 25-373

7 A RESOLUTION APPOINTING THE BOARD OF SUPERVISORS TO SERVE AS THE
8 GOVERNING BODY FOR THE PURPOSE OF CONDUCTING ALL ACTIVITIES AND AFFAIRS
9 FOR THE COUNTY'S TRANSITIONAL SHELTER CARE FACILITY.

10 **WHEREAS**, the County of Fresno has operated Mod C as the officially Licensed Transitional
11 Shelter Care Facility (TrSCF) since September 13, 2024 after previously experiencing challenges in
12 locating suitable placements for high needs foster youth in a timely manner.

13 **WHEREAS**, the County of Fresno Department of Social Services (DSS) currently utilizes space
14 at the former University Medical Center to temporarily house these youth. This site maintains meal
15 deliveries and snacks, activities, and 24-hour staff supervision. Currently, the location holds official
16 licensure from CDSS and is meeting all requirements and bylaws.

17 **WHEREAS**, the County no longer has ownership of Mod C building at the former University
18 Medical Center and needs to move the County's TrSCF to a more suitable location. DSS has identified
19 the Heritage Center as an appropriate location for the County's TrSCF to operate. The California
20 Department of Social Services (CDSS) requires the County to acquire new licensure for the Heritage
21 location because licensure does not transfer across locations.

22 **WHEREAS**, the TrSCF operating standards provided by the CDSS outlines the requirement of a
23 governing body that shall conduct all activities and affairs of the licensee and all corporate powers of the
24 licensee shall be exercised or under the direction of the governing body.

25 **WHEREAS**, the TrSCF operating standards state that for county operated TrSCF, the Board of
26 Supervisors of the County shall serve as "board of directors" or "governing body" of the facility, or, at its
27 election, may appoint no fewer than three individuals to serve as board of directors.

28 **WHEREAS**, it is in the best interests for foster youth needing transitional shelter and the County
to have the Board of Supervisors serve as the governing body to be in compliance with the requirements
set forth by CDSS for TrSCFs for licensure. Housing foster youth in an unlicensed facility is a violation of

Health and Safety Code (HSC) Section 1503.5 and 1508 and the County may be subject to a civil penalty of \$200 or \$1,000 per day of the violation at the discretion of CDSS.

NOW, THEREFORE, BE IT RESOLVED, that the County of Fresno Board of Supervisors does determine and declare as follows:

SECTION 1. The Governing Body

The Fresno County Board of Supervisors shall serve as the governing body of the County's Transitional Shelter Care Facility, the Fresno County Transitional Youth Shelter, pursuant to the California Department of Social Services Transitional Shelter Care Facility Operating Standards, Chapter 12, Section 86663(a) (hereinafter "Operating Standards, Chapter 12"). The Board of Supervisors may, at its election, appoint no fewer than three individuals to serve as the board of directors at a later date.

SECTION 2. Duties

The governing body shall be active in ensuring accountability and shall perform, at a minimum, the following duties:

1. Establish and approve policies and procedures governing the operation of the transitional shelter care facility;
2. Approve and monitor the facilities' operating budget;
3. Assess and maintain the level of funds necessary to cover the costs of operating the facility;
4. Review and approve the facility's emergency intervention plan as specified in Section 86722(k) of Operating Standards, Chapter 12;
5. Employ an administrator who meets the requirements of Section 86664 of Operating Standards, Chapter 12;
6. Complete a written statement describing the duties delegated to the administrator. Provide a copy of this statement to the administrator and maintain a copy in the facility's file;
7. Require that the Chief Executive Officer, administrator, or a designee, be present at all board meetings during which the operation or the policies of the facilities are discussed;
8. Conduct board meetings at least on a quarterly basis to review and discuss the facility's

operation and documents as specified in Health and Safety Code Section 1520.1(f), and based upon the review, ensure that the facility complies with all applicable regulations and operating standards;

a. Review and discussion of the facility's operation shall include the incidents concerning a child in the facility involving contact with law enforcement that were reported to the Department as specified in Section 86661(p) of Operating Standards, Chapter 12.

9. Ensure that minutes are kept for all board meetings and retained as a permanent record. The minutes shall reflect the board's discussion of the documents specified in Health and Safety Code Section 1520.1(f);

10. Ensure that all minutes of board meetings are available to the licensing agency to inspect, audit, and copy upon demand during normal business hours. Minutes may be removed if necessary for copying. Removal of minutes shall be subject to the following requirements:

a. Prior to removing any minutes, a licensing representative shall prepare a list of the minutes to be removed, sign and date the list upon removal of the minutes and leave a copy of the list with the administrator or designee.

b. Licensing representatives shall return the minutes undamaged and in good order within three business days following the date the minutes were removed.

SECTION 3. Delegation of Management Activities

The governing body designates the Director of Social Services to be the Executive Director and maintain ongoing TrSCF operations. The Executive Director will develop administrative protocols and policies for the day-to-day operation of the TrSCF to effectuate the policies and procedures outlined in the County's TrSCF Plan of Operation.

The Executive Director is given the authority to adopt intermediate policies and procedures affecting the County's TrSCF Plan of Operation, authorize changes to the operating budget and emergency intervention plan, and designate and provide oversight to an administrator pursuant to the regulations. These decisions will all be brought before the governing body for final approval during the quarterly board meetings.

SECTION 4. Administrator Designation

The following individuals are designated by the governing body to serve as Administrators for the County's TrSCF: Rita Bohannon, Marshunda Harding, Danielle Nieto, Jessica Carrillo, Janya Tyler, and Camille Wilson.

[SIGNATURE PAGE FOLLOWS]

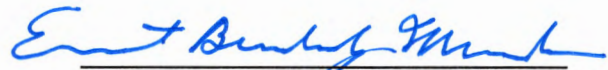
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2 PASSED AND ADOPTED this 9th day of December, 2025, by the following vote:

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4 AYES: Supervisors Bredefeld, Chavez, Magsig, Mendes, Pacheco

5 NOES: None

6 ABSTENTIONS: None

7 ABSENT: None

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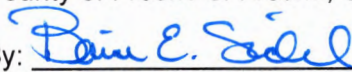
Ernest Buddy Mendes, Chairman of the Board of
Supervisors of the County of Fresno

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11 **STATE OF CALIFORNIA**

12 County of Fresno

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14 I, Bernice E. Seidel, County Clerk of the County of Fresno, State of California, hereby certify the above
15 and foregoing to be a full, true and correct copy of a resolution adopted by the County Board of
16 Supervisors on this 9th day of December, 2025.

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18 Bernice E. Seidel
19 Clerk of the Board of Supervisors,
County of Fresno of Fresno, State of California

20 By: 
21 Bernice E. Seidel, Clerk of the Board of Supervisors,
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