



DEPARTMENT OF SOCIAL SERVICES

Transitional Shelter Care Facility Operations Review

Quarter 3 of Licensure

Board of Supervisors Quarterly Meeting

As outlined in CDSS Transitional Shelter Care Facility (TrSCF) Chapter 12 Operating Standards, Fresno County Board of Supervisors will meet at least quarterly to review and discuss DSS Transitional Shelter Care Facility also known as Mod C, operations and documents as specified in HS 1520.1(f), and shall include incidents involving contact with law enforcement.

Topic 1: Policies and Procedures

There were no new policy and procedure guides requiring approval this quarter.

Topic 2: Community Care Licensing Reports/Contact with Law Enforcement

Chapter 12 Article 6 Section 86661 of the Transitional Shelter Care Operating Standards requires DSS to furnish to Community Care Licensing (CCL):

- 1) **Report for unusual incidents:** to include, but not limited to: A) Death of any client from any cause;(B) Death of any client as a result of injury, abuse, or other than natural causes, regardless of where the death occurred;(C) Any complication to a medical condition or to an injury that existed prior to the client's admission which requires medical treatment. ;(D) Any injury to any client that occurs in the facility which requires medical treatment; (E) Any unusual incident or client absence which threatens the physical or emotional health or safety of any client; (F) Any suspected physical or psychological abuse of any client; (G) Epidemic outbreaks; (H) Poisonings; (I) Catastrophes; (J) Fires or explosions which occur in or on the premises. Reports are submitted to CCL on the 5th of each month.

Total of 41 incident reports submitted to Community Care License Q3 2025:

Law enforcement contacts: 40

- a. Unauthorized AWOL: 40
- b. Aggressive act amongst youth in facility: 0
- c. Aggressive act against staff: 0
- d. Aggressive act against self: 0
- e. Property damage: 0
- f. Hospitalization: 0

Contacts with no Law enforcement required: 1

- a. Complication to a medical condition or to an injury that existed prior to the client's admission which requires medical treatment: 1



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| Months: | Youth Incidents: | | | | | | | Totals: |
|---------|-----------------------|-----------------------|-----------------------|-----------------------|----------------------|-----------------------|----------------------|--------------------|
| March | Youth A – 1 Incident | Youth B – 3 Incidents | Youth C – 1 Incident | Youth D – 1 Incident | | | | 6 total Incidents |
| April | Youth B – 2 Incidents | Youth E – 1 Incident | Youth F – 2 Incidents | Youth G – 2 Incidents | | | | 7 total Incidents |
| May | Youth B – 7 Incidents | Youth H – 1 Incident | Youth I – 1 Incident | Youth J – 1 Incident | Youth K – 1 Incident | Youth L – 2 Incidents | Youth M – 1 Incident | 14 Total Incidents |
| June | Youth B – 8 Incidents | Youth J – 1 Incident | Youth N – 2 Incidents | Youth O – 1 Incident | Youth P – 1 Incident | Youth Q – 1 Incident | | 14 Total Incidents |

2) Report on Population & Overstays

Q2 Population:

- A. Total entries: 62
- B. Total unduplicated youth: 38
- C. Sex assigned at birth.
 - Female: 23
 - Male: 15
- D. Age at admission:
 - a. 17 years old: 11
 - b. 16 years old: 9
 - c. 15 years old: 9
 - d. 14 years old: 7
 - e. 13 years old: 0
 - f. 12 years old: 2

Overstays:

Possible reasons for overstays (Youth stays more than 9 days):

- I. No willing and/or safe relatives available
- II. Unable to find appropriate and suitable RFA, FFA, or STRTP placements.
- III. Youth refused placements that were found.

| | March-25 | April-25 | May-25 | June-25 |
|---------|----------|----------|--------------------|---------|
| Youth H | | | Reasons I, II, III | |



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Topic 3: Fiscal and Program Audit reports

- Salaries & Benefits are staffing costs that are part of DSS budgeted allocations
- Services & Supplies and Other Charges are operational costs that are part of DSS County Budget
- Fiscal Year 2024-2025 is used for the budget portion; however, the Quarterly Report is based on Quarter 3 of the Licensure Period (3/14/2025 – 6/13/2025)

| | | Expenditure Report for 3/14/2025 to 6/13/2025 | | | |
|-------------|--------------------------------------|-----------------------------------------------|----------------------|---------------------|------------------------------------------|
| | | Budgeted | 3rd Reporting Period | YTD as of Q3 | YTD Total FY July 2024 - June 2025 |
| 6000 | SALARIES & BENEFITS | | | | |
| 6100 | REGULAR SALARIES | | 112,064.98 | 373,167.58 | 508,684.57 |
| 6270 | Standby Pay | | 442.50 | 442.50 | 442.50 |
| 6300 | OVERTIME | | 46,383.51 | 120,024.64 | 151,688.53 |
| 6310 | OT DUE TO HOLIDAY | | 2,044.24 | 15,663.14 | 20,858.12 |
| 6400 | RETIREMENT CONTRIBUTION | | 57,850.93 | 189,191.60 | 257,137.38 |
| 6500 | OASDI CONTRIBUTION | | 11,802.44 | 37,207.29 | 49,599.45 |
| 6570 | 401(a) MATCHING CONTRIBUTION | | 385.31 | 1,005.96 | 1,594.70 |
| 6600 | HEALTH INSURANCE CONT. | | 19,372.07 | 63,234.11 | 86,454.15 |
| 6000 | TOTAL SALARIES & BENEFITS | 1,983,058.48 | 250,345.98 | 799,936.82 | 1,076,459.40 |
| 7000 | SERVICES & SUPPLIES | | | | |
| 7055 | FOOD | | 1,584.19 | 5,591.75 | 7,504.01 |
| 7070 | LAUNDRY SERVICES | | 2,166.50 | 4,014.25 | 5,116.75 |
| 7295 | PROF & SPEC SERVICES | | 3,164.00 | 5,798.00 | 6,861.99 |
| 7296 | DATA PROCESSING SERVICES | 1,244.00 | | - | - |
| 7345 | FACILITY OPERATIONS & MAINT. | 52,302.00 | 21,939.99 | 75,956.11 | 88,893.72 |
| 7412 | MILEAGE | 600.00 | | - | - |
| 7415 | TRANS TRAVEL - EDUCATION | | | 4,170.00 | 4,490.95 |
| 7416 | TRANS TRAVEL - CO GARAGE | 1,262.00 | | - | - |
| 7430 | UTILITIES | 20,734.00 | | 2.64 | 2.64 |
| 7611 | SECURITY SERVICES | 651,409.00 | 152,346.15 | 452,164.30 | 587,620.25 |
| 7000 | TOTAL SERVICES & SUPPLIES | 727,551.00 | 181,200.83 | 547,697.05 | 700,490.31 |
| 7800 | OTHER CHARGES | | | | |
| 7870 | SUPPORT & CARE OF PERSONS | 263,690.00 | 2,267.84 | 4,295.06 | 4,910.15 |
| 7800 | TOTAL OTHER CHARGES | 263,690.00 | 2,267.84 | 4,295.06 | 4,910.15 |
| | Q3 EXPENDITURES | 2,974,299.48 | 433,814.65 | 1,351,928.93 | 1,781,859.86 |

*Support & Care of Persons are direct services offered which can include therapy, counseling, training and extracurricular activities in support of the direct needs of the youth.

Topic 4: Administrative Actions against Licensee/Employees

There were no administrative actions against licensee/employees this quarter.