



DEPARTMENT OF SOCIAL SERVICES

Transitional Shelter Care Facility Operations Review

Quarter 1 of Licensure

Board of Supervisor 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

The following policy and procedures have completed the standard Fresno County DSS Policy and Procedure Approval Process:

[PPG 03-16-01: Medication Oversight and Monitoring](#)

[PPG 03-16-02: Runaway Plan](#)

[PPG 03-16-03: Staffing and Personnel Requirements](#)

[PPG 03-16-04: Youth Wellness Reports](#)

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 47 incident reports submitted to Community Care License Q4 2024:

Law enforcement contacts: 47

- a. Unauthorized AWOL: 32
- b. Aggressive act amongst youth in facility: 11
- c. Aggressive act against staff: 1
- d. Aggressive act against self: 1
- e. Property damage: 0
- f. Hospitalization: 2



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Months:	Youth Incidents:						Totals:
September	Youth A - 4 incidents						4 total Incidents
October	Youth A - 7 Incidents	Youth B - 1 Incident	Youth C - 9 Incidents	Youth D - 1 Incident			18 total Incidents
November	Youth A - 11 Incidents	Youth C - 2 Incidents	Youth D - 4 Incidents	Youth E - 3 Incidents	Youth F - 2 Incidents	Youth G - 1 Incident	23 Total Incidents
December	Youth H - 1 Incident	Youth I - 1 Incident					2 Total Incidents

2) Report on Population & Overstays

Q2 Population:

- A. Total entries: 28
- B. Total unduplicated youth: 18
- C. Sex assigned at birth.
 - Female: 16
 - Male: 12
- D. Age at admission:
 - a. 17 years old: 8
 - b. 16 years old: 7
 - c. 15 years old: 6
 - d. 14 years old: 3
 - e. 13 years old: 3
 - f. 12 years old: 1

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.

	Sep-24	Oct-24	Nov-24	Dec-24
Youth A	Reasons I, II, III	Reasons I, II, III	Reasons I, II, III	
Youth C		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

	Expenditure Report for	9/13/24 to 12/13/24			
		Budgeted	1st Reporting Period	YTD as of Q1	YTD Total July - June
6000	SALARIES & BENEFITS				
6100	REGULAR SALARIES		122,043.01	122,043.01	263,968.09
6300	OVERTIME		26,642.49	26,642.49	62,617.37
6310	OT due to Holiday		3,088.88	3,088.88	9,697.48
6400	RETIREMENT CONTRIBUTION		59,496.50	59,496.50	132,700.64
6500	OASDI CONTRIBUTION		11,157.36	11,157.36	24,418.22
6570	401(a) Matching Contribution		254.46	254.46	645.42
6600	HEALTH INSURANCE CONT.		19,676.76	19,676.76	44,636.94
6000	TOTAL SALARIES & BENEFITS	1,983,058.48	242,359.46	242,359.46	538,684.16
7000	SERVICES & SUPPLIES				
7055	FOOD		2,186.61	2,186.61	3,883.33
7070	LAUNDRY SERVICES		689.50	689.50	3,272.25
7295	PROF & SPEC SERVICES		884.00	884.00	1,303.99
7296	DATA PROCESSING SERVICES	1,244.00		-	-
7345	FACILITY OPERATIONS & MAINT.	52,302.00	30,538.28	30,538.28	54,515.39
7412	MILEAGE	600.00		-	-
7415	TRANS TRAVEL - EDUCATION		2,090.00	2,090.00	2,410.95
7416	TRANS TRAVEL - CO GARAGE	1,262.00		-	-
7430	UTILITIES	20,734.00		-	2.64
7611	SECURITY SERVICES	651,409.00	156,914.00	156,914.00	298,747.51
7000	TOTAL SERVICES & SUPPLIES	727,551.00	193,302.39	193,302.39	364,136.06
7800	OTHER CHARGES				
7870	SUPPORT & CARE OF PERSONS*	263,690.00	1,249.73	1,249.73	1,961.53
7800	TOTAL OTHER CHARGES	263,690.00	1,249.73	1,249.73	1,961.53
Q1 EXPENDITURES		2,974,299.48	436,911.58	436,911.58	904,781.75

*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.