RESOLUTION - ACTION REQUESTED 2017-465

MEETING: July 11, 2017

TO: The Board of Supervisors

FROM: Chevon Kothari, Human Services Director

RE: Commercial Sexually Exploited Children Screening Tool MOU

RECOMMENDATION AND JUSTIFICATION:
Approve a Memorandum of Understanding (MOU) Among the WestCoast Children's Clinic, Mariposa County Human Services Department, Mariposa County Probation, Mariposa Safe Families, Alliance for Community Transformations, Sierra Quest Human Services Foundation, First Step Incorporated, and Mariposa County Unified School District/Mariposa County Office of Education to Collaborate in the Implementation of a Screening Tool to Identify Commercially Sexually Exploited Children; and Authorize the Board of Supervisors Chair to Sign the MOU.

The Human Services Department, Probation Department, and other local community partners have been working on a county wide protocol to address the state and federal mandates for Commercially Sexually Exploited Children (CSEC). As a group we have decided to utilize one screening tool which was developed by WestCoast Children’s Clinic and we will enter the information into a database to track the screening tools

The Memorandum of Understanding is an agreement by mentioned entities to collaborate in the implementation of a screening tool to identify commercially sexually exploited children (CSEC).

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Board has approved MOU’s in the past between multiple county departments and community agencies and typically approves contracts and MOUs of this nature based on the fact that there are no local resources to facilitate the services within the county.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
If not approved Mariposa County Human Services and other entities will be unable to utilize the CSE-IT that will assist identifying children at risk of commercial Sexual Exploitation.

FINANCIAL IMPACT:
There will be no financial impact.

ATTACHMENTS:
CSEC Screening Tool MOU (PDF)
CAO RECOMMENDATION
Requested Action Recommended

Rene LaRoche
Rene LaRoche, Clerk of the Board 7/6/2017

RESULT:  ADOPTED AS AMENDED [UNANIMOUS]
MOVER: Rosemarie Smallcombe, District I Supervisor
SECONDER: Merlin Jones, District II Supervisor
AYES: Smallcombe, Jones, Long, Cann, Menetrey
The following action was taken by the Mariposa County Board of Supervisors on July 11, 2017:

7. Administration/Community Development (ID # 7119)
Resolution Authorizing the Board to Open the Sealed Bids Received for the Property Located in Coulterville in Open Session and Accept or Reject the Highest Bid to Purchase the Property

In response to Chair Long’s inquiry, René LaRoche/Clerk of the Board noted that no bids had been received for this item. There were no responses from the audience when Chair Long inquired if anyone wished to bid on the property.

Board discussion ensued as to how best to proceed with the matter given the time constraints of re-noticing the action. No public input.

DIRECTION:
Staff is to work with the appropriate liaisons, as well as the holder of the first mortgage, in order to determine an amount sufficient to cover all expenses. Once that amount is determined, staff is to restart the sale process using the newly determined amount as the minimum asking price.

RESULT: ITEM NOT CONSIDERED
TO: CHEVON KOTHARI, Human Services Director
FROM: RENÉ LaROCHE, Clerk of the Board
SUBJECT: WestCoast Children’s Clinic Memorandum of Understanding (MOU)
Resolution: 17-465

The following action was taken by the Mariposa County Board of Supervisors on July 11, 2017:

3. Human Services/Social Services RES-2017-465
   Approve a Memorandum of Understanding (MOU) Among the
   WestCoast Children’s Clinic, Mariposa County Human Services
   Department, Mariposa County Probation, Mariposa Safe Families,
   Alliance for Community Transformations, Sierra Quest Human
   Services Foundation, First Step Incorporated, and Mariposa County
   Unified School District/Mariposa County Office of Education to
   Collaborate in the Implementation of a Screening Tool to Identify
   Commercially Sexually Exploited Children; and Authorize the Board
   of Supervisors Chair to Sign the MOU

Chevon Kothari extended thanks to all of their partners, and introduced
Baljit Gil/Deputy Director of Social Services who gave the staff report. No
public input. Board discussion ensued.

AMENDMENT:
Update the effective date, which is now stated as November 1, 2016.

RESULT: ADOPTED AS AMENDED [UNANIMOUS]
MOVER: Rosemarie Smallcombe, District I Supervisor
SECONDER: Merlin Jones, District II Supervisor
AYES: Smallcombe, Jones, Long, Cann, Menetrey
MEMORANDUM OF UNDERSTANDING BETWEEN
WESTCOAST CHILDREN’S CLINIC
AND
MARIPOSA COUNTY
AND
MARIPOSA SAFE FAMILIES
AND
ALLIANCE FOR COMMUNITY TRANSFORMATIONS
AND
SIERRA QUEST HUMAN SERVICES FOUNDATION
AND
FIRST STEP, INC
AND
MARIPOSA COUNTY UNIFIED SCHOOL DISTRICT
MARIPOSA COUNTY OFFICE OF EDUCATION

Implementation of the Commercial Sexual Exploitation-Identification Tool (CSE-IT)

Purpose and Background
This Memorandum of Understanding (MOU) is entered into between the WestCoast Children’s Clinic (WestCoast), Mariposa County (County), Mariposa Safe Families (MSF), Alliance for Community Transformations (Alliance), Sierra Quest Human Services Foundation (Sierra Quest), First Step, Incorporated (First Step), and Mariposa County Unified School District (MCUSD)/Mariposa County Office of Education to collaborate in the implementation of a screening tool to identify commercially sexually exploited children (CSEC). For the purpose of this agreement, Mariposa County consists of the following entities: Mariposa County Human Services, Mariposa County Sheriff’s Office, and Mariposa County Probation Department.

1. Term
This MOU shall be effective as of November 1, 2016 and shall continue in effect unless earlier terminated in accordance with applicable provisions of the MOU.

2. Services to be Provided
Mariposa County, MSF, Alliance for Community Transformations, Sierra Quest, First Step, and MCUSD’s (The Recipients) responsibilities include implementing the screening tool and submitting data to WestCoast.

The abovementioned parties agree to provide the following services:

1. Identify a Site Coordinator to be the primary contact person for the project and identify staff who will use the CSE-IT and staff who will become CSE-IT trainers.
2. Staff using the CSE-IT will participate in the User Training and complete a service provider information form, asking for demographic information and years of experience and comfort level working with CSEC. This form will only be filled out once by staff.
3. Staff becoming CSE-IT Trainers will participate in the Train-the-Trainer, which includes a User Training session, and complete all required certification activities.
4. Staff will complete the CSE-IT and demographic information for all youth meeting the criteria for screening, those age 10 and over. Data will be entered electronically through a web form or on paper, depending on the site.

All data shared with WestCoast must be de-identified (i.e. youth’s name, date of birth, social security number, or other identifying information should be removed). The information to be shared with WestCoast will be a case number to track research participants. This number will be the youth’s year of birth and last four numbers and/or letters of the youth’s case identification number within the agency if and only if that number is not a social security number or date of birth.

**WestCoast** agrees to provide the following services:
1. Provide User Training to staff. Training costs will be addressed individually with each site.
2. Provide Train-the-Trainer to identified staff.
3. Provide technical assistance to the site as needed. This may be coordinated through the Site Coordinator.
4. Aggregate data for summary reports.
5. Provide reports to the Site Coordinator on a regular basis. Reports will include:
   a. Number of youth screened by service unit
   b. Number of youth identified as meeting a level of no concern, possible concern, and clear concern for commercial sexual exploitation by: unit, gender, age, and sexual orientation.

WestCoast reserves the right to publish information from screening data in both verbal and written form. WestCoast will only report data in the aggregate. This includes data about youth and about service providers who work with youth.

3. **Confidentiality**
Protection of children’s confidentiality is critical to both The Recipients and WestCoast. As such, all signatories will abide by HIPAA regulations, as appropriate, and their own agency and professional confidentiality requirements.

Confidentiality of partner agency staff and clients will be maintained in all verbal and written dissemination of the findings. Project partners will be acknowledged as a partner in written and oral communications or can choose not to be publicly acknowledged.

All partners are to maintain that data securely and protect the confidentiality and identity of project participants. Data includes, but is not limited to, the completed screening tool, youth demographics, and case reporting form. Data will not be downloaded on any personal devices and not be shared without the written permission of WestCoast. This includes, but is not limited to, written and verbal information about the project in the form of conference presentations, journal articles, white papers, and policy briefs.

4. **Termination**
This MOU is subject to revision and amendment as circumstances and conditions change. If the requirements of the MOU are not met and funding is suspended and deficiencies are not corrected, the
MOU will be terminated. Either party may also terminate this MOU without cause. Written notice of termination to the other party must be provided at least thirty (30) days prior to the effective date of termination for any reason.

5. **Authority to enter into MOU**
All individuals executing this MOU hereby warrants that authorization has been given to them by their respective departments/agencies.

**WestCoast Children's Clinic**
Stacey A. Katz
Executive Director

Signature

01/26/2017

Date

**Mariposa County**
Marshall Long, Chair
Mariposa County Board of Supervisors

Signature

July 11, 2017

Date

**Mariposa Safe Families**
Mariah Lord

Signature

06.15.17

Date

APPROVED AS TO FORM:
Steven W. Dahlem
County Counsel

Signature

7.11.17

Date

**Alliance for Community Transformations**
Alison Tudor

Signature

06.15.17

Date

**Mariposa County Unified School District**
Mariposa County Office of Education

Print Name

Signature

06/19/17

Date