

**BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF YUBA**

**RESOLUTION AUTHORIZING THE HEALTH AND)
HUMAN SERVICES DEPARTMENT ("HHSD"))
DIRECTOR TO APPLY TO THE CALIFORNIA)
DEPARTMENT OF AGING ("CDA") FOR THE)
ACCESS TO TECHNOLOGY PROGRAM FOR)
THE PERIOD OF OCTOBER 1, 2022 THROUGH)
DECEMBER 31, 2024; TO EXECUTE)
DOCUMENTS REQUIRED BY THE)
APPLICATION, THE RESULTANT ALLOCATION,)
AND ALL DOCUMENTS RELATED TO THE)
ACCESS TO TECHNOLOGY PROGRAM; AND)
TO ACCEPT, TRANSFER AND ALLOCATE ALL)
ACCESS TO TECHNOLOGY PROGRAM FUNDS)**

RESOLUTION NO. 2022-209

WHEREAS, the California Department of Aging ("CDA") has made funds available to establish a pilot program to meet the needs and expand access to digital connectivity and technology for older adults and adults with disabilities through the Access to Technology ("ATT") Program; and

WHEREAS, the Health and Human Services Department ("HHSD") an opportunity to apply for grant funding provided by the CDA for the administration of services and supports in alignment with the Centers for Medicare & Medicaid Services' ("CMS") Home and Community Based Services ("HCBS") spending plan; and

WHEREAS, the ATT Program provides access to technology devices, reliable internet, education, training and broadband infrastructure improvements to help reduce isolation, increase connections, and enhance self-confidence to adults 60 years of age and older, and adults with disabilities; and

WHEREAS, the CDA has noncompetitive allocation funding available for all fifty-eight (58) counties in an amount based on a local need, county size, population of adults 60 years of age and older, and geographic isolation factors. Grantees must opt-in by signing and submitting an application to accept these funds, which do not have a match requirement, and must be expended by December 31, 2024; and

WHEREAS, the CDA has allocated \$183,665 of ATT Program noncompetitive funding to Yuba County; and

WHEREAS, the HHSD Director seeks to submit an application to accept Yuba County's ATT Program noncompetitive allocation funding.

NOW, THEREFORE, BE IT RESOLVED by the Yuba County Board of Supervisors that the HHSD Director is authorized to submit an application for Yuba County's ATT Program noncompetitive allocation funding and any subsequent funds as allocated through December 31, 2024.

BE IT FURTHER RESOLVED by the Yuba County Board of Supervisors that the HHSD Director is authorized to execute, subject to review and approval of Yuba County Counsel, all documents as required by the grant opportunity and the resultant allocation for the term of October 1, 2022 through December 31, 2024; execute Agreements or Amendments developed under the ATT Program; and accept, transfer and allocate all ATT funding and any subsequent funds allocated for the stated period.

A copy of the executed Agreement, MOU or any Amendment thereto shall be filed in the office of the Clerk of the Board.


PASSED AND ADOPTED at a regular meeting of the Board of Supervisors of the County of Yuba, State of California on the 13th day of September, 2022 by the following vote:

AYES: Supervisors Vasquez, Blaser, Fuhrer, Bradford

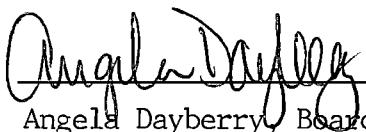
NOES: None

ABSENT: Supervisor Fletcher

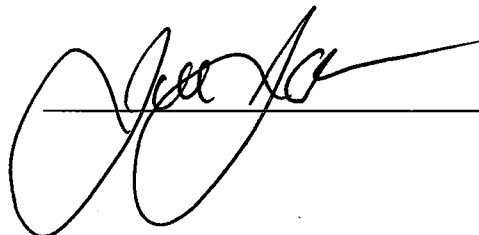
ABSTAIN: None


Chair

ATTEST: MARY PASILLAS
CLERK OF THE BOARD OF
SUPERVISORS


Angela Dayberry, Board Clerk

MICHAEL J. CICOZZI /for
COUNTY COUNSEL
APPROVED AS TO FORM:



STATE OF CALIFORNIA
 DEPARTMENT OF AGING
 ACCESS TO TECHNOLOGY (ATT) PROGRAM
 REQUEST FOR APPLICATION – County Response Template



Section I

County Number: 58

County Name: Yuba

Human Services Agency Name: Yuba County Health and Human Services Department

Contact Name	Contact Title	Contact email address	Contact phone number (w/extension if applicable)
Tony Gordon	Deputy Director	tgordon@co.yuba.ca.us	(530) 749-6440
Jennifer Vasquez	Director	jvasquez@co.yuba.ca.us	(530) 749-6380

Section II

	Yes	No
1) Does your county opt-in to participate in the ATT program?	<input checked="" type="checkbox"/>	
2) Do you agree to participate in program evaluation efforts to be conducted by CDA or its designated representative at the end of the program period? (The evaluation may include a brief survey, interviews, collecting sample success stories and documenting lessons learned.)	<input checked="" type="checkbox"/>	

- 3) List existing County programs your County will be leveraging to provide ATT program services (if any):
- 4) List any non-County programs your County will be leveraging to provide ATT program services (if any): **Affordable Connectivity Program- arranging for reliable and affordable internet access.**
- 5) Did you include supporting documents that demonstrate aligned initiatives and commitments in supporting language and cultural diversity? (Yes/No) **Yes, attached HHSD Strategic Plan**

Section III

- 1) The minimum allocation for the ATT program is \$100,000. If your county desires an amount that is less than \$100,000, please enter the desired amount here (please enter whole numbers only):

\$ _____

- 2) This is a monthly reimbursement program. Do you agree to bill CDA monthly to be reimbursed for ATT program expenditures? (Yes/No) **Yes**
- 3) Budget Attached – (Yes/No): **Yes**

Section IV

- 1) Please check boxes below to indicate which ATT program services your County will provide to ATT program participants:

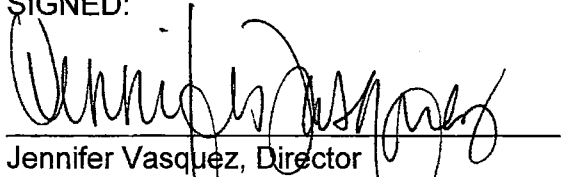
X	Providing technology, which may include, but is not limited to, laptops, tablets, and smartphones, to older adults and adults with disabilities.
X	Arranging for reliable internet access (via service plans) to older adults and adults with disabilities.
	Broadband infrastructure improvements (telecommunications equipment, technologies, routers, fiber optic lines, etc.)
X	Developing or arranging for education and training of older adults and adults with disabilities on the use of technology.
X	Conducting outreach about the program.
	Other – Not specifically stated above

- 2) Please provide a detailed description of how grant funding will be utilized to meet the Program Goals above and any intended uses not specifically stated above:

- **Development of digital literacy curriculums to be taught in person at the local library or other centralized locations.**
- **Contract with a service provider to teach and guide adult learner participants.**
- **Develop outreach tools including, but not limited to: surveys to identify eligible residents and needs, flyers for program information, social media platforms, County website, and internet services providers.**
- **Development of Access to Technology Program assistance packages, such as access to internet service subsidies, free or reduced technology devices (laptops, desktops, WiFi boosters, etc.).**
- **Device set-up and troubleshooting resources.**
- **Administration of the program such as data collection, monitoring outcomes and reporting.**

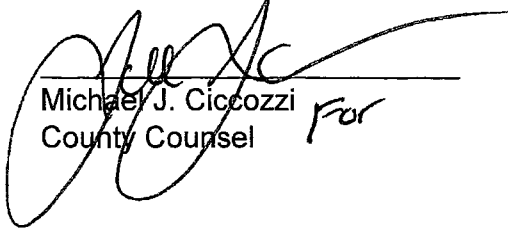
3) Additional Comments: **Attachments included**

SIGNED:

A handwritten signature in black ink, appearing to read 'Jennifer Vasquez', written over a horizontal line.

Jennifer Vasquez, Director
Yuba County Health and Human Services Department

APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to read 'Michael J. Ciccozzi', written over a horizontal line. To the right of the signature, the word 'For' is handwritten.

Michael J. Ciccozzi
County Counsel

STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF AGING
ACCESS TO TECHNOLOGY BUDGET PROGRAM
CDA 3003 (NEW 06/2022)



ACCESS TO TECHNOLOGY PROGRAM: BUDGET SUMMARY

CONTRACT #:		AT- 2223 - 58	
Budget Period:	10/1/22-12/31/24	Original:	<input checked="" type="checkbox"/> Revision #:
		Date:	08/19/2022 County: 58

Cost Category	HCBS Fund
Access To Technology- Administration	HCBS Fund
Personnel	\$ 13,944
Operating Expenses	
Indirect Administration	\$ 1,394
Access To Technology- Administration (maximum 10%)	\$ 15,338
Access To Technology- Program	HCBS Fund
Direct Services	\$ 121,007
Indirect Program	\$ 12,100
Subcontractor Services	
Access To Technology Program	\$ 133,107
Total Access To Technology Budget	\$ 148,445

Payment Method:	Reimbursement <input checked="" type="radio"/>	Request for Funds <input type="radio"/>
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Federally Approved Indirect Cost Rate(s):	0.0%
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For questions or accessibility assistance with this financial document, please contact: Finance@aging.ca.gov

FOR STATE USE ONLY			
Local Finance Bureau Analyst:	Date:	Local Finance Bureau Manager:	Date:

STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF AGING
ACCESS TO TECHNOLOGY PROGRAM BUDGET
CDA 3003 (NEW 06/2022)



ACCESS TO TECHNOLOGY PROGRAM: ADMINISTRATION

CONTRACT #:		AT- 2223 58	
Budget Period:	10/1/22-12/31/24	Original: <input checked="" type="checkbox"/>	Revision #:
Date:	08/19/2022	County:	58

Personnel Costs			
Position Classification	Annual FTE Wage Rate	FTE % of Time Worked	Total
Program Specialist	80,766	10.0%	\$ 8,077
Administrative Analyst	79,692	5.0%	\$ 3,985
		0.0%	\$ 0
		0.0%	\$ 0
		0.0%	\$ 0
		0.0%	\$ 0
		0.0%	\$ 0
		0.0%	\$ 0
		0.0%	\$ 0
Total Salaries & Wages:			\$ 12,061
Staff Benefits:			\$ 1,883
Total Personnel:			\$ 13,944
Operating Expenses			
Rent			
Equipment/Property (Items may require CDA approval)			
Supplies			
Travel (Describe):			
Consultant Costs			
Training			
Purchased Access to Technology Program Services			
Other Costs (Describe):			
Total Operating Expenses:			\$ 0
Indirect Administration (maximum 10% of Modified Total Direct Costs):			\$ 1,394
Access To Technology Program- Administration Budget Total:			\$ 15,338

Items that require CDA approval, per Standard Agreement exhibits, must be itemized on the Equipment/Property Budgeted pages (5 & 6)

STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF AGING
ACCESS TO TECHNOLOGY PROGRAM BUDGET
CDA 3003 (NEW 06/2022)



ACCESS TO TECHNOLOGY PROGRAM BUDGET: DIRECT SERVICES

CONTRACT #:		AT- 2223 58	
Budget Period:	10/1/22-12/31/24	Original: <input checked="" type="checkbox"/>	Revision #:
Date:	08/19/2022	County:	58

Personnel Costs			
Position Classification	Annual FTE Wage Rate	FTE % of Time Worked	Total
Program Aide	45,305	5.0%	\$ 2,265
Program Aide	52,548	5.0%	\$ 2,627
		0.0%	\$ 0
		0.0%	\$ 0
		0.0%	\$ 0
		0.0%	\$ 0
		0.0%	\$ 0
		0.0%	\$ 0
		0.0%	\$ 0
Total Salaries & Wages:			\$ 4,893
Staff Benefits:			\$ 2,114
Total Personnel:			\$ 7,007
Operating Expenses			
Rent			\$ 3,000
Equipment/Property (Items may require CDA approval)			\$ 105,000
Supplies			\$ 1,000
Travel (Describe):			
Consultant Costs			\$ 5,000
Training			
Purchased Access to Technology Program Services			
Other Costs (Describe):			
Total Operating Expenses:			\$ 114,000
Indirect Program (maximum 10% of Modified Total Direct Costs):			\$ 12,100
Access To Technology Program- Direct Services Budget Total:			\$ 133,107

Items that require CDA approval, per Standard Agreement exhibits, must be itemized on the Equipment/Property Budgeted pages (5 & 6)

STATE OF CALIFORNIA
 CALIFORNIA DEPARTMENT OF AGING
ACCESS TO TECHNOLOGY PROGRAM BUDGET
 CDA 3003 (NEW 06/2022)



ACCESS TO TECHNOLOGY PROGRAM: SUBCONTRACTOR SERVICES

CONTRACT #:		AT- 2223 58	
Budget Period:	10/1/22-12/31/24	Original:	<input checked="" type="checkbox"/> Revision #:
		Date:	08/19/2022 County: 58

Subcontractor	HCBS Fund
Name:	
Address:	
Phone#:	
Contact:	
Name:	
Address:	
Phone#:	
Contact:	
Name:	
Address:	
Phone#:	
Contact:	
Name:	
Address:	
Phone#:	
Contact:	
Name:	
Address:	
Phone#:	
Contact:	
Name:	
Address:	
Phone#:	
Contact:	
Access To Technology Program- Subcontractor Services Total:	\$ 0

Budgeted Contracted expenses from all funding sources

STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF AGING
ACCESS TO TECHNOLOGY PROGRAM BUDGET
CDA 3003 (NEW 06/2022)



ACCESS TO TECHNOLOGY PROGRAM: EQUIPMENT/PROPERTY BUDGETED

CONTRACT #:		AT- 2223 58	
Budget Period:	10/1/22-12/31/24	Original:	<input checked="" type="checkbox"/> Revision #:
Date:	08/19/2022	County:	58

Instructions:

- List the projected Equipment/Property purchases anticipated for the term of the Standard Agreement.
- Equipment/Property, costing more than \$5000 per unit or any computing devices, regardless of cost must be included on the list.
- **Note:** A desktop or laptop setup, including all peripherals is considered a unit, if purchased as a unit.

Item Description	Item Quantity	Per Unit Cost	Total Cost
Administration Equipment/Property (pg. 2)			
			\$ 0
			\$ 0
			\$ 0
			\$ 0
			\$ 0
			\$ 0
Administration Equipment/Property Total:			\$ 0
Direct Equipment/Property (pg. 3)			
Laptop Devices	150	\$ 700	\$ 105,000
			\$ 0
			\$ 0
			\$ 0
			\$ 0
			\$ 0
Direct Equipment/Property Total:			\$ 105,000



ACCESS TO TECHNOLOGY PROGRAM: EQUIPMENT/PROPERTY BUDGETED (cont.)

Instructions:

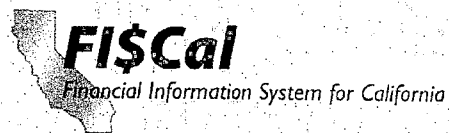
- List the projected Equipment/Property purchases anticipated for the term of the Standard Agreement.
- Equipment/Property, costing more than \$5000 per unit or any computing devices, regardless of cost must be included on the list.
- **Note:** A desktop or laptop setup, including all peripherals is considered a unit, if purchased as a unit.

Item Description	Item Quantity	Per Unit Cost	Total Cost
Subcontractor Equipment/Property (pg. 4)			
			\$ 0
			\$ 0
			\$ 0
			\$ 0
			\$ 0
			\$ 0
Subcontractor Equipment Total:			\$ 0
Access To Technology Program- Equipment/Property Budgeted Total:			\$ 105,000

Signature is required. Type or print name, title, and date below.

Signature 	Full Name Jennifer Vasquez	Title Health and Human Services Director	Date 8/24/22
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State of California
Financial Information System for California (FI\$Cal)
GOVERNMENT AGENCY TAXPAYER ID FORM
2000 Evergreen Street, Suite 215
Sacramento, CA 95815
www.fiscal.ca.gov
1-855-347-2250



The principal purpose of the information provided is to establish the unique identification of the government entity.

Instructions: You may submit one form for the principal government agency and all subsidiaries sharing the same TIN. Subsidiaries with a different TIN must submit a separate form. Fields marked with an asterisk (*) are required. Hover over fields to view help information. Please print the form to sign prior to submittal. You may email the form to: vendors@fiscal.ca.gov, or fax it to (916) 576-5200, or mail it to the address above.

Principal Government Agency Name*	County of Yuba		
Remit-To Address (Street or PO Box)*	5730 Packard Ave. STE 100		
City*	Marysville	State *	CA Zip Code*+4 95901
Government Type:	<input type="checkbox"/> City	<input checked="" type="checkbox"/> County	Federal Employer Identification Number (FEIN)* 94-6000549
	<input type="checkbox"/> Special District	<input type="checkbox"/> Federal	
	<input type="checkbox"/> Other (Specify)		

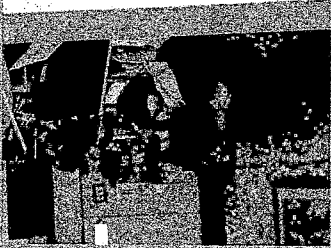
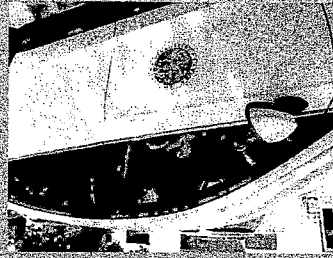
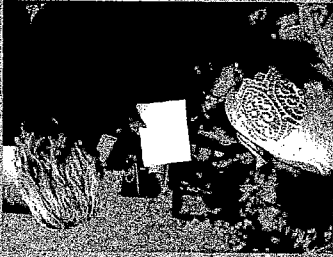
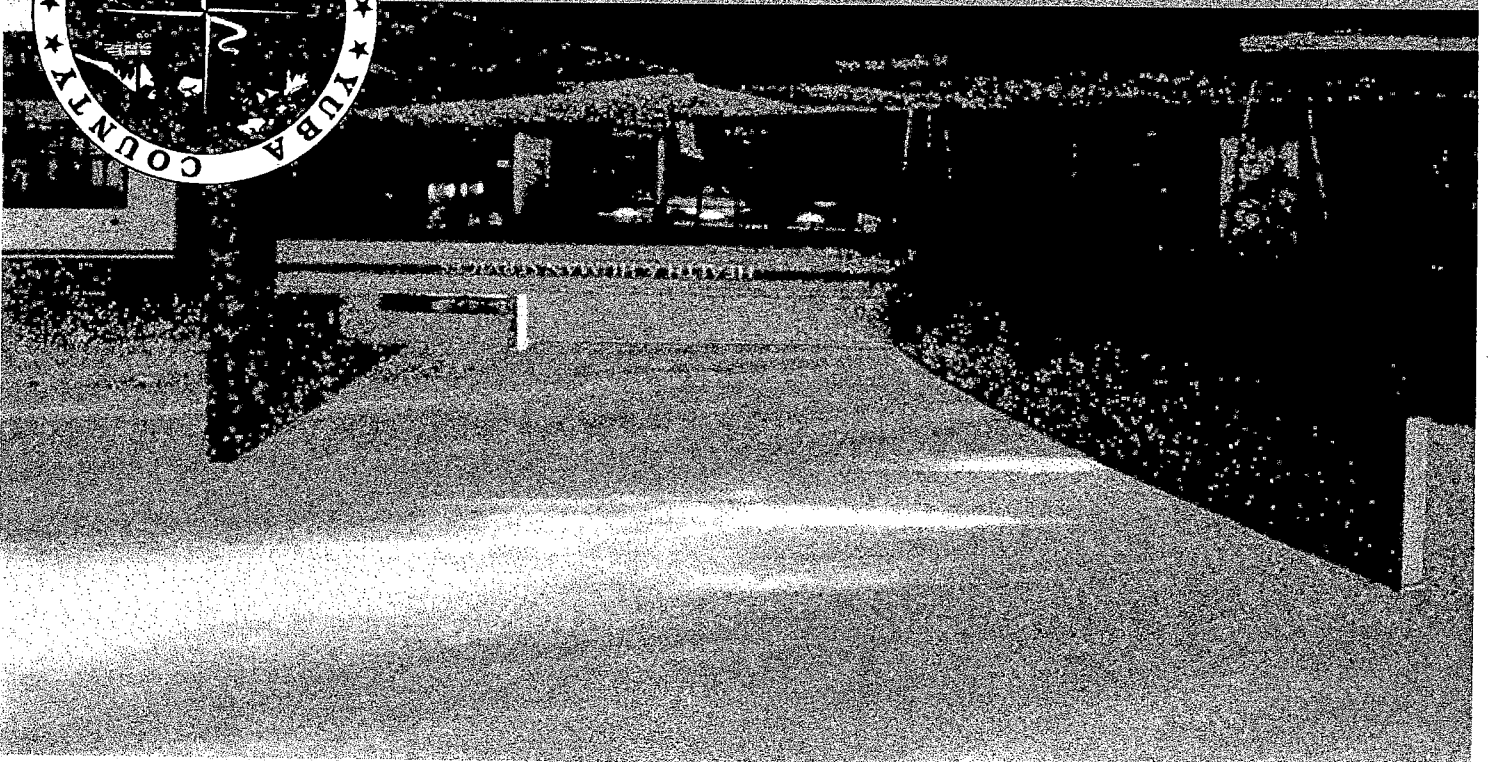
List other subsidiary Departments, Divisions or Units under your principal agency's jurisdiction who share the same FEIN and receives payment from the State of California.

Dept/Division/Unit Name	Health and Human Services Depart	Complete Address	5730 Packard Ave. STE 100 Marysville, CA
Dept/Division/Unit Name		Complete Address	
Dept/Division/Unit Name		Complete Address	
Dept/Division/Unit Name		Complete Address	

Contact Person*	Pheng Lee	Title	Financial Officer
Phone number*	530-749-6311	E-mail address	plee@co.yuba.ca.us
Signature*			Date 8/19/02

YUBA COUNTY

HEALTH AND HUMAN SERVICES DEPARTMENT STRATEGIC PLAN 2018-2021



MESSAGE FROM DIRECTOR

It is my pleasure to share with you our Health and Human Services Department Strategic Plan. As we prepare to meet the current fiscal and political challenges of the coming years, it becomes increasingly important that we focus on our resources and work cooperatively with our partners to maximize our efforts. Through this plan, the department renews its commitment to protect and improve the health and well-being of all Yuba County residents.

We believe that this Strategic Plan is broad enough to capture the essence of all of the department's programs and administrative issues. Each identified goal and associated action has the potential to be modified or expanded based upon changes in our internal and external environment. It represents an integrated approach to the services we provide to our community.

This Strategic Plan will serve as a template as we engage and respond to the needs of our constituents and community members. In doing this, we recognize that our greatest organizational asset is our staff. They have been engaged throughout this entire process and their input has been invaluable.

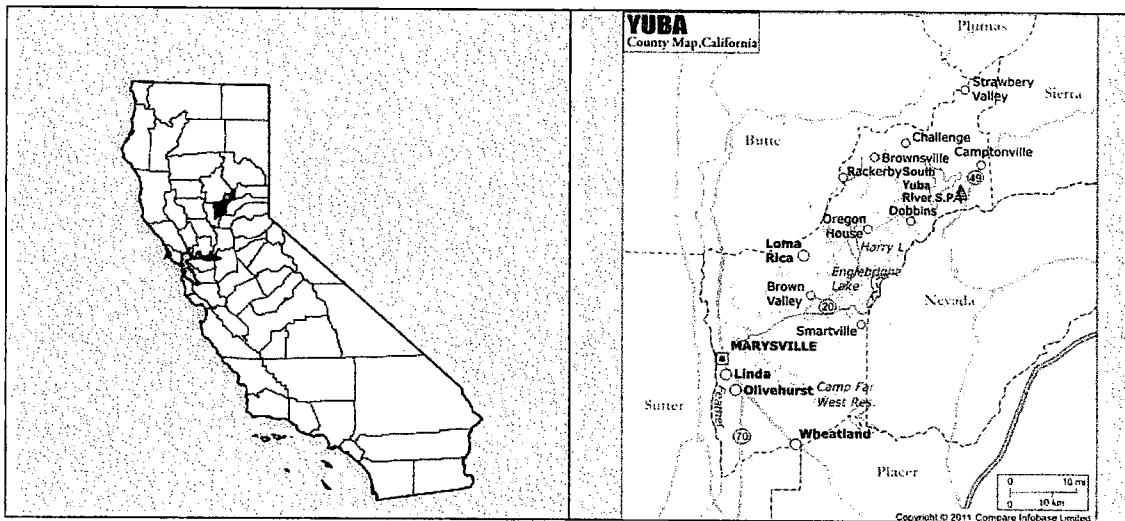
I would personally like to thank everyone who contributed to this process. I know how valuable your time is and without your input, the creation of this Strategic Plan document would not have been possible. Through our internal and external partnerships, we will continue to build on our success and overcome the challenges of today and the future. I look forward to working with all of you as we prepare to embark on our journey to implement our Strategic Plan and reach our goals for the future.



YUBA COUNTY BACKGROUND



Yuba County has a well-established and rich history. Located in the northern Central Valley, it is one of the original counties of California, formed in 1850 at the time of statehood. The county was named after the Yuba River by Captain John Sutter. Today it has a population of approximately 75,000 and Marysville serves as the County Seat. Agriculture plays a major role in Yuba County's economy, especially fruit orchards, rice fields, and cattle grazing. Other major employers include Government and Healthcare.



The 2010 United States Census reported that Yuba County had a population of 72,155. The racial makeup of Yuba County, at the time of the Census, was 49,332 (68.4%) White, 2,361 (3.3%) African American, 1,675 (2.3%) Native American, 4,862 (6.7%) Asian, 293 (0.4%) Pacific Islander, 8,545 (11.8%) from other races, and 5,087 (7.1%) from two or more races. Hispanic or Latino of any race were 18,051 persons (25.0%).

YUBA COUNTY BACKGROUND

COUNTY GOVERNANCE



Yuba County is governed through a system of elected County Supervisors who serve as the legislative and executive body for the county and provide direction for all branches of County Government. They, in turn, select and hire a qualified County Administrative Officer and together they assemble a set of highly qualified Department Directors to assure that all Federal, State and local mandated functions are properly discharged.

Board of Supervisors

District 1 Andrew Vasquez

District 2 Mike Leahy

District 3 Doug Lofton

District 4 Gary Bradford

District 5 Randy Fletcher

County Administrator Robert Bendorf

HHSD OVERVIEW

The Yuba County Health and Human Services Department provides a wide array of services through a diverse system of holistic programs. It is responsible for planning, managing, coordinating, and delivering a continuum of these services in a manner that is responsive to the needs of the community. The department is committed to promoting a safe, healthy and self-sufficient environment and investing in the Yuba County community to improve the overall well-being of our residents.

There are several major Divisions within the Department including: Adult Services; Child Welfare Services; Public Assistance; Employment Services; Housing and Integrated Services; Public Health; Veterans Services; and Finance and Administration.

As local government continues to experience reduced funding and staffing levels, creative HHSD approaches to service delivery are being relied upon to bridge these gaps. It is becoming increasingly important to look for new and innovative ways to lower costs and still provide quality services through alternative service delivery models.

HHSD PROGRAMS & SERVICES

ADMINISTRATION & FINANCE supports the department's administrative and financial functions as set forth by county policy.

- Department Budget
- Department Claiming
- Division Contracts
- Employee Payroll
- Facilities
- Privacy, Security & Civil Rights Compliance
- Appeals
- Benefit Issuance
- Purchasing/Supplies
- Staff Development
- Vehicle Reservation & Dispatch

CHILD & ADULT PROTECTIVE SERVICES is dedicated to assisting families in providing safe, healthy, and nurturing homes to children and promoting health and safety for elders and dependent adults that allows them to remain in their own homes free from abuse and neglect.

- Adoption
- Child & Family Team Meetings
- Domestic & Personal Care Services
- Emergency Response
- Family Maintenance
- Family Reunification
- Family Visitation
- In Home Supportive Services
- Independent Living Services
- Non-Minor Dependents
- Permanent Placement
- Public Authority
- Referrals for Substance Abuse & Mental Health Services
- Resource Parent Recruitment & Licensing

EMPLOYMENT SERVICES is committed to assisting parents in their efforts to become self-sufficient by providing a variety of workforce development programs and supportive services.

- California Work Opportunity and Responsibility to Kids (CaWORKs)
- Referrals for Domestic Violence Services
- Job Readiness and Preparation Workshops
- Learning Disability Screening
- Resume Writing & Job Search Assistance
- Mental Health Counseling
- High School Diploma & GED Classes
- Job Retention Services
- Supportive Services (transportation, child care)
- Referrals for Substance Abuse Services
- Work Experience/ Subsidized Employment

HHSD PROGRAMS & SERVICES

PUBLIC ASSISTANCE determines eligibility to improve the health, nutrition, and well-being of individuals and families.

- CalFresh
- Cash Assistance
- Payment for Immigrants
- Child Only CalWORKs
- County Medical Services Program
- Covered California
- Medi-Cal
- Revenue Recovery

PUBLIC HEALTH aspires to ensure a strong and healthy community by assessing needs and promoting healthy lifestyles through health education, prevention and intervention services.

- Birth and Death Certificates
- California Children's Services
- Child Injury Prevention Classes (Car Seat, Bike Helmet, Life Vests)
- Communicable Disease Investigations
- Emergency Preparedness
- General Assistance
- Housing Support Services
- Intensive Case Management for Vulnerable Population
- Oral Health Program
- Public Health Nurse Home Visiting Program
- Social Security Administration Advocacy
- Tobacco Cessation Education

SPECIAL INVESTIGATIONS UNIT focuses on early fraud prevention, ongoing program investigations, and provide workplace safety for county employees and customers.

- Department Security
- Enforcement of Compliance for Rules and Regulations
- Initial Application Home Visits
- Investigate Allegations of Misconduct
- Law-Enforcement Officers
- Rights and Responsibilities Reminders and Overview

VETERAN SERVICES serves honorably discharged bi-county military veterans and their dependents with disability assistance and healthcare benefits.

- Benefit Claims
- Case Management
- Client Advocacy
- Counseling Referrals
- Rehabilitation Referrals

STRATEGIC PLANNING TEAM

Executive Team

Jennifer Vasquez, Director

Health and Human Services

John Corniel, Deputy Director

Administration and Finance

Homer Rice MPH, PhD, Health Administrator

Public Health

Erma Thurman, Deputy Director

Public Assistance, Veterans Services and

SIU Services

Karleen Jakowski, Deputy Director

Employment Services, Child and

Adult Protective Services

Core Management Team

Michele Mazerolle, Program Manager

Public Assistance Programs

Julie Mahon, Program Manager

Child and Adult Protective Services

Erich Runge, Program Manager

Child and Adult Protective Services

Tracy Bryan, Program Manager

Public Health

Courtney Pyse, Program Manager

Employment Services

Tony Gordon, Program Manager

Special Investigations

Marvin King Jr., Program Manager

Veterans Services

Donna Young, Program Manager

Administration and Finance

MRG Consultant/Facilitator, James T. Gandley DDS, MPH

EXECUTIVE SUMMARY

The Yuba County Health and Human Services Department (HHSD) is pleased to present our FY 2018-2021 Strategic Plan. The Department engaged MRG, LLC in August, 2017 to assist in facilitating this process and developing a Strategic Plan that will best position the Department to effectively and efficiently deliver its services to the residents of the County. The Strategic Plan is all about delivering the future through initiatives and activities that will guide the organization for the next three years. It is broad enough to capture the full scope of programmatic and administrative issues and priorities, while at the same time addressing individual and divisional service delivery challenges.

The Department was aware that this process represented a significant individual and organizational investment in the future. MRG's facilitation greatly assisted our department in streamlining this process to the greatest degree possible. The consultant engaged our entire team, to assure a successful process resulting in "best practice" service delivery outcomes.

This plan was built on rigorous and detailed Organizational and SWOT Assessments and it presents identified Organizational Priorities, Strategic Objectives and SMART Goals. Cumulatively, they address the complex array of interventions and services that impact Yuba County residents at all levels.

Overall, our HHSD Strategic Plan will demonstrate commitment to:

- Organizational investment in staff and healthy communities;
- Collaboration with Community Based Organizations;
- Ongoing commitment to serve as the organizational hub of the community safety net.

These commitments will be accomplished through:

- Optimizing current resources – both fiscal and human;
- Improving service delivery efficiencies that enhance client outcomes;
- Aligning with local, statewide, and federal resources and initiatives to achieve our organizational mission.

STRATEGIC ACTION PLAN SUMMARY & OVERVIEW 2018-2021

YUBA COUNTY HEALTH & HUMAN SERVICES

VISION: A healthy and thriving community.			
MISSION: Be a catalyst for building a healthy and thriving community			
VALUES: <ol style="list-style-type: none"> 1. Quality services are delivered with commitment. 2. Individual diversity is respected. 3. Interpersonal relationships and services are ethical, empathetic, and empowering. 			
Priority 1	HHSD will commit to fostering teamwork and collaboration through improved communication.		
Objective 1	Enhance effective vertical and horizontal communication.		
Goals		Date	Responsible Party
	1.1.1 Departmental supervisor meetings will be scheduled on a quarterly basis.	07/18	Program Manager(PM) Group Lead: Special Investigative Unit (SIU)
	1.1.2 Develop and identify the membership of a Communication Workgroup to improve and monitor the effectiveness of departmental communication.	09/18	PM Group Lead: Employment Services (EMP)
	1.1.3 Develop and deliver department-wide staff trainings with a focus on effective communication.	01/19	Communication Workgroup Chair
Objective 2	Develop interdepartmental teamwork opportunities.		
Goals		Date	Responsible Party
	1.2.1 Redesign New Employee Orientation (NEO).	08/18	Assistant PM Eligibility(ELG)
	1.2.2 Review and update NEO semi-annually.	02/19	Assistant PM ELG
	1.2.3 Schedule department-wide trainings that provide enhanced opportunities for staff integration and sharing of cross-divisional knowledge.	04/19	PM Group Lead: Administrative & Finance (ANF) & ANF Administrative Analyst
	1.2.4 Implement new employee onboarding experiences.	07/18	PM Group Lead: ELG
	1.2.5 Create division open houses.	07/19	PM Group Lead: EMP

STRATEGIC ACTION PLAN SUMMARY & OVERVIEW 2018-2021 YUBA COUNTY HEALTH & HUMAN SERVICES

Priority 2	HHSD will address community need and associated workload through proactive, compassionate services provided by qualified staff.		
Objective 1	Identify and prioritize community needs.		
Goals		Date	Responsible Party
	2.1.1 Analyze recently completed community Needs assessments.	08/18	PM Group Leads: Child Adult Protective Services (CAPS) & Public Health (PH)
	2.1.2 Create a plan to address unmet community needs.	08/19	PM Group Leads: CAPS & PH
	2.1.3 Engage our HHSD grant writer in efforts to locate and secure additional funding sources.	12/19	PM Lead: ANF
	2.1.4 Implement a plan.	06/20	Executive Team
	2.1.5 Evaluate the plan.	06/21	Executive Team
Objective 2	Identify, prioritize and appropriately distribute workload.		
Goals		Date	Responsible Party
	2.2.1 Review program requirements, deadlines and associated workloads.	07/19	Divisional PM
	2.2.2 Conduct business process review.	11/19	Divisional PM
	2.2.3 Create an improvement plan.	01/20	Divisional PM
	2.2.4 Implement an improvement plan.	04/20	Divisional PM
	2.2.5 Offer stretch assignments to identified staff to create trainings for others that will increase productivity and ease workload concerns.	05/20	Divisional PM and Supervisors
Objective 3	Ensure proactive, compassionate services are provided to the community.		
Goals		Date	Responsible Party
	2.3.1 Identify staff mentors within divisions and utilize their skills in promoting improved best practices.	05/20	Divisional Supervisors
	2.3.2 Identify and incorporate best practices to increase staff's skills in providing proactive and compassionate services.	07/20	Executive Team

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Priority 3	HHSD demonstrates adaptability by collaborating with community partners to maximize resources.		
Objective 1	Develop a holistic community approach to serving customers/clients.		
Goals:		Date	Responsible Party
	3.1.1 Identify stakeholders/community partners.	09/18	PM Group Lead: CAPS
	3.1.2 Evaluate gaps in services/needs and partnerships.	02/19	PM Group Lead: CAPS
	3.1.3 Conduct semi-annual community stakeholder meetings to assess community needs, evaluate stakeholder capacity, and identify available resources.	04/19	PM Group Lead: PH & Project Manager
Priority 4	HHSD seeks to provide professional growth training opportunities for our valued staff.		
Objective 1	Develop a comprehensive growth plan.		
Goals		Date	Responsible Party
	4.1.1 Create a Steering Committee and identify Membership to develop a comprehensive Growth Plan.	11/19	PM Group Lead: Veterans Services (VA)
	4.1.2 Submit the plan to the Executive Team for review and final approval.	11/20	Steering Committee
	4.1.3 Implement the comprehensive Growth Plan.	01/21	PM Group Lead: VA
Objective 2	Develop job specific training opportunities.		
Goals		Date	Responsible Party
	4.2.1 Purchase Learning Management System (LMS) to encourage opportunities for career development.	01/19	PM Group Lead: ANF
	4.2.2 Train staff on LMS.	07/19	ANF Administrative Analyst
	4.2.3 Provide trainings utilizing LMS.	08/19	ANF Administrative Analyst

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Priority 5	HHSD will enhance organizational adaptability through increased use of mobile and cutting edge software/technology		
Objective 1	HHSD will improve access to technology		
Goals		Date	Responsible Party
	5.1.1 Create an IT Committee to identify department needs.	07/18	Executive Team Lead: Admin & Finance Deputy Director
	5.1.2 Identify funding through budget development process.	08/18	Executive Team Lead: Admin & Finance Deputy Director
	5.1.3 Committee will make recommendations to Management for approval.	04/19	Executive Team Lead: Admin & Finance Deputy Director HHSD IT Committee Chair
	5.1.4 Develop policy and train staff.	08/19	HHSD IT Committee Chair
	5.1.5 Implementation of identified software and hardware will be initiated and completed.	03/20	HHSD IT Committee Chair
	5.1.6 Implementation will be evaluated in "real time" and necessary adjustments or course corrections will be addressed as necessary.	07/20	HHSD IT Committee Chair