AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Collaborative Management Memorandum of Understandi

Action Requested: Board of County Commissioners' Signature

Parties to the Agreement: 13 Partner agencies of the Collaborative Mangement Program (See document)

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

This the annual MOU for the Collaborative Management Program. Needs to be reviewed. The attestation statement needs to be signed by County Manager and 2 commissioners.

Fiscal Impact: Incentive funds to be awarded at the end of FY 16/17

Submitted by: Meghan Dougherty **Submitter's Email Address:** mdougherty@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
No cocerns. ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 6/7/2016

County Attorney Review: (●) Required ( ) Not Required

Comments:
ok - gs

Reveiwed by: GUNCOUNTY1\gstuhr Discharge Date: 6/10/2016 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\khaase Discharge Date: 6/15/2016

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 6/21/2016

Revised April 2015

COLORADO
Office of Children, Youth & Families
Division of Child Welfare
Ann M. Rosales, MSW, Director

June 15, 2016

Ms. Joni Renyolds
Gunnison County Department of Human Services
225 N Pine
Gunnison, CO 81230

Re: Collaborative Management Incentive Funding Award

Dear Director,

The purpose of this letter is to notify you of the award for the Collaborative Management Program (CMP) incentive allocation funds as authorized in 24-1.9-104 CRS. The Collaborative Management Statewide Steering Committee decided on an allocation methodology for these funds. Based on this methodology, the award for your county is: To be determined

The conditions of this award are as follows:

1. A signed and approved Memorandum of Understanding (MOU)
2. Data collection and entry in accordance with operational memo #OM-CW-2015-0009
3. Participate in program evaluation
4. Participate in program monitoring
5. Maintain a budget that includes: estimated cost of implementing the CMP and any estimated cost-shifing or cost-savings that may have occurred by collaboratively managing the multi-agency services provided through this program and an accounting of funds that were reinvested in additional services provided to children and families who would benefit from integrated multi-agency services due to cost-savings that may have resulted or due to meeting or exceeding performance measures identified in the MOU
6. Track and report on process measures as defined in the incentive funding formula
7. Track and report on performance measures as established in the CMP site MOU
8. Completion of annual report according to time frames established by CDHS

Upon receipt of this letter, please indicate your acceptance of this award by signing and returning the enclosed attestation statement.

If additional information is required please contact Tiffany Sewell, (303) 866-3930, or tiffany.sewell@state.co.us.

Sincerely,

Ann M. Rosales, M.S.W.
Director, Division of Child Welfare

Enclosure:
Attestation Statement

COLORADO
Office of Children, Youth & Families
Division of Child Welfare
Ann M. Rosales, MSW, Director

Collaborative Management Program Incentive Funding Award
Attestation Statement

In accepting the incentive funding award for Gunnison County, we, the County Commissioner(s) and/or County Director, hereby attest that the Collaboarative Management Program will:

- **Track client's served in all target populations listed in the CMP site MOU;**
- **Agree to not duplicating clients in the approved databases; and,**
- **Comply with Operation Memorandum #OM-CW-2015-0009.**

_____

County Director-Printed Name Signature Date

_____

County Commissioner-Printed Name Signature Date

_____

County Commissioner-Printed Name Signature Date

Please sign and return this document to: Tiffany Sewell, Collaborative Management Administrator, Colorado Department of Human Services, Division of Child Welfare, tiffany.sewell@state.co.us via email as a scanned document, or by mail to 1575 Sherman Street, 2nd Floor, Denver, CO 80203

GUNNISON COUNTY
INTERAGENCY OVERSIGHT GROUP (IOG)
HB 1451

BYLAWS

I. NAME

The name of this organization shall be called the Gunnison County Interagency Oversight Group (IOG). The founding partners are Gunnison County and collaborating agencies that work within those counties through the 7th Judicial District.

II. MISSION

The mission of the IOG is:

To promote the welfare of children and families through the development of sustainable partnerships that provide integrated, quality services that are individualized, strength-based, family centered and culturally sensitive.

III. PURPOSE

A. System Collaboration: To establish a collaborative approach to the delivery of services which will increase the quality, appropriateness and effectiveness of services and achieve better outcomes and to comply with Colorado's HB 1451 regarding the Collaborative Management of Multi-Agency Services Provided to Children and Families.

B. Cost-Sharing: To address risk-sharing, resource-pooling, performance expectations, outcome monitoring and staff training; to develop cost sharing protocols among service providers; and to oversee the spending of incentive, budget and/or pooled funds.

C. Service Delivery: To reduce duplication and eliminate fragmentation of services provided to children and families. This will be done by facilitating and promoting the integration of the individualized service and support teams and High Fidelity Wraparound which coordinate and manage the provision of services to children and families who would benefit from integrated multi-agency services.

D. Evaluation and Technology: To provide an ongoing review of, the effectiveness of programs and to make recommendations consistent with the mission. To assess and make recommendations regarding the technology needs involved in collaborative management.

IV. COLLABORATIVE MANAGEMENT PROCESSES

A. Risk Sharing (legal and financial)

The process for addressing risk sharing includes: understanding and identifying risks, exercising due diligence, encouraging open and honest communication, welcoming requests for support, proposing recommendations, determining appropriate actions (as feasible or required by statute), monitoring outcomes, and assuring confidentiality.

The Gunnison IOG has agreed on the process for addressing risk sharing to include understanding and identifying risks, exercising due diligence, encouraging open and honest communication, welcoming requests for support, proposing recommendations, determining appropriate actions (as feasible or required by statute), and monitoring outcomes. Each mandated party to this MOU agrees to maintain insurance or self-insurance throughout the term of this MOU and to assume the risk as determined by their agency for their services and the employees under their supervision. Further, each mandated party agrees to be solely responsible for liability incurred as a result of participation in this MOU based on its own actions or the actions of its employees or other persons under its supervision. No party shall be responsible for liability incurred based on the actions of another party or of persons employed or supervised by another party. All contracted service providers are required annually to sign a county-approved contract that outlines an indemnity agreement, confidentiality commitments, a HIPAA compliance addendum, cyber-security and immigration compliance requirements.

B. Resource-Pooling

Mandated and non-mandated partners of Gunnison IOG agree to, at a minimum, provide their time at bi-monthly IOG meetings to discuss policy, procedure, best practice, protocol, and community need in Gunnison County. Additional in-kind sources, such as administrative costs and staff time at collaborative meetings, will be documented in the yearly MOU. At various points, special events and requests may solicit financial funding from Gunnison County IOG or individual members. These situations will be documented in the end of the year report to the Colorado Department of Human Services and full expenditure reports to IOG.

All partner agencies pool resources of either in-kind and/or cash contributions to the collaborative. Because the model includes all agencies working with the youth and family, alternative funding sources are identified for each open case to support services and interventions focused on supporting the family and case plan goals. Braiding and blending of funds is currently done across child and family serving agencies and non-profits used to support and sustain collaborative management program specific efforts.

C. Performance Expectations

- Any 1451 funded organization providing services as indicated in the MOU is expected to work towards meeting performance measures (see performance measures document) each year.

- All 1451 funded organizations are expected to keep data (ETO beginning July 1st, 2016) on the number of kids and families served and must report back to the IOG at least quarterly.
- All HB 1451 funded organizations are expected to provide quarterly data and, report to the Coordinator, and as requested throughout the year in order to complete necessary for HB 1451.
- Any challenges and barrier to meeting any performance expectations by HB 1451 funded organizations are to be addressed by the respective organization to the IOG and Coordinator.

D. Outcome Monitoring

Outcome monitoring for all programming that is financially supported by Gunnison IOG will be reported to the IOG/FAST Coordinator quarterly for inclusion in the year-end report. Data will be shared with any partner or community member requesting to view information, once all identifying information has been removed that would compromise confidentiality.

Outcomes are monitored by the IOG/FAST coordinator and are reported to the IOG members at least quarterly. ETO reports are supplied to the IOG at least quarterly by the IOG/FAST Coordinator. And, the IOG regularly reviews performance measures.

E. Staff Training

Gunnison IOG and FAST sponsor free trainings within the county to ensure partners, staff and community members are current on addressing needs specific to Gunnison County, cross system trainings and agency updates on a monthly basis. The IOG/FAST Coordinator works to identify ongoing training needs and coordinate trainings to address such. Education sessions within the set agenda at IOG, Administration and subcommittees are encouraged to ensure ongoing staff development.

When new IOG members are added the Coordinator provides HB 1451 information on bylaws, MOU, legislative declaration, roles and responsibilities of an IOG member. IOG members who have secondary representatives from their organization attend IOG meetings, are responsible for ensuring these representatives understand IOG responsibilities, roles, expectations, read the bylaws or may contact the IOG/FAST Coordinator for help with this

V. MEMBERS

A. Voting members of the IOG shall consist of all CMP partners identified and listed in the annual Memorandums of Understanding of Gunnison County. All CMP partner agencies of the MOU shall annually submit to the IOG their roster of voting member.

B. <u>Responsibilities of Members will include</u>:

1. Attend and actively participate in regularly scheduled meetings;

2. Represent an organization while simultaneously viewing services to families and children on a systems-level;
3. Approve the contribution of time, resources, and/or funding to solve problems;
4. Nominate an appropriate individual from within their current organization to serve as a replacement if they must discontinue service.
5. Assume personal responsibility to read reports, make recommendations, comply with all terms and conditions of confidentiality agreements and releases, and manage conflict;
6. Comply with the Memorandum of Understanding Pursuant to House Bill 04-1451 and other documents and agreements pertaining to House Bill 1451;
7. Commit to problem solving and decision making through consensus, realizing that voting is only resorted to when an intractable impasse is reached.

C. Each organization may send up to three representatives to the IOG. However, each voting organization only has one vote and must officially designate one member and an alternate of their organization as a voting member of the IOG. Voting members of the IOG shall be replaced if the member resigns from the board. Any member may resign at any time by giving written notice to the Administration Committee. Such resignation shall take effect at the time accepted or specified therein, whichever is first to occur. The member agency must find and appoint an individual from within their current organization to serve as a replacement if they must discontinue service.

D. It is the expectation that members will attend or send a representative to each meeting. The Administration Committee will address matters of non-attendance with the current agency representative.

E. A vote will pass with a simple majority of voting members present at a duly called meeting unless otherwise provided in these bylaws and the MOU.

VI. OFFICERS AND REPRESENTATIVES

A. Officers

1. The IOG shall elect by majority vote from among their members a Chair and a Vice-Chair, each serving two year terms. They may not be from the same organization. Officers may be re-elected to serve an unlimited number of additional terms.
2. Duties of each of the officers are:
   a. Chair (elected- 2 yrs): The Chair shall be the official spokesperson for the IOG and shall serve a term of two years with elections being held in January. They shall preside over all meetings of the IOG. The Chair will call the result of consensus decision making and any votes which may occur. The Chair will sit on the Administrative Committee which will jointly set the agenda for all meetings. The Chair will also work with the Administrative Committee to appoint chairs of all sub-committees. The Chair will represent the interests of the IOG regarding

authorization of funds and will act as the liaison between the IOG and the State Department of Human Services' budget office.

b. Vice-Chair/Secretary (elected – 2 yrs): The Vice Chair shall sit on the Administrative Committee, serve a term of two years, and assume the responsibilities of the Chair in their absence. The Secretary will take minutes of the meetings including the names of all members present at the meeting and will get them to the HB 1451/FAST Coordinator within two weeks following the meeting. The 1451 Coordinator will then distribute the minutes along with the agenda to the IOG members at least three days prior to the next IOG meeting. The 1451 Coordinator will maintain an archive of IOG minutes for no less than 3 years.

3. Removal and Resignation

a. Any officer may be removed by a majority vote of the IOG.

b. Any officer may resign by giving written notice to the IOG.

c. The Administration Committee shall make a recommendation to the IOG on a vacancy replacement and a vote will be brought to the IOG

B. Ex-Officio Roles

1. Treasurer (appointed – no term): The Treasurer duties will be performed by the HB 1451/FAST Coordinator who will prepare a budget in cooperation with the Administrative Committee, present it to the IOG for approval and keep track of all monies spent. The Treasurer will get the appropriate signatures for expenses being paid and will make quarterly reports to the IOG regarding the financial status of the collaborative. The HB 1451/FAST Coordinator acting as Treasurer is an ex-officio, non-voting member of the IOG and sits on the Administrative Committee.

VII. MEETINGS

A. Regular meetings shall be held bi-monthly at a date, time and location to be announced. The meeting schedule will be set at the beginning of each calendar year. The Administration Committee may call special meetings at any time.

B. IOG members are expected to attend all meetings or send an appropriate designee.

C. Decisions will be made by consensus. Consensus means that all voting members can live with and support a decision. Voting is only resorted to when an intractable impasse is reached.

D. Between meetings, decisions may sometimes need to be made by email. In this case if a member does not weigh in as being for or against a decision, they are giving their default agreement to the consensus decision. However, in the event that there is considerable disagreement, an official vote will take place electronically and the majority will prevail.

E. All meetings are open to the public by IOG member invitation.

F. Executive sessions may be called by a majority vote of the membership present at any meeting for the purpose of discussing privileged information.

VIII. FISCAL

A. Working together, the Administrative Committee will develop a budget based on the approved needs of Gunnison County and will present it to the IOG for vote on an annual basis or when new monies are received. The HB 1451 Coordinator shall prepare the proposed budget based on Gunnison County's budgeting process. The proposed budget shall be based on the CMP strategic plan.

B. The Administrative Committee will be responsible for the development of recommendations of policies and procedures that will delineate how funding decisions will be determined including the criteria for contracts and how these entities will be monitored and held accountable for funding received. These recommendations will then be brought to the IOG for vote.

C. The IOG shall make determinations as to the investment of incentive funds by majority vote into program areas or to agencies providing such services. The investment shall be based on priority needs identified through the Family Advocacy and Support Team and Interagency Oversight Group in a strategic needs assessment process.

D. The Coordinator will initiate the strategic plan that is developed in collaboration with FAST, families and IOG. The plan will be developed through a needs assessment, satisfaction survey and in consideration of established outcomes. The IOG shall review the strategic plan and financial reports at least quarterly for amendment as necessary.

E. In the event that the IOG disbands, due to the departure of a mandatory member, as defined by statute, an emergency meeting of the IOG members will be called within 7 days to vote upon distribution of remaining funds. Distribution of remaining funds will be decided upon by a majority vote of 51% of the IOG members.

F. The IOG, as specified below has final decision making authority on all fiscal matters concerning C.R.S. § 24-1.9-102 (H.B. 1451).

G. The IOG shall not recommend any program or policy that would require an agency to overspend their budget.

IX. ADMINISTRATIVE COMMITTEE

The Administrative Committee will meet at a minimum of four times per year. Their duties will include:

- Budget Oversight
- Setting of the agenda

- Oversight and evaluation of the HB 1451/FAST Coordinator
- Receive all administrative requests, e.g., conflict resolution, grievances, etc.
- Responsibility for being the work group of the IOG, providing regular feedback and minor decision-making actions for the HB 1451/FAST Coordinator
- Media and marketing decisions
- Review and recommendation of funding opportunities
- Overseeing official letters of support to other agencies for programming or funding
- Assuring needs assessment and program development efforts based on strategic planning.

Members of the Administrative Committee will include a representative from each fiscal agent (Gunnison DHHS), the Chair and Vice Chair from the IOG, Senate Bill 94, Juvenile Services Director, the Treasurer, and if not otherwise represented a representative from the agency which employs the HB 1451/FAST Coordinator and the Wraparound Facilitator. The IOG membership is inclusive and encourages participation from all four outcome domains (Health, Child Welfare, Juvenile Justice, and Education).

X. SUB-COMMITTEES

Sub-committees may be appointed by the IOG from time to time to work on special projects and report their findings at regular meetings. The IOG or the Administrative Committee will appoint chairs of all sub-committees and one member of the Administrative Committee will serve as an ex-officio member on all sub-committees. Upon completion of the assigned task, the IOG shall dissolve such committees.

XI. INTERAGENCY OVERSIGHT GROUPS

The IOG is composed of the individual county, namely Gunnison County and representatives from agencies within the 7th Judicial District. The IOG will:

1. Define and submit an MOU
2. Define and submit outcomes
3. Receive incentive money from the state
4. Determine the use of the incentive money
5. Elect Chair and Vice Chair as outlined above
6. Hold meetings as necessary

XII. CONFLICT OF INTERESTS

A. A conflict of interest occurs when any IOG's member or organization's private, personal relationships, or interests diverge so that an independent observer may reasonably question whether the person's actions or decisions are determined by personal benefit, gain, or advantage.

B. IOG members shall not use their membership for private gain, and shall act impartially and not give preferential treatment to any private organization or individual.

C. An IOG member who has a personal or private interest in a matter proposed or pending shall disclose such interest to the IOG, shall not vote on the item, and shall not attempt to influence the decisions of the other members voting on the matter.

D. If a member's organization is requesting funds, such member will abstain from voting

XIII. DISPUTE RESOLUTION PROCESS

Procedures for resolving disputes between or among the IOG members related to the mission and purpose of the Collaborative Management Program shall be:

1. Any concern or dispute may be submitted in writing to the HB 1451/FAST Coordinator for processing by the Administrative Committee. A clear description of the issue or concern and of the primary partners or individuals involved shall be included.
2. The Administrative Committee will attempt to resolve the concern or dispute through a facilitated discussion with the primary parties involved. A trained third-party facilitator or mediator may be utilized, as the Administrative Committee deems appropriate.
3. If no resolution is reached, the matter may be referred by the Administrative Committee on to the IOG for further discussion and a vote on any matters directly affecting the mission or purpose of CMP or the effective functioning of the IOG.
4. Final authority will rest with the Executive Director or Board of each partner agency on any matters concerning their own internal personnel management or fiscal matters related to their own participation with the IOG or the CMP in general.

XIV. AMENDMENTS

These bylaws may be approved or amended in whole or in part by a 2/3 vote of the IOG voting members during a regularly scheduled meeting provided any proposed changes to the bylaws are distributed in written form to all members at least ten days prior to the meeting at which action is to be taken on the proposed changes.

XV. VERIFICATION

The undersigned IOG members verify that the foregoing document is a true and accurate copy of the bylaws of the IOG which were approved at a meeting of the IOG held on the eleventh day of April, 2016.

THE INTERAGENCY OVERSIGHT GROUP.

By: _____

Chair

By: _____

Vice Chair / Secretary

By: _____

Treasurer – HB 1451/FAST Coordinator

By: _____

Gunnison/Hinsdale Fiscal Agent – Gunnison Department of Health and Human Services

COLLABORATIVE MANAGEMENT MEMORANDUM OF UNDERSTANDING

SFY 2016-17

This Agreement is made between the following Mandated Partners and Non-Mandated Partners, each of which may herein be referred to individually as a "Party" or collectively as the "Parties":

MANDATED PARTNERS

1. **GUNNISON COUNTY DEPARTMENT OF HUMAN/SOCIAL SERVICES ("Social Services"),** located at 225 North Pine Gunnison CO 81230;

2. **SEVENTH JUDICIAL DISTRICT PROBATION DEPARTMENT ("Probation"),** located at 1200 North Grand Ave, Montrose CO 81402;

3. **SEVENTH JUDICIAL DISTRICT ("Judicial"),** located at 200 East Virginia Ave Gunnison, CO 81230;

4. **GUNNISON HEALTH DEPARTMENT ("Health"),** located at 225 North Pine Gunnison, CO 81230;

5. **GUNNISON WATERSHED RE1J SCHOOL DISTRICT(S) ("School District(s)"),** located at 800 North Boulevard Ave Gunnison, CO 81230;

6. **MIDWESTERN COLORADO MENTAL HEALTH CENTER ("Mental Health"),** *a non-profit corporation whose principal place of business is* located at 2130 East Main Street (Po Box 1208) Montrose, CO 81401;

7. **BEHAVIORAL HEALTH ORGANIZATION ("BHO"),** called **COLORADO HEALTH PARTNERSHIP** located at 722 South Wahsatch Ave Colorado Springs, CO 80903;

8. **DIVISION OF YOUTH CORRECTIONS ("DYC"),** located at 801 Grand Ave Grand Junction, CO 81501;

9. **DESIGNATED MANAGED SERVICE ORGANIZATION FOR THE PROVISION OF TREATMENT SERVICES FOR ALCOHOL AND DRUG ABUSE PURSUANT TO SECTION 27-80-107, C.R.S. ("MSO"), called West Slope CASA**, located at PO Box 3410 Glenwood Springs, CO 81602;

10. **COMMUNITY DOMESTIC ABUSE PROGRAM PURSUANT TO 26-7.5 C.R.S. IF REPRESENTATION FROM SUCH PROGRAM IS AVAILABLE, called PROJECT HOPE OF GUNNISON VALLEY** located at 103C West Tomichi Ave Gunnison, CO 81230;

NON-MANDATED PARTNERS

Each non-mandatory partner signatory to this agreement is referred to as a "Party" or collectively as "Parties".

11. **FAMILY ADVOCATE; Mary Gomez** located at 200 East Virginia Ave Gunnison, CO 81230; *voting member*

12. **GUNNISON COUNTY DEPT of JUVENILE SERVICES** (Juvenile Diversion and SB 94) located at 200 East Virginia Ave Gunnison, CO 81230; *voting member*

13. **SEVENTH JUDICIAL DISTRICT ATTORNEY** located at 1200 North Grand Avenue (Box D) Montrose, CO 81401; *voting member*

WHEREAS, the Colorado General Assembly has determined that a collaborative approach to the delivery of services to children and families may lead to the provision of more appropriate and effective delivery of services; and

WHEREAS, the Colorado General Assembly has determined that such collaboration may ultimately allow the agencies providing treatment and services to provide appropriate services to children and families within existing consolidated resources; and

WHEREAS, the Colorado General Assembly has determined that it is in the best interests of the State of Colorado to establish a collaborative management of multi-agency services provided to children and families; and

WHEREAS, Colorado Revised Statutes (C.R.S.), Section 24-1.9-101, et.seq. authorizes the county department of social services to enter memorandums of understanding with specific agencies for the purpose of promoting a collaborative system of local-level interagency oversight groups and individualized service and support teams to coordinate and manage the provision of services to children and families who would benefit from integrated multi-agency services; and

WHEREAS, the undersigned desire to enter into an agreement for the collaboration of services to families and children who would benefit from integrated multi-agency services; and

WHEREAS, the undersigned agencies include all of the agencies required by statute.

NOW THEREFORE**,** in consideration of the premises and mutual promises and covenants herein contained, and for their mutual benefit, the Parties agree as follows:

Term of the Agreement. This MOU shall be effective beginning July1st and shall expire June 30th 2017 *(one year)*.

I. Renewal of MOU. The Parties may renew this MOU annually subject to mutual agreement. Each Party reserves the right to elect not to renew the MOU after expiration of the current term. If any Party intends not to renew the MOU, it should give notice of such intent at least thirty (30) days prior to expiration of the Agreement.

II. Oversight Group. The Parties agree that there is hereby created an interagency oversight group (IOG) as mandated by C.R.S 24-1.9-102(1)(d), that is identified as *Gunnison County IOG*, whose membership shall be comprised of a local representative of each Party to this MOU. Membership requirements, the status of each Party as a voting member or advisory member, procedures for election of officers, procedures for resolving disputes by a majority vote of voting members, and procedures for the development of subcommittee groups can be found in the By-Laws ("By-Laws") for *Gunnison County IOG*, attached hereto as Appendix A, as more specifically identified below:

- Membership requirements: **See Appendix A, Page 4, Section V/C**
- Voting or Advisory Status: **See Appendix A, Page 3-4, Section V**
- Election of Officers: **See Appendix A, Page 4-5, Section VI**
- Dispute Resolution: **See Appendix A, Page 8, Section XIII**
- Subcommittee Groups: **See Appendix A, Page 7, Section IX & X**

III. Target Population. In recognition of the goals of the Collaborative Management Program (CMP), children, youth and families across systems are identified and served according to their contact with collaborative programs, not limited to the system that generates the referral or has initial contact, inclusive of prevention, intervention and treatment services. The CMP target population consists of at-risk children and youth ages birth through 21 years of age and their families who would benefit from a multi-system integrated service plan or multi-system approach. *Gunnison County IOG* serves the target population directly through an Individualized Service and Support Team; (ISST) known as the FAST Review Team, when appropriate, and may provide a multi-system approach prevention programs and/or community and partner programs through a three tiered service delivery model including linkages to community based resource and service, Individual Service and Support Teams, or High Fidelity Wraparound.

The population(s) to be served is/are (check all that apply):

X Children and/or youth served through designated ISST or multi-system involved team.
X Children and/or youth served through multi-system approach prevention programs.
☐ Children and/or youth that participates in a program or services that was originally funded by CMP but is now self-sustaining or has another funding source.

- ☐ Child and/or youth that participates in a program that is not funded by CMP but reports the IOG.
- X DHS PA3 child and/or youth participant.
- X Other CMP program/training that include a multi system approach.

IV. Services. *Gunnison County IOG* is authorized to create and develop a service and support plan and provide services to children and families who would benefit from integrated multi-agency services. The Parties agree to provide the following specific services, subject to the availability of funds for which the collaborative has authority as specified below.

Services Defined:

- Our ISST(s) are called *FAST Review Team, ISST, High Fidelity Wraparound and Crossover Youth Practice Model*.

A. FAST Review Team

The partner agencies will refer youth early on to the multi-system Family Advocacy Support Team. Members include representatives from the Gunnison County Department of Human Services, Gunnison Watershed School District, 7th Judicial District Probation, The Center for Mental Health, Gunnison Valley Mentors, City of Gunnison Police Department, Gunnison County Juvenile Services, and an Educational Attendance Advocate for purposes of assessment, access to service and planning. Services and supports designed to promote family wellbeing in the least restrictive and least intrusive manner possible implemented through the three tiered service delivery model and with the family. Coordinated care will be supported through Individualized Service and Support Team ("ISST"), High Fidelity Wraparound or the Crossover Youth Practice Model. Service planning and provision shall be strengths based, family focused and well-coordinated. The Team will work to avoid duplication of services, establish a realistic individualized support plan and assure provider follow through.

The focus of the initiative includes:

- Early identification of youth and families needing assistance
- Accessible and individualized service
- A 2 Generational model that works within a family systems approach.
- Monitoring and follow through
- Aftercare follow up
- Program evaluation

B. Individual Service and Support Teams

An ISST includes two or more system representatives that are present to assist a child/youth/family with developing an integrated service plan directed by family need. The ISST identifies goals and facilitates collaboration to fund (which may include flex funds for families) and/or provide services in the community, and defines response. It follows a family-driven model for service planning, with the child/youth/family member

present at and participating in the development of the plan. A 2 generational model is used that works to focus equally and intentionally on services and opportunities for the parent and the child providing opportunities that meet the needs of parents and their children together.

C. **High Fidelity Wraparound**
Wraparound is a process that supports growth and family visions using family defined strengths, needs, and culture for youth and families within the targeted population using a facilitated team-based service and support planning process. The team is composed of at least two professional agencies and involves 4-8 people in the life of the youth and family who know them well and who care. The team creates and implements an integrated plan that is family driven, includes a plan with a mix of formal and natural supports, and is based on the unique strengths and culture of family. This process facilitates collaboration to fund (which may include flex funds for families) and/or provide services in that are community based. A 2 generational model is used that works to focus equally and intentionally on services and opportunities for the parent and the child providing opportunities that meet the needs of parents and their children together.

D. **Crossover Youth Practice Model**
The population to be served includes children, youth and families served though the Crossover Youth Practice Model. Serving Any youth (ages 10 through 17) who is simultaneously receiving services or has a history of services, at any level, from both the child welfare and juvenile justice systems, including youth who are concurrently adjudicated by both child welfare and juvenile justice systems. The purpose is to create a seamless process from case opening to case closing that improves outcomes for crossover youth in order to reduce the number of youth who crossover between the child welfare and juvenile justice systems, the number of youth entering and reentering care, and the length of stay in out of home care.

We sponsor and staff a community training program through the Family Advocacy Support Team Community Collaborative that provides cross system training, information sharing, and agency updates.

V. Authorization to Contribute Resources and Funding. Each Party represents that it has the authority to approve the contribution of time, resources, and funding to solve problems identified by *Gunnison County IOG* in order to create a seamless, collaborative system of delivering multi-agency services to children and families. The resources and funding to be contributed are identified in Section VI: Funding Sources.

VI. Funding Sources. Funding identified in this MOU can be a carryover from incentive funding or savings, additional funding provided to the CMP program or any funds directed towards CMP. Additional funding may become available during the term of this MOU but is not specifically dedicated to the work outlined herein. The Parties agree to financial risk sharing where commitments to support programs exceed the remaining funds available. The fiscal agent for

Gunnison County IOG is Gunnison County Department of Health and Human Services and by signing here _____(signature of fiscal agent) agrees to assume financial risk. The financial risk defaults to the fiscal agent. For this reason, *Gunnison County IOG* projects a conservative budget based on currently available resources.

Table of Resource Pooling SFY 2016-2017 Estimated Figures		
PARTY	**IN-KIND**	**CASH**
1. **GUNNISON COUNTY DEPARTMENT OF HUMAN/SOCIAL SERVICES ("Social Services")**	$5000	$
2. **SEVENTH JUDICIAL DISTRICT PROBATION DEPARTMENT ("Probation")**	$5000	$
3. **SEVENTH JUDICIAL DISTRICT ("Judicial")**	$1500	$
4. **GUNNISON COUNTY HEALTH DEPARTMENT ("Health")**	$3200	$
6. **GUNNISON WATERSHED RE1J SCHOOL DISTRICT(S) ("School District(s)")**	$2000	$2000
8. **MIDWESTERN COLORADO MENTAL HEALTH CENTER ("Mental Health")**	$20,000	$
9. **BEHAVIORAL HEALTH ORGANIZATION ("BHO")**	Same As Mental Health	$
10. **DIVISION OF YOUTH CORRECTIONS ("DYC")**	$4,000	$
11. **West Slope CASA - DESIGNATED MANAGED SERVICE ORGANIZATION FOR THE PROVISION OF TREATMENT SERVICES FOR ALCOHOL AND DRUG ABUSE PURSUANT TO SECTION 25-1-206.5, C.R.S. ("MSO")**	Same as Mental Health	$
12. **PROJECT HOPE of GUNNISON VALLEY - COMMUNITY DOMESTIC ABUSE PROGRAM PURSUANT TO 26-7.5 C.R.S. IF REPRESENTATION FROM SUCH PROGRAM IS AVAILABLE**	$216	$

13. **FAMILY ADVOCATE**	$	$
14. **GUNNISON COUNTY DEPT of JUVENILE SERVICES** (Juvenile Diversion and SB 94)	$2880	$15,141
15. **SEVENTH JUDICIAL DISTRICT ATTORNEY**	$529	$

Approximate total in-kind services/contributions = $44,325
Approximate total cash contribution for staff and operational expenses = $ 17,141

VII. Reinvestment of Moneys Saved. The procedure to allow any funds resulting from waivers granted by the federal government and any state general fund savings realized as a result of the implementation of services provided to children, youth and families who would benefit from multi-agency services has been approved by the head or director of each Mandated Partner, as documented in the By-Laws at **See Appendix A, Page 6, Section VIII.**

County Department of Human/Social Services (DHS) elects to (select one):

- ☐ Retain the state general fund portion of the county under-expenditure of the child welfare block allocation, or
- X Participate in surplus distribution for SFY 2016-2017.

The procedure to allow incentive funds received, and allocated pursuant to CRS 24-1.9-104, to be reinvested by the Parties to provide appropriate services to children and families who would benefit from multi-agency services has been approved by the head or director of each Mandated Partner, as documented in the By-Laws/Guide at **Appendix A, Page 6, Section VIII.**

VIII. Collaborative Management Processes. Pursuant to section 24-1.9-102(1)(e)
Gunnison County IOG has established a collaborative management process addressing each parties risk sharing (legal and financial), as further described in the By-Laws at **Appendix A, Page 2, Section IV/A.**

Gunnison/Hinsdale County IOG has established a collaborative management process addressing resource pooling as further described in the By-Laws at **Appendix A, Page 2, Section IV/B**.

Gunnison/Hinsdale County IOG has established a collaborative management process addressing performance expectations as further described in the By-Laws at **Appendix A, Page 2-3, Section IV/C.**

Gunnison/Hinsdale County IOG has established a collaborative management process addressing outcome monitoring as further described in the By-Laws at **Appendix A, Page 3, Section IV/D**.

Gunnison/Hinsdale County IOG has established a collaborative management process addressing staff training as further described in the By-Laws at **Appendix A, Page 3, Section IV/E**.

IX. Measures.

Performance Measures. Pursuant to section 24-1.9-102(2)(i) the Parties hereby determine that they will attempt to meet performance measures specified by the Colorado Department of Human Services in conjunction with the Collaborative Management State Steering Committee in order to:

A. Reduce duplication and eliminate fragmentation of services provided to children, youth and families who would benefit from integrated multi-agency services.
The Parties will reduce duplication and fragmentation of services by:

Engagement in a comprehensive, individualized and family focused ISST process around each family will specifically support the reduction in duplication and fragmentation of services. Each team reflects all individuals working with the Family, identifying all requirements of the family, or there is open communication with involved parties that are not actual members of the team. In addition, our FAST collaborative reviews all family teams once a month, both written and verbally. Reports are given by each facilitator indicating # of ISSTs or Wrap meetings for the month, goals, progress, services, and barriers and offers a unique format for brainstorming around needs. Everyone a part of the ISST or Wrap Team is aware of all services being provided to the family as well as progress in service and outcome areas and potential risk of involvement in future services. In addition to attendance on support teams, there is a process in place to ensure all agencies involved with the family agree to adopt and support the integrated, family driven plan.

B. Increase the quality, appropriateness, and effectiveness of services delivered to children and families who would benefit from multi-agency services, to achieve better outcomes;
Parties will increase the quality, appropriateness, and effectiveness of services delivered through:

CMP partners to this MOU agree to identify service areas that are currently not being addressed through informal needs assessment (e.g., discussions of current gaps), identify service areas that are currently not being addressed through formal needs assessment (e.g., review of data, strategic planning sessions with facilitator), implement a new program or model that specifically targets the population and service need/gap that was identified by IOG as needed, and implement or enhance services to be more culturally appropriate/culturally competent. In addition, partners agree to follow the established three tiered service delivery model matching the appropriate level of service to the identified level of risk for each individual family.

C. Encourage cost sharing among service providers.
Parties will encourage cost sharing through:

Cost sharing is addressed at both the family plan level and at the program level. Partners of this MOU regularly discuss and approve cost sharing measures to ensure a strong continuum of services. This is evidenced in the blending and braiding that takes place to fund the Wraparound services and direct services to children and families.

Gunnison County IOG has determined performance measured and selected three measures in which will determine incentive funding in Appendix B.

Counties will receive the meaning minimum based on the two following criteria: 1) County size designated by the child/youth population of the county and; 2) Meeting three of the six process measures of collaborative management.

Process Measures. Pursuant to Volume VII section 7.303.35(A) the Parties hereby determine that they will attempt to meet process measures in order to receive the meaningful minimum portion of the collaborative management incentive funds.

Please select the process measures that your county CMP site will be striving for:

X 75% attendance at IOG meetings
X Family agency or member participation on the IOG as a voting member, 50% of the time
X Seventy-five percent of the agencies contribute resources at a service level, either in-kind or actual funds
X Use of Evidence Based or Evidence Informed practices
X Process of Continuous Quality Improvement used by the IOG
X Evidence of cost-sharing will be reflected in the expenditures section of the annual report

X. Data.
The Parties agree to use either the state provided Efforts to Outcomes (ETO) database for a CMP served non-child welfare children, youth and families to track participation or The Parties agree to use the state provided automated case management system (aka: Trails) database for all CMP served children, youth and families.

The Parties agree by signing this MOU that the attestation statement will be completed and The Parties will comply with Operational Memo #OM-CW-2015-0009 prior to receiving their incentive funds. The CMP site is responsible to ensure there is not a duplication of clients entered into ETO and/or Trails. Duplication is defined as a child, youth or family that is counted twice for the same ISST meeting and recorded in 1 or more CMP data system(s). A child, youth or family may be counted for multiple service episodes supported by several multi-systems partnerships.

XI. Confidentiality Compliance. The Parties agree that State and Federal law concerning confidentiality shall be followed by the Parties and *Gunnison County IOG*. Any records used or developed by *Gunnison County IOG* or its members or by the ISST that relate to a particular person are to be kept confidential and may not be released to any other person or agency, except as provided by law. The Parties have developed a release of information that addresses the confidentiality needs of all Parties attached hereto as Appendix C.

XII. Termination of MOU. The Parties acknowledge that withdrawal from this MOU of any Mandated Party will result in the automatic termination of this Agreement and termination of the collaborative system of delivery of services developed hereunder. The withdrawing Party shall assist the other Parties to achieve an orderly dissolution of the collaborative system with as little disruption as possible in the delivery of services provided to children and families who would benefit from multi-agency services.

A. **Withdrawal/Termination.** Any Party may withdraw from this Agreement at any time by providing 30 days written notice to all other Parties.
B. **For Loss of Funds.** Any Party may withdraw from this Agreement, or modify the level of its commitment of services and resources hereunder, effective immediately, in the event of loss or reduction of resources from its funding source identified herein. Any Party withdrawing due to loss of funds will provide notice of withdrawal, in writing within 30 days.
C. **Distribution of Funds.** If at any time any party were to withdraw from this agreement The Parties has established a collaborative management process addressing the distribution of remaining funds as further described in the by-laws/procedure guide at **Appendix A, Page 6-7, Section VIII/E**.

IN WITNESS WHEREOF, the Parties hereto, through their authorized representatives have executed this Memorandum of Understanding effective for the dates written above.
(Please note electronic signatures are not acceptable)

Interagency Oversight Group Members

MANDATED PARTNERS

1. GUNNISON COUNTY DEPARTMENT OF HUMAN/SOCIAL SERVICES

Name and Title: Joni Reynolds, Executive Director
Agency: Gunnison County Department of Health and Human Services
Address: 225 North Pine
City/State/Zip: Gunnison, CO 81230
Phone: 970-641-7940 Email: JReynolds@gunnisoncounty.org

Signature:

2. SEVENTH JUDICIAL DISTRICT PROBATION DEPARTMENT

Name and Title: Robert Omer, Chief Probation Officer
Agency: Colorado Judicial Department
Address: 1200 North Grand Avenue
City/State/Zip: Montrose, CO 81401
Phone: 970-252-4369 Email: robert.omer@judicial.state.co.us

Signature:

3. SEVENTH JUDICIAL DISTRICT

Name: Thomas Maxwell, District Administrator
Agency: 7th Judicial District Courts
Address: 1200 North Grand Avenue
City/State/Zip: Montrose, CO 81401
Phone: 970-252-4359 Email: thomas.maxwell@judicial.state.co.us

Signature:

4. GUNNISON HEALTH DEPARTMENT

Name: Carol Worrall, Director
Agency: Gunnison County Public Health :
Address: 225 North Pine
City/State/Zip: Gunnison, CO 81230
Phone: 970-641-7912 Email: CWorrall@gunnisoncounty.org

Signature:

5. GUNNSION WATERSHED RE1J SCHOOL DISTRICT

Name: Robert Speer, Director of Special Services
Agency: Gunnison Watershed School District, RE1J :
Address: 800 North Boulevard
City/State/Zip: Gunnison, CO 81230
Phone:970-641-7750 Email: rspeer@gunnisonschools.net

Signature:

6. MIDWESTERN COLORADO MENTAL HEALTH CENTER

Name:
Address:
City/State/Zip:
Contact Person:
Phone: Email:

Signature:

7. BEHAVIORIAL HEALTH ORGANIZATION – COLORADO HEALTH PARTNERSHIP

Name and Title:
Address:
City/State/Zip:
Phone: Email:

Signature:

8. DIVISION OF YOUTH CORRECTIONS

Name and Title:
Agency:
Address:
City/State/Zip:
Phone: Email:

Signature:

9. MANAGED SERVICE ORGANIZATION– West Slope CASA

Name and Title:
Address:
City/State/Zip:
Phone: Email:

Signature:

10. DOMESTIC ABUSE PROGRAM– PROJECT HOPE OF GUNNSION VALLEY

Name and Title:
Agency:
Address:
City/State/Zip:
Phone: Email:

Signature:

NON-MANDATED PARTNERS

11. FAMILY ADVOCATE

Name and Title:
Agency:
Address:
City/State/Zip:
Phone: Email:

Signature:

12. GUNNISON COUNTY DEPT OF JUVENILE SERVICES

Name and Title:
Agency:
Address:
City/State/Zip:
Phone: Email:

Signature:

13. SEVENTH JUDICIAL DISTRICT ATTORNEY

Name and Title:
Agency:
Address:
City/State/Zip:
Phone: Email:

Signature:

COLLABORATIVE MANAGEMENT PERFORMANCE MEASURES

SFY 16-17

Each CMP must choose three indicators to be measured.

These indicators can be from any of the four domains.

CMPs many choose as many as you would like from each domain.

Child Welfare Domain				
Desired Outcome	**Target Population**	**Indicator/Measure**	**Efforts/Activities to Reach Goal**	Selected by CMP
Decrease number of children and youth involved with child welfare		Number (percent) of CMP youth with no new open involvements in Trails after CMP services began.		☐
Increase safety of children and youth	Children and youth 0-18 years of age actively involved in CMP services	80% of CMP youth will have no substantiated abuse finding after CMP services began.	• Multi-Disciplinary FAST Review Team • ISST • HF Wraparound • Crossover Youth Practice Model • Continuous Interagency Collaboration at the system, direct service provider/community, and family levels.	☒
Increase placement stability of children and youth		Number (percent) of CMP children and youth who experience two or fewer moves while in out of home placement.		☐
Increase permanency of children and youth involved in child welfare		Number (percent) of CMP children and youth discharged to a permanent home (adoption, reunification, legal guardianship)		☐

COLLABORATIVE MANAGEMENT PERFORMANCE MEASURES

SFY 16-17

Increase the number of children and youth who remain home		Number (percent) of children and youth who remain in their home during CMP involvement		☐

Juvenile Justice Domain

Desired Outcome	Target Population	Indicator/Measure	Efforts/Activities to Reach Goal	Selected by CMP
Increase successful involvement with juvenile justice system		Number (percent) of CMP youth who successfully complete probation or parole		☐
Decrease commitment to the Division of Youth Corrections		Number (percent) of CMP youth diverted from being committed to DYC		☐
Decrease children and youth involved with truancy court		Number (percent) of CMP children and youth who were diverted from involvement with truancy court while involved in juvenile justice system		☐
Prevent involvement with juvenile justice system		Number (percent) of children and youth who did not enter into detention due to CMP involvement while involved with CMP		☐

COLLABORATIVE MANAGEMENT PERFORMANCE MEASURES

SFY 16-17

Education Domain				
Desired Outcome	**Target Population**	**Indicator/Measure**	**Efforts/Activities to Reach Goal**	Selected by CMP
Increase school attendance	CMP served children and youth currently enrolled in school; grades K-12	80% of children and youth will show improved school attendance rates while involved with CMP services	• Multi-Disciplinary FAST Review Team • ISST • HF Wraparound • Attendance Advocacy • Continuous Interagency Collaboration at the system, direct service provider/community, and family levels.	☒
Increase academic achievement		Number (percent) of children and youth with improved academic performance while involved with CMP services		☐
Decrease disciplinary problems at school		Number (percent) of children and youth with fewer disciplinary actions (referrals, suspensions or expulsions) while involved with CMP services		☐
Increase successful graduation rates		Number (percent) of children and youth who remain or increase ability to graduate within four years		☐

Increase school stability		Number (percent) of children and youth who have two or fewer school moves while involved with CMP services		☐

Health / Mental Health Domain				
Desired Outcome	**Target Population**	**Indicator/Measure**	**Efforts/Activities to Reach Goal**	**Selected by CMP**
Decrease problem severity		Number (percent) of CMP children and youth with improved: a) problem severity and b) level of functioning on CCAR or similar tool while involved with CMP services		☐
Increase psychological, social, cognitive and physical functioning		Number (percent) of children and youth with decreased concerns according to the Trauma Screening Tool		☐
Increase well-being		Number (percent) of families with improved MST outcome indicators or successful complete mental health treatment		☐

COLLABORATIVE MANAGEMENT PERFORMANCE MEASURES

SFY 16-17

Decrease substance use		Number (percent) of children and youth who successfully complete 90 day in patient substance abuse treatment or intensive out patient treatment		☐
Increase children and youth's health	Children and youth 0-21 years of age actively involved in CMP services	90% of children and youth will have established linkages to: a) primary care provider; b) oral care provider; c) substance abuse provider; d) mental health provider; or e) health insurance coverage	• Intake processes that include risk assessments and Strength/Needs/Cultural Discoveries. • Multi-Disciplinary FAST Review Team • ISST • HF Wraparound • Continuous Interagency Collaboration at the system, direct service provider/community, and family levels.	X