

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 7/24/06  
**Department Name:** Social Services  
**Department No.:** 044  
**Agenda Date:** 8/8/06  
**Placement:** Departmental  
**Estimate Time:** 30 min.  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Kathy Gallagher, Director  
Department of Social Services

**STAFF CONTACT:** Katharina Zulliger, Coordinator  
KIDS Network, 346-8222

**SUBJECT:** KIDS Network FY 05/06 Annual Presentation and Revised By-laws

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**Recommendation(s):**

That the Board of Supervisors:

- a) Receive and accept the KIDS Network 2006 Annual Presentation; and
- b) Approve the attached Resolution amending the by-laws for the KIDS Network of Santa Barbara County.

**Alignment with Board Strategic Plan:**

The recommendation is primarily aligned with Goal No. 7, Strengthen the Safety and Well-Being of Children and Their Families to Ensure a Strong Future for our Community.

**Executive Summary and Discussion:**

- a) KIDS Network 2006 Annual Presentation

The KIDS Network was established by the Board of Supervisors in 1991 to serve as Santa Barbara County's interagency coordinating council for children, youth and family services, and to be the Board's community advisory body on children, youth and family issues. The attached presentation includes a summary of the 2005-2008 adopted Strategic Plan for the KIDS Network, as well as a progress report for the 05/06 fiscal year.

- b) Revision to By-laws

The KIDS Network's original by-laws were incorporated in Board Resolution 91-421 approved on July 16, 1991 and were last amended on June 18, 2002. During 2005-2006, the KIDS Network carried out a strategic planning process. During this process, members expressed a desire to revise the organizational structure of the KIDS Network with the goals to a) increase oversight and accountability regarding the Strategic Plan

objectives; and b) increase efficiency and clarify member roles, while maintaining diverse and meaningful participation. An ad-hoc committee comprised of policy council and advisory committee members met over several months and developed a recommendation for a revised structure, which was approved by the membership on June 29, 2006. All revisions to the by-laws are organizational in nature and will not affect the mission, purpose or function of the KIDS Network.

Under the revised by-laws the KIDS Network will be comprised of the following organizational components:

1. KIDS General Membership:

- Open to anyone with an interest in contributing positively to issues affecting the lives of children, youth and families in Santa Barbara County
- Serves as the Board-appointed advisory body responsible for needs assessments, planning and priority setting, such as accomplished in the Strategic Plan.

2. KIDS Executive Committee:

- 15-member appointed and elected executive committee representing the General Membership at large
- Responsible for providing overall accountability regarding all KIDS Network activities to the Board and the public, including determining outcome measures and ensuring that desired objectives from the strategic plan are achieved.

The proposed revisions to the by-laws have been reviewed and approved by County Counsel.

**Mandates and Service Levels:**

No change.

**Fiscal and Facilities Impacts:**

None.

**Special Instructions:**

After approval by the Chair of the Board, please forward certified copies of the Minute Order to:

- (1) KIDS Network, 2125 S. Centerpointe Parkway, Santa Maria, CA 93455, Attn: Katharina Zulliger.
- (2) Dept. of Social Services, 234 Camino del Remedio, Santa Barbara, CA 93110, Attn: Paula Haines

**Concurrence:**

County Counsel

County Administrator

**Attachments:**

- I. Presentation
- II. Resolution
- III. By-Laws

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

IN THE MATTER OF THE PROPOSED ) RESOLUTION NO 2006-\_\_\_\_\_  
RESOLUTION REGARDING THE )  
AMENDMENT OF THE BY-LAWS OF ) BOARD OF SUPERVISORS  
THE KIDS NETWORK OF SANTA ) OF THE COUNTY OF SANTA BARBARA  
BARBARA COUNTY )

WHEREAS, the establishment of the KIDS Network of Santa Barbara County was unanimously approved on July 16, 1991 by the Board of Supervisors' Resolution No. 91-421 and its by-laws were last revised by Board of Supervisor's Resolution 02-223 on June 18, 2002, and

WHEREAS, the Resolution included a section setting forth the by-laws or rules for membership, duties and powers of the KIDS Network in accordance with SB 997 (Welfare and Institutions Code, Chapter 12.8, Section 18986 et seq.), and

WHEREAS, certain changes in the organizational structure (Exhibit A: Bylaws) of the KIDS Network are now recommended which will strengthen the KIDS Network's ability to carry out its mission, and

WHEREAS, none of the recommended changes affects the KIDS Network's legal status as a SB 997 body, according to Statute.

PASSED AND ADOPTED by the Board of Supervisors of Santa Barbara County, State of California, this 8th day of August, 2006 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

COUNTY OF SANTA BARBARA

By \_\_\_\_\_  
Joni Gray  
Chair, Board of Supervisors

ATTEST:  
MICHAEL BROWN  
Clerk of the Board

By \_\_\_\_\_

APPROVED AS TO FORM:  
STEPHEN SHANE STARK  
County Counsel

By \_\_\_\_\_

## **By-laws of the KIDS Network of Santa Barbara County**

### **I. NAME**

The council established by these by-laws shall be known as the Santa Barbara County KIDS Network (the “KIDS Network”).

### **II. PURPOSE (MISSION STATEMENT)**

The mission of the KIDS Network is to provide comprehensive, collaborative community services to children, youth and families by:

- improving coordination, planning, communications and cooperation among service agencies;
- identifying gaps and overlaps in services;
- providing a forum for clarifying perceptions and expectations among and between county agencies and the community;
- setting priorities for interagency projects;
- implementing collaborative programs, public and private, to better serve children, youth and families;
- attracting resources from both the public and private sectors to meet children, youth and families' needs; and
- actively striving for geographic, linguistic, ethnic and economic diversity in membership and in respect to all services provided by its members.

### **III. AUTHORITY**

Pursuant to the Welfare and Institutions Code Sections §18986-18986.30 and the authorization of the Santa Barbara County Board of Supervisors, the KIDS Network is established as an independent organization under County government.

### **IV. GEOGRAPHIC AREA**

The KIDS Network shall serve the entire Santa Barbara County.

## **V. ORGANIZATION**

The KIDS Network shall be comprised of the following organizational components:

- a) KIDS Network General Membership – all members at large
- b) KIDS Network Executive Committee – elected or appointed members from the General Membership responsible for providing oversight and accountability to members at large, the Board of Supervisors and the public.

## **VI. Functions and Operations**

**Section 1. General:** The KIDS Network shall act in an advisory capacity to the Santa Barbara County Board of Supervisors and the community with respect to issues relevant to children, youth and families.

### **Section 2. Specific Functions**

**a) KIDS Network** – The specific functions of the KIDS Network General Membership shall include, but not be limited to the following:

1. Serve as a forum for public and private agencies to collaboratively discuss issues relevant to children, youth and families and develop recommendations to the Board of Supervisors. Issues may be identified by the KIDS Network or may be referred to the KIDS Network by the Board of Supervisors or the Executive Committee, and may include developing priorities for resource allocation.
2. Participate in a planning process, which identifies issues relevant to children, youth and families in Santa Barbara County requiring the County's and community's attention. Such a planning process shall be designed to review needs, priorities, services, gaps in services and special programs and shall identify strategic focus areas which could benefit from collaborative action. Any strategies developed based on this process shall include goals and objectives in accordance with the County of Santa Barbara's Policy on Children, Youth and Families, as adopted by the Board of Supervisors. Proposed actions deemed appropriate activities for the KIDS Network may include, but are not limited to, coordination, advocacy, public education, facilitation of services or resource development.

3. Serve as the Board-appointed advisory body responsible for needs assessments, planning and priority setting, such as for the Promoting Safe and Stable Families Program (PSSF).
4. Designate members to serve on task-forces and committees as appropriate.

**b) The Executive Committee** - The specific functions of the Executive Committee shall include, but not be limited to the following:

1. Provide overall accountability regarding all KIDS Network activities to the Board of Supervisors and the public.
2. Provide Strategic Plan oversight.
3. Plan activities and set agendas for general meetings of the KIDS Network as advised by the full membership. Communicate plans, activities and outcomes to the KIDS Network, the Board of Supervisors and the general public when deemed appropriate.
4. Where appropriate and available, commit and direct resources and discretionary funding for services or activities identified by the KIDS Network as priorities.
5. Appoint task forces or committees, incorporating existing planning groups as appropriate, to study and recommend solutions on issues raised by the KIDS Network, the Board of Supervisors or the Executive Committee.

## **VII. MEMBERSHIP**

**Section 1. KIDS Network General Membership:** The KIDS Network shall encourage a geographically, linguistically, ethnically and socio-economically diverse membership including, but not limited to, community-based organizations, parents, community members, faith based groups, educators, County and other public agencies. Members shall live, work, volunteer or be otherwise engaged in supporting children, youth and families in Santa Barbara County and shall support the vision and mission of the KIDS Network. In addition, General Membership shall include but not be limited to, the following members:

- (a) Persons responsible for management of the following county functions:
- (1) Alcohol and drug programs.

- (2) Children's services.
- (3) Housing and redevelopment.
- (4) Mental health services.
- (5) Probation.
- (6) Public health services.
- (7) Welfare or public social services.
- (b) The presiding judge of the county's juvenile court, or representative.
- (c) The superintendent of the county office of education and at least one superintendent of a unified school district within the county.
- (d) A prosecuting attorney of the county or city and county, or representative.
- (e) A representative of a private nonprofit corporation which has a goal of entering into a public private partnership with the county to meet the needs of children that are not adequately met by existing public or private funds.
- (f) One member of the County Board of Supervisors.
- (g) A representative of law enforcement.
- (h) A representative of the local child abuse council.
- (i) A representative of a local planning agency participating in the California Early Intervention Program pursuant to Subchapter VIII (commencing with Section 1471) of Chapter 33 of Title 20 of the United States Code.
- (j) A representative of the local child care resource and referral agency or other local child care coordinating group.
- (k) A representative, or representatives, of one or more community-based organizations with ties to the ethnic communities served in the area.

**Section 2. Executive Committee Membership:** The Executive Committee shall be comprised of members of the KIDS Network General Membership. Membership is limited to no more than 15 members. Member composition is determined as follows:

- (1) One member of the Board of Supervisors;
- (2) Director of the Department of Social Services (County Department appointing and supervising the KIDS Network staff) or designee;

- (3) KIDS Network Community Vice-Chair, defined as any KIDS Network member not representing a public agency;
- (4-5) Two Community Representatives, defined as any KIDS Network member representing the community at large, including but not limited to a parent, a volunteer, a faith-based representative or any other group or collaborative;
- (6) A School Representative;
- (7) A Representative of the First 5 Children and Families Commission serving the 0-5 Population;
- (8) A Representative of Special Needs Children;
- (9-12) Four Representatives from non-profit corporations whose primary focus of service is to children, youth and families, and whose programs and services reflect the strategic focus areas and geographic regions of this county;
- (13-15) Three additional Representatives from County Departments as recommended by the KIDS Network and appointed by the Chair whose services reflect the Network's current strategic focus areas.

### **Section 3. Terms of Membership:**

- a) **KIDS Network General Membership** – There is no term limit for KIDS Network general members. Membership may be terminated by a member at any time by notifying KIDS Network staff in writing. If a member misses more than two consecutive meetings, KIDS Network staff shall re-evaluate the member's ability to serve.
- b) **Executive Committee** – The term of each member is three years. Members may serve unlimited consecutive terms. If a member misses more than two consecutive meetings, KIDS Network staff shall alert the KIDS Network General Membership, which will make a recommendation regarding the member's continued ability to serve as a representative on the Executive Committee. Executive Committee members may select one alternate who may vote on his or her behalf when the Executive Committee member is unable to attend a meeting.



1. **Non-profit representatives** – Should more than four non-profit representatives meeting the above stated criteria step forward to serve on the Executive Committee, the KIDS Network General Membership will elect the representatives by vote. Elections shall be held at the June KIDS Network Meetings, unless deemed necessary by staff to conduct a vote during another regularly scheduled meeting. Only members present at the meeting may vote and no member of the KIDS Network may vote by proxy. In the event of elections not scheduled for the June meeting, members must receive at least fifteen (15) days prior written notice of the intent to elect a new non-profit representative at another regularly scheduled meeting.
2. **County representatives** – County representatives will be recommended by the KIDS Network General Membership and appointed by the Chair.

## **VIII. Meetings**

**Section 1. General.** The KIDS Network shall meet monthly or as deemed necessary by the Executive Committee. The KIDS Network General Membership will hold at least three regular open meetings per year on a posted schedule. In addition, the Executive Committee shall hold at least three additional regular open meetings per year on a posted schedule. Members of the public may attend the open KIDS Network General Membership and Executive Committee meetings, but only members of the KIDS Network General Membership or Executive Committee, respectively, may vote.

**Section 2.Special Meetings.** In addition to the regular meetings, any three members may call special meetings in accordance with Brown Act noticing requirements.

**Section 3. Quorum.** Executive Committee meetings shall require a quorum to conduct business. A quorum of the Executive Committee shall be defined as the presence of a simple majority of the filled seats. No member of the KIDS Executive Committee may vote by proxy with the exception of a designated alternate determined at the beginning of the term.

## **IX. OFFICERS**

**Section 1. Chair and Vice Chair.** The Board of Supervisors appoints the Chair and Vice-Chair.

### **Section 2. Community Vice-Chair.**

a) The Community Vice-Chair will be elected by the KIDS Network membership. All members not representing a public agency are eligible to serve as a Vice-Chair. Elections shall be held at the June KIDS Network Meetings, unless deemed necessary by staff to conduct a vote during another regularly scheduled meeting. Only members present at the meeting may vote and no member of the KIDS Network may vote by proxy. In the event of elections not scheduled for the June meeting, members must receive at least fifteen (15) days prior written notice of the intent to elect a new Community Vice-Chair at another regularly scheduled meeting.

b) The Community Vice-Chair term shall be for three years and he/she may serve unlimited consecutive terms. In the event that prior to the expiration of his or her term, the Community Vice-Chair resigns or becomes ineligible for service, a new Vice-Chair will be elected at the General Membership meeting immediately following the date of the resignation, provided at least fifteen (15) days prior written notice of the intent to elect a new Community Vice-Chair was given to each KIDS Network member. In the event a resignation occurs less than 15 days before a scheduled meeting, the election shall be held at the subsequent regularly scheduled meeting after notice has been provided.

## **X. KIDS NETWORK STAFFING**

The activities of the KIDS Network will be administered by the Network Coordinator with clerical support. The Coordinator shall be based in the Department of Social Services and the Department of Social Services Director shall be deemed the appointing authority for the position, as well as provide general supervision. The KIDS Network Coordinator will receive general direction from the KIDS Network, the Chair and the Executive Committee.

## **XI. COMMITTEES**

The KIDS Network may form standing committees or ad-hoc committees to work on specific issues and propose a recommended course of action for the General Membership. Committees shall be composed of no less than three members and shall include members of the General Membership and the Executive Committee.

## **XII. AMENDMENTS**

These Bylaws may be amended at any meeting of the General Membership by a two-thirds vote of the members present, provided that each member of the membership received at least fifteen (15) days prior written notice of the intent to amend the Bylaws.