

**Lead Agency:** County Human Services **Program Contact:** Peggy Samolinski  
**Program Offer Type:** Administration  
**Related Programs:** 25145A, 25147, 25151A, 25154, 25155, 25145B, 25151B  
**Program Characteristics:** In Target

**Executive Summary**

The SUN Service System Division Administration (SUNSS) is responsible for management and oversight functions for the contracted and county-provided direct services through the SUNSS, as well as development and maintenance of partnerships with the system's stakeholders. The 18 FTE in this division provide direct services, manage contracts, provide technical assistance and training, monitor programs, oversee data collection and reporting, conduct program evaluation and coordinate service delivery associated with the SUN Service System and the Baltazar Ortiz Center. Programs operated through this division serve more than 82,000 people annually.

**Program Description**

SUNSS administration staff has responsibility for leadership, partnership development, direct staff supervision and program oversight for the SUN Service System Division. Responsibilities include supporting the overall county policy promoting school age services, ensuring evidenced-based and high quality services by both county staff and contracted service providers, and maintaining communication internally and with the SUN Service System and partner communities. Oversight for contract management functions and ensuring that accurate data is collected and reported to stakeholders, contractors, the Board of County Commissioners and to funders are critical functions of administrative staff. Data collection, technical assistance, reporting to funders and program evaluation functions are implemented across both the SUNSS and the Community Services divisions of the department.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY09-10)	Current Year Purchased (FY10-11)	Current Year Estimate (FY10-11)	Next Year Offer (FY11-12)
Output	# of times school district and System partners meet to align and monitor service	23	16	16	16
Outcome	% funder required reports completed and submitted on time	100.0%	100.0%	100.0%	100.0%

**Performance Measure - Description**

Alignment and monitoring meetings include meetings of SUNSS Coordinating Council and its workgroups, SUNSS Districts Council, High School Work Groups, and grant, policy and sustainability groups.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2011	2011	2012	2012
Personnel	\$739,726	\$0	\$762,499	\$0
Contracts	\$49,880	\$0	\$49,880	\$0
Materials & Supplies	\$13,881	\$0	\$22,332	\$0
Internal Services	\$150,234	\$0	\$90,839	\$0
<b>Total GF/non-GF:</b>	<b>\$953,721</b>	<b>\$0</b>	<b>\$925,550</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$953,721</b>		<b>\$925,550</b>	
Program FTE	7.37	0.00	7.53	0.00
<b>Program Revenues</b>				
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

\$925,550 – County General Fund

**Significant Program Changes**

Last year this program was: