

Division: Youth & Family Services

Program Characteristics:

Program Description

The Youth and Family Services (YFS) Division is dedicated to advancing the county's mission by serving six critical areas: Energy Services, Housing Stability, Eviction Prevention, Education Supports, and Domestic & Sexual Violence. YFS also serves as the designated Community Action Agency. The highly capable operations and administrative team provides critical foundational support in budget management, financial oversight, contract administration, policy analysis, project management, and strategic departmental and division-wide leadership. This program offer is fundamental to operational capabilities, allowing the team to collaboratively manage and implement over 30 unique programs and initiatives. Program activities include:

- Developing and continually monitoring the budget to ensure funding guideline adherence.
- Overseeing daily operations and managing staff using a human-centered approach to foster a culture of innovation.
- Managing and monitoring contract administration and procurements division-wide.
- Convening, collaborating, and supporting both community partners and internal county departments.
- Implementing and supporting countywide initiatives.
- Answering requests for information and data for and from elected leaders, internal and external departments and agencies, media, and community members.

This offer supports all YFS Division Outcomes through operational excellence and leadership provided through data-driven and results-based decision making.

Equity Statement

Youth and Family Services Administration supports the division to reduce systemic barriers by following our department's North Star of ensuring that every individual, at every stage of life, has equitable opportunities to thrive. This includes identifying and addressing gaps in service, implementing and supporting the Workforce Equity Strategic Plan, and creating a sense of safety, trust, and belonging for all.

Revenue/Expense Detail

	2026 General Fund	2026 Other Funds	2027 General Fund	2027 Other Funds
Personnel	\$1,973,540	\$0	\$2,108,955	\$0
Contractual Services	\$51,020	\$0	\$51,020	\$0
Materials & Supplies	\$47,108	\$0	\$52,964	\$0
Internal Services	\$316,859	\$0	\$260,560	\$0
Total GF/non-GF	\$2,388,527	\$0	\$2,473,499	\$0
Total Expenses:	\$2,388,527		\$2,473,499	
Program FTE	11.00	0.00	11.00	0.00
Total Revenue	\$0	\$0	\$0	\$0

Performance Measures

Performance Measure	FY25 Actual	FY26 Estimate	FY27 Target
Percentage of managers and supervisors who complete and record at least four check-ins or one-on-ones with each of their direct reports	N/A	N/A	100%
Percent of invoices processed within 30 days	100%	95%	95%