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SUPERIOR COURT OF CALIFORNIA

COUNTY OF SANTA CLARA

DAVID H. YAMASAKI
Chief Executive Officer/Clerk
Superior Court of CA/County of Santa Clara
BY Irene Lai DEPUTY

STANDING ORDER REGARDING THE EXCHANGE OF DATA BETWEEN THE DEPARTMENT OF FAMILY AND CHILDREN'S SERVICES AND APPLIED SURVEY RESEARCH TO MONITOR PROGRESS OF YOUTH IN "OPPORTUNITY YOUTH PARTNERSHIP" PROGRAM

The Santa Clara County Department of Family and Children's Services ("DFCS") and 17 other youth-serving organizations, are working collaboratively on the "Opportunity Youth Partnership" (OYP) program. This collaboration of 18 youth-serving organizations ("partners") across Santa Clara County is seeking to enhance coordination and communication surrounding career pathways for youth ages 16-24 that are homeless, foster youth, justice-engaged, pregnant, or parenting.

As the evaluation and measurement consultant, Applied Survey Research (ASR) will collect and summarize on a quarterly basis individual youth data relevant to the OYP progress measures and outcomes. Two data collection periods are anticipated. The first data collection period will begin in November 2016 and the second in April/May 2017.

Each OYP partner, including the DFCS, will be asked to submit the following data fields for each qualified youth in the OYP cohort that their particular agency is serving:

- Date of birth
- Gender
- Date the youth became engaged with DFCS or other OYP partner
- Race/ethnicity
- Disability or special need
- Educational attainment
- Current educational enrollment status
- Current health care coverage
- Current access to food
- Current housing situation
- Recent or current job or internship
- Current income status
- Engagement in other programs offered by OYP partners

The above data will be provided by the DFCS for dependent youth who are participating or have participated in the Independent Living Program (ILP) and are between the ages of 16 - 21 years old. For non-minor dependents served by the DFCS, they will be afforded the opportunity to opt-out of the data collection.

Full names will not be shared with ASR. Each OYP partner will enter data regarding the individual eligible youth they serve into a spreadsheet provided by ASR, and the youth's name and date of birth will be automatically encrypted with a unique ID code. ASR will extract raw data from the spreadsheet by using the encrypted ID code. Once the data is uploaded, ASR will store the data on its password-protected server. Individual level data will not be shared after it has been submitted to ASR. ASR will only distribute summarized data about the cohort of youth as a whole.

Finding good cause for the exchange of this information for the purpose described herein,

IT IS THEREFORE ORDERED,

1. The DFCS is authorized to provide to Applied Survey Research (ASR) the following data for those dependents that are participating or have participated in the Independent Living Program and are between the ages of 16 to 21, and who have not elected to opt out of participation in the data collection. This data extract will be provided for a particular point in time, and may be provided at more than one point in time until the expiration date of this order. Any such data extract will include Date of birth, Gender, Date the youth became engaged with DFCS, Race/ethnicity, Disability or special need, Educational attainment, Current educational enrollment status, Recent or current job or internship, and Engagement in other programs offered by OYP partners. Data must be sent using a secure data transmission method.
2. This order expires on December 1, 2017.

Dated: _____

11/29/16

Shawna Schwarz

Judge of the Superior Court

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