

**FIRST 5 YUBA COUNTY  
CHILDREN AND FAMILIES COMMISSION**

**Regular Meeting Agenda (HYBRID)**

**Thursday, August 22, 2024 3:30p.m.-5:00p.m.**

This meeting will be held in compliance with the requirements of AB 2449(Government Code 54953(e)) - and will include in person public attendance at **Youth for Change, Marysville, CA 95901**. Members of the public may observe the meeting and provide comments to the Board via email, Zoom (internet-based option) or telephone as described below.

The meeting will also be live-cast via [Zoom](#) where members of the public shall have the right to observe and offer public comment. This altered format is in observance of the recommendation by state officials that certain precautions be taken, including social distancing, to address the threat of COVID-19.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83396304195?pwd=RE41TnZsaUxteHVRQUZWKzU3NUVHUT09>

Meeting ID: 833 9630 4195

Passcode: 198802

ITEM	SUBJECT
	Call to order, roll call and the Pledge of Allegiance
	<b>Opportunity for Public Comments</b> Items not on the Agenda – Limit five minutes per speaker.
<b>Consent Agenda</b>	All matters listed under Consent Agenda are considered to be routine and can be enacted in one motion
<b>Consent Agenda 1</b>	<b>Approval of Minutes of the June 25, 2024, Regular (hybrid) Commission Meeting</b>
<i>Commissioner Recusal Reminder</i>	<i>All Commissioners are reminded to recuse themselves from voting on any agenda item that has a real or perceived conflict of interest.</i>
<b>2 Discussion</b>	<b>Supplemental Funding Opportunity-</b> The Commission will receive updates and staff will solicit feedback regarding additional funding opportunities for 0-5 services and programs targeting children 0-5 in Yuba County.
<b>3 Discussion /Action</b>	<b>Contract Consideration –</b> The Commission will hear updates related to contract with Julie Kurtz as part of The HHS Partnership for trauma informed communities.
<b>4 Discussion/Action</b>	<b>YES Charter Presentation:</b> The Commission will hear a short presentation and updates from Strategic Partner – YES Charter A,B,C Sprout School Readiness Program - Presented By, Briget Diemer
<b>5 Discussion</b>	<b>Executive Director Monthly Activity Report</b> The Commission will receive information on committees, operational and program activities.
<b>Adjourn</b>	

If you are planning to attend and need special accommodations, please contact us at (530) 749-4877 at least three days in advance of the meeting. The schedule of future meetings is posted on the Commission's website, [www.first5yuba.org](http://www.first5yuba.org) .

**The next regular Commission meeting will be on October 24, 2024**

## MEETING MINUTES

### **PUBLIC SESSION**

**Call to Order** at 3:30 p.m.

**Roll Call-**

*-Commissioners and Staff Present: Chair- Sally Sokoloski, Vice-Chair- Melinda Staples, and Jamie Bartolome.  
Executive Director (ED)- Ericka Summers, Robin Timoszyk, Rita Baker, and Carmen Rodriguez  
-Excused: Commissioner Matt Ricardy, Jon Messick, and Rob Gregor*

**\*\*\*Public Comment:** None

- 1 Discussion/Action Items:** Approval of April 25, 2024, Commission Meeting Minutes
  - Motion by Commissioner Bartolome to approve the April 25, 2024, Commission Mtg Minutes.
  - Second by Commissioner Staples.
    - Roll Call Vote
      - Ayes: Commissioner Sokoloski, Bartolome, Staples, and Shaw
      - Nay/Abstain: None
  - Motion carried.
  
- 2 Consider Administrative Contract:** The recommendation of the Executive Director is that the Commission approve a three-year contract with Jensen Smith Certified Public Accountants for auditing services fiscal years ending June 30, 2024-2026.
  - Motion by Commissioner Staples to approve the Administrative Contract with Jensen Smith Certified Public Accountants with a three-year contract.
  - Second by Commissioner Bartolome.
    - Roll Call Vote
      - Ayes: Commissioner Sokoloski, Bartolome, Staples, and Shaw
      - Nay/Abstain: None
  - Motion carried.
  
- 3 Final Reading of Draft 24/25 Annual Budget and Long-Range Financial Plan:** The ED reviewed the final 24/25 Annual Budget. Prop 10 fund expenditures for the following categories: Program (72%), Administrative (20%), and Evaluation (8%). Strategic Partners were told to and did reduce their budgets by 10% for the 2024-2025 FY. The Mini Grants were eliminated. The major increase in Salaries & Benefits was including a 3% COLA and a county wide Salary study which increased all county positions to market rate, A-87 costs increased, as well as current upfront IT network fees.
  - Motion by Commissioner Staples to approve the proposed budget for FY 2024-2025 and the Long-Range Financial Plan for FY 2024-2028.
  - Second by Commissioner Bartolome.
    - Roll Call Vote
      - Ayes: Commissioner Sokoloski, Bartolome, Staples, and Shaw
      - Nay/Abstain: None
  - Motion carried.

- 4 Executive Director Monthly Activity Report:** ED gave the commission a brief update on administration, program, special committee, and outreach activities.

The meeting was adjourned at 4:40 p.m.

**Next Regular Commission Meeting**  
Monday, August 22, 2024, 3:30 p.m. - 5:30 p.m.

DRAFT

## AGENDA ITEM 2

August 22, 2024

<b>Subject</b>	<b>Supplemental Funding Opportunity-</b> The Commission will receive updates and staff will solicit feedback regarding additional funding opportunities for 0-5 services and programs targeting children 0-5 in Yuba County.
<b>Supporting Document(s)</b>	1. Staff Report
<b>Overview</b>	<p>The Families First Prevention Services Act (FFPSA) passed Congress and was signed into law in 2018. FFPSA, for the first time, allowed federal Title IV-E funds to be used for child abuse prevention, rather than exclusively supporting the foster care system. The focus of the federal program is to provide prevention services for children “at imminent risk” of entering the foster care system.</p> <p>In 2021, California established its own Families First Prevention Services (FFPS) program by amending the Welfare and Institutions Code (WIC §16585 through §16589.) California’s FFPS program adds its own block grant to fund a more comprehensive child maltreatment prevention program in California counties that includes child maltreatment prevention services to the general population, prevention services to those at-risk of abuse or neglect, as well as those at imminent risk of entering the foster care system.</p>
<b>Discussion</b>	<p>The Executive Director has worked diligently over the last year to provide guidance, insight and support on the development of the County Prevention Plan (CPP). This document serves as our local strategic map to implement prevention services and resources as legislated by the Families First Prevention Services Act. The CPP identified target populations and lays out a plan for primary, secondary and tertiary services for specific target populations in targeted geographic areas.</p> <p>The Executive Director will discuss potential opportunities for 0-5 programs to carry out primary prevention services as outlined in the plan and in alignment with First 5 Strategic plan.</p>
<b>Recommendation</b>	NA
<b>Action Requested</b>	NA



**Staff Report  
2024-2026 Supplemental Funding Opportunities  
August 2024**

**BACKGROUND**

Since inception, First 5 Yuba County has invested millions of dollars in funding local programs and services for young children and their families. While Proposition 10 revenues continue to decline, community-based services targeting families with young children remain critical to an effective early childhood service system in Yuba County. The Executive Director continues to search and identify new resources, funding opportunities and innovative ways to leverage systems to enhance investments in 0-5 programs and services in Yuba County.

The Families First Prevention Services Act (FFPSA) passed Congress and was signed into law in 2018. FFPSA, for the first time, allowed federal Title IV-E funds to be used for child abuse prevention, rather than exclusively supporting the foster care system. The focus of the federal program is to provide prevention services for children “at imminent risk” of entering the foster care system.

In 2021, California established its own Families First Prevention Services (FFPS) program by amending the Welfare and Institutions Code (WIC §16585 through §16589.) California’s FFPS program adds its own block grant to fund a more comprehensive child maltreatment prevention program in California counties that includes child maltreatment prevention services to the general population, prevention services to those at-risk of abuse or neglect, as well as those at imminent risk of entering the foster care system.

**DISCUSSION**

Over the last year First 5 staff has provided guidance, feedback, insight and support on the development of the local Yuba County Prevention Plan (CPP). This document serves as our local strategic road map to implement prevention services and invest resources as legislated by the Families First Prevention Services Act. The CPP identifies primary, secondary, and tertiary services for specific target populations in targeted geographic areas.

The CPP clearly identifies:

1. Children 0-5 as a target population
2. Primary prevention services – Parent education
3. Secondary Prevention services – Triple P

The Executive Director has explored opportunities and been in conversations with the CPP implementation team about potentially investing primary prevention resources into current First 5 funded partners.

In June 2024, First 5 funded partners reduced funding to parent education programs by 10%. In July the ED hosted a webinar about FFPSA and potential areas for alignment withing their current programs and services. Partners were asked to quickly identify primary prevention parent education programs that need support for sustainability or to enhance services as identified in the CPP. Partners submitted a scope of work change and budget estimates. These findings were presented to the CPP team August 5<sup>th</sup>. No decisions were made and conversations regarding these investments continue.

First 5 could potentially be the primary contract holder and deploy investments through current contracts with First 5 funded partners.

## **RECCOMENDATION**

NA

### AGENDA ITEM 3

<b>Subject</b>	<b>Contract Consideration</b> – The Commission will hear updates related to contract with Julie Kurtz as part of The HHS Partnership for trauma informed communities.
<b>Supporting Document(s)</b>	<ol style="list-style-type: none"> <li>1. Contract Outline</li> <li>2. Proposal</li> </ol>
<b>Overview</b>	<p>In alignment with our current MOU with HHS - First 5 has been working on planning a conference to enhance trauma informed care models for local community-based organizations serving families with young children.</p> <p>This conference, which is specifically designed for executive teams, senior management, and decision-makers who play a pivotal role in shaping the direction and impact of their organizations serving Yuba County.</p> <p>At the conference, we will explore the benefits of understanding and managing "the nervous system of an organization." By creating trauma-responsive systems, leaders can foster environments that reduce stress, improve performance, and build resilience. The conference and subsequent learning cohorts are designed to provide leaders with the knowledge and tools to support organizations where employees feel calm, supported, and connected, allowing them to reach their full potential and serve Yuba County families.</p>
<b>Recommendation</b>	Review and approve contract consideration for External Contract with Julie Kurtz for speaker fees and follow up training and technical assistance in alignment with our Current MOU with Yuba County Health and Human Services.
<b>Fiscal Impact</b>	Non prop 10 dollars. Grant covered \$28,000
<b>Action Requested</b>	Motion to approve External Contract with Julie Kurtz for Speaker fees and follow up training and technical assistance through June 2024.

**FIRST 5 YUBA COUNTY CHILDREN AND FAMILIES COMMISSION**  
**AGREEMENT NO: Conf 25-101**

THIS AGREEMENT ("Agreement") is made this August 1, 2024 by and between the FIRST 5 YUBA COUNTY CHILDREN AND FAMILIES COMMISSION ("Commission"), and Julie Kurtz ("Provider"), individually referred to herein as a "party" and collectively as the parties" for Trauma-Responsive Leadership Conference ("Program")

**RECITALS**

WHEREAS, the Commission is authorized by Health and Safety Code Section 130140.1 to make contracts as necessary to implement its strategic plan; and

WHEREAS, the Commission is authorized by those provisions to contract with persons specially trained, experienced, expert and competent to perform special services in Yuba County; and

WHEREAS, Provider warrants that it is qualified and agreeable to render the work proposed in Provider's "VENDOR PROPOSAL", which is attached hereto as **Exhibit A** and incorporated herein by reference.

NOW, THEREFORE, the Commission and Provider agree as follows:

**AGREEMENT**

INCORPORATION OF RECITALS. The recitals set forth above, and all defined terms set forth in such recitals and in the introductory paragraph preceding the recitals, are hereby incorporated into this Agreement as if set forth in full.

**PROPOSAL AND MAXIMUM AMOUNT**

The maximum amount payable to Provider under this Agreement shall be **\$28,000** and such amounts shall only be used to carry out the activities as described in the VENDOR PROPOSAL attached hereto as **Exhibit A**. All work required by **Exhibit A** shall be completed on or before June 30, 2025 and, on that date, this Agreement shall terminate and be of no further force or effect.

This Agreement is a cost reimbursement grant for professional services. Notwithstanding any other provision of this Agreement, in no event shall the cost to Commission for the work to be provided herein exceed the maximum sum of **twenty-eight thousand dollars (\$28,000)** without the prior written authorization of the Commission.

**SCOPE OF WORK**

Provider shall use the funds awarded under this Agreement to pay for the services specified in the PROPOSAL, approved by the Commission set forth in **EXHIBIT A**. Any modifications to the Program that are deemed by the Executive Director to significantly impact the Scope of Work require prior Commission approval in writing.



Provider represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Work. All such services shall be performed by Provider or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. The Provider shall provide copies of all necessary licensures, certificates and/or degrees to the Commission upon request.

#### **METHOD OF PAYMENT**

Provider shall invoice the Commission not more frequently than quarterly for its services provided under this Agreement and for reimbursable expenses. Invoices will reflect services for the period billed, indicating the date of service, and provider of service, and the amount of time incurred. Other expenses shall be supported by vendor invoices or other documentation acceptable in the reasonable discretion of Commission's Executive Director.

Provider assumes full financial liability for services provided outside the terms of this Agreement.

Invoices shall be sent directly to:  
ATTN: Ericka Summers

Addressed to the following:  
Yuba County Health and Human Services  
5730 Packard Ave.  
Marysville, CA 95901

#### **INSURANCE.**

**GENERAL LIABILITY.** Provider shall maintain and provide the Commission with proof of a commercial general liability insurance policy in the amount of one million dollars (\$1,000,000) per occurrence and one million dollars (\$1,000,000) aggregate.

Professional Liability of not less than one million dollars (\$1,000,000) as appropriate to the service being rendered, including coverage for legal malpractice, error, and/or omission.

Said policies shall remain in force through the life of this Agreement and shall be payable on a claims made basis. Additionally, Commission shall be named as additional insured on the policies required above. Failure to provide and maintain the insurance required by this Agreement will constitute a material breach of the Agreement.

During the term of this Agreement, Provider shall furnish the Executive Director with original endorsements reflecting renewals, changes in insurance companies and any other documents reflecting the maintenance of the required coverage throughout the entire term of this Agreement. The

endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. Provider shall provide upon request complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications

#### **INTELLECTUAL PROPERTY.**

Provided represents and warrants that any materials or intellectual property created are original and do not infringe upon the intellectual property rights of others. Julie Kurtz owns the rights, licensing, and use of any materials or intellectual property created for, during and after engagement And should not be available to the general public. Videos will be accessible for one year post Training. Access to these intellectual [property will Expire December 31, 2025.

#### **INDEMNIFICATION.**

For purposes of this Section, "Provider" shall include Provider, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Provider or its subcontractors, in the performance of this Agreement. "Commission" shall include Commission, its officers, agents, employees and volunteers.

Provider to Indemnify Commission. To the fullest extent permitted by law, Provider shall indemnify, hold harmless, and defend Commission from and against any and all claims, losses, costs or expenses for any personal injury or property damage arising out of or in connection with Provider's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Provider or failure to comply with any provision in this Agreement.

Scope of Indemnity. Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential or otherwise. Property damage shall include injury to any personal or real property. Provider shall not be required to indemnify Commission for such loss or damage as is caused by the sole active negligence or willful misconduct of the Commission.

Attorneys' Fees. Such costs and expenses shall include reasonable attorneys' fees for counsel of Commission's choice, expert fees and all other costs and fees of litigation. Provider shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.

Defense Deposit. The Commission may request a deposit for defense costs from Provider with respect to a claim. If the Commission requests a defense deposit, Provider shall provide it within 15 days of the request.

Waiver of Statutory Immunity. The obligations of Provider under this Section are not limited by the provisions of any workers' compensation act or similar act. Provider expressly waives its statutory immunity under such statutes or laws as to Commission.

Indemnification by Subcontractors. Provider agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section from each and every subcontractor or any other person or entity involved in the performance of this Agreement on Provider's behalf.

Insurance Not a Substitute. Commission does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Provider's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or, expense.

## **NOTICES**

All notices regarding the agreement shall be given to Commission in written format at the following location:

FIRST 5 YUBA  
1114 Yuba Street, Suite 141  
Marysville, CA 95901

Notices shall be given to Provider at the following addresses:

JULIE KURTZ  
388 Paraiso Dr.,  
Danville CA 94526

## **INDEPENDENT CONTRACTOR**

Both parties understand and agree that Provider is an independent contractor, and that no relationship of employer-employee exists between the Commission and Provider. Neither Provider nor Provider's assigned personnel shall be entitled to any benefits payable to employees of the Commission.

## **PUBLIC RECORDS ACT**

Upon its execution, this Agreement (including all exhibits and attachments) shall be subject to disclosure pursuant to the California Public Records Act.

## **GOVERNING LAW AND CHOICE OF FORUM.**

This Agreement shall be administered and interpreted under California law as if written by both parties. Any litigation arising from this Agreement shall be brought in the Superior Court of Yuba County. If either party commences any legal action against the other party arising out of this Agreement or the

performance thereof, the prevailing party in such action may recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorney's fees.

#### **TERMINATION.**

Commission may terminate this Agreement for any reason on five (5) calendar days written notice to Provider. Provider agrees to cease all work under this Agreement on or before the effective date of any notice of termination or expiration of this Agreement.

**Cancellations** within 14 days of the scheduled training still require payment. We have reserved that time and are unable to re-schedule that reserved slot. We therefore will have to invoice for the full amount unless cancelation occurs more than 14 days in advance.

Provider may terminate this Agreement for any reason on thirty (30) calendar days written notice to Commission.

Upon termination, Grantee shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Grantee be entitled to receive more than the amount that would be paid to Grantee for the full performance of the services required by this Agreement. Commission shall have the benefit of such work as may have been completed up to the time of such termination.

Commission retains any and all available legal and equitable remedies for breach of this Agreement.

#### **INTEGRATION**

This Agreement, including the language preceding the Agreement and the Agreement itself, represents the entire understanding of Provider and Commission as to those matters contained herein and supersedes all prior negotiations, representations, or agreements, both written and oral. This Agreement may be amended only by written instrument signed by the Commission and Provider.

[Remainder of this page intentionally left blank]

AUTHORITY. By signing below, the parties to this Agreement represent that they have the authority to enter into this Agreement and that they agree to abide by the terms and conditions specified above.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date written.

FIRST FIVE YUBA COUNTY CHILDREN & FAMILIES COMMISSION

\_\_\_\_\_  
Commission Chair

\_\_\_\_\_  
Date

PROVIDER: Julie Kurtz

\_\_\_\_\_  
Provider

\_\_\_\_\_  
Date

DRAFT



## VENDOR PROPOSAL

### Scope of Work & Budget: Trauma Responsive Leadership

**Client:**

Summers, Ericka [esummers@co.yuba.ca.us](mailto:esummers@co.yuba.ca.us)  
First 5 Yuba County  
Children and Families Commission  
1114 Yuba St., Suite 141, Marysville CA, 95901  
Office: 530-749-4877 Cell: 530-701-7080

**Date:** Revised 6.29.24

**Contact:**

Julie Kurtz, Founder of Center for Optimal Brain Integration®  
[optimalbrainintegration@gmail.com](mailto:optimalbrainintegration@gmail.com) 925-413-1623

**Bio:** Julie Kurtz is the Founder and Executive Director of the Center for Optimal Brain Integration® (COBI). Julie trains and speaks on trauma, resilience and social-emotional resilience building across the country.

#### BACKGROUND

With over 30 years of collective experience, we care about providing services that help humans reach their highest potential. Every training or consultive support, maximizes an opportunity to develop integrated and optimal health. The Center for Optimal Brain Integration® trains, coaches and consults internationally on trauma-responsive practices and social-emotional strategies that build resilience. Our mission is:

- Growing Human€ Beings!
- Giving Every Child and Adult a Voice!

At the Center for Optimal Brain Integration, we offer many platforms for adult learning for individuals, small programs and larger organizations on social-emotional, trauma responsive and resilience building practices.

Connect with us and together we will design a service delivery that fits your individual and organizational needs.

- Training Virtually or In-Person
- Asynchronous Self-Paced Training



## VENDOR PROPOSAL

### Scope of Work & Budget: Trauma Responsive Leadership

- Coaching to Practice
- Technical Assistance
- Training of Trainer Institute for Authorization
- Communities of Practices
- Reflective/Resilience groups
- Resources to build Capacity in providing Trauma-Responsive Services

#### Service Delivery:

Training	Date/Time	Delivery	Cost	Description
1. Organizational Leaders Across Sectors in Yuba County	October 15 <sup>th</sup> , 2024, 8-5	In-Person Conference	\$6,000	<ul style="list-style-type: none"> <li>• Handouts Included</li> <li>• Next Steps Matrix -One Per Agency</li> <li>• Send Julie Next Steps Matrix</li> <li>• Survey asks what they want more of at the Kick Off</li> <li>• Description below #1</li> </ul>
2. Cohort Kick-Off Follow-Up After the Conference	October 29 <sup>th</sup> 8-12	In-Person	\$5,000	Q & A re: conference topics. Going Deeper in the Content of 1-3 Principles and Next Steps Matrix
3. Community of Practice	(6) 1.5 Hour Sessions November 6 <sup>th</sup> 12-1:30 November 13 12-1:30 November 20 <sup>th</sup> 12=1:30 December 3 12-1:30 December 10 12-1:30	Virtual/Zoom	\$5,000	Coaching to Practice for Principles 1-3 and a Deeper Dive into Principle 4 and 5. Review and Introduce Principles 6-8  Practical Application of the Concepts



## VENDOR PROPOSAL

### Scope of Work & Budget: Trauma Responsive Leadership

	December 17 12-1:30			
4. Video Recordings of Trauma Responsive Organizational Principles*	Access 1 Year Unlimited Viewing on Organizations Platform* 12 month access	Asynchronous	\$9,500	6 Video Recordings 1-1.5 hour each covering all the principles listed below
5. Planning Meetings and/or Planning Time	5 Hours	TBD	\$500 per hour \$2,500	TBD

\*Intellectual Property Agreement Must be Signed for the recordings. Recordings will be housed on a secure First 5 site and not downloadable by viewers.

#### 1. **Description for Conference:** Trauma-Responsive Practices for Leaders: Creating and Sustaining Healing Engaged Organizations

This conference, which is specifically designed for administrators and leaders, offers comprehensive resources for creating trauma-responsive organizations and systems. Throughout this training, you'll find:

- Exercises and tools for identifying the strengths and areas in need of change within your organization.
- Reflection questions and conversations promoting organizational self-awareness of learning edges and success factors.
- Rich vignettes will be explored from programs already creating healthier, trauma-responsive environments.

We will learn about moving organizations and systems from stress inducing to stress reducing and focus on becoming a healing centered workplace. A healing environment is a space where adults work collaboratively together, where honesty and authenticity are valued, there is an emphasis on human connection, collaborative working environments and power sharing partnerships.





## VENDOR PROPOSAL

### Scope of Work & Budget: Trauma Responsive Leadership

#### Trauma-Responsive Organizational Continuum for the Early Childhood Field *(Handout 01)*

Adapted from Trauma Transformed



**Stress and Trauma Inducing Environments**



**Trauma-Informed Environments**



**Trauma-Responsive Healing Centered Environments**

STRESS AND TRAUMA INDUCING

TO

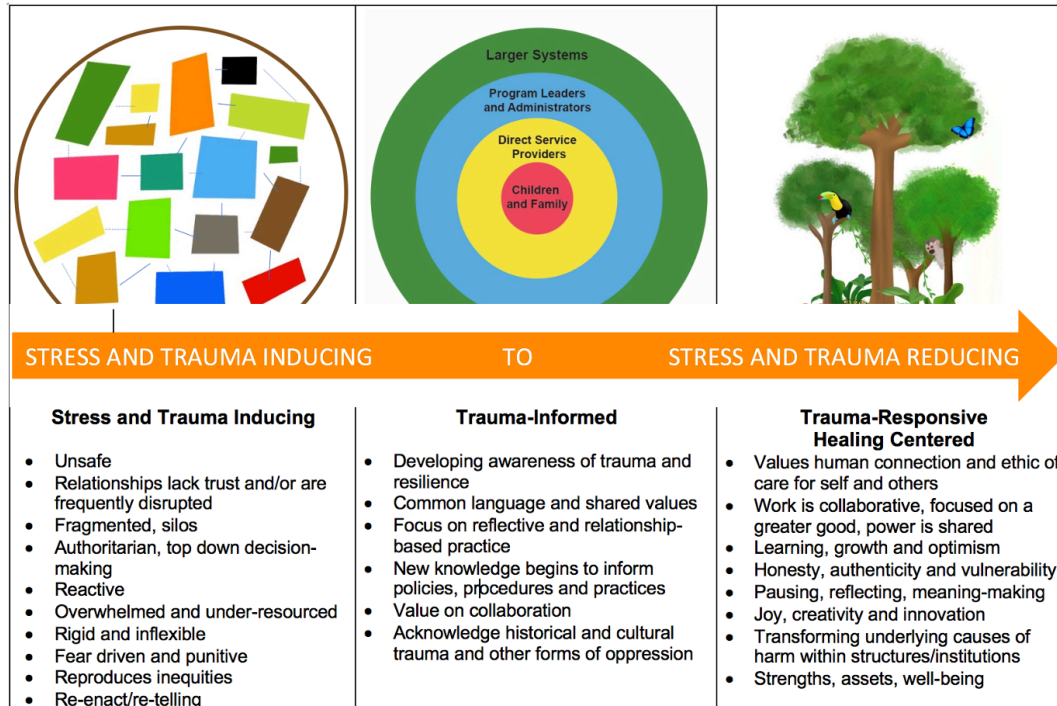
STRESS AND TRAUMA REDUCING

As we focus on healing oriented programs, we will learn how to create intentional spaces and time to pause, to reflect, to make meaning of and learn from difficult experiences (e.g., employees working with trauma-impacted clients find safe spaces to process the range of feelings and concerns). We will highlight the important cultural value for human connection, for taking care of oneself and for taking care of others; an ethic of care for others and collaboration is encouraged and supported in the workplace. There is a very important underlying conceptual underpinning to utilizing trauma-responsive strategies...the WHY behind all this. When the nervous system of employees feel safe, a sense of belonging and connection and have a voice, they are able to access the cortex. When their cortex is open (higher functioning parts of the brain learned in the training) learning, growth and optimism, and progress/success, collaboration, creativity, regulation, joy, innovation and the organizational values, mission and goals are all better achieved. It is a win-win for the well-being of individuals, the collective group and the agency.



## VENDOR PROPOSAL

### Scope of Work & Budget: Trauma Responsive Leadership



### What Are the Benefits of a Trauma-Informed Organization?

Although the research base is new, several benefits are clearly associated with trauma-informed organizations including (Sharp & Ligenza, 2012):

- Increases safety and predictability
- Strengthens the quality of relationships
- Provides care for the “carers” (reduces burnout and impacts of vicarious trauma)
- Improves the quality of services
- Reduces negative encounters, workplace environments and events
- Increases success and satisfaction at work
- Promotes organizational health and wellness
- Improves program outcomes
- Creates a community of hope, inclusion, significance and belonging
- Promotes reflection and self-awareness



## VENDOR PROPOSAL

### Scope of Work & Budget: Trauma Responsive Leadership

#### 2. **Description of Principles:**

- **Principle #1 Understanding Stress and Trauma**  
***Many children and adults experience trauma. Understanding the prevalence of trauma, adversity and their impacts on learning, development and human functioning is important. It allows organizations to create more inclusive and responsive learning environments for children and adults.*** Understanding brain science and how stress and trauma can affect individuals, families, communities and organizations will help to reframe otherwise confusing or frustrating behavior. When knowledge of stress, trauma and their impacts on development, learning and well-being informs policies, procedures, practices and intervention plans, employees and organizations are better able to provide supportive, compassionate and strength-based interactions with others. They are also less likely to re-traumatize and/or cause further harm. Organizations can use this understanding to provide supportive compassionate communication and environments without knowing about, or focusing on, the specific details of others' traumatic experiences.
- **Principle #2: Building Mutually Respectful and Trusting Relationships**  
***When children and adults have relational support, they develop important coping skills and resilience.*** Employees and clients thrive in the context of consistent, nurturing and responsive relationships. When we build relationships that are attuned and compassionate, we strengthen trusting connections with others that buffer stress and support coping, resilience, healing and wellness. Attuned relationships are driven by empathy versus reactive, engaged versus disengaged, and require building capacities in self-awareness and self-regulation as foundations for responsiveness and equity.
- **Principle #3: Establish Safety and Predictability**  
***Trauma impacts individuals' perceptions of safety.*** Establishing physical, social and emotional safety is central to trauma-responsive resilience building environments. Reducing uncertainty by increasing consistency and predictability in relationships and environments, increases individuals' feelings of safety and belonging. Employee and clients stress is reduced in relationships and within environments that communicate feelings of safety, calm and predictability.
- **Principle #4: Focus on Strengths and Assets**  
***We can learn to understand that human beings are not defined by the trauma they experience.*** Deficit thinking (deficit language, stories and beliefs/assumptions) is disrupted and replaced with a focus on "person-first" language and a strength-based approach that centers attention on the strengths, creativity/creative problem-solving, sources of coping, resilience, well-being and potential in children and adults, families and communities. Acknowledging strengths and assets also involves recognizing and celebrating progress and accomplishments in working for change—no matter how small. By understanding brain



## VENDOR PROPOSAL

### Scope of Work & Budget: Trauma Responsive Leadership

science, we can explore how the brain is designed to scan for the negative as a form of survival. Striving to scan for strengths is a much harder muscle that although does not come innately to human wiring, is possible with practice.

- **Principle #5: Promoting Coping, Healing, Wellness and Resilience**  
***Central to trauma-responsive practice is actively building the skills, knowledge and dispositions necessary for coping, resilience, healing and wellness.*** Examples include strengthening self-awareness, body awareness, self-regulation (emotional and behavioral), relationship skills, problem-solving and responsible decision-making skills. Wellness and healing are improved when individuals and groups are supported to identify their individual and collective strengths and the coping skills they have used in the past to respond effectively to adversity. Resilience and healing are also strengthened when individuals develop compassionate resilience, that is, the ability to maintain one's physical, emotional and mental well-being (a 'resilience reservoir'), allowing compassionate responses to others' suffering. This requires that all employees build self-awareness to identify, as well as skills/strategies, to address their own stress, burnout, compassion fatigue and secondary traumatic stress/vicarious trauma.
- **Principle #6: Provide Opportunity for Agency and Control**  
***As traumatic experiences involve a loss of power and control resulting in feelings of helplessness, terror and often, hopelessness, trauma-responsive and resilience building practices support individuals and groups to have opportunities for personal voice, agency and control.*** This is often described as 'voice and choice'. Trauma-responsive resilience building environments support everyone internal and externally facing the system of care to have opportunities in providing input that inform the decisions impacting them (e.g., policies, processes, procedures). To make choices and participate in creating mutually agreed upon goals, and to feel a sense of control in communication, interactions and within their environments.
- **Principle #7: Creating Power-Sharing Partnerships and Community Centered Solutions**  
***Addressing trauma effectively requires creating collaborative power-sharing partnerships that lift up local/community voices and individual perspectives to generate community centered solutions.*** Collaborative power-sharing partnerships disrupt the logic of 'expertizing' models where outside 'experts' come in and advise communities on best practices. Instead, power-sharing partnerships balance expertise from traditional scholars or outside experts with the place-based wisdom and lived experience of individuals within the program and/or community. Collaboration and reciprocity are emphasized— listening and learning that is bidirectional and based in respect, humility, curiosity and openness to challenge dominant "taken for granted" assumptions about



## VENDOR PROPOSAL

### Scope of Work & Budget: Trauma Responsive Leadership

universal 'best' practices and policy solutions. Value is placed on a belief that programs and/or communities are best positioned to generate the approaches and solutions that are most authentic, meaningful, accessible and sustainable for them.

- **Principle #8: Reflective Practice - Trauma-Responsive Reflective Leadership and Supervision**

There is evidence that trauma-responsive and reflective leadership and supervision is associated with resilience, helps prevent burnout resulting in lower rates of turnover and promotes increased job satisfaction. Participants will learn ways to apply the trauma responsive strategies in their supervision practice and will be able to identify the foundations of relationship-based leadership, as well as what it means to use a trauma-responsive and reflective lens in leadership and supervision. Reflective Practice aims to equip professionals with the knowledge, tools, and techniques necessary to engage in reflective supervision effectively. Participants will develop the ability to critically examine and improve their own professional practice, as well as support the growth and development of their supervisees. In a nutshell, reflection promotes self-efficacy, self-esteem, internal awareness, builds skills and reducing "power over" perceptions that can lead to over compliance and fear-based decision making.

**Total Cost: \$28,000**

**Cost Justification:** All costs include preparation and delivery time, as well as staff travel expenditures. Materials, if needed, are printed by the client.

**Note:** *Cancellations within 14 days of the scheduled training still require payment. We have reserved that time and are unable to re-schedule that reserved slot. We therefore will have to invoice for the full amount unless cancelation occurs more than 14 days in advance.*

**Intellectual Property.** *Any materials or intellectual property created are original and do not infringe upon the intellectual property rights of others. Julie Kurtz owns the rights, licensing, and use of any materials or intellectual property created for, during and after engagement.*

**AGENDA ITEM 4**  
**August 22, 2024**

<b>Subject</b>	<b>Special Presentation: YES Charter – A, B, C Sprout Program</b>
<b>Supporting Document(s)</b>	
<b>Overview</b>	<p>The Commission will hear a short presentation and updates from Strategic Partner – Marysville Joint Unified School District – School Readiness Program:</p> <p>Presented By: Briget Diemer</p>
<b>Recommendation</b>	None
<b>Fiscal Impact</b>	NA
<b>Action Requested</b>	NA

**AGENDA ITEM 5**  
**August 22, 2024**

<b>Subject</b>	<b>Executive Director Activity Report: July – August</b>
<b>Supporting Document(s)</b>	ED Report Provided at meeting
<b>Overview</b>	The Commission will receive information on committees, First 5 CA and Association updates, operational/program activities, and the Executive Director special report.
<b>Discussion</b>	Further discussion upon inquiry
<b>Recommendation</b>	None
<b>Fiscal Impact</b>	None
<b>Action Requested</b>	None