

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

**Regular Meeting Agenda
Thursday, April 25, 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 - 1128 Yuba Street, Wheatland Room (Ground floor), 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 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/85317131624?pwd=d2c0QTM4UXJqTmFHbjkzVmhNVXpNUT09>

Meeting ID: 853 1713 1624

Passcode: 843118

One tap mobile +16699009128,,85317131624#,,,,*843118# US (San Jose)

ITEM	SUBJECT
	Call to order, roll call and the Pledge of Allegiance
	Opportunity for Public Comments Items not on the Agenda – Limit five minutes per speaker.
1 Discussion/Action	Approval of Minutes of the February 22, 2023 Regular Commission Meeting
<i>Commissioner Reminder</i>	<i>All Commissioners are reminded to recuse themselves of abstain from voting on any agenda item with that has a real or perceived conflict of interest.</i>
2 Discussion/Action	Special Presentation: The Commission will hear a short presentation and updates from Strategic Partner – MJUSD School Readiness Program Presented By, Jolie Critchfield, Child Development Director
3 Discussion/Action	Strategic Partner 2024-2026 Contract Extensions: The commission will receive an update on Strategic Partners progress in alignment with their contracts and receive recommendations for contract extensions.
4 Discussion/Action	First Reading of the DRAFT 24-25 Annual Budget The Commission will hear updates on Prop 10 revenues, and progress on sustainability planning. The Commission will review the draft budget options for the 2023-2024 fiscal year budget pursuant to Health and Safety Code Section 130140(d)(3), Commission Policies and Procedures.
5 Discussion/Action	Executive Director Monthly Activity Report The Commission will receive information on committees and operational and program activities.
Adjourn	

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.

The next regular Commission meeting will be on June 27, 2024

Agendas, minutes and supporting material are available for public review at 1114 Yuba Street, Suite 141, Marysville CA. Agendas are posted at the Yuba County Government Center, 915 8th Street, Marysville CA 95901. Please email first5@co.yuba.ca.us to be added to the email distribution list.

DRAFT MINUTES

First 5 Yuba County Children and Families Commission
Regular Meeting (Hybrid) Minutes, February 22, 2024

CALL TO ORDER: *Commissioner Shaw called the meeting to order at 3:30 PM.*

- | | |
|--|--|
| <ul style="list-style-type: none"> > COMMISSIONERS PRESENT – <i>Vice Chair -Commissioner Shaw</i> <i>Commissioner Staples</i> <i>Commissioner Ricardy</i> <i>Commissioner Messick</i> <i>Commissioner Gregor</i> > COMMISSIONERS EXCUSED – <i>Chair -Commissioner Sokoloski</i> <i>Commissioner Bartolome</i> | <ul style="list-style-type: none"> STAFF PRESENT – <i>Ericka Summers (ED)</i> <i>Robin Timoszyk</i> <i>Carmen Rodriguez</i> <i>Estefania Lopez</i> <i>Teresa Gallier</i> <i>Sarah Kotko</i> <i>Rita Baker</i> |
|--|--|

PLEDGE OF ALLEGIANCE: *led by Commissioner Shaw.*

PUBLIC COMMENT: *No public comments were received.*

1. Discussion/Action - Approval of Minutes for December 14, 2023

- Motion by Commissioner Ricardy to approve the December Meeting Minutes with corrections.
- Second: Commissioner Gregor

Roll Call Vote:

Ayes: Commissioner Shaw, Ricardy, Messick, and Gregor

Nay/Abstain: None

Motion carried.

2. Public Hearing: Review of First 5 California’s Annual Report for FY 2022-2023

Commissioner Shaw opened public hearing. No public comment. The Commission accepted the Annual Report. Commissioner Shaw closed the public hearing—

3. Public Hearing: Annual Review of the County Strategic Plan

Commissioner Shaw opened public hearing. No changes needed to the First 5 Yuba Strategic Plan. Commissioner Shaw closed the public hearing

4. Special Presentation from Child Development Behavior Consultation Program

Thelma Amaya gave a presentation on the Child Development Behavior Consultation Program

5. Discussion/Action: Mid-Year Budget Review

ED reviewed the Mid-Year Budget narrative and the report, explaining where the money decreased and where it increased because of the additional external grant revenues sources. ED explained how resources will be allocated based on contracts.

-Motion by Commissioner Messick to approve mid-year budget revisions for FY 2023-2024 and authorize the Executive Director to perform all operational and administrative duties necessary (minor edits if needed) to carry out all budget functions as in alignment with internal and external contracts and in alignment with the strategic plan.

-Second: Commissioner Shaw

Roll Call Vote:

Ayes: Commissioner Shaw, Ricardy, Messick, and Gregor

Nay/Abstain: None

Motion carried.

6. Discussion: Executive Director Monthly Activity Report

ED gave the commission a brief update on administration, program, special committee, and outreach activities.

THE MEETING ADJOURNED AT 4:38 PM

The next Commission Meeting is scheduled for April 25, 2024.

AGENDA ITEM 2
April 25, 2024

Subject	Special Presentation: Marysville Joint Unified School District.
Supporting Document(s)	
Overview	<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, Jolie Critchfield</p>
Recommendation	None
Fiscal Impact	NA
Action Requested	NA

AGENDA ITEM 3

April 25, 2024

Subject	Strategic Partner 2024-2026 Contract Extensions: The Commission will receive an update on Strategic Partners progress in alignment with their contracts and receive recommendations for potential contract extensions.
Supporting Document(s)	1. Staff Report 2. 2021 – 2024 Strategic Partner Performance Report
Overview	<p>In February, 2021 in compliance with the Children and Families First Act of 1998 the Commission adopted the 2021-2026 Strategic Plan. In order to carry out the functions of the strategic plan the Commission released funding through a competitive Request for Proposal (RFP) process in alignment with the 2021-2026 Strategic Plan.</p> <p>As a result, a total of \$1,224,713 Proposition 10 dollars, were awarded to ten (10) community-based organizations to assist in carrying out the Commission strategic plan. Contracts expire June 30, 2024, but have an option for a 2 year project extension based on performance.</p> <p>*OPUD contract not awarded in alignment</p>
Discussion	First 5 staff conducted a comprehensive review of each of 9/10 strategic partners who contracts end June 30, 2024. The purpose of the review was to analyze program performance including quantitative and qualitative evaluation data, and program implementation in alignment with their scope of work.
Recommendation	<p>It is the recommendation of Executive Director that the Commission approve contract extensions for nine strategic partners and allocate \$1,000, the funding in the following goal areas for the next two years:</p> <ol style="list-style-type: none">1. <u>Child Health & Development:</u><ol style="list-style-type: none">a. Total Requested: \$2. <u>Resilient Families:</u><ol style="list-style-type: none">a. Total Requested: \$13. <u>Quality Early Learning:</u><ol style="list-style-type: none">a. Total requested: \$
Action Requested	Action to approve contract extension for FY 2024-2026 in alignment with the strategic Plan and authorize the Executive Director to negotiate terms of the agreement including but not limited to, scope of work, budget, etc., and carry out all administrative duties necessary to execute the agreement(s) and implement services.



Staff Report
2024-2026 Strategic Partners Contract Extensions
April 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.

County-based First 5's have to make prudent fiscal decisions that ensure investments are targeted to specific needs and integrated within larger-service delivery systems, guaranteeing leverage and sustainability. The strategic plan adopted in February 2021 will guide investments made by First 5 Yuba over the next five years in order to continue to promote the First 5 Vision and support the overall health, development and well-being of children 0-5 and their families in Yuba County.

PURPOSE

The First 5 Yuba County Children and Families Commission values providing direct services to children prenatal through age five and their families living in Yuba County. These services will be funded by the Commission using Proposition 10 funds and will fund programs targeting one primary Strategic Goal Area as described in the 2021-2026 First 5 Yuba Strategic Plan. In order to carry out the Strategic Plan, in February 2021 the Commission approved the release of Proposition 10 funding not to exceed \$1,341,000 through a formal Request for Proposal (RFP) process in alignment with the 2021-2026 Strategic Plan for fiscal years 2021/2022 – 2023/2024 (*option for a two year extension based on performance).

A total of **\$1,224,713** Proposition 10 funds were awarded to ten (10) community based organizations to assist in carrying out the commission strategic plan. Contracts expire June 30, 2024, but have an option for a 2 year project extension based on performance.

RECOMMENDATION

First 5 staff conducted a comprehensive review of each of 9/10 strategic partners who contracts end June 30, 2024. The purpose of the review was to analyze program performance including quantitative and qualitative evaluation data, and program implementation in alignment with their scope of work. Each program was asked to provide a revised scope of work and a budget representing a minimum of a 10% funding reduction.

This table represents recommended funding amounts for the next two fiscal years totaling **\$744,980**. If approved, staff will work with all agencies to execute final contract extensions with a start date of July 1, 2024.

It is the recommendation of Executive Director that the Commission approve contract extensions and allocate \$744,980 the funding in the following goal areas for the next two years.

Agency/Project	Recommended Funding	Total
Child Health & Development		
MJUSD Student Health Services Happy Toothmobile	\$ 18,000	
YCOE - Family Resource Center	\$ 42,670	\$ 222,913
YCOE- Child Development Behavior Specialist	\$162,243	
Resilient Families (Family Functioning)		
Camptonville Comm Partnership- 1, 2, 3 Grow	\$ 64,712	
MJUSD - Child Development - School Readiness	\$ 295,964	\$ 463,676
YES Charter Academy - ABC Sprout	\$ 40,000	
Playzeum - Help Me Grow Program & Services	\$ 63,000	
Quality Early Learning		
Yuba County library -Early Literacy	\$ 22,391	\$ 58,391
Childcare Planning Council	\$ 36,000	

2020-2024 Strategic Partner – Performance Summary Report

The purpose of this report is to provide high level summary and guide the Commission on funding decisions in alignment with the Strategic Plan for fiscal years 2024-2026 (2 years). This document summarizes the overall performance, strengths and areas for improvement for the nine First 5 Yuba grantees whose current contracts end June 30, 2024. Recommendations for each grantee are outlined in this narrative.

Results Area 2 – Family Functioning

MJUSD School Readiness

STRENGTHS: MJUSD programmatic interventions are high quality and program success is demonstrated with high commitment to monitor program performance. MJUSD staff is engaged with the target audience and utilizes resources from other First 5 Yuba partners to ensure a collaborative and comprehensive approach. MJUSD has also worked hard in the three years to implement sustainable systems changes for development screenings and early interventions. MJUSD has found ways to braid funding to enhance services to other families they serve withing that target (0-5), Preschool, TK, Kinder etc.) all with the goal of enhancing services. MJUSD is committed to improving data quality and program performance. MJUSD communicates with First 5 Yuba staff, utilizes technical assistance when appropriate and provides all reports in a timely manner.

PROGRAM ADJSUTMENTS: MJUSD is exploring opening a new school readiness site in the foothill area to reach additional families. MJUSD has decided to move away from home visiting component as it was proven less valuable as families returned back to the classroom and other home visiting services became more readily available.

RECOMMENDATION: First 5 Yuba recommends extending the contract and grant award as outlined in their draft budget for a maximum of 2 years.

Camptonville – 1,2,3, Grow

STRENGTHS: Camptonville staff are engaged with the target audience and very committed to continuing 1,2,3 Grow program and meeting needs of children and families in the foothills. Despite administrative changes over the last few years, new staff have been trained on various curriculums by First 5 staff including Growing Up Wild and Help Me Grow to support school readiness programing. The program remains a priority, but they report low attendance over the last few years. Camptonville First 5 Yuba Staff utilizes technical assistance when appropriate.

PROGRAM ADJSUTMENTS: In review of the program parents have been less engaged this year and spend little time in the classroom doing the 1:1 education. Camptonville staff plan to adjust curriculum and programming models to ensure parents are engaging with children and getting instructor led early child development support. Collecting surveys for all participants also remains a challenge, but staff will continue to work to remedy this. Project staff have adjusted their Scope of Work to include outdoor exploration and field trips where they hope to get more family buy in and engagement to recruit more families.

RECOMMENDATION: First 5 Yuba recommends extending the grant award for a minimum of two Fiscal Years (F.Y.) with oversight of a Performance Enhancement Plan which will include:

- Look for ways to increase program participation including marketing and community calendars.
- Enhance and sustain early educator led parent child interaction and engagement in early education concepts with parents in the classroom.
- Increase data collection and enhance evaluation strategies to ensure proper data collection.
- Ongoing check-in's and communications with First 5

Playzeum - Help Me Grow Playgroups

STRENGTHS: Help me grow playgroups have been successful and sustain consistent parent engagement over the 18 sessions. Through program adjustments Playzeum has continued to explore ways to meet the needs of families. Wheatland location has been successful in reaching a target area where no other playgroups exist. Playzeum events have also proven successful and enhance community awareness and collaborative partnerships with community based organizations. Data collection is a priority and Playzeum communicates effectively with First 5 when there are challenges or needs technical assistance.

PROGRAM ADJSUTMENTS: Adjustments have been made to programs to make sure gaps in serve areas are being filled. For example, Playzeum has decided to offer summer programing to meet needs of families while littles are not in Preschool, TK etc. and/or families take time off to spend with children. Some evaluation modifications have been made to reflect new programming. Playzeum continually works closely with Evaluators and First 5 staff to improve data quality and program performance.

RECOMMENDATION: First 5 Yuba recommends extending the contract and grant award as outlined in their draft budget for a maximum of 2 years.

YES Charter – A,B,C, Sprout

STRENGTHS: The A,B,C Sprout program has shown tremendous growth over the last 8 months. They have trained staff and certified their outdoor education environment. Parents report satisfaction with the new structure of the program and attendance remains consistent. Partners are engaged with the program and provide positive feedback about their onsite experiences. Field trips to offer offsite education seem successful. Staff are implementing evaluation components and reporting back to First 5.

PROGRAM ADJSUTMENTS: No major adjustments to programing have been conducted but staff continue to work on their recently modified scope of work to enhance their outdoor education program and meet the needs of families. First 5 will continue to monitor evaluation data to ensure the program continues in a positive direction.

RECOMMENDATION: First 5 Yuba recommends extending the contract and grant award as outlined in their draft budget for a maximum of 2 years.

Results Area- Child Health & Development

YCOE – Child Development Behavior Specialist (CDBC)

STRENGTHS: The CDBC program is high quality, cost effective and evidenced based practice interventions for the target population. The program has pivoted to meet the needs of families both during COVID and post COVID. Reports show family engagement and satisfaction is high. CDBC staff partners well with other First 5 funded partners as well as other regional First 5 agencies. CDBC staff continually communicates and utilizes technical assistance provided by First 5 Yuba Staff to ensure programmatic interventions and evaluation reports are carried out appropriately. The CDBC program exceeds targets in many programmatic areas. The CDBC program has also been very proactive in planning for sustainability to ensure the essential services remain.

PROGRAM ADJUSTMENTS: The program has accomplished a few major components and activities and so were removed from the scope of work. The CDBC staff is partnering and braiding funding with other community programs such as the Teen Parent Project to enhance program efforts and engage more families and so this new component was added to the new scope of work.

RECOMMENDATION: First 5 Yuba recommends extending the contract and grant award as outlined in their draft budget for a maximum of 2 years.

YCOE- Family Resource Center

STRENGTHS: The Family Resource Center (FRC) continues to grow the program and reach additional families. As a new program, getting off the ground during COVID was a challenge but the FRC was able to pivot to meet the needs of families. As we transition back to mostly in person programming it has become evident where the strengths of the program lie. The FRC is highly effective in engaging with families and children with special needs and offers unique programs and continually fills gaps in services. The program is open to tailoring projects and is effective at collaborating to enhance services and reduce duplication.

PROGRAM ADJUSTMENTS: The program has not found home visiting not to be as much of benefit outside of COVID. Families are wanting to engage at in person events and no longer need as much support in the home or with supplies activities etc., so this component was removed and interventions around maternal health were added.

RECOMMENDATION: First 5 Yuba recommends extending the contract and grant award as outlined in their draft budget for a maximum of 2 years.

MJUSD Toothmobile

STRENGTHS: MJUSD Toothmobile is engaged with the target population, schools and other community providers to ensure a comprehensive approach. Toothmobile interventions are effective and data provided is typically clear, complete, and timely. Toothmobile continually communicates and utilizes technical assistance provided by First 5 Yuba Staff to ensure programmatic interventions, reports, are carried out appropriately. The Toothmobile staff are always willing to partner and looking for new ways to increase access and reach to additional families as evidenced through the new pop up

clinic in rural foothill areas.

PROGRAM ADJUSTMENTS: The Toothmobile will continue to work on increasing services for the 0-5 target population by increasing participation in the community and through media.

RECOMMENDATION: First 5 Yuba recommends extending the contract and grant award as outlined in their draft budget for a maximum of 2 years.

Results Area 3 – Quality Early Learning

Yuba County Library

STRENGTHS: The Library provides quality, cost effective literacy interventions for the target population. The Library actively partners and shares resources with other First 5 Yuba funded partners as well as opportunities to host events or carry out each other's interventions. The library has pivoted programs to meet the needs of families such as summer programming, and restructuring programs like baby bounce to ensure they are reaching the target population.

PROGRAM ADJUSTMENTS: The library will consider enhanced outreach and marketing interventions to increase program participation, especially during the remodel of the main facility. The Library plans to partner with First 5 Yuba for offsite programming and to enhance literacy opportunities for the target population.

RECOMMENDATION: First 5 Yuba recommends extending the contract and grant award as outlined in their draft budget for a maximum of 2 years.

Child Care Planning Council (CCPC)

STRENGTHS: CCPC provides cost effective and best practice interventions and trainings for providers in Yuba County. Providers show satisfaction with the program and are engaged and committed to serving the target population. Additionally, CCPC actively partners with and shares resources with other First 5 funded partners as well as other regional agencies to enhance professional development. CCPC is also open to collaborating on new projects and initiatives as they arise.

PROGRAM ADJUSTMENTS: Explore ways to identify long-term outcomes of program services. Increase participation on social media regarding both CCPC programs and new UPK initiatives.

RECOMMENDATION: First 5 Yuba recommends extending the contract and grant award as outlined in their draft budget for a maximum of 2 years.

Programs Not Listed:

- **OPUD – Swim Lessons**- Contract not in sequence: \$34,000 for FY 2024-2026
- **Imagination Library** – Budget reduced 10 %
- **Help Me Grow** – Budget reduced 10 %

AGENDA ITEM 4

April 25, 2024

Subject	First Reading- Fiscal Year (FY) 2024-2025 Draft Budget
Supporting Document(s)	<ol style="list-style-type: none">1. Draft Budget Narrative2. Draft Budget
Overview	Pursuant to Health and Safety Code provisions and the County of Yuba Ordinance Code 4.45, the Commission must adopt a budget prior to the start of the fiscal year. Draft budget was built using the most current projections of incoming funding resources and most recent Prop 10 projections provided by the Department of Finance from November 2023 have been used to develop draft budget options.
Discussion	The Commissioners will receive an update report on the planning efforts and will be provided with draft budget options to review and consider for the 24/25 fiscal year.
Recommendation	Review draft budget and make recommendations authorizing the Executive Director to move forward to compile a final budget in order to perform all operational and administrative duties necessary to implement the strategic plan in FY 2024-2025.
Action Requested	No action requested

Agenda Item 4

Prop 10 Budget & Sustainability

This narrative is intended to brief the Commission annual budget planning, revenues and the long range financial plan in accordance with Health and Safety Code provisions and the County of Yuba Ordinance Code 4.45 in adopting a budget for the 24/25 fiscal year.

OVERVIEW

Over the past decade tobacco tax revenues have been declining. In addition, the recent passing of proposition 31 (ban on flavors) has had a consistent and irreversible effect on declining state and local tobacco tax revenues. While proposition 31 was without a doubt the right public health choice, the unintended consequence has resulted in a fast decline in revenues.

The updated projections from January of 2024 reflects a higher projection than from May of 2023. However, the lower-than-expected cigarette tax distributions continue to be persistent, in addition to the unstable projections from the DOF are cause for caution as the commission builds the budget and long range financial plans.

DISCUSSION:

In the urgency of this steep and lasting revenue decline the Executive Director has thoroughly reviewed the current Mid-Year budget and determined possible areas for reserve this fiscal year. In addition, the ED worked with Strategic Partners in sustainability planning, requesting a reduction reducing budgets by overall 10%, and accessed additional external grant revenues to support overall First 5 Yuba program sustainability.

Budget Highlights:

REVENUES:

- Proposition 10 revenues in 2024-25 are projected **\$703,455** which is down ~3% percent from 23/24 annual projections, and overall down approximately 18% prior to the passage of the flavors ban.
- Estimated external revenues include the following external grant revenues: **\$536,215**. (~\$40,000 decrease from prior year)
 - CDPH Tobacco Systems- \$266,861
 - FFCA- Home Visiting: \$47,932
 - FFCA IMPACT- \$44,350
 - Office of Traffic Safety- \$26,726 (through Sept.)
 - CYBHI- Parenting Program- \$68,769
 - Peach Tree health – Developmental Screenings- \$10,000
 - Health & Human Services \$12,000
 - Yuba County Probation –\$50,000

EXPENDITURES

Administrative Costs –

- Salaries and Benefits increased. Budget was built planning for a 3.5% COLA, however Union negotiations continue, and no concrete numbers have been shared. These numbers will also reflect a change in benefits.
- A review of County A-87 charges are forthcoming. The budget was built on last years A-87 costs per direction from the county CAO.
- Unfunded Liability increased ~\$15,000 this upcoming FY
- Networking and IT fees should no longer be double charged this year as part of A-87, however costs continue to rise as staffing grows.
- Operating expenses such as office supplies, rent, equipment, communications and printing have been partially absorbed by other external grant funds reducing Prop 10 expenditures.

Program Costs –

- All internal and external Prop 10 funded programs were reduced by 10% with the exception of OPUD Pool
- Mini-Grants – Commission should consider the costs benefit analysis and staff capacity when determining extension of Mini Grant program. In addition, many additional revenues that are secured through external grant support braid and braid funds with both community based organizations in addition to increasing provider support.
- Communications, outreach and education funds were budgeted at the same level last FY (\$10,000) but could consider a cut if the commission desires.

Evaluation Costs –

- Evaluation costs remain very similar to recent years
- Some costs to General fund are being offset by external grant sources

Long Range Financial Plan- Staff will move forward working internally to provide an updated LRFP once a draft budget is approved, and once more concrete numbers are available. Updates will be given to the Executive Committee and the full commission in June.

Executive Director Comments

While tobacco tax revenue is decreasing every year, the needs of children and their families continue to rise as income driven inequities, inflation, and the high cost of child care impact California families. As we continue to forecast the statewide and local implications feedback, insight and prudent fiscal decisions from the Commission will be imperative.

Over the last 5 years the role of First 5 Yuba has shifted from a grant funder to a grant recipient. Our commitment to sustain external and internal programs is illustrated through program outcomes, securing additional resources, and the administrative support of the First 5 team.

The Executive Director will continue to explore ways to ensure sustainability though both direct supports and comprehensive systems change.

AGENDA ITEM 5
April 25, 2024

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