

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

Regular Meeting
Thursday, February 27, 2025
Youth for Change Building – Community Room
1128 Yuba Street, Marysville, CA 95901
3:30p.m. – 5:00p.m.

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/86944824269?pwd=xFPjtl6vbtClzHmCHfPk2Ljah0f3pa.1>

Meeting ID: 869 4482 4269 Passcode: 741559

One tap mobile +16699009128,,86944824269#,,,,*741559# 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.
<i>Consent Agenda</i>	<i>All matters listed under Consent Agenda are considered to be routine and can be enacted in one motion</i>
Consent Agenda 1	Approval of Minutes of the December 12, 2024, Regular Commission Meeting
<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>
2 Discussion/Action	Public Hearing: Review of First 5 California Annual Report for FY 2023-24 The Commission is asked to conduct a public hearing to receive testimony from the public at large before adopting the State Commission’s Annual Report, pursuant to Health and Safety Code Section 130140(d)(3). Available for public review here.
3 Discussion/Action	Public Hearing: Annual Review of the County Strategic Plan The Commission is asked to conduct a public hearing to receive testimony from the public at large before adopting its annual strategic plan pursuant to Health and Safety Code §130140 (a)(1)(C) (iii), (E) and (F) Available for public review here.
4 Discussion/Action	Mid-Year Budget Review – The Commission will review and consider revisions to the current fiscal year budget.
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 April 24, 2025

MEETING MINUTES

PUBLIC SESSION

Call to Order at 3:32 p.m.

Roll Call-

-Commissioners and Staff Present: Chair- Sally Sokoloski, Vice-Chair- Melissa Shaw, Jamie Bartolome, Matt Ricardy, Rob Gregor, Melinda Staples, Executive Director (ED)- Ericka Summers, and Carmen Rodriguez

-Excused: Commissioner Jon Messick

PLEDGE OF ALLEGIANCE: *The group passed as the meeting was conducted hybrid, and the pledge of allegiance was said with the flag present.*

PUBLIC COMMENT: *No public comments were received.*

1. Consent Agenda- Approval of Minutes for October 24, 2024, Regular Commission Meeting

Motion by Commissioner Bartolome to approve the October 24, 2024, Commission Meeting Minutes.

Second: Commissioner Gregor

Roll Call Vote:

Ayes: Commissioner Sokoloski, Shaw, Bartolome, Gregor, Ricardy

Nay/Abstain: None

Motion carried.

2. Consent Agenda- Approval of the 2025 Commission Meeting Schedule

Motion by Commissioner Gregor to adopt the 2025 Commission and Committee Meeting Schedule.

Second: Commissioner Bartolome

Roll Call Vote:

Ayes: Commissioner Sokoloski, Shaw, Bartolome, Gregor, Ricardy

Nay/Abstain: None

Motion carried.

3. Pursuant to County Ordinance- Article VI, Section 2, Appoint Chair and Vice Chair

The Commissioners discussed options and nominated Commissioner Sokoloski if she would continue to be the Chair for the FY 2025 year, and she accepted the nomination. Additional discussion for the position of Vice Chair, and Melissa Shaw was nominated.

Motion to nominate Commissioner Sokoloski as Chair for FY 2025 by Commissioner Gregor.

Second: Commissioner Staples

Motion by Commissioner Gregor to elect Commissioner Shaw as Vice Chair for 2025.

Second: Commissioner Gregor

Roll Call Vote:

Ayes: Commissioner Sokoloski, Shaw, Bartolome, Gregor, Ricardy

Nay/Abstain: None

Motion carried.

4. Supplemental Funding Opportunity

Executive Director Summers (ED) gave a summary of the local County Prevention Plan (CPP) serves as our local strategic map to implement prevention services and resources as legislated by the Families First Prevention Services Act. ED explained how this funding will be able to funnel through First 5 Yuba, which would go to their current partners to continue the work.

Motion by Commissioner Staples to approve additional revenues as identified in the CPP in the amount of \$113,500 through June 2026 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.

Second: Commissioner Gregor

Roll Call Vote:

Ayes: Commissioner Sokoloski, Bartolome, Ricardy, Staples

Abstain: Commissioner Gregor and Commissioner Shaw

Motion carried.

5. Contract Extension

Executive Director Summers (ED) gave an update in regard to Yuba County Health and Human Services contract to amend to extend the current contract.

Motion by Commissioner Bartolome to approve amended contract with Yuba County Health and Human Services.

Second: Commissioner Ricardy

Roll Call Vote:

Ayes: Commissioner Sokoloski, Gregor, Ricardy, Bartolome, Staples

Abstained: Commissioner Shaw

Motion carried.

6. Presentation from Applied Survey Research – Annual Evaluation Report

Maria Usacheva gave a presentation of FY 2023-2024 Annual Evaluation.

*Commissioner Gregor left at 4:50 pm.

7. Discussion: Executive Director Monthly Activity Report

Since the presentation lasted longer than expected, the Executive Director Summers (ED) provided the activity report.

8. Employment- Performance Evaluation Report:

Open session 4:40 pm Closed Session 5:02 pm

MEETING ADJOURNED AT 5:02 PM

The next Commission Meeting is scheduled for February 27, 2025.

AGENDA ITEM 2
February 27, 2025

Subject	Public Hearing: Review of First 5 California Annual Report for FY 2021-2022
Supporting Document(s)	2023-2024 First 5 California Annual Report available online at First 5 California
Overview	Pursuant to Health and Safety Code Section 130140(d)(3). and the County of Yuba Ordinance Code [Chapter 4.45] The Commission shall conduct at least one public hearing on each annual report by the State Commission
Recommendation	<ol style="list-style-type: none">1) Open Public Hearing.2) Receive public comment.3) Accept the Annual Report of First 5 California for Fiscal Year 2023-20244) Authorize the Executive Director to submit public comment, if any, to the State Commission.5) Close Public Hearing
Fiscal Impact	The Health and Safety Code grants First 5 California the authority to withhold funding from any county commission failing to review and accept the State Annual Report.
Action Requested	No formal action

AGENDA ITEM 3
February 27, 2025

Subject	Public Hearing: Annual Review of the County Strategic Plan
Supporting Document(s)	First 5 Yuba Strategic Plan 2021 – 2026 available online here
Overview	The Commission is asked to conduct a public hearing to receive testimony from the public at large before adopting the revised strategic plan pursuant to Health and Safety Code §130140 30140 (a)(1)(C)(iii).
Discussion	<p>In February 2021, the Commission approved a Strategic Plan for July 2021 – June 2026. It has been reviewed annually, as required by mandates, and revised as appropriate. There have been no revisions to date.</p> <p>Staff recommends no changes to the existing First 5 Yuba Strategic Plan.</p>
Recommendation	<ol style="list-style-type: none">1) Open Public Hearing.2) Receive public comment.3) Close Public Hearing
Fiscal Impact	None
Action Requested	No formal action

AGENDA ITEM 4
February 27, 2025

Subject	FY 2024-2025 Mid-Year Budget Revisions
Supporting Document(s)	A. Staff Narrative B. 2024-2025 Year to Date Financials (through Period 6) C. Statement of Revenue D. 2024/2025 Draft Mid-Year Budget
Overview	On June 27, 2024, pursuant to Health and Safety Code provisions and the County of Yuba Ordinance Code 4.45, the Commission adopted a budget prior to the start of the fiscal year. Annually First 5 reviews budgets to ensure alignment with operations and adjusts accordingly.
Discussion	Refer to staff narrative
Action Requested	Motion to approve additional funding and allocate as described in mid-year budget revisions for FY 2024-2025 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.

Mid-Year Budget Narrative February 2025

This narrative is intended to brief the Commission on newly projected Prop 10 revenues in accordance with Health and Safety Code provisions and the County of Yuba Ordinance Code 4.45.

OVERVIEW

Over the past few years tobacco tax revenues have been declining. More significant to highlight is that Proposition 31 will have a consistent effect on declining revenues calling for more attention to local and state level advocacy for sustainability of programs and services for children 0-5 and their families.

Projections from the Department of Finance (DOF) released in January 2024 which were used to build our 2024-2025 budget. The newest projections from the DFO were released in September of 2024. with updated birthrates.

Unfortunately, newest projections released in September were lower than originally expected, totaling \$644,792 which is ~75,000 less than originally projected in Jan 20254 (\$720,539). Changes are claimed to be DOF changes in tobacco tax projections and no other significant outlying factors.

REVENUES:

Total Projected Revenues: **\$1,398,315**

- Prop 10 Revenue Projections: FY 2024-25: **\$644,792** (Decrease of \$75,000)
 - Prop 10 - Electronic Cigarette Excise Tax – **\$10,000 (estimate)**
- External Funding & Grant awards **\$742,839 ~54%**
 - **\$124,073** (Are new external grant revenues approved in Dec 2023)
- Current Revenues to date– July – December **\$267,266**. This trends lower than last FY

EXPENDITURES- Projected

Total Projected expenditures: **\$1,514,798**

- **Program:**
Projected Prop 10 annual program expenditures for the upcoming FY is estimated to be **\$439,443**. Total annual program expenditures for program estimated to be **\$536,658**. The funding is allocated in the following goal areas:

The total program funding is allocated in the following goal areas:

1. Child Health & Development: \$165,228
2. Resilient Families: \$276,088
3. Quality Early Learning: \$25,579
4. Strong Systems: \$69,673

- **Operating Expenditures: \$205,528**
- **Salaries & Benefits: \$671,600** (Prop 10- \$207,052 ~30% = 1.0 FTE + S&B for 1.7 FTE)
- **Evaluation Expenditures: \$105,991**

Executive Director Comments

January marks two year since Proposition 31 has taken effect resulting in Proposition 10 revenues in 2023-24 projected to be down over 14% from 21-22 revenues. The full year effect of Prop. 31 impacted many programs across the state. Locally we cut programs by 10% to make up for this drop in revenues.

To address these unintentional gaps & deficit program funding First 5 staff advocated for local funded Partners and programs securing Families First Prevention Services Act (FFPSA) funding through June 2026 to meet the mission of our local Community Prevention Plan. These resources resulted in 8% - 32% increased revenues to our Strategic Partners over the next 2 fiscal years. Local advocacy resulted in increased access to services and resources for families and children and have helped to build internal capacity to serve families and build partnerships across sectors.

This mid-year includes an additional investment in local, state and federal advocacy work. First 5 intends to invest in the First 5 Association to provide enhanced advocacy efforts, Technical Assistance and policy efforts specifically to support First 5 Yuba as well as the network. This is reflected in a \$10,000 increase to systems work in alignment with our Strategic Plan.

To fulfill the duties and financial commitments in the Strategic Plan this fiscal year we are projected to transfer in \$116,483 in trust reserves. However, trust reserves will not sustain programs and services for more than 5 years. Trust reserves should only be considered as a temporary solution to this continuous deficit. We need to take a deeper dive in these forth coming years to identify sustainability solutions.

As we continue to forecast the statewide and local implications feedback and insight from the commission will be imperative.

Next Steps & Considerations:

- Work with an Accounting Consultant to map out long range financial in consideration with the next budget and strategic plan.
- Invest or explore additional Systems changes to create sustainable alternate funding streams and resources.
- Local and state advocacy efforts

Actuals - YTD
Balanced through 12/31/2024

Account Number	Account Title	Budget Amt	YTD Actual	Remaining	% Remaining
	Revenue	\$ 703,455.00	\$ 267,226.38	\$ 436,228.62	62%
	Misc Revenue	\$ 545,548.00	\$ 386,313.00	\$ 159,235.00	71%
	Interest	\$ -	\$ -	\$ -	#DIV/0!
	TOTAL REVENUE	\$ 1,249,003.00	\$ 653,539.38	\$ 595,463.62	52%
51100	Staff Salaries	\$ 442,114.00	\$ 226,779.29	\$ 215,334.71	49%
51110	Staff Salaries - EH	\$ 17,073.00	\$ 9,960.49	\$ 7,112.51	100%
51115	Over Time	\$ -	\$ -	\$ -	100%
51130	Vacation Pay	\$ -	\$ 267.37	\$ (267.37)	100%
51131	Floating Holiday Pay	\$ -	\$ 133.68	\$ (133.68)	100%
51134	EE Referral Program	\$ -	\$ -	\$ -	100%
51300	Medicare	\$ 6,411.00	\$ 3,440.17	\$ 2,970.83	46%
51400	Group Health	\$ 60,502.00	\$ 30,105.78	\$ 30,396.22	50%
51401	Life Insurance	\$ 408.00	\$ 204.75	\$ 203.25	100%
51405	Workers Comp	\$ 3,261.00	\$ 2,174.00	\$ 1,087.00	33%
51410	Unemployment	\$ 245.00	\$ 120.33	\$ 124.67	51%
51601	Co Share PERS UAL	\$ 89,352.00	\$ 52,122.00	\$ 37,230.00	42%
51602	Co Share PERS Norm	\$ 32,247.00	\$ 16,525.30	\$ 15,721.70	49%
51603	Co Share PARS	\$ 595.00	\$ 298.81	\$ 296.19	50%
51605	Retiree Health	\$ 1,905.00	\$ 1,272.86	\$ 632.14	33%
52130	Info Technology Services	\$ -	\$ -	\$ -	#DIV/0!
52490	Professional Services	\$ 563,465.00	\$ 96,387.23	\$ 467,077.77	83%
	ADMIN	\$ 15,000.00	\$ 8,657.00	\$ 6,343.00	42%
	PROGRAM	\$ 466,471.00	\$ 40,195.11	\$ 426,275.89	91%
	EVALUATION	\$ 81,994.00	\$ 47,535.12	\$ 34,458.88	42%
52500	Maint - Equipment	\$ 44,413.00	\$ 29,608.64	\$ 14,804.36	33%
52515	Maint - Software	\$ -	\$ -	\$ -	#DIV/0!
52600	Rents & Leases - Equipment	\$ 1,440.00	\$ 709.08	\$ 730.92	51%
52605	Rents & Leases - Building	\$ 28,032.00	\$ 18,430.72	\$ 9,601.28	34%
52700	Insurance	\$ 5,000.00	\$ 7,180.00	\$ (2,180.00)	-44%
52800	Communications	\$ 2,629.00	\$ 1,068.49	\$ 1,560.51	59%
52830	Publications	\$ 250.00	\$ -	\$ 250.00	100%
52900	Training/Conference	\$ 11,271.00	\$ 5,971.00	\$ 5,300.00	47%
52905	Buisness Travel/Mileage	\$ -	\$ 1,331.30	\$ (1,331.30)	#DIV/0!
53100	Office Expense	\$ 10,339.00	\$ 4,374.01	\$ 5,964.99	58%
53105	Office Supplies - Furn/Fixt	\$ -	\$ -	\$ -	#DIV/0!
53110	Feight/Postage	\$ -	\$ -	\$ -	#DIV/0!
53115	Books/Media/Subsription	\$ -	\$ 647.34	\$ (647.34)	#DIV/0!
53120	Memberships	\$ 4,875.00	\$ 4,000.00	\$ 875.00	18%
53300	Prgm: Clothing	\$ -	\$ 1,919.92	\$ (1,919.92)	#DIV/0!
53400	Minor Equipment	\$ 5,500.00	\$ -	\$ 5,500.00	100%
53410	Computer Equipment/Accessories	\$ -	\$ 1,106.19	\$ (1,106.19)	#DIV/0!
53415	Eval: Computer Software/Licenses	\$ -	\$ 2,423.73	\$ (2,423.73)	#DIV/0!
53500	Prgm: Support & Care of Persons	\$ 3,000.00	\$ -	\$ 3,000.00	100%
53600	Special Department Expenses	\$ -	\$ -	\$ -	
53650	Prgm: Buisness Related Meals/Supplies	\$ -	\$ -	\$ -	
54805	Prgm: Community Grants (Strategic Partner	\$ -	\$ 160,754.77	\$ (160,754.77)	#DIV/0!
56200	Indirect Cost Allocation (A-87)	\$ 58,723.00	\$ 39,148.65	\$ 19,574.35	33%
	TOTAL EXPEDITURES	\$ 1,393,050.00	\$ 718,465.90	\$ 1,141,661.87	52%

First 5 - Yuba County
Statement of Revenues, Expenditures
and Changes in Fund Balance
Balanced through December 31, 2024

Income	Projected	YTD	%
Tobacco Tax Revenue	\$ 703,455	\$ 267,226.38	38%
SMIF and Other Revenue	\$ 545,548	\$ 386,313.00	71%
Interest Income	\$ -	\$ -	#DIV/0!
TOTAL REVENUE	\$ 1,249,003	\$ 653,539.38	52%

Expenditures	Budgeted	YTD	%
Total Salaries and Employees Benefits	\$ 654,113	\$ 343,404.83	52%
Operating Expenses			
Info Technology Services	\$ -	\$ -	#DIV/0!
Professional Services (Administrative)	\$ 15,000	\$ 8,657.00	58%
Maint - Equipment	\$ 44,413	\$ 29,608.64	67%
Maint - Software	\$ -	\$ -	#DIV/0!
Rents & Leases - Equipment	\$ 1,440	\$ 709.08	49%
Rents & Leases - Building	\$ 28,032	\$ 18,430.72	66%
Insurance	\$ 5,000	\$ 7,180.00	144%
Communications	\$ 2,629	\$ 1,068.49	41%
Publications	\$ 250	\$ -	0%
Training/Conference	\$ 11,271	\$ 4,846.00	55%
Buisness Travel/Mileage	\$ -	\$ 1,331.30	#DIV/0!
Office Expense	\$ 10,339	\$ 4,193.89	41%
Office Supplies - Furn/Fixt	\$ -	\$ -	#DIV/0!
Feight/Postage	\$ -	\$ -	#DIV/0!
Books/Media/Subscription	\$ -	\$ 215.34	#DIV/0! P
Memberships	\$ 4,875	\$ 4,000.00	82%
Clothing	\$ -	\$ -	#DIV/0! P
Minor Equipment	\$ 5,500	\$ -	0%
Computer Equipment/Accessories	\$ -	\$ 1,106.19	#DIV/0!
Computer Software/Licenses	\$ -	\$ -	#DIV/0! E
Support & Care of Persons	\$ 3,000	\$ -	0% P
Special Department Expenses	\$ -	\$ -	#DIV/0! P
Buisness Related Meals/Supplies	\$ -	\$ -	#DIV/0! P
Community Grants (Strategic Partners)	\$ -	\$ -	#DIV/0!
Indirect Cost Allocation	\$ 58,723	\$ 39,148.65	67%
Total Operating Expenses	\$ 190,472	\$ 120,495.30	63%
Program Strategic Priority Area			
Total Program SPA Expenses	\$ 466,471	\$ 204,606.92	44%
Evaluation	\$ 81,994	\$ 49,958.85	61%
TOTAL EXPEDITURES	\$ 1,393,050	\$ 718,465.90	52%
Net Change in Fund Balance	\$ (144,047)	\$ (64,926.52)	
Beginning of Year Fund Balance			
END OF YEAR FUND BALANCE	\$ (144,047)	\$ (64,926.52)	

**MID-YEAR BUDGET
FY 2024 / 2025**

		Total Combine Budget
43605	Revenue - Prop. 10 (Includes 56, SMIF)	\$ 644,792.00
43790	Revenue- Grant Awards (CDPH, FFCA)	\$ 347,302.00
43950	Revenue - Other (Non- Gov't Grants)	\$ 96,418.00
45100	Interest Income (County accounts & CECET)	\$ 11,500.00
46800	Fees for Services	\$ 246,558.25
47500	Contributions & Donations	\$ -
49900	Operating Transfer In - roll over	\$ 51,745.45
TOTAL REVENUE		\$ 1,398,315.70
51100	Salaries - Regular	\$ 440,598.25
51110	Salaries - EH	\$ 29,485.00
51130	Vacation	\$ -
51134	EE Referral Program	\$ -
51300	Medicare	\$ 6,296.90
51400	Group Health Insurance	\$ 69,872.19
51401	Life Insurance	\$ 468.24
51405	Workers Comp Insurance	\$ 3,261.00
51410	Unemployment Insurance	\$ 214.00
51601	Benefits - Co Share PERS UAL	\$ 89,352.00
51602	Benefits - Co Share PERS Normal	\$ 28,886.32
51603	Benefits - Co Share PARS	\$ 1,262.00
51605	Retiree Healthcare Insurance	\$ 1,905.00
Total Salaries & Benefits		\$ 671,600.90
52130	Network Fees	\$ 44,663.00
52490	Professional Services - Administration	\$ 15,000.00
	Professional Services - Program	\$ 100,796.07
	Professional Services - Evaluation	\$ 105,991.00
52600	Rents & Leases - Equipment	\$ 1,838.00
52605	Rents & Leases - Building	\$ 28,032.00
52700	Insurance	\$ 5,000.00
52800	Communications	\$ 4,362.28
52830	Publications	\$ 250.00
52900	Training/Conference Expense	\$ 11,975.00
52905	Business Travel/Mileage	\$ 7,949.20
53100	Office Expense	\$ 10,380.25
53105	Office Supplies - Furn/Fixt	\$ -
53115	Book, Media, Subscription	\$ -
53120	Memberships	\$ 4,875.00
53300	Cothing & Personal Supplies	\$ 2,000.00
53400	Minor Equipment/Small Tools	\$ 9,500.00
53410	Computer Equipment/Accessories	\$ -
53500	Support & Care of Persons	\$ 3,000.00
53600	Special Department Expense	\$ -
53650	Business Related Meals/Supplies	\$ -
54805	Community Grants- Strategic Partners	\$ 428,863.00
55400	Equipment	\$ -
56200	County Administrative A-87 Charges - Indirect Cost /	\$ 58,723.00
Total Operating Expenses		\$ 843,197.80
TOTAL EXPENDITURES		\$ 1,514,798.70
Fund Balance at End of Year		\$ (116,483.00)
110-5500-372-99	Operating transfer in from 210 endowment	\$ 116,483.00

AGENDA ITEM 5
February 27th, 2025

Subject	Executive Director Activity Report: January – February
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