



COMMISSIONERS

Nichole Sturfels – District 1
Heidy Kellison – District 4
Karleen Jakowski– County of Yolo
Children

Sally Brown – District 2
Melissa Roberts – District 5
Jim Provenza, Chair -

Jenn Rexroad – District 3
Garth Lewis – YCOE
Nichole Arnold –

Board of Supervisors

w/ Special Needs

SPECIAL MEETING AGENDA

April 8, 2020

8:30am

NOTE: This meeting is being agendized to allow Commission Members, staff and the public to participate in the meeting via teleconference, pursuant to the Governor’s Executive Order N-29-20 (March 17, 2020), available at the following [link](#)

Teleconference Options to join Zoom meeting:

By PC:

<https://zoom.us/j/919441941?pwd=TnM2N0JXWURVSDdQOTIkYm11ZlVaQT09>

Meeting ID: 919 441 941

Password: 497611

or

By Phone: +1 253 215 8782

Meeting ID: 919 441 941

Password: 497611

Executive Order N-29-20 authorizes local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public.

ADMINISTRATIVE AGENDA

1. Chair Call to Order
2. Chair Roll Call
3. Chair Consider Approval of the Agenda

- 4. Chair Opportunity for Commissioners to state Conflict and Recusal
- 5. Public Public Comment
- 6. Chair Updates and Announcements from the Chair

REGULAR AGENDA	Presentation/Discussion/Possible Action	
7. Executive Director	Approve COVID-19 Response Resolution	20 minutes
8. Executive Director	Executive Director Report	5 minutes
9. Commissioners	Commissioner Reports	5 minutes
10. Chair	Adjournment	

Next meeting scheduled: Commission Meeting
 May 13, 2020
 First 5 Yolo
 502 Mace Blvd. Ste. 15, Davis, CA 95618

I declare under penalty of perjury that the foregoing agenda was posted April 7, 2020 by 8:30 AM at the following places:

- 1) On the bulletin board at the East entrance of the Erwin Meier Administration Center, 625 Court Street, Woodland, California 95695
- 2) At www.first5yolo.org, the website for First 5 Yolo, 502 Mace Blvd. Ste. 11, Davis, California 95618

Melina Ortigas, Management Services Officer
 First 5 Yolo Children and Families Commission

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact First 5 Yolo for more information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should telephone or otherwise contact the First 5 Yolo as soon as possible and preferably at least 24 hours prior to a meeting. First 5 Yolo may be reached at telephone number 530-669-2475 or at the following address: **First 5 Yolo, 502 Mace Blvd. Ste. 11, Davis, CA 95618.**

**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Attachments

Agenda Item- Approve COVID-19 Response Resolution

Background

California is currently in a State of Emergency due to the COVID-19 virus. On March 18, 2020, the Yolo County Public Health Officer adopted an order directing individuals to shelter in their place of residence and further restricting non-essential activities in response to the COVID-19 outbreak (“local shelter-in-place order”) On March 19, 2020, The Governor of California issued *Executive Order N-33-20 to Stay at Home*.

Families with very young children prenatal to five years old must manage the associated stress of uncertainty, job loss or income reduction, scarcity of supplies, lack of childcare, and other challenges, and vulnerable children and families (e.g. low income, children with disabilities, families with substance use, victims of family violence) are even more at-risk at this time.

Childcare providers serving the children of essential workers are critical to the community’s ability to respond to the health crisis, and are negatively impacted financially with fewer children in their care and/or by placing themselves on the front lines by caring for the children of essential workers.

Essential supplies for health and safety, such as liquid soap, diapers, baby wipes, disinfectant wipes and more are in short supply, often difficult to find or expensive to obtain. This places children and families, and the ability of childcare providers to continue to serve essential workers, at-risk.

Over the past few weeks, The First 5 Network has been working on options both at the State and local level, and meeting weekly to guide COVID-19 response. This work continues.

The COVID-19 Response Resolution is attached to this item as Attachment A.

Executive Director Overview

First 5 Yolo’s funded and community partners are in need of supportive actions to serve vulnerable families with children prenatal to five years old and childcare providers serving essential workers. Government and philanthropic partners of First 5 Yolo are strategizing on potential solutions and ways to leverage support for vulnerable children and families, most particularly in the procurement of essential

supplies that are difficult to access.

First 5 Yolo's current policies do not contemplate the ability to act swiftly in crisis to meet emerging challenges and to work most effectively with its partners during this unprecedented time. In alignment with similar actions taken, or planned, by local First 5 agencies, this item proposes that The Commission adopt a Resolution to allow effective and timely agency response to the current crisis.

The COVID-19 Response Resolution would temporarily allow the Executive Director up to \$25,000 of spending authority for the purpose of utilizing First 5 Yolo funds for COVID-19 response in support of children and families and/or childcare providers for essential workers. This could include, but is not limited to, essential supplies for children and families and childcare providers, leveraging opportunities with other partner agencies, and technological or other expenses related to changing services and work flow for community partners during the Stay at Home Orders.

This spending limit would not apply to funds contributed to First 5 Yolo for purposes of COVID-19 response, for which The Commission would allow the First 5 Executive Director spending authority.

Within this spending authority, the Executive Director would be able to coordinate and leverage funding with other funding and public agencies, as appropriate, procure essential supplies for children, families. Executive Director and Staff would also be able to develop a streamlined process for partner agencies to request individual, one-time grants (much like the current Sponsorship Policy) for COVID-19 work on behalf of children and families and/or childcare providers.

Executive Director would notify First 5 Yolo Executive Committee of all expenditures for COVID-19 response.

Additional Information

The current, projected financial position at Fiscal Year End (June 30, 2020) will be shared at the Commission meeting.

For FY19-20, Proposition 10 is budgeted at \$1,401,591. Based on current YTD receipt of Prop 10 allocations (allocations through Feb 2020 = \$1,131,658), staff is reasonably confident the Prop 10 revenues will be realized at, or very close to, the budgeted amount.

Action Requested

Approve COVID-19 Response Resolution

**BEFORE THE FIRST 5 YOLO COUNTY
CHILDREN AND FAMILIES COMMISSION**

RESOLUTION: COVID-19 Response

RESOLUTION NO. 2020-01

WHEREAS, on March 4, 2020, Governor Gavin Newsom issued a Proclamation of a State of Emergency in the State of California based on an extreme threat to public health from the introduction of a novel coronavirus (named "COVID-19") ("State emergency"); and

WHEREAS, on March 6, 2020, the Yolo County Health Officer declared a local health emergency and the County Administrator, acting as the Director of Emergency Services concurrently proclaimed a local emergency into Yolo County related to the COVID-19 pandemic; and

WHEREAS, on March 9, 2020, the County Board of Supervisors ratified the health and local emergencies (collectively the "local emergency"); and

WHEREAS, on March 18, 2020, the Yolo County Public Health Officer adopted an order directing individuals to shelter in their place of residence and further restricting non-essential activities in response to the COVID-19 outbreak ("local shelter-in-place order") and

WHEREAS, on March 19, 2020, the Governor issued Executive Order N-33-20, which directs all residents of California to stay home or at their place of residence to further protect the public health of all Californians; and

WHEREAS, the local emergency, State emergency, local shelter-in-place order and Executive Order N-33-20 are collectively referred to as the "COVID emergency"; and

WHEREAS, in light of the COVID emergency, funded and community partners are in need of supportive actions to serve vulnerable families with children prenatal to five years old and childcare providers serving essential workers; and

WHEREAS, First 5 Yolo acknowledges many agencies, organizations and small childcare providers supporting the mission of the Commission will experience negative impacts or dwindling resources related to supply of concrete needs/essential supplies for families and providers, fiscal sustainability, infrastructure, workforce, and challenges with remote worksites among many others; and

WHEREAS, a timely and stable funding stream to support agencies, organizations and childcare providers during this time will be critically important; and

WHEREAS, all of First 5 Yolo's funded partners touch our most vulnerable populations and provide essential services to support their health, safety and well-being especially during this time; and

WHEREAS, as a result of the current situation, funded and community partners have been responsive to new emerging needs and working diligently to re-prioritize tasks and adapt how they reach children prenatal to five years old and their families in order to fulfill their current contracted scope of work with fidelity; and

WHEREAS, current provisions as set for the in the *First 5 Yolo Policies and Procedures Manual* may not currently allow the latitude and expediency in response required in the COVID-19 emergency; and

WHEREAS, First 5 Executive Director may be confronted with challenges and barriers to support partner agencies and the children and families they serve as new emergent issues related to the COVID

emergency continue to arise; and

WHEREAS, First 5 Executive Director may be presented with time-sensitive and urgent leveraging opportunities to address these issues; and

WHEREAS, during the COVID emergency, the First 5 Executive Director must be flexible and nimble in allocating funding to agencies to serve children prenatal to five years old and their families.

NOW, THEREFORE, BE IT RESOLVED by the First 5 Yolo Children and Families Commission as follows:

- 1) In order to efficiently and effectively serve children prenatal to five years old and their families during the COVID emergency, the provisions set forth in the *First 5 Yolo County Policies and Procedures Manual* that inhibit the work of the First 5 Executive Director related to responding to the COVID emergency are hereby temporarily lifted for the period beginning April 8, 2020 through June 30, 2020; and
- 2) Subject to Section 7 below, the First 5 Executive Director is granted an additional spending authority of up to \$25,000 of First 5, Prop 10 funds to respond to COVID emergency needs; and
- 3) Subject to Section 7 below, the First 5 Executive Director is authorized to fully expend any or all contributions (non-Prop 10 funds) made to First 5 that are designated or dedicated to the COVID emergency response; and
- 4) The funds and spending authorities granted in Sections 2 and 3 above, are to be utilized in response to the COVID emergency and shall be in support of children and families and/or childcare providers for essential workers. This could include, but is not limited to, essential supplies for children and families and childcare providers, leveraging opportunities with other funding agencies, and technological or other expenses related to changing services and work flow for First 5 Yolo's partners during the COVID emergency; and
- 5) The First 5 Executive Director is authorized to work with state, regional, and local funding partners, as appropriate, to leverage available resources to serve children prenatal to five years old and their families as part of First 5 Yolo's response to the COVID emergency; and
- 6) The First 5 Executive Director is authorized to establish a process for utilizing the funds authorized in Section 2 and 3 above, to allow agencies acting in alignment with the First 5 Yolo mission to apply for individual, one-time allocations up to \$2,500, approved at the staff level. Any such approval will be presented to the Commission on Consent at a future meeting for ratification; and
- 7) The First 5 Executive Director is directed to communicate, via email, all allocations and expenditures made pursuant to this Resolution to the First 5 Yolo Executive Committee in a timely fashion between meetings of the full Commission.

PASSED AND ADOPTED at a Special Meeting of the First 5 Yolo Children and Families Commission, County of Yolo, State of California on the 8th day of April, 2020 by the following vote:

AYES: ____

NOES: ____

ABSENT: ____

ABSTAIN: ____

Commission Chair

ATTEST: Gina Daleiden
First 5 Yolo Executive Director

Projected Financial Position at Fiscal Year End (June 30, 2020)

Total Projected Revenues	3,069,545
Total Projected Expenditures	2,980,934
Total Projected Excess Over Budget	88,611
Total Projected Fund Balance	<u>\$ 1,828,711</u>

Fund Balance Allocation

Catastrophic Reserve (target: \$750K)	750,000
Continuing Leveraged Funding Reserve (Target: \$395K)	395,000
Operations Reserve (Target: \$100K)	100,000
Projected Unassigned Balance (Target: \$500K)	<u>\$ 583,711</u>

**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Attachments

Agenda Item- Executive Director's Report
<i>Background</i>
The Executive Director updates the Commission on activities and developments.
<i>Executive Director Overview</i>
Updates: <ul style="list-style-type: none">○ Funded Partners and Temporary Changes to Scopes of Work○ Home Visiting Coordination Grant from First 5 CA
<i>Additional Information</i>
<i>Action Requested</i>
Receive Executive Director's Report.

**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Attachments

Agenda Item- Commissioner Reports
<i>Background</i>
Commissioners have the opportunity to provide updates on activities and events relating to their role as First 5 Yolo Commissioner and/or professional capacity in the County.
<i>Executive Director Overview</i>
<i>Additional Information</i>
<i>Action Requested</i>
Receive Commissioner reports.