

FIRST 5 YOLO
Commission Meeting Minutes
April 12, 2017

The First 5 Yolo Children and Families Commission met on the 12th day of April, 2017 at County of Yolo Administration Center located at 625 Court Street, Woodland, CA 95695 at 3:00 p.m.

Commissioners in Attendance: Jenn Rexroad, Heidy Kellison, Jim Provenza, Jesse Ortiz, Jill Cook, Sally Brown, Jenn Rexroad, and Sue Heitman via teleconference

Staff in Attendance: Gina Daleiden, Lauren Adams, and Sarah Edson

Public in Attendance: None

Item #1: Call to order

J. Provenza called the meeting to order at 3:04 p.m.

Item #2: Roll Call and Introduction of New Commissioner

Absent: Francisco Castillo

Item #3: Approval of Agenda

Approved

Chair: J. Provenza deemed it approved.

Item #4: State of Conflict and Recusal

None.

Item #5: Public Comment

J. Provenza welcomed those in attendance, and invited the public to address the Commission on any issue not on the agenda.

Public comment: None

Item # 6: Updates and Announcements from the Chair

None

Item # 7-11 Consent Agenda

Chair Provenza stated that Item #10 includes a recommendation to change the salary and benefits of the First 5 Yolo Executive Director in the following ways: 1. Move salary to top of range to be \$113,356 annually 2. Add 5 days of non-accruing Administrative Leave days annually, in lieu of 2% COLA recently offered to County unrepresented employees. Change to be effective the first pay period after the one year anniversary of hire (February 2017).

7. Approve 3/08/17 Commission Meeting Minutes

8. Adopt May 2017 Commission Calendar

9 Ratify Staffing MOU Between First 5 Yolo and Yolo Crisis Nursery

10. Recommendation and Possible Approval of Proposed Changes to Salary and/or Benefits of First 5 Yolo Executive Director

11. Adopt First 5 Yolo Sponsorship Policy to Begin July 1, 2017

Approve consent agenda items 7-11, Pull Item #7 to change the language, and Item #10 to vote on separately.

MOTION: J. Rexroad

SECOND: N. Arnold

Motion carries unanimously

Item 10: Recommendation and Possible Approval of Proposed Changes to Salary and/or Benefits of First 5 Yolo Executive Director

Motion to approve salary increase to top of the range (\$113,356 annually) and add non-accruing 5 Administrative Leave Days annually.

MOTION: J. Ortiz

SECOND: J. Rexroad

Motion carries unanimously

Item 7: Approve 3/08/17 Commission Meeting Minutes

Item 15- Clarify in the Minutes that unspent funds will not accumulate, but will return to the general fund for Commission decision on allocation at the end of each fiscal year.

Chair Provenza suggested adding "To clarify that funds unspent will not accumulate..." before the existing wording, "J. Provenza suggested text stating that, "Funds will be allocated on a rolling basis throughout the fiscal year, until a total of up to \$5,000 per year has been distributed."

Approve as amended

MOTION: H. Kellison

SECOND: J. Rexroad

Motion carries unanimously

Item #12: Public Hearing; Receive Annual First 5 CA Report to the Legislature

OPEN PUBLIC HEARING. Chair Provenza opened the Public Hearing. No Public Comments.
CLOSED PUBLIC HEARING

Motion to accept the First 5 CA Report to the Legislature as received.

MOTION: N. Arnold

SECOND: J Cook

Motion carries unanimously

Item #13: Approve Clear Impact Funded Partner Performance Measure and Reporting System

Staff presented on Clear Impact performance measure software program. Clear Impact is the only performance measure software program licensed by Friedman RBA. Staff intends for the Clear Impact system to assist First 5 Yolo with report/data tracking and program evaluation, as well as better enable funded partners to streamline reporting, store, track, and analyze their data, and make reporting more consistent. S. Edson provided a demonstration of the system and explained costs. Fifteen licenses are requested. Staff recommends Clear Impact as an investment in the capacity building of funded partners, as well as an efficiency measure for First 5 Yolo evaluation.

Commissioners brought forth questions and discussed options.

J. Cook suggested that First 5 Yolo continue to work with Friedman RBA-trained staff from HHSA and County Administrators Office, as the project moves forward and work continues with funded partners. Ensuring the quality of performance measures should be a top priority.

First 5 staff met with HHSA staff previously to explore the suitability of Clear Impact and compare to HHSA dashboard system. It appears that both systems will be able to interact, and both staffs agreed that each agency has individual needs for each system. First 5 Yolo will continue to partner with HHSA/CAO to improve the use of Friedman RBA among funded partners.

The Commission and staff discussed the following rollout: In FY16/17, the Clear Impact system will be created and customized to meet the First 5 Yolo's needs. During this initial buildout period, five user licenses will be purchased for use by First 5 Yolo and up to three funded partners, as a pilot for the initial system. It is expected that the first funded partners selected to pilot Clear Impact will begin using the new reporting system at the start of the fiscal year 17/18 to complete Quarter 4 and Quarter 1 reporting. Upon completion of Quarter 1 reporting in FY17/18, First 5 Yolo staff will report back to the Commission on the overall effectiveness of the new reporting system. At that time, if progress is satisfactory, the additional licenses, for a total of 15, will be purchased (mid-November) through Clear Impact for use by all funded partners, starting with Quarter 2 reporting requirements. The FY16/17 cost incurred is estimated at 5,100 (\$4,500 for buildout and 5 licenses @\$50/month for 2.5 months). The estimated cost in FY17/18 is \$8,000 and includes \$1,500 for Support Services, and all necessary licenses through the 17/18 fiscal year (\$50/license/month).

Staff noted that success with Clear Impact could result in long term budgetary savings in evaluation costs.

Approve up to \$16,000 for one year of the Clear Impact system, to begin in FY16/17 for system build and piloting of 5 licenses, with a report back to the Commission before moving to up to 15 licenses in FY17/18. Funding will be drawn from staff savings in FY16/17, and from unallocated program funds in FY17/18.

MOTION: H. Kellison

SECOND: J. Ortiz

Motion carries unanimously

Item #14: Authorize Executive Director to Respond to the RFP for MHSA Funding for Help Me Grow FY 17/18-FY19/20

The County of Yolo MHSA-PEI Early Childhood Mental Health Access and Linkage RFP was posted on BidSync today, and appears to be a nearly perfect match for First 5 Yolo's Help Me Grow program. Executive Director requested Commission authorization to submit a bid offering up to a 1:1 match of funds to leverage First 5 Yolo and MHSA funds for Help Me Grow Yolo. The full amount of the grant is \$225,000 annually, over the 3-year duration. This would essentially commit First 5 Yolo to three years of funding for Help Me Grow Yolo, beginning FY17/18. This funding line would be then be a priority for the next First 5 Yolo Strategic Plan that will be developed for FY18/19 and beyond.

J. Rexroad requested language in the First 5 Yolo response stating that First 5 Yolo funding is decreasing as Prop. 10 funding declines. G. Daleiden agreed that this fact should be included.

It is expected that at \$225,000 from MHSA and \$225,000 from First 5 Yolo, the total amount of HMG funding will increase, and the program will be expanded and enhanced. HMG Yolo will become more sustainable with another major funding partner.

Commissioners expressed a high interest in achieving a partnership with MHSA for HMG Yolo.

Motion to authorize Executive Director to complete the RFP process for MHSA funding and offer leveraging of funds of up to a 50/50 match (\$225,000) for Help Me Grow Yolo.

MOTION: H. Kellison

SECOND: J. Rexroad

Motion carries unanimously

Item #15: Approve Budget Adjustments for AdvoKids Training

The Commission previously approved up to \$2,000 for two Advokids trainings in Yolo County, one for foster parents and one for Yolo County CWS. The training for social workers will cost \$1,000 more, as an expert is being brought in from UCLA to present on brain science and social work with young children.

Approve moving \$1,000 from unallocated program funds to augment the First 5 Yolo sponsorship of AdvoKids training for Yolo County CWS staff.

MOTION: J. Cook **SECOND:** H. Kellison

Motion carries unanimously

Item #16: Discuss Medi-Cal Administrative Activities (MAA) Billing Opportunities for Funded Partners

J. Cook and Yolo County provided a MAA billing consultant, HealthReach, to review the cost benefit of MAA billing for three of the First 5 Yolo funded partners. HealthReach selected these three partners based on a review of First 5 Yolo contracts. Given the staff time and potential consultant costs for billing, Children's Therapy Center (implementing Help Me Grow) appears to be the only partner for whom MAA billing may provide a significant benefit. The cost benefit analysis could change if the County grants MHSA funding for Help Me Grow Yolo.

H. Kellison requested to have the consultant evaluate the possible benefit of MAA billing to Yolo Crisis Nursery, if the staff is open to the inquiry, as the organization seems to have many qualifying activities as part of their program.

J. Cook and G. Daleiden agreed to ask HealthReach to explore options with YCN.

Item #17: Receive Executive Director Report

G. Daleiden reported that The First 5 Association has reached an agreement with The Baby Box Company to have local First 5's be distribution points for free "baby boxes" throughout California. Details have not yet been determined, more to come. This project would likely be wrapped into a safe sleep campaign. J. Ortiz offered Yolo County Office of Education for storage, if needed.

G. Daleiden also reported that the First 5 Yolo office is repaired after nearly three weeks of work to repair a leak and water damage. The good news is that the landlord has reduced rent based on the number of work days used for repair, and First 5 Yolo will experience about a \$1,000 savings in May. H. Kellison suggested getting the certificate of abatement for mold. J. Provenza suggested asking Yolo County Environmental Health to test the air at the First 5 Yolo offices. Staff will follow up.

G. Daleiden highlighted that First 5 Yolo budgets will be reviewed in detail in May, when more information is known about revenues.

Planning for the next First 5 Yolo Strategic Plan will begin soon, as the current 3-year Plan ends at the close of FY17/18. A cost for strategic planning will be a line item in the FY17/18 budget. First 5 Alameda, with a comparatively large budget and large staff, created their Strategic Plan in-house, using Friedman RBA as the frame, and G. Daleiden intends to inquire if First 5 Yolo might ask for F5 Alameda's help in strategic planning. This may be more cost effective, and more productive, than other consultants.

L. Adams reported on the new First 5 Yolo affiliation with Text 4 Baby. First 5 Yolo is now partnered with Text4Baby, a free text service targeting pregnant women and new moms with children under 1. The program sends 3 free texts per week, providing parenting tips, information on developmental

milestones, nutrition advice, and other safety messages. There is also an App that provides additional content for parents. Text4Baby will be promoted by First 5 Yolo on the website and with funded partners.

Item #18: Commissioner Reports

H. Kellison reported that the Yolo Crisis Nursery Crab Feed had over 500 people in attendance. It was the first year hosted in Woodland and completely sold out, netting about \$60,000. H. Kellison also had the opportunity to testify for 30 seconds at a Senator Pan Town Hall to share about HMG and important First 5 Yolo programs. Testimony was well-received, and attendees were interested in HMG. Many officials talked about the need for mental health for Children 0-5.

Jill Cook reported on her work with a County committee concentrating on the Yolo County Strategic Plan goal of Thriving Residents. Of particular interest to First 5 Yolo is the interest in expanding best practices in programs benefitting children. Child Welfare Services focus is on children in poverty. The County is looking at upstream investments.

J. Rexroad reported that the Yolo County Local Child Care Planning Council (LCCPC) is very enthusiastic about partnering with First 5 Yolo. She sees an opportunity to use the LCCPC as a vehicle to advocate for, and work on, expansion of child care and early learning in Yolo County. The group is starting their strategic planning, and may be able to include support and focus on a Preschool Initiative. J. Ortiz also attended the meeting and will be a part of the planning, as the LCCPC reports to YCOE and the BOS.

J. Ortiz reported that he will re-start the Preschool Initiative Advocate Group on Monday April 24 at 5:30pm at the Tandem Property in Davis. Representatives from Funding the Next Generation will attend.

Item #19: Chair Adjournment

The meeting was adjourned at 4:42 p.m. The next commission meeting will be held May 10, 2017 from 3 to 5 p.m. at First 5 Yolo, 502 Mace Blvd Ste. 11, Davis, CA 95618