



**COMMISSIONERS**

Francisco Castillo – District 1  
Heidy Kellison – District 4  
Jill Cook - YC Health Dept.

Sally Brown – District 2  
Sue Heitman – District 5  
Jim Provenza, Chair –  
Board of Supervisors

Jenn Rexroad – District 3  
Jesse Ortiz – YCOE  
Nichole Arnold – Children  
w/Special Needs

**AGENDA**

*September 13, 2017*

3:00 –5:00 pm

First 5 Yolo

502 Mace Blvd. Ste. 15

Davis, CA 95618

**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

**CONSENT AGENDA**

Executive Director recommends approval of Consent Agenda Items 7-10.

- General Administrative Function
7. Chair Approve First 5 Yolo Commission Meeting Minutes from 6/14/17
  8. Staff Adopt Calendar for *October 2017*
  9. Executive Director Approve Executive Committee Meeting Minutes from 6/26/17
  10. Executive Director Receive Sponsorship Fund Allocation Report

**REGULAR AGENDA****Presentation/Discussion/Possible Action**

11.	Staff/Executive Dir	Receive Performance Measure Summary Report	15 minutes
12.	Staff/Executive Dir	Receive Clear Impact Update and Presentation Scorecards for Pilot Programs, and Approve Planned Extension of Clear Impact to Other Funded Partners for FY17/18	20 minutes
13.	Treasurer	Receive Updated FY16/17 Revenue and Expenditure Report	5 minutes
14.	Executive Director	Update on Local Cannabis Policies and Potential Impacts/Funding for Children's Prevention and Intervention Services	15 minutes
15.	Chair	Discussion and Direction to Staff on Accepting Private Donations	
16.	Executive Director	Strategic Plan Update and Approval of Strategic Plan Foundation	15 minutes
17.	Executive Director	Update on Preschool Initiative and Discussion of Role of First 5 Yolo	15 minutes
18.	Executive Director	Receive Executive Director Report	5 minutes
19.	Commissioners	Receive Reports from Commissioners	10 minutes
20.	Chair	Adjournment	

Next meeting scheduled: **October 11, 2017** 3:00 p.m. – 5:00 p.m.  
*Please note traveling meeting location in District 5*  
RISE, Inc.  
17317 Fremont Street, Esparto, CA 95627

I declare under penalty of perjury that the foregoing agenda was posted **September 7, 2017** by 5:00 P.M 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) On the bulletin board at the First 5 Yolo office, 502 Mace Blvd. Ste. 11, Davis, California 95618.  
Lauren Adams, Management Services Officer  
First 5 Yolo Children & 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

<b>Agenda Item- Commission Meeting Minutes</b>
<b><i>Background</i></b>
Final minutes from the First 5 Yolo Commission Meeting.
<b><i>Executive Director Overview</i></b>
First 5 Yolo Children and Families Commission held a regularly scheduled meeting on June 14, 2017 from 3:00-5:00PM at First 5 Yolo Conference Room, 502 Mace Blvd, Ste. 15, Davis, CA 95618.
<b><i>Additional Information</i></b>
The next regularly Commission meeting will be held October 11, 2017 at RISE, Inc. 17317 Fremont Street, Esparto, CA 95627 from 3:00-5:00PM.
<b><i>Action Requested</i></b>
Approve minutes as submitted or propose edits.

FIRST 5 YOLO  
Commission Meeting Minutes  
June 14, 2017

The First 5 Yolo Children and Families Commission met on the 14th day of June, 2017 at First 5 Yolo located at 502 Mace Blvd. Ste. 15, Davis, CA 95618 at 3:00 p.m.

**Commissioners in Attendance:** Jim Provenza, Jenn Rexroad, Heidy Kellison, Jill Cook, Sally Brown, Francisco Castillo, and Sue Heitman

**Staff in Attendance:** Gina Daleiden, Lauren Adams, and Victoria Zimmerle

**Public in Attendance:** Rhonda DeRosa (Jesse Ortiz Representative), Jeneba Lahai, Jose Ceja, Willy Onate, Cam Stoufer, Kate Villegas, Justine Jimenez

Item #1: Call to order

J. Provenza called the meeting to order at 3:08 p.m.

Item #2: Roll Call

Absent: Nichole Arnold & Jesse Ortiz

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

Chair Provenza announced that The Board of Supervisors voted to fund The Yolo County Children's Alliance for VITA (Volunteer Tax Assistance).

Item #7: Election of Officers

Each year, First 5 Yolo Commission elects officers. Chair Provenza called for nominations for Vice-Chair and Treasurer. Current Vice Chair S. Heitman and Treasurer H. Kellison were nominated to finish serving out the year term ending in January 2017. Per First 5 Yolo By-Laws, the Chair is the Member from the Board of Supervisors.

Motion to elect S. Heitman as Vice-Chair and H. Kellison as Treasurer for the 2017 calendar year.

**MOTION:** J. Cook

**SECOND:** Jenn Rexroad

Motion carries unanimously

Item # 8-11 Consent Agenda

8. Approve 5/10/17 Commission Meeting Minutes

9. Adopt July, August, and September 2017 Commission Calendar

10. Approve Edits to Cost Allocation Plan

11. Receive Legislative Update

**Approve consent agenda items 8-11.**

**MOTION:** S. Heitman

**SECOND:** Jill Cook

Motion carries unanimously

Item 12: Presentation by Yolo County Children’s Alliance and Discussion of Affordable Care Act and potential local Impacts of Federal and State Legislation

The Commission received a presentation on potential impacts of Federal and State legislation/proposed legislation from Jeneba Lahai of Yolo County Children’s Alliance (YCCA). Willy Onate of YCCA briefed the Commission on recent developments for continued federal funding of home visiting (MIECHV).

The Commission engaged in the presentation and asked questions, expressing an interest in continuing to follow developments affecting children and families in Yolo County.

F. Castillo and The Commission thanked the YCCA staff for presenting and for their work and advocacy in the community, and congratulated them on being selected as Nonprofit of the Year from Senate District 6.

Item 13: Consider and Approve One-Time Funding Request for FY 17-18

Executive Director presented three requests for one-time program funding for FY17/18, noting that the unallocated program amount in the First 5 Yolo Budget for FY17/18 (the last year of the current 3-year Strategic Plan) is \$124, 352.

Per First 5 Yolo policies, requests for funding may be granted outside of funding cycles and proposals may be considered at any time. Policy also allows First 5 Yolo to sole source contracts meeting specified criteria.

The following current funded partners submitted requests for one-time funding in FY17/18 as listed below:

- **Child Welfare Services, Yolo County Health and Human Services Agency** – Resource Family Approval Process Assistance (\$27,000)
- **RISE, Inc.**—SunRISE Preschool Equipment and Outdoor Classroom Upgrades (\$20,000)
- **Yolo Crisis Nursery** – Mobile Client Navigator at Family Violence Coordination Project Pilot (\$40, 950)

Staff noted that approval of these requests would leave \$36,402 remaining in Unallocated Program Funds for FY17/18.

J. Provenza appreciated staff work in providing detailed information about the requests prior to the meeting, and noted that all the requests are from current funded partners for needed items and services. He also highlighted that aiding Child Welfare Services will support the foster care system, as there is a delay in foster child placements.

Public Comment: Cam Stoufer, representative from Yolo Crisis Nursery (YCN), said she was excited about the pilot project for a Mobile Client Navigator, and thanked the Commission for its support of YCN.

***Approve funding requests from Child Welfare Services, RISE, Inc., and Yolo Crisis Nursery, and direct Executive Director and staff to prepare and enter contracts for FY17/18 one-time funding.***

**MOTION:** H. Kellison      **SECOND:** S. Heitman      Motion carries unanimously

Item #14: Authorize Funded Program Contract and Continuing Professional Services for FY 17/18

The Commission is entering the third and final year of the Integrative Family Strengthening Initiative Strategic Plan. First 5 Yolo staff recommended the continuation of all funded programs and special projects with a few augmentations.

G. Daleiden noted that First 5 Yolo is proud to be partnering with Yolo County Health and Human Services Agency to leverage First 5 Yolo funds and MHSA-PEI funds to expand Help Me Grow Yolo (HMG). With MHSA-PEI funds, the total program amount for HMG will be \$450,000, with \$225,000 contributed by MHSA-PEI funds via First 5 Yolo. It is anticipated that final execution (vote by the Board of Supervisors) is expected by the end of June or mid-July 2017. For this reason, HMG contracts should be accepted “pending final execution of the MHSA contract.”

Additionally, an augmentation to Yolo County Children’s Alliance Play School Experience (PSE) contract, in the amount of \$5,000, is included to support PSE program coordination and professional development across the three agencies implementing PSE. The lead Early Learning Associate at YCCA is qualified to provide professional guidance, and this returns the direct service role of coordination of PSE to a contracted provider, rather than First 5 Yolo staff.

The Commission reviewed the contracts and services list.

***Authorize funded program contracts and continuing professional services for FY17/18, with Help Me Grow contract amounts contingent upon final execution of MHSA-PEI grant to First 5 Yolo and the additions of the one-time contracts in item 13.***

**MOTION:** J. Cook      **SECOND:** H. Kellison      Motion carries unanimously

Item #15: Approve Updated Chapter 4 of First 5 Yolo Administrative Policies and Procedures: Planning and Budgeting

First 5 Yolo Staff and Finance Committee recommend updating Chapter 4, as noted in the attachments, to align with current practices, to include and better explain the use of a multi-year budget, and to more clearly align the requirements of the Long Term Financial Plan with those of the First 5 Association Financial Management Guide.

***Approve the updates for Chapter 4 of the First 5 Yolo Policy and Procedures Manual.***

**MOTION:** J. Cook      **SECOND:** S. Heitman      Motion carries unanimously

Item #16: Approve Updated Chapter 20 of First 5 Yolo Policies and Procedures: Salaries and Benefits

G. Daleiden explained that the First 5 Yolo Chapter 20 Administrative Policies and Procedures: Salaries and Benefits requires updating to reflect the most recent changes to benefit packages. All First 5 Yolo employees are at-will County of Yolo employees, and per the Memorandum of Understanding between First 5 Yolo and County of Yolo (2002), The Commission retains the authority

to determine the “number, qualifications, and compensation of employees consistent with County Personnel Regulations.”

County Council and HR reviewed and had no revisions at the current time, and Executive Director will follow up to ensure policy compliance with any substantive suggestions. J. Cook requested the general employee package be consistent with the language used in Yolo County bargaining unit MOUs and input, “90% of the lowest benefit plan,” vs. a dollar amount.

G. Daleiden noted an additional change to remove of the vacation buy back option from the policy, as buy back no longer exists.

G. Daleiden further noted that when new staff members are hired, County Human Resources is consulted prior to giving staff specific benefits package to consider, so that offers are up to date at time of hire.

Rhonda DeRosa suggested adding a caveat “Percentage is subject to change on an annual basis.”

G. Daleiden suggested adding “current” to title the benefit section of the policy. She pointed out that because changes can occur in medical or other benefits, Chapter 20 needs to be updated every year.

***Approve updated Chapter 20 Administrative Policies and Procedures: Salaries and Benefits with “current” added in the benefit section.***

**MOTION:** H. Kellison

**SECOND:** S. Brown

Motion carries unanimously

Item #17: Adopt Unassigned Fund Balance Allocations

In order to better define the Commission’s intended use of dollars in First 5 Yolo Fund Balance, staff recommended the further classification of the Commissions current, “Unassigned” Fund Balance (traditionally noted on the budget as “Fund Balance”). First 5 Yolo currently has direction to maintain 6 months of operating reserve.

After consulting Howard Newens, Yolo County, Chief Financial Officer, staff recommended the assignment of funds to a separate Catastrophic Reserve equal to approximately 6 months of the annual First 5 Yolo operating budget. These funds are intended to allow operations to continue, including all funded programs, for 6 months should Proposition 10 funding become significantly delayed or end, and/or should any other catastrophic event occur that disrupts business operations of First 5 Yolo. The target amount for this fund for FY17/18 is \$750,000.

Staff proposed that the remaining fund balance continue to be Unassigned. The target amount for the Unassigned Balance is proposed to be \$500,000, and is intended to preserve adequate cash flow, and therefore smooth operations, in the event of revenue volatility, an unpredicted significant decline in Prop 10 funding, and/or delay in funding (e.g., DOF projected \$270,000 one-time revenue decrease resulting from the delay in backfill from Prop 56).

At this time, First 5 Yolo has sufficient fund balance to cover all target amounts. Currently, the Unassigned Balance is exceeding its target by approximately \$55,000. By the close of FY17-18 the Unassigned Balance is projected to exceed its target by approximately \$198,000. This is funding that

can be rolled forward into the next Strategic Plan to allow program funding to remain at or near current levels, even if Proposition 10 revenues continue to decline at a 2-3% rate.

G. Daleiden noted that there could be cash flow fluctuations depending on the new Mental Health Services Act (MHSA) funding stream, as First 5 Yolo will need to begin payments to direct service providers for HMG before receiving payments from County of Yolo MHSA. There is a potential that money from the Unassigned Balance will be needed to cover quarterly payments to funded partners for short periods while awaiting MHSA dollars to First 5 Yolo.

Staff noted that future policies could be created to determine any additional restrictions on how funds are accessed or allocated, but are not required beyond current policy. The Catastrophic Reserves does not affect funding for programs, as revenue covers current expenditures.

Staff and Chair also pointed out that projected fund balance could possibly allow First 5 Yolo to maintain program funding at or near current levels for the next strategic plan, thus mitigating for declining Prop. 10 revenues for two or three years.

V. Zimmerle explained that a tracking of First 5 Yolo monthly Prop 10 allocations over the last 5 years shows how volatile and inconsistent the Proposition 10 Tax Allocation revenue can be.

J. Cook appreciated the visual representation of funds that the Business Services Officer created.

The Commission discussed and asked clarifying questions.

***Adopt Unassigned Fund Balance allocations including assignment of \$750,000 to a Catastrophic Reserve (assigned balance).***

**MOTION:** J. Cook    **SECOND:** S. Heitman

Motion carries unanimously

Item #18: Adopt Final FY 17/18 Budget

Staff explained that during the May 2017 meeting, the Commission adopted the FY17/18 annual budget summary indicating projected revenues and expenditures for the coming fiscal year. At that time, the total amount for Program Funding was included, but not all individual allocations were determined. Individual program allocations are now included in the FY17/18 Budget for Commission consideration.

Staff noted that all of the HMG contract amounts are contingent on the approval of the MHSA-PEI contract.

Notable line item changes include: addition of MHSA-PEI funding, restructuring of Help Me Grow Yolo funding, augmented funding for YCCA's Play School Experience coordination role, an increase in unallocated program funding (unless re-allocated by Commission), reduction in costs associated with the independent audit, reduction in professional services, and an increase to County ERP charge (anticipated fee increase associated with using county systems e.g., INFOR and eSchedule). Staff highlighted further narrative in the "Notes" section of the budget.

The Commission reviewed the FY17/18 budget as proposed.

***Adopt FY 17/18 Budget, per the foot note that unallocated amount might change, approved contracts, and HMG funds.***

**MOTION:** S. Heitman

**SECOND:** J. Cook

Motion carries unanimously

Item #19: Approve Increase to Administrative Cost Cap

Staff explained that maintenance of an administrative cost cap is for reporting purposes and has *limited to no direct impact* on actual operating expenditures. Since FY15/16, First 5 Yolo has reduced its operating expenses by over 30%.

Because of the change in staff roles, the allocation formula for cost allocation, which is based on job descriptions, yields a higher administrative allocation percentage, which in turn, raises the percentage of administrative costs over the year. Increased administrative costs are also expected with a smaller agency, as smaller commissions lack the economies of scale to effectively reduce their percentage of administrative costs.

Based on the current size and needs of First 5 Yolo, staff recommends an increase in the administrative cost cap to 15%. The current cap is 12%. This increase has no impact on expenditures for FY16/17 nor projected expenditures for 17/18.

OPEN PUBLIC HEARING at 4:32pm. Chair Provenza opened the Public Hearing. No Public Comments.

CLOSED PUBLIC HEARING at 4:32pm.

***Approve increase in Administrative Cost Cap to 15%.***

**MOTION:** H. Kellison

**SECOND:** F. Castillo

Motion carries unanimously

Item #20: Receive Executive Director Report

- Help Me Grow Yolo
  - Executive Director signed the contract with Yolo County for the MHSA-PEI funds, and is now awaiting June 27, 2017 BOS approval.
- First 5 and Strategic Plan Trends
  - First 5 Alameda's Strategic Plan incorporates Freidman RBA as a framework.
    - The COO of F5Alameda is willing to aid First 5 Yolo in creating First 5 Yolo's new strategic plan.
  - First 5 Merced recently issued an RFP, based on the funding under their new strategic plan, that involves system change projects.
    - G. Daleiden will sit on the committee to rate and discuss the submitted proposals to learn more about this approach.
- Website and Commission Agenda
  - Website is live!
  - Commission packets could be pulled down from the website, rather than paying for Constant Contact to disseminate agenda packets. Staff is working on a way to have a login page for Commissioners to receive their packets.
  - Agenda Packets will be posted for the public on the website, typically the Friday prior to a Wednesday meeting.
- Clear Impact

- Two funded partners will be piloting the program for FY 16-17 Quarter 4 reports: Help Me Grow via Northern California Children's Therapy Center and Yolo Crisis Nursery. G. Daleiden will keep Commission apprised of progress.

#### Item #21: Commissioner Reports

- J. Provenza noted he viewed the impressive and large First 5 LA offices by train station.
- S. Heitman informed the commission about the Park and Pool Project, highlighting that the Tribe and two other donors are stepping up to expand the project. The project is on both city land and school district land. S. Heitman also went to Washington D.C. and met with the Senate Agriculture Committee. The big concern is about USDA funding and the possible loss of funding for the SNAP (CalFresh) program.
- J. Rexroad reported that the Local Childcare Planning Council (LPC) had their strategic planning meeting, also attended by G. Daleiden and J. Ortiz. She believes there is a good opportunity to work with LPC. Now is a crucial time and opportunity. There is a big focus on systems change in advocacy work, is very important.
- G. Daleiden thank Rhonda DeRosa from Yolo County Office of Education for helping to gather data on kindergarten readiness for school districts in Yolo County. All schools currently have different tools and measures.
- H. Kellison reported that she participated in Yolo Crisis Nursery Strategic Planning. She was encouraged to see funded partners engaging the community. The planning sessions was very comprehensive and a great group of advocates for the program were invited and attended.

#### Item #22: Chair Adjournment

The meeting was adjourned at 5:04 p.m. The next commission meeting will be held September 13, 2017 from 3 to 5 p.m. at First 5 Yolo, 502 Mace Blvd Ste. 11, Davis, CA 95618

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

*Attachments*

<b>Agenda Item - Commission Calendar: October 2017</b>
<b><i>Background</i></b>
Commission Calendar of meetings and events during the month of October 2017
<b><i>Executive Director Overview</i></b>
Commission Calendar includes dates for upcoming Commission, committee meetings, and other First 5 Yolo trainings and events.
<b><i>Additional Information</i></b>
Please note that the October Commission Meeting will be held RISE Inc. 17317 Fremont Street Esparto, CA 95627, District 5.
<b><i>Action Requested</i></b>
Adopt calendar with any needed adjustments.

**First 5 Yolo Children and Families Commission  
Calendar of Meetings & Events**

<b>October 2017</b>						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> <b>Commission Meeting 3-5pm</b> 17317 Fremont St. Esparto, CA 95627	<b>12</b>	<b>13</b>	<b>14</b>
<b>15</b> <b>The Upstander Carnival</b> Vets Memorial	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b>	<b>31</b>				

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

Attachments

<b>Agenda Item- Approve Executive Committee Meeting Minutes from 6/26/17</b>
<b><i>Background</i></b>
Per First 5 Yolo Policy, The Executive Committee, comprised of the Chair, Vice Chair, and Treasurer, is a standing subcommittee. The Executive Committee advises the Executive Director, as appropriate, on issues that may arise between regularly scheduled Commission Meetings.
<b><i>Executive Director Overview</i></b>
The First 5 Yolo Commission typically does not meet in July and August. An Executive Committee meeting was held June 26, 2017, as a check -in point over the summer.
<b><i>Additional Information</i></b>
Minutes from the Executive Meeting June 26, 2017 are attached to this item.
<b><i>Action Requested</i></b>
Approve Executive Meeting Minutes from June 26, 2017.



Children and Families Commission

It's All About the Kids

## EXECUTIVE COMMITTEE MINUTES

June 26, 2017, 2PM  
First 5 Yolo  
502 Mace Blvd. Ste. 11 Davis, CA 95618

**Commissioners Present:** Chair Jim Provenza, Vice-Chair Sue Heitman, Treasurer Heidy Kellison

**Staff Present:** Executive Director Gina Daleiden

I. Call to Order/Welcome/Public Comment

*J. Provenza called the meeting to order at 2:13PM. No public comment.*

II. Staff Development

*G. Daleiden briefed the committee on staff development opportunities planned for new staff. The Annual First 5 Association Conference is in Monterey in November, and all full-time staff are planning to attend. Travel costs will be significantly lower than prior years because the location is within driving distance.*

*First 5 Yolo staff will also do some training (at First 5 Yolo) with consultant Joan Planell on Friedman Results Based Accountability. This training will help staff with on-going work with funded partners on proper use of the method and data analysis for reporting. Training is expected in July, and will include coordination with Clear Impact software as a tool for reporting and evaluation.*

III. Update on First 5 Yolo Partnership with County of Yolo Department of Finance

*G. Daleiden updated the committee on continuing efforts to increase effectiveness of the interface between First 5 Yolo finance and Department of Financial Services at County of Yolo. Executive Director has met with CAO Patrick Blacklock and Deputy Mindi Nunes. From this meeting, it is expected that First 5 Yolo fiscal staff will have full access to the County INFOR financial system, and allow First 5 Yolo to directly enter detail on contracts to ensure accuracy by mid to late July 2017. Executive Director will continue to work with DFS staff to ensure effective protocols and communications between fiscal staff.*

IV. Update on Help Me Grow and MHSA-PEI Grant

*G. Daleiden reported that the Board of Supervisors will vote, on Consent, to accept the contract between Health and Human Services Agency and First 5 Yolo, thus providing the final execution of the contract for MHSA-PEI funding for Help Me Grow. All HMG*

*contracts have been updated for FY17/18. First 5 Yolo Executive Director has been asked to present on this partnership to Help Me Grow CA in late July in Alameda.*

V. **Adjourn**

*J. Provenza adjourned the meeting at 3:20PM.*

*Posted in accordance with the Brown Act June 22, 2017*

*The Offices of First 5 Yolo Children and Families Commission, 502 Mace Blvd. Ste. 11 Davis, CA 95618  
County of Yolo Administration Building, 625 Court Street Woodland, CA 95695*

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

Attachments

**Agenda Item- Receive Sponsorship Fund Allocations Report**

***Background***

The Sponsorship Fund, new for FY17/18, allows First 5 Yolo continued involvement in community activities, public awareness of the mission of First 5 Yolo, and support of a variety of organizations with a limited cost in dollars and staff/commission time. Up to \$250 may be allocated per qualifying event, not to exceed a total of \$5,000 per year.

Per the Sponsorship Policy adopted by the Commission in May 10, 2017, the Executive Director and staff review, approve, and process requests on a rolling basis throughout the year. All recent, approved allocations are submitted to The Commission on the Consent Calendar at each regularly scheduled Commission meeting.

***Executive Director Overview***

Two sponsorships have been approved since the commencement of the program July 1, 2017.

The name of each event, name of agency, and date of event is as listed below:

- 1) Community Baby Shower, Yolo County Children's Alliance, 9/30/2017
- 2) Upstander Carnival, Davis Phoenix Coalition, 10/15/2017

Promotional flyers, as submitted with the applications, are attached for further detail. Both events are free and open to the public.

***Additional Information***

Subsequent promotions for both events will note First 5 Yolo as a sponsor, per policy.

***Action Requested***

Receive list of allocated sponsorships and ask questions or provide comments.

The Yolo County Collaborative 2<sup>nd</sup> Annual



# Community BABY SHOWER

a resource fair for parents & babies

**FREE** resources  
**FREE** food  
**FREE** prizes

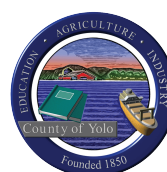


**Home Arts Hall**  
**Yolo County Fairgrounds**  
**1250 Gum Ave., Woodland**

**SATURDAY**  
**SEPTEMBER 30, 2017**  
**10:00am - 2:00pm**



**YOLO COUNTY  
CHILDREN'S  
ALLIANCE**



Adolescent Parenting Program



Parenting with a young heart

# COME ONE, COME ALL!

Info at [davisphoenixco@gmail.com](mailto:davisphoenixco@gmail.com)

# Upstander Carnival

**Davis Vets  
Memorial**  
203 E. 14th St

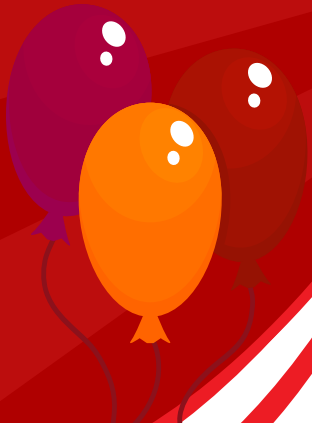
## Sponsored by;

- The City of Davis HRC
- The Davis Phoenix Coaliton

**Join our community  
in standing up to bullying**

- ~Entertainment
- ~Music
- ~Bounce House
- ~Resources for Parents
- ~Mini tote bags to 1st come

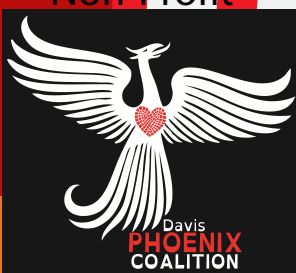
**~FREE FREE FREE**



**Oct  
15 2017**

**from 2 to 4 PM**

Non-Profit



**FOOD - GAMES - PRIZES**

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

Attachments

**Agenda Item- Receive First 5 Yolo Funded Partner Roundtable and Performance Measure Summary Report**

***Background***

As a key component of First 5 Yolo's new, streamlined reporting process, the Q4 end of year Funded Partner Roundtable meeting was held on August 25, 2017. The Roundtable meetings are intended to provide an effective forum for funded partners and First 5 Yolo to work together to strengthen the system of care in Yolo County.

Funded Partner Roundtable meetings are held twice yearly, after reporting is due to First 5 Yolo, in January and in July. The meetings are attended by executive directors and program managers of funded agencies.

First 5 Yolo staff analyzes full reporting data from all partners to offer support and monitor progress at Q2 (January) and Q4 (July).

Annually, Harder+Co. prepares a Local Evaluation Report based on this data, and the Report is used by the Commission for a more comprehensive review of funded programs, in compliance with First 5 policies. The Local Evaluation Report is generally expected in December or January.

Specific data is reported annually to First 5 CA as well.

***Executive Director Overview***

For the first time, all First 5 funded programs are now reporting in the same performance measure template modeled after the Friedman Results Based Accountability template (originally instituted locally by Yolo County Health and Human Services Agency). Funded partners are able to more easily communicate how children and families are "better off" and programs are making a difference. The Funded Partner Roundtable is a conversation and collective analysis of the state of programs and services, or the system of care, as represented by the partners in the room. This includes a discussion of individual program performance measures, as well as trends, forecasting, and possible collaborations around programs and services for children prenatal to five and their families.

On August 25, 2017, funded partners briefly described their program purpose and current status, shared one of their Performance Measures along with their analysis, talked about goals for the coming months and any needs or changes, then allowed questions and discussion of possible solutions or partnerships. *A detailed summary of FY16/17 key points and measures for each funded program is attached to this agenda item as Attachment A, Funded Partner Performance Measure Summary.*

The other half of the Roundtable was devoted to an interactive discussion, small and whole group, of the following: Child Health, Family Strengthening, Child Development, and Upstream Investment (Prevention and Early Intervention). A summary of the discussion will be available at the meeting, and will ultimately help inform the Commission as work begins on the next Strategic Plan.

Feedback, from funded partners in Roundtable meetings, has been positive and informative for First 5 Yolo staff. At the same time, the meetings allow partners to interact and network.

***Additional Information***

All funded partners are in contract compliance to receive Q4 funding allocations from First 5 Yolo. All end of year payments have been completed.

Two funded partners, the Yolo Crisis Nursery and Children's Therapy Center (Help Me Grow Yolo) piloted the new Clear Impact performance measurement and reporting software. Results for these programs will be reviewed in the following agenda item on Clear Impact.

***Action Requested***

Receive Funded Partner Roundtable Report and Performance Measure Summary and ask questions and/or provide comments.

## FY16/17 Funded Partner Performance Measure Summary

*This summary report includes one or more performance measure(s) for each First 5 Yolo funded program, with a sample of key findings reported at year end. All performance measure listed are from the PM3 section of required reporting, the indicators of the extent to which clients served are “better off” as a result of the program or service.*

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**Agency:** Yolo County Children’s Alliance (YCCA)

**Program:** Foster Parent Recruitment and Retention Program recruits, trains, and supports retention of foster families in Yolo County so that Yolo County children 0-5 stay safe and remain close to their community (placed locally or with relatives). This helps ensure that the Yolo child welfare system runs as effectively and efficiently as possible. The program includes education, access to respite care slots at the Yolo Crisis Nursery, and other support for foster families (resource families).

As of June 30, 2017 (end of FY16/17), children 0-5 represented 37% of all children in foster care in Yolo County (148 of 397 children). Data is from County of Yolo records.

Foster and Kinship Care staff hosted/attended 23 recruitment events/activities, provided 336 hours of classes (an increase of 100 hours from previous year), and aided 167 kinship providers and prospective resources families to complete a 30-hour series of classes required for approval as foster care homes. The classes provided allowed final approval of 54 resource families in FY16/17. Another 70 families are awaiting final approval from the County of Yolo.

The program also provided 99 accompaniments with resource families (foster and kinship parents) to essential shopping, home visits, and court hearings. Foster children utilized 214 days of child care provided by the Yolo Crisis Nursery through this program. Additionally, \$13,800 worth of gift cards were distributed for support of 68 foster children under 5 years of age.

The return on investment per child placed locally with families recruited, trained, and supported by the program is estimated to be approximately \$14,000 dollars per year.

Notably, clients report child care costs as the greatest barrier to accepting a placement.

First 5 Yolo has now funded this program for eleven years. Other major funding partners include Yocha DeHe and County of Yolo.

Performance Measure	Result
<b>PM 3.1</b> % of foster homes that remain licensed /or approved (or adopt) from the beginning to end of the fiscal year.	<ul style="list-style-type: none"> <li>• 100% of the 60 RFA homes remained approved (or adopted). This is an increase of 10% over last year.</li> <li>• Foster parents are responding to the need for caring families to support vulnerable children, and program supports and education are resulting in strong retention.</li> </ul>

	<ul style="list-style-type: none"> <li>• Program staff forecasts an increasing need for foster families as the number of children in the child welfare system has increased by approximately 40% in the last several months.</li> </ul>
<p><b>PM 3.2</b> % of foster children 0-5 placed in Yolo County homes (County records).</p>	<ul style="list-style-type: none"> <li>• 57.43% of foster children 0-5 were placed in local homes in Yolo County at point-in-time June 30, 2017, with increasing numbers of kinship homes trained in Yolo.</li> <li>• Before the inception of the program in 2006, only 10% of foster children 0-5 were placed locally.</li> <li>• Last year (FY15/16) 55% were placed locally. The increase to over 57% represents highly successful recruitment/retention, and a meaningful systems change for foster care in Yolo County over the last decade.</li> <li>• Of the children placed outside of Yolo County, approximately 11% were placed with relatives (a preferred placement), meaning that about 68% of all children 0-5 were placed locally or with relatives.</li> <li>• Based on the increased attendance in education and support classes, the surge in children entering care, and current requirements for RFA, the program is increasingly stressed for FTE, time, and space to meet the increasing need. Maintaining the same results may require additional resources.</li> </ul>

**Agency:** RISE Inc.

**Program:** AVANCE is a 9-week, evidence-based dual generational program providing parent education and child engagement for parents with children 0-3 years old. The AVANCE program meets 2 times per week with additional home visits each month. The program also provides case management to families. Parents attend with their children, and children spend a portion of each session in childcare on-site. Developmentally appropriate interactions are modeled when the children join the parents. AVANCE follows a specific program curriculum.

With a total of 2.0 FTE working in the AVANCE program, there were 32 AVANCE sessions held during FY16/17. In total, 34 children and 30 parents/caregivers originally participated in the AVANCE sessions. There was a 23% attrition rate over the 9-week program, and 77% completed the program (23/30).

Performance Measure	Result
<p><b>PM 3.1</b> % of participants who report gaining parenting knowledge and skills</p>	<ul style="list-style-type: none"> <li>• 100% of those completing the program reported learning new ways to keep their child safe and healthy (end of year survey).</li> <li>• For FY17/18, AVANCE staff will continue to provide a variety of applicable skill courses as per the model.</li> </ul>

	<ul style="list-style-type: none"> <li>Based on their assessment of future needs, AVANCE staff plan to potentially add either a sibling course and/or a car seat course from the local CHP area offices.</li> </ul>
<p><b>PM 3.3</b> % of participants who report that they will continue to seek education regarding how to support Kindergarten readiness for their child(ren)</p>	<ul style="list-style-type: none"> <li>At the post-test, 100% of parents reported that they would continue to seek education regarding how to support Kindergarten readiness for their child(ren).</li> <li>By Q4 FY17/18 parents will be provided with developmentally appropriate “homework,” or a home learning packet, to work at home with their child(ren) in preparation for kindergarten. These packets will be prepared in consultation with local kindergarten teachers.</li> </ul>

**Agency:** City of West Sacramento

**Program:** IMPACT provides training, assessments, support, and information to providers of childcare and preschool throughout Yolo County. By providing this service, the quality of the care in all sites served is improved.

IMPACT Program staff served 1,901 children and 97 providers in FY16-17 to enhance the quality of existing preschools and early child care in Yolo County. Early Learning Specialist delivered trainings, information, assessments, and follow up at 293 site visits. Nine county-wide professional development training opportunities were delivered. First 5 Yolo funded 0.2 FTE, and the remainder of the program is funded by the First 5 California IMPACT Grant.

Performance Measure	Result
<p><b>PM 3.1</b> % of training attendees who report applying knowledge or skills gained to improve their teaching practice</p>	<ul style="list-style-type: none"> <li>93% of training attendees reported applying knowledge or skills gained to improve their teaching practices.</li> <li>Results were from surveys given to training attendees (73 trainees).</li> <li>Based on feedback from sites receiving training, new training topics will be provided, and current curriculums for the upcoming year will be refined as well.</li> </ul>

**Agency:** City of Winters

**Program:** Boost teaches children, ages two to five, the foundational social, communication, and behavioral skills they need to be successful in group settings by working directly with children, their preschool teachers, and their parents. The program operates in existing preschools in Winters.

In total, 162 children were served, 168 “touch points” (interactions or meetings) with preschool teachers/directors were recorded by Boost staff, and 202 parents were given handouts or had

interaction with Boost staff. Boost staff includes two 0.15 FTE Administrator/developers and one 0.5 FTE teacher.

Notably, after participating in the program, children who had difficulty appropriately attending “group time” in preschool decreased from 27% to 12% (based on teacher assessment). Children who had difficulty following the classroom routine decreased from 15% to 9% after participating in the program for a year.

Performance Measure	Result
<p><b>PM 3.1</b> % of children with high social/emotional competence (demonstrated by appropriate social communication and behavior for functioning in a classroom setting) as indicated on the teacher assessment</p>	<ul style="list-style-type: none"> <li>• By the post-assessment, at the end of the year, 58% of children who received services from Boost ranked as having high social/emotional competence, a 29% increase from baseline at the beginning of the year.</li> <li>• Boost staff will continue research for optimal ways to measure social/emotional competence.</li> </ul>
<p><b>PM 3.2</b> % of teachers who feel they are better able to model and implement social and behavior skill strategies to support the students in their classroom as indicated on the teacher assessment</p>	<ul style="list-style-type: none"> <li>• 100% of teachers indicated that they were better able to help their students with Boost skills.</li> <li>• Boost staff observe that as preschool teachers use the skills they are learning through the program, they see the effectiveness in their classroom and then, are more motivated to continue to implement the curriculum going forward. Boost leadership forecasts increasing effectiveness as teachers understand and believe in the value of the program.</li> </ul>

**Agency:** Lead4Tomorrow

**Program:** Family Hui offers three 12-week, trauma-informed, positive parenting courses that build a strong sense of community and improve resiliency in families. Children are welcome to attend with parents.

At the three Hui locations (Winters, Woodland, and West Sacramento), 19 parents/caregivers participated and 27 children were in the program.

Performance Measure	Result
<p><b>PM 3.1</b> % of participants reporting an improvement in integrating positive parenting skills into their approach to parenting, with positive impact on their children.</p>	<ul style="list-style-type: none"> <li>• 90% (based on an average of 3 survey questions that 16 of the 19 participants submitted) reported an improvement in integrating positive parenting skills into their approach to parenting, with a positive impact on their child.</li> <li>• Family Hui is working with Harder+Co to refine the survey process to better fit the clients served.</li> </ul>

**Agency:** Yolo County Library

**Program:** Early Literacy for Families, offered at all 8 library branches, provides early literacy multilingual “Storytime” sessions that focus on the 5 early literacy practices of talk, read, sing, write, and play. Sessions are taught with both parent/caregiver and child together. 1.0 FTE provides program management and assessment. Library staff are trained to deliver the program sessions.

961 Storytime sessions were offered across Yolo County, serving 14,627 children and 9,751 parent/guardians in the Storytime sessions. 326 incentive books were given to parent/caregivers.

Performance Measure	Result
<p><b>PM 3.1</b> % of parents/caregivers who read with their child more often after participating in Storytime</p>	<ul style="list-style-type: none"> <li>• 66% of the parents/caregivers who took the survey in October and April reported reading more with the child after participating in Storytime. 34% reported that they read about the same as before attending Storytime.</li> <li>• To help encourage families to read more to their child, the library has plans to develop large-format charts with song/rhyme lyrics in multiple languages.</li> <li>• With the continued focused efforts of staff, the Library expects to adjust presentation techniques to meet a target of 80% reading more frequently in FY 17/18.</li> <li>• Many of the respondents with high frequency of participation (attending 12 or more Storytime sessions) indicated that they had already been reading every day with their child at home.</li> </ul>
<p><b>PM 3.2</b> % of parents/caregivers who sing songs with their child more often after participating in Storytime</p>	<ul style="list-style-type: none"> <li>• 73% of the parents who attended and took the survey in October and April reported that they sing songs more often with their child since attending Storytime. 27% reported that they are singing the same amount with their child as they were prior to attending Storytime.</li> <li>• To help encourage families to sing more with their child, the Library has plans to develop large-format charts with song/rhyme lyrics in multiple languages.</li> </ul>

**Agency:** Yolo County Children’s Alliance (YCCA)

**Program:** Step by Step/Paso a Paso is an evidence-based program designed to strengthen families, encourage healthy child development, and ultimately aid in the prevention of child maltreatment through participation in the Healthy Families of America model of home visitation. The model includes intensive parent education and robust case management. The program links clients to essential community services that actualize healthy child development, nurture

successful parent child bonding, and add stability in times of crisis. Home visitation is designed for higher risk families, and involves intensive one-on-one care.

This program is co-funded by First 5 Yolo and County of Yolo. The County of Yolo is able to receive MCVIEH dollars to fund the majority of the program.

First 5 Yolo funds part of several positions including, Program Manager, Clinical Supervisor, Family Assessment Worker, and Family Support Workers equaling 1.0 FTE. Through the Step by Step program, 68 clients were served by home visitation in FY16/17. 139 initial referrals were made to home visiting and of those, 68 clients agreed to services and had at least one or more home visits.

Notably, staff worked with clients to ensure 100% of clients were up-to-date on immunizations, prenatal visits, and well-baby appointments in FY16/17.

There are multiple indicators for this program established by Healthy Families America. YCCA requested to develop some indicators in the RBA format, and are now using RBA to report to First 5 Yolo.

Performance Measure	Result
<p><b>PM 3.3</b> # and % of clients assessed and referred to Moving Beyond Depression (MBD) who accept placement in the program.</p> <p>Moving Beyond Depression is designed for clients assessed as suffering from mental health issues (maternal depression).</p>	<ul style="list-style-type: none"> <li>• 75% (6/8) of referrals made by the Step by Step team to participate in Moving Beyond Depression were accepted.</li> <li>• Leadership from the local MBD team and the Step by Step team have scheduled monthly meetings to review all referrals made and focus on supporting clients in acceptance of the service and how best to support clients that are currently being served by MBD. This is a significant indicator of parental mental health affecting the healthy development of the child.</li> <li>• Staff plans more communication between the MBD team’s leadership and Step by Step leadership, with MBD status and challenges as a standing item in the weekly team meetings. The goal is to increase participation, as mental health of the parent(s) can greatly affect the development of the child.</li> </ul>
<p><b>PM 3.4</b> % of CWS-referred clients (closed cases) who avoided re-entry (did not reopen) in CWS.</p> <p>% of all Step by Step clients who avoid entry in CWS.</p>	<ul style="list-style-type: none"> <li>• 67% (2/3) of those referred to Step by Step home visitation from CWS, were not re-referred to CWS while open to Step by Step home visitation. Staff are mandated reporters.</li> <li>• 98% (67 /68) of all Step by Step clients avoided entry into CWS in FY16/17.</li> <li>• One case had to be closed due to re-entry into the CWS system.</li> </ul>

	<ul style="list-style-type: none"> <li>• The Step by Step team recognizes that the referral of clients to the program from CWS may require additional screening and support to meet the high level of need. In particular, referrals need to enter the program very early, as pregnant mothers, or in cases where the index child is 3 months of age or younger to quality for successful services.</li> <li>• It may also be prudent for referrals from CPS only come from clients have been evaluated out of CWS, and not open cases that are preparing to close.</li> <li>• Step by Step has had a history of success supporting families. Since the inception of the program over 8 years ago, only one case (FY16/17) has re-opened to CWS services.</li> </ul>
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**Agency: Yolo County Children’s Alliance (YCCA)**

**Program: Play School Experience (PSE)** is an hour session that focuses on increasing parent/child bonding, developmentally appropriate interactions, and parental knowledge and skills to support early learning. PSE is offered 1 time per week in Clarksburg and 2 times per week in West Sacramento. While PSE permits drop-in clients each session, the West Sacramento and Clarksburg sessions have many families who attend regularly throughout the year. A total of 95 sessions were offered in West Sacramento and 45 in Clarksburg. In FY 16/17, 83 children and 73 parents/caregivers were served. These are unduplicated counts.

Performance Measure	Result
<p><b>PM 3.3</b> % of clients reported it is easier to manage the daily stress of raising a child since participating in PSE</p>	<ul style="list-style-type: none"> <li>• In Quarter 4, (93%) of parents reported that they experienced less stress this past reporting period due to strategies that were implemented in PSE.</li> <li>• This is an improvement over Quarter 2 numbers, when 86% reported a decrease in stress levels.</li> <li>• YCCA staff took steps to address the stress levels experienced by families by having the Early Learning Associate incorporate self-care into her lesson plans as well as including referral of parents to parenting workshops like NPP and Family Hui.</li> <li>• The Early learning Associate also referred parents to FRC staff for case management in regards to immigration, housing, child care, employment, and other safety net services.</li> <li>• YCCA staff credits this positive trend in decreasing stress levels to the new approaches and enhanced case management features included in PSE.</li> </ul>

<p><b>PM 3.2</b> % of clients reported learning skill/behaviors that are appropriate for their child's age</p>	<ul style="list-style-type: none"> <li>• 98% of clients reported learning skills/behaviors that are appropriate for their child's age.</li> <li>• PSE allows for parents to interact with their child/children while performing parent-child bonding activities through play, as well as parenting education through the myriad of FRC services and community events.</li> <li>• YCCA has also implemented the practice of screening every PSE/FRC child that comes through the program while following up and educating parents on developmental milestones and home safety/family violence.</li> </ul>
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**Agency:** RISE Inc.

**Program:** Play School Experience (PSE) is an hour session that focuses on increasing parent/child bonding, developmentally appropriate interactions, and parental knowledge and skills to support early learning. PSE is offered 1 time per week in Winters and 2 times per week in Esparto. PSE is a drop-in program, with many regulars. A total of 26 sessions were offered in Esparto and 13 offered in Winters. 87 children and 62 parent/caregivers were served. Unduplicated numbers are reported.

Performance Measure	Result
<p><b>PM 3.1</b> % of clients who report learning new ways to keep their child safe and healthy</p>	<ul style="list-style-type: none"> <li>• 100% of clients surveyed reported learning new ways to keep their child safe and healthy, as parents are provided information on how children develop and learn parenting skills appropriate for the child and developmental stage.</li> <li>• For FY 17/18, RISE plans to provide either a car seat training, healthy cooking, or a family dinner workshop to expand the curriculum.</li> </ul>
<p><b>PM 3.3</b> % of clients who report it is easier to manage the daily stress of raising a child since the participation in the PSE program</p>	<ul style="list-style-type: none"> <li>• 100% of participants surveyed reported that it was easier to manage their daily stress in raising their children since participating in the PSE program.</li> <li>• RISE's goal is to continue to provide families with education related to child development, but also find ways to promote self-care for the parent/caregiver. RISE will host workshops for parents pertaining to self-care and stress management.</li> </ul>

**Agency:** Empower Yolo

**Program:** Play School Experience (PSE) is an hour session that focuses on increasing parent/child bonding, developmentally appropriate parent-child interactions, and parental knowledge and skills to support early learning. PSE is offered 1 time per week at Knights Landing and 2 times per week in Woodland and Davis. PSE is a drop-in program, with several regular clients. The number of drop-ins varies by site. The Empower Yolo PSE in Woodland is

located at Empower Yolo, and serves many families seeking services for domestic or family violence, often on a drop-in or shorter term basis. A total of 26 sessions were offered in Woodland, 25 in Davis, and 12 in Knights Landing. In total, 247 children and 177 parents/caregivers were served. Unduplicated numbers are reported.

Performance Measure	Result
<p><b>PM 3.2</b> % of clients who report learning skills/behaviors that are appropriate for their child's age</p>	<ul style="list-style-type: none"> <li>100% strongly agreed or agreed that they were learning skills/behaviors appropriate for their child's age. There was an increase in Strongly Agree from Agree between Q2 to Q4.</li> </ul>
<p><b>PM 3.3</b> % of clients who report it is easier to manage the daily stress of raising a child since the participation in the PSE program.</p> <p>Note: Stress levels are a proxy measure to indicate effective child abuse/neglect prevention and/or family strengthening</p>	<ul style="list-style-type: none"> <li>100% of the participants Strongly Agreed or Agreed that they have learned to better manage the stress of raising a child since attending PSE.</li> <li>With the decrease in critical stress levels, parents/caregivers are more ready to seek services, and PSE (particularly at the Woodland location) has become a gateway for clients to access other Empower Yolo programs/services.</li> <li>By changing intake procedures for Empower Yolo clients, clients are now explicitly asked if other resources are needed. Empower Yolo provides a menu of services and asks more directly if clients would like to learn more about these services. This change has resulted in roughly 30% of clients (all Empower Yolo) accessing another services that same day.</li> </ul>

**Agency:** Ark Preschool

**Program:** Enhancement of the Arts Ark Preschool hosts Music Matt and the Crocker Art Museum's Artist To-Go Program to enhance programming at this preschool serving low-income and housing insecure children. Ark preschool had 24 children participating in the program throughout the year.

Student art was displayed at the Yolo County Fair, the Crèche & Music Festival, and at the future home of the MOSAIC Children's Museum for February's First Friday Art Walk. The children also were able to take two new field trips: one to the Yolo Arts Gallery 625 and one to the Crocker Art Museum. All of the students received 2 family passes to the Crocker Art Museum to see some of the works of art that they explored at preschool.

ARK Preschool was originally designed as a Special Project/Mini-Grant, and as such, has modified reporting.

**Agency:** Children’s Home Society

**Program:** Child Development Conference is for child care providers, preschool teachers, and caregivers to gain the knowledge and skills necessary to deal with child care and classroom challenges, an understanding of best practices in regards to supporting children’s social and emotional development, the skills necessary to support families through the Five Protective Factors that prevent child abuse, ideas on how to support children in the areas of science and music, and additional insight on how to incorporate science and music activities into their child care and classroom.

Children’s Home Society of California (CHS) had 119 participants attend the 2017 Yolo Child Development Conference titled “Supporting the Whole Child”. Of the 63 evaluations returned, 46 stated that they would use what they had learned when working with children in their care, and 17 did not have a response to that question.

The Children’s Home Society contract was originally designed as a Special Project/Mini-Grant, and as such, has modified reporting.

**Agency:** Yolo Crisis Nursery

**Program:** Emergency Overnight Child Care Program aims to increase child safety and well-being in times of crisis. YCN offers on-call, emergency overnight child care at the Nursery to provide an immediate, safe place for children needing overnight care, and helps connect families to the resources they need with case management and other services offered at YCN. Emergency Overnight Care is one component in the carousel of services offered by YCN, and generally serves the most at-risk population entering care.

Outreach was provided to 99 at-risk families, 42 overnight care slots were utilized, and 30 families were served through case management. All overnight slots were served and managed by 0.4 FTE.

With First 5 Yolo funding, YCN has re-built the Overnight Care component of the Nursery that was cut during the separation from EMQ.

Performance Measure	Result
<b>Review Yolo Crisis Nursery Presentation Scorecard Via Clear Impact</b>	

**Agency:** Northern California Children’s Therapy Center

**Program:** Help Me Grow Yolo is a part of a research-based, national program focused on early identification and intervention to improve child development and early childhood mental health, providing a systems approach to linking children and families to needed programs and services.

HMG Yolo provided 703 child developmental screens (including ASQ-3, ASQ-SE, Autism Screening, Caregiver Mental Health Screening, and Environmental Screening) and trained 408 individuals (parents, providers, or community agencies) on HMG services and developmental screening tools.

Notably, HMG Yolo will expand and enhance services significantly in the next three years with the additional funding from the Yolo MHSA grant. In particular, the leveraging of funds will allow for expansion to medical providers, thereby increasing screens and connections to services.

<b>Performance Measure</b>	<b>Result</b>
<b>Review Help Me Grow Presentation Scorecard Via Clear Impact</b>	

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

Attachments

**Agenda Item- Receive Clear Impact Update and Presentation Scorecards for Pilot Programs, and Approve Planned Extension of Clear Impact to Other Funded Partners for FY17/18.**

***Background***

In April of 2016, The Commission approved funding for one year of the Clear Impact data software and reporting system, to begin in FY16/17 for system build and piloting of up to 5 licenses, with a report due back to the Commission before moving to up to 15 licenses in FY17/18.

Clear Impact was implemented both as an investment in the capacity building of funded Partners as well as an efficiency measure for First 5 Yolo reporting and evaluation. Funding was drawn from staff savings in FY16/17 and unallocated program funds in FY17/18 to budget for launch and full implementation.

Clear Impact is the only performance measure software program licensed by Friedman RBA, and all First 5 Yolo staff have been training with Clear Impact and also with a local Friedman RBA expert, to effectively implement and work with funded partners on the system. Executive Director will be certified in Friedman RBA, and all staff will have access to the training.

***Executive Director Overview***

Two funded partners, The Yolo Crisis Nursery (Emergency Overnight Child Care Program) and Children's Therapy Center (Help Me Grow Yolo) piloted the new Clear Impact performance measurement and reporting software for their Q4 and end of FY16/17 reports. Templates were built, incorporating established performance measures, for both programs. First 5 Yolo staff worked closely with each partner, to test how the system would meet the needs of both a smaller and larger partner agency. These partners continue to use Clear Impact as they enter FY17/18. *The Presentation Scorecards from each, with performance measure data from FY16/17, will be shared at the meeting.*

Thus far, the Clear Impact system has assisted First 5 Yolo with report/data tracking and program evaluation, as well as better enabled the pilot funded partners to streamline reporting, store, track, and analyze their data, and make reporting more consistent.

First 5 Yolo staff is able to review data in the system at any time, and can send direct instructions, advice, or questions to partners. This reporting will be used to guide the Local Evaluation Report.

The Crisis Nursery has been able to develop a Scorecard for reporting to County of Yolo, and a Scorecard for the new First 5 Yolo funded Mobile Client Navigator as well, thus

increasing the efficiency of their reporting. Help Me Grow Yolo uses the system to track additional data and measures required by Help Me Grow National and Help Me Grow CA.

Additional detail on the progress and findings of the pilots will be presented at the meeting with a demonstration of the scorecards.

Given the successful progress, Executive Director recommends the full extension (up to 15 licenses) of Clear Impact in FY17/18 as an investment in the capacity building of funded partners, as well as an efficiency measure for First 5 Yolo evaluation.

***Additional Information***

The extension of Clear Impact to all funded partners is reflected in the approved FY17/18 Budget. It is contained in the “capacity building and evaluation support line item under Program Expenditures.

It is anticipated that all funded partners will train with First 5 Yolo staff over the next few months, and be ready to use Clear Impact in FY17/18, likely by Q2 for most programs.

***Action Requested***

Receive update and Scorecard presentations, and approve planned extension of Clear Impact to other funded partners (up to 15 licenses) for FY17/18.

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

Attachments

**Agenda Item- Receive and Approve Updated FY16/17 Revenue and Expenditure Report**

***Background***

Quarterly, the Treasurer and First 5 Yolo financial staff provide a year-to-date Revenue and Expenditure Report Summary to the Commission. The 4<sup>th</sup> Quarter Revenue and Expenditure report is presented after the close of every fiscal year and reflects the prior fiscal year's actual revenues and expenditures, budgeted revenues and expenditures, and summary of the administrative, program, and evaluation cost incurred by the Commission.

***Executive Director Overview***

Presented revenue and expenditures for FY16/17 reflect all receipt and expenditure of funds for the entirety of FY16/17. Revenues and expenditures are reported on a modified accrual basis and as such, FY16/17 expenditures reflect all incurred expenses as of 6/30/2017 though cash funds may or may not have been expended prior to 6/30/17. The presented allocations across the administrative, program, and evaluation cost centers are based on percentage allocations as defined in the Cost Allocation Plan.

Of note are the following variances:

1. Q4 Prop 10 revenue declined significantly due to the implementation of Prop. 56 and receipt of "backfill" amounts in arrears. As a result, the anticipated surplus of ~\$74,500 was not realized. While Prop. 10 funds were ~\$2,500 greater than originally budgeted in FY16/17, it did not reach more recent, adjusted projections. The net impact of Prop. 56 is unclear at this time, and Prop. 10 allocations will be monitored closely in the months ahead and, if deemed necessary, a recommendation to revise the FY17/18 budget will be made.
2. At the June meeting, the Commission set a targeted amount for the Unassigned Balance in Reserves of \$500,000. At that time, the projected balance of this reserve at the close of FY16/17 was ~\$555,000. As a result of the under realization of project Prop. 10 revenue, the current balance of this reserve is ~\$487,709 (\$12,291 under target).
3. Total Prop. 10 revenues were \$1,537,789.49, an 8.5% decline from FY15/16.
4. While no First 5 Association Membership Dues are reflected in the report, membership dues were paid for FY16/17 in FY15/16 however, the expense was not accrued to FY16/17 and as a result, this expense is not reflected in the Revenue and Expenditure Report.
5. Website Development and maintenance came in significantly under cost. This is a product of low IT expense and Extra Help staff's ability to complete significant portions of the website redesign independently.
6. Beginning Fund Balance was adjusted to reflect an adjustment to fund balance of approximately \$104,000 to reimburse Yolo County for prior year First 5 payroll charges and misc. corrections.

7. The Commission's administrative costs \$228,389, 14.91% of total expenditures. The current administrative cost cap is 15%.

***Additional Information***

***Action Requested***

Approve FY16-17 Q4 Revenue and Expense Report

**FIRST 5 YOLO  
YEAR END REVENUE AND EXPENDITURE SUMMARY REPORT  
FISCAL YEAR 2016-2017**

Reports Pulled September 7, 2017

Descriptions	Budget	Actual Through 8.29.17 (GL Report)	Favorable (Unfavorable) Variance	% Budget Variance
<b>SOURCES OF FUNDS</b>				
<b>A. Revenue</b>				
First 5 California Tobacco Tax Allocation	\$ 1,535,246	\$ 1,537,789	\$ 2,543	0.17%
Medi-Cal Administration Act	-	-	\$ -	0.00%
Intergovernmental Transfer Funds	90,000	90,000	\$ -	0.00%
Interest Earnings	3,000	14,617	\$ 11,617	387.22%
Other Income and Adjustment	5,000	1,030	\$ (3,970)	-79.39%
<b>TOTAL SOURCES OF FUNDS</b>	<b>1,633,246</b>	<b>1,643,436</b>	<b>10,190</b>	<b>0.62%</b>
<b>EXPENDITURES</b>				
<b>B. Personnel</b>				
Total Salaries and Benefits	515,928	514,969	\$ 959	0.19%
Workers Comp and Unemployment Ins.	1,621	610	\$ 1,011	62.38%
<b>Total Personnel</b>	<b>517,549</b>	<b>515,579</b>	<b>1,970</b>	<b>0.38%</b>
<b>C. Funded Programs</b>				
Developmental Screening / Help Me Grow	344,895	315,546	29,349	8.51%
Children's Therapy Center	194,895	166,586	28,309	14.53%
RISE	50,000	50,000	-	0.00%
Empower Yolo	50,000	48,960	1,040	2.08%
Yolo County Children's Alliance	50,000	50,000	-	0.00%
Avance	150,000	150,000	-	0.00%
Play Groups/Play School Experience	114,000	113,525	475	0.42%
Parent Education / Family Hui	15,000	15,000	-	0.00%
Foster Care	103,500	103,500	-	0.00%
Healthy Families America/Step by Step	50,000	50,000	-	0.00%
IMPACT	50,000	50,000	-	0.00%
<b>Subtotal</b>	<b>827,395</b>	<b>797,571</b>	<b>29,824</b>	<b>3.60%</b>
<b>Special Projects</b>				
Emergency Childcare	15,000	15,000	-	0.00%
Healthy Families America/Step by Step	9,167	9,167	0	0.00%
Enhancement of the Arts	6,000	5,880	120	2.00%
Early Literacy for Families	50,643	50,643	-	0.00%
Family Violence Coordination Pilot Project	7,000	7,000	-	0.00%
BOOST	20,505	20,505	-	0.00%
Child Development Conference Speakers	2,500	2,500	-	0.00%
AdvoKids	3,000	3,000	-	0.00%
<b>Subtotal</b>	<b>113,815</b>	<b>113,694</b>	<b>121</b>	<b>0.11%</b>
<b>Capacity Building and Evaluation Support</b>				
Clear Impact	6,000	5,000	1,000	16.67%
<b>Subtotal</b>	<b>6,000</b>	<b>5,000</b>	<b>1,000</b>	<b>16.67%</b>
Unallocated	290	31,234	(30,944)	-10670.47%
<b>Total Funded Programs</b>	<b>947,500</b>	<b>947,500</b>	<b>-</b>	<b>0.00%</b>
<b>D. Operating Expenses</b>				
Telephones, Internet, and Web Hosting	3,631	4,894	(1,263)	-34.78%
Food	250	659	(409)	-163.73%
Household Expenses	100	5	95	95.03%
Office Expenses	3,000	1,302	1,698	56.61%
Postage	275	81	194	70.61%
Printing	1,500	1,121	379	25.28%
Maintenance - Equipment	500	-	500	100.00%
First 5 Association Membership Dues	3,700	-	3,700	100.00%

Program Expense	4,000	705	3,295	82.37%
Publication & Legal Notices	500	89	411	82.23%
Rent - Buildings	23,793	18,338	5,455	22.93%
Smalls tools and Minor equipment	5,000	4,468	532	0.00%
Board Retreats	200	-	200	100.00%
Staff Trainings/Development	1,000	-	1,000	100.00%
Transportation, Travel, & Conferences	4,000	845	3,155	78.89%
Liability Insurance	-	1,302	(1,302)	0.00%
Utilities (Court St)	-	256	(256)	0.00%
<b>Total Operating Expenses</b>	<b>51,449</b>	<b>34,064</b>	<b>17,385</b>	<b>33.79%</b>
<b>E. Professional Services</b>				
<b>Consulting/Contracting</b>				
Evaluation	25,000	25,000	-	0.00%
Communications	6,000	3,000	3,000	50.00%
MAA Claiming	-	3,300	(3,300)	0.00%
Program (Heidi Colby)	1,670	1,670	(0)	-0.02%
Other	-	4,562	(4,562)	0.00%
<b>Legal and Accounting</b>				
Yolo County Counsel (Legal Services)	3,000	2,913	87	2.90%
Yolo County Auditor's Office (Fiscal Services)	6,000	4,273	1,727	28.78%
Independent Financial and Expanded Audit	17,659	15,659	2,000	11.33%
<b>Technology and Data Processing</b>				
IT/ERP	5,245	4,168	1,077	20.54%
IT Services		2,477		
County ERP		1,691		
Website/Database Development and Maint.	5000	1,510	3,490	69.80%
<b>Total Professional Services</b>	<b>31,904</b>	<b>66,055</b>	<b>330</b>	<b>1.03%</b>
<b>TOTAL EXPENSES</b>	<b>1,548,402</b>	<b>1,563,197</b>	<b>19,685</b>	<b>1.27%</b>
<b>Excess of sources over exps (Exps over sources)</b>	<b>\$ 84,844</b>	<b>\$ 80,239</b>	<b>\$ 29,875</b>	
<b>Fund Balance, July 1, 2016</b>				<b>1,157,470</b>
<b>Fund Balance, June 30, 2017</b>				<b>\$ 1,237,709</b>

<b>Cost Allocations</b>		
<b>Cost Center</b>	<b>FY16/17 Actuals</b>	<b>% of Total Expenditures</b>
Adminstration	228,389	14.91%
Program	1,196,305	78.09%
Evaluation	107,268	7.00%

Notes: - The July 1, 2016 fund balance was reduced by \$79,828.27 to reimburse Yolo County for prior year First 5 payroll charged to County funds in error  
- Unallocated funds in the amount of \$31,234 will be rolled into the FY17/18 budget  
-The Commissions cap for administrative costs is 15%

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

Attachments

**Agenda Item- Update on Local Cannabis Policies and Potential Impacts/Funding for Children’s Prevention and Intervention Services**

***Background***

With the passage of Proposition 64, voters in California legalized recreational marijuana use. This changes the landscape of public policy around the issue. And it raises concerns for unintended impacts on the community, young children prenatal to five, in particular.

As a voice for children 0-5, the First 5 Association is concerned that with anticipated greater use and acceptance of recreational marijuana, more young children may experience unintended health effects. Research shows legitimate health concerns in other states that have legalized marijuana, including increased unintentional exposures in young children leading to hospitalization. In addition, the public health research is beginning to reveal short term and long term health and development impacts for children of women who use marijuana during pregnancy (First 5 Association Position Paper).

There are now local conversations, at both the city and county level, around potential cannabis revenue mechanisms (including taxes or funds through a development or other agreement). At the state level, as well as in other counties, First 5 has recognized a parallel to administering the tobacco tax for services for children and families. Individual cities in Yolo County may soon consider taxes and fees for the cannabis industry, depending on policy choices made at these local levels.

Across California, it is First 5’s position that any discussion about revenues should keep the youngest children and prevention efforts at the forefront. Local jurisdictions have an opportunity to allocate funding to support prevention and early intervention programs aimed to support young children and families at the most critical stage of brain development, and at the point of greatest leverage, prenatal to five.

Some precedent is already being set by local governments. For example, a sizable share of the Humboldt tax will be directed toward early childhood services, and Santa Cruz has established a “Thrive by Three Fund” that will help support home visiting and other strategies with a portion of cannabis revenue.

***Executive Director Overview***

It is important for First 5 Yolo to be a part of discussions involving tax/fee revenue, if cities/County decide to allow the industry to grow, process or sell, locally, as First 5 programs and populations will be affected. Effective advocacy for prevention and early intervention, and funding of such efforts, are likely to become increasingly central to the policy and revenue discussions around the emerging cannabis industry.

In the early childhood space, it is recognized that evidence-based parent education programs, public awareness of health/prenatal impacts, and home visiting services are considered among effective mitigation measures. Prevention and early intervention programs such as parent education and home visiting further address a broader goal of strong families and healthy children. It is this type of “upstream investment” that can address the root causes of problems, rather than waiting until they are larger, more entrenched, and more difficult and costly to solve later in life.

From discussions with counterparts in counties on the leading edge of this issue, there will be impacts, largely unintended, on prenatal to 5. **Given First 5’s nearly 20 years of on-the-ground experience working to make children healthy, safe, and ready to learn, First 5 commissions can offer assistance to local governments to make sure those impacts are not unaddressed.**

As this issue is rapidly unfolding, further updates will be provided at the meeting.

***Additional Information***

***Action Requested***

Receive updates and discuss.

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

Attachments

**Agenda Item- Discussion and Direction to Staff on First 5 Yolo Position on Accepting Private Donations**

***Background***

First 5 Yolo is an “agency of county government,” created by State of California Statute. As a public agency, donations to First 5 Yolo are “tax deductible” to private donors much as contributions to a school district or to the County would be.

***Executive Director Overview***

Historically, First 5 Yolo has accepted contributions from various sources, generally directed donations to a specific program or project. While wide-spread fundraising activities have not been held, it is possible for First 5 Yolo to accept donations. Fiscal staff can easily direct these donations to specified purposes, as is done with current grants outside of regularly received Proposition 10 revenue.

Direction is requested on whether or not The Commission has any need to limit donations from specific sources, or if, as would be currently allowed, all private donations are accepted.

***Additional Information***

This is a particularly timely agenda item, as the emerging cannabis industry may have an interest in donating private dollars to early childhood prevention and intervention. This consideration is separate from the acceptance of public revenues (tax or fee money) generated by the industry and invested in early childhood, a process First 5 Yolo expects to join as a significant participant, given the nearly 20 years of experience with Proposition 10 tobacco tax funding.

*Any new policies desired by The Commission would need to be brought forward at a subsequent meeting.*

***Action Requested***

Discuss and provide direction to staff.

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

Attachments

**Agenda Item- Strategic Plan Update and Approval of Strategic Plan Foundation**

***Background***

First 5 Statute requires that county commissions adopt “an adequate and complete” county strategic plan for the support and improvement of early childhood development within the county, as well as for funding and implementation of programs.

Commissions are required to hold at least one public hearing before a strategic plan, or an annual update to a strategic plan, is adopted.

First 5 Yolo is currently in the final year of the Three Year Strategic Plan: July 2015 to June 2018. It is anticipated that a new multi-year Strategic Plan will be adopted by the Commission by the end of June 2018.

***Executive Director Overview***

Prior strategic plans have been developed with a variety of consultants. This can involve a significant cost to First 5 Yolo. Given the fiscal climate, the skills and abilities of current staffing, and previous discussions with The Commission, the Executive Director will bring much of the development of the next Strategic Plan in-house. It is intended that this Strategic Plan be pragmatically useful to guide the work of the agency and reflect The Commission’s commitment to children prenatal to five and their families in Yolo County.

The move to Friedman Results Based Accountability further helps set the framework for First 5 Yolo’s Strategic Plan, and makes the process easier to structure. As previously discussed with the Commission, First 5 Alameda has been, and will be, helpful in this framing. Some local consultant time will be used mainly for facilitation of Commission retreats in the process.

A draft Strategic Plan Foundation document is included with this agenda item as Attachment A. The Commission will be asked to review and approve this document, with particular attention to the proposed Guiding Principles for the Strategic Plan.

A draft Community Survey is also included as Attachment B. This survey will be sent via email to a wide range of community stakeholders, including representatives of public agencies, community based organizations, healthcare, private business, elected officials, First 5 Yolo Commissioners, First 5 Yolo funded partners, and others. The Community Survey will also be posted to the First 5 Yolo website and thus available to the general public. The Survey is expected to be available during the last two weeks of September.

***Additional Information***

The following documents are attached:

Attachment A- First 5 Yolo Strategic Plan Foundation

Attachment B- Draft Community Survey

***Action Requested***

Receive update, provide feedback, and approve Strategic Plan Foundation containing Guiding Principles.

# DRAFT

## First 5 Yolo Strategic Plan Foundation

### Background:

The current First 5 Yolo Strategic Plan is currently in the final year of a 3-year implementation. It is anticipated that The First 5 Yolo Commission will adopt a new Strategic Plan to begin July 2018 (FY18/19).

The Mission of First 5 Yolo is to assist the community to raise children who are “healthy and ready to learn.” Given the efforts of First 5 Yolo to strengthen families (providing child abuse/maltreatment prevention at the earliest stages), to improve access to services for children most in need, and to support vulnerable children in foster care, The Commission could add clarity to the mission by adding the word “safe.” This would make the commitment to safety explicit, rather than implied as part of both “healthy and ready to learn.”

### Guiding Principles:

Guiding principles for the Strategic Plan are typically vetted at public meetings and in focused communications to assist the Commission in identifying the values and existing foundations that will guide final decisions through the process.

The following draft list of Guiding Principles is proposed:

- Keep as our core concern, the health, safety, and early learning needs of children, prenatal to five, and the support of their families.
- Value diversity as a strength, respecting all cultures and promoting access for all families.
- Invest to achieve the greatest impact with a more deeply defined focus (rather than broad and shallow investments scattered across a range of individual grants).
- Promote prevention, early intervention, and community systems change.
- Build funding collaborations and opportunities to leverage to enhance impact.
- Address community needs, build capacity in community partners, and prioritize children at greatest risk or in greatest need.
- Commit to making programs/services accessible, culturally competent, and responsive to children with developmental or special needs.

### Strategic Plan Elements:

The FY18/19 Strategic Plan will identify 4 Priority Areas to serve as polestars for First 5 Yolo's unique role and responsibility. These Priority Areas, Child Health, Family Strengthening/Child Abuse Prevention, Early Learning/Child Development, and Systems Change, align with First 5 Statute and First 5 Yolo's Mission.

Goals under each Priority Area will articulate agency level results which are achieved through the funding and support of programs and services, or staff level work, projects, and collaborations.

Annual local evaluations will report on "headline measures," or indicators of success in affecting priority area goals. This is how First 5 Yolo can measure agency progress and continuously improve efforts. Data for individual program performance measures will be used as proxy measures for these agency results. Refinement and development of performance measures and data collection is on-going.

### Strategic Plan (Tentative) Timeline:

Beginning planning, organization, and facilitator interviews – July/August

Community Survey – September

Work by Commission – November/December

Review by Board of Supervisors – December/January

Draft Plan – February

Develop Implementation Plan – March/April

Develop Funding Plan and Final Strategic Plan for Approval – May/June

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

Attachments

**Agenda Item- Updates on Preschool Initiative and Discussion of Role of First 5 Yolo**

***Background***

In 2016, Yolo County Office of Education, First 5 Yolo, and a community group of early learning advocates joined in an initial exploration and discussion of a Preschool Initiative for Yolo County. It was proposed that the Initiative be part of a sales tax measure on the November 2016 ballot. In that proposed ballot measure, ¼ cent would have been dedicated to the Preschool Initiative and ¼ cent to countywide transportation.

The outlines of the proposed Preschool Initiative focused on improving quality in existing preschools (both public, private, and family care setting), expanding access or capacity, and creating affordability. This followed the model piloted by the Up4WS program, a partnership between the City of West Sacramento, First 5 Yolo, and First 5 CA, as well as additional private partners.

For a variety of reasons, including consideration of individual city taxes already proposed for the same ballot, the county tax measure was not put on the November 2016 ballot.

Preschool advocates have re-focused on a preparations for a ballot measure for 2018, and have continued to meet and plan.

***Executive Director Overview***

Yolo County Superintendent Jesse Ortiz will update the full Commission on the most recent considerations. Executive Director would like Commission direction on possible roles for First 5 Yolo in the proposed fiscal and administrative structure of a Preschool Initiative, as various stakeholders have both suggested and inquired.

***Additional Information***

The detail for this item is evolving rapidly. More information will be provided at the meeting.

***Action Requested***

Receive update, discuss options, and provide direction to staff.

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

Attachments

<b>Agenda Item- Executive Director's Report</b>
<b><i>Background</i></b>
The Executive Director updates the Commission on activities and developments.
<b><i>Executive Director Overview</i></b>
Updates: <ul style="list-style-type: none"><li>○ Annual Report by First 5 Yolo to First 5 CA</li><li>○ FY16/17 Audit</li><li>○ First 5 Small County Summit</li></ul>
<b><i>Additional Information</i></b>
<b><i>Action Requested</i></b>
Receive Executive Director's Report.

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

Attachments

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