



COMMISSIONERS

- Nichole Sturfels – District 1
- Heidi Kellison – District 4
- Jennie Pettet – County of Yolo

Absentees are marked with x

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

- Jenn Rexroad – District 3
- Garth Lewis – YCOE
- Nichole Arnold – Children
w/ Special Needs

October 09, 2019

3:00-5:00 pm

First 5 Yolo Conference Room
502 Mace Blvd. Ste. 15
Davis, CA 95618

Commissioners in attendance: Jim Provenza, Heidi Kellison, Sally Brown, Nichole Sturfels, Melissa Roberts, Nichole Arnold, Garth Lewis, Jenn Rexroad

Staff in attendance: Gina Daleiden, Victoria Zimmerle, Melina Ortigas

Public in attendance: Justine Jimenez

ADMINISTRATIVE AGENDA

1. Call to order
The meeting was called to order at: 3:07pm
2. Roll Call
Absentees were noted as above
3. Approval of the Agenda

Motion G. Lewis **Second** N. Arnold *Motion carried unanimously*
4. Statement of Conflict and Recusal: none
5. Public Comment: none
6. Updates and Announcements from the Chair
J Provenza confirmed he provided a report to the Board of Supervisors regarding First 5 Yolo yesterday and highlighted The CHILd Project: Road to Resilience, the recent audit resulting in zero audit findings, and the success First 5 Yolo has had bringing in leveraged funding from foundations and grants to support the Commission's goals.

G Daleiden confirmed her update to the Board of Supervisors was expected in the following month of November.

J Provenza cautioned that while First 5 Yolo has been successful in bringing in leveraged funds, there is still a need for other sources of funding for sustaining programs and to be available for contingencies as Proposition 10 funds decline. He highlighted the BOS discussion on Cannabis Tax Allocation, some of which will go to First 5 Yolo for early childhood.

J Provenza added there is clearly an interest on the part of some board members to have certain criteria met for funds to be awarded. The proposal needs to address cannabis education for the target population such as pregnant women who are higher-risk and including rural population outreach would help as well. These funds are one-time lump sums that can't be spent on ongoing items such as FTE. This presents challenges to creating significant impact.

G. Daleiden added that First 5 Yolo could potentially release an RFQ for a consultant to perform services for a limited time. This consultant could perform a literature review of cannabis information related to impacts on the perinatal population as well as conduct educational activities related to cannabis impacts.

There is some expectation is that there will be multi-year funding over two years potentially.

Items #7-9 Consent Agenda

7. Approve First 5 Yolo Commission Meeting Minutes from 9/11/19 (Item pulled for correction by N. Sturmfels)
8. Approve First 5 Yolo Finance Committee Meeting minutes from 10/1/19
9. Receive Sponsorship Fund Allocations Reports for Northern California Children's Therapy Center's 26th Annual Dinner and Auction, and the Yolo County Library's Costume Parade

Approve consent agenda items 8-9

MOTION J. Rexroad **SECOND** M. Roberts *Motion carried unanimously*

7. Approve First 5 Yolo Commission Meeting Minutes from 9/11/19

N. Sturmfels requested a clarification in the minutes under the section of the Executive Director report regarding R2R. Staff agreed to make the corrections prior to finalizing the minutes.

Approve First 5 Yolo Commission Meeting Minutes from 9/11/19 with corrections

MOTION S. Brown **SECOND** N. Sturmfels *Motion carried unanimously*

REGULAR AGENDA Presentation/Discussion/Possible Action

10. Hold Public Hearing: FY18/19 First 5 Yolo Annual Report to the Legislature and First 5 CA-

J Provenza open the public hearing at 3:34 pm

No public comment.

J Provenza closed the public hearing at 3:34 pm

11. Accept FY18/19 First 5 Yolo Annual Report to the Legislature and First 5 CA

N Sturmfels asked about the higher-risk population mentioned in the State Report and what population was used as a point of reference in the comparison. G Daleiden confirmed there is not a lot of detail requested in the State Report, and terms are more general. The City of Davis received a more detailed summary with this comparison for The CHILD Project Pilot in the Q4 report also sent to the Commission. V. Zimmerle confirmed that the average scores of the Healthy Families America Parent Survey countywide were compared to the CHILD Project Pilot Parent Surveys over 9 months to find that, overall, the Pilot population was higher risk. However, First 5 Yolo's review was based on countywide files available at the time. Better data is expected as the Pilot expands to Road to Resilience (R2R).

Accept FY2018-2019 First 5 Yolo Annual Report

MOTION G. Lewis **SECOND** S. Brown *Motion carried unanimously*

12. Hold Public Hearing: FY18/19 Independent Financial Audit---

J Provenza opened the public hearing at 3:27pm

G Daleiden thanked V. Zimmerle for her enormous efforts and excellent results. First 5 Yolo is fortunate to have this capacity in-house.

V Zimmerle announced there were no audit findings noted for FY 18/19 and that the audit showed First 5's financial numbers presented fairly and accurately. First 5 Yolo is in compliance with all requirements per ordinances and also per the State and Proposition 10 mandates.

The most critical number to pay attention to is the Net Position, which is different than the Fund Balance because it considers all the longer-term liabilities. The Net Position is about half a million dollars over the prior year, which is stable. Other post-employment benefits (OPEB) liabilities went up due to FTE changes. There is proportionate shift from year to year depending not only on First 5 Yolo FTE changes, but on County of Yolo FTE changes, and it is largely consistent. The internal fund balance is well within what the Commission's adopted target.

Program expenses were slightly down over the prior year, in part due to changes in strategy consistent with First 5 Yolo's Strategic Plan. Program expenses are down this year

in order to be able to use the funds over the next 2 years, which leads to more than double the amount of program funds in the next year. This is made possible with leveraged funds but without the funding on the First 5 side, opportunities for leveraging would not be available.

Commissioners asked clarifying questions.

N Sturfels noted a typographical error in the date listed on the second page of the report. Staff agreed to update the report to correct the typo.

N Sturfels asked about membership composition of the First 5 Yolo Commission. G Daleiden explained that the positions are set in County Ordinance, and that, in addition to the BOS position as Chair of the Commission, there is a County staff position, as well as community representatives appointed by Members of the Board of Supervisors (BOS). The County position can vary in terms of departments represented. J. Provenza noted the BOS appoints someone who is interested, as well as connected to oversight of programs/services related to children. Jennie Pettet, Director of HHSA Child, Youth, and Families Branch is now serving as the County representative, having replaced Jill Cook after her notable service to First 5 Yolo.

J Provenza closed the public hearing at 3:37pm

13. Approve and Accept FY18-19 Independent Financial Audit

Approve and Accept FY18-19 Independent Financial Audit with typographical error changes

MOTION N. Arnold

SECOND N. Sturfels

Motion carried unanimously

14. Approve Update to FY 19/20 Budget

V. Zimmerle shared that when the budget was originally adopted in June 2019, several items related to revenues were still unfolding. Since, information has been clarified requiring a budget revision for adoption. The biggest change to what was originally adopted—was in revenue. For example, there is a new line item for Dual Language Learner (DLL) Pilot. First 5 Yolo is assisting First 5 CA with this DLL research project. At the time the original budget was adopted, it was not known if First 5 Yolo was participating, and now that it is confirmed, the line item has been updated.

The MHSA PEI grant for HMG was also increased, as the funds that are expected will include an allocation for Bilingual FTE and Developmental Playgroups. All revenues changes total an increase of \$335,000.

Additionally, there was an error in the original adopted Budget due to a summation error with regards to Personnel. The Total, or bottom line of the budget, was impacted, so the original budget has been updated to correct the error.

Personnel action taken at a prior Commission meeting was also incorporated into the updated Budget so the Commission can see current, actual numbers with that action included.

First 5 Yolo Commission intends to use funds to leverage other partnership grants (such as MHPA and OCAP), and this entails planning funding over multiple years so that First 5 Yolo funds will be available as long as that program is expected to run. The Continuing Leveraged Programs reserve of \$339,000 covers the next five years of programming with some saved for unanticipated costs, especially considering the limited predictability of standing up a new program. G. Daleiden clarified this funding is for two programs- R2R and for HMG.

G. Daleiden provided some examples of unexpected expenses in the larger, more complex programs, particularly as new pieces are launched. The R2R direct service partners recently hired all program staff, and have already experienced some challenges. For example, YCCA hired and trained a new staff member for the R2R project who resigned shortly after completing training. The evidence-based program training required for the position is limited in availability and difficult to schedule. It will be more expensive for the replacement employee, as it will have to be done out-of-state given the required timeframe. Funds will have to be used from First 5 Yolo to cover this training, as OCAP does not cover out-of-state trainings. This is a clear example of why a reserve is necessary.

J Provenza added that the idea of a program reserve is to not to jeopardize the catastrophic reserve and is a strategy that has been used by County of Yolo.

G Daleiden noted that it is especially important to have a dedicated amount for programs that are ongoing and very complicated. First 5 needs to plan for the long term and to address commitments to others. In addition, it is possible for the Commission to move money out of the reserve if and when it is no longer necessary.

N Sturmfels noted that the updated funding to Evaluation seems smaller than expected, given the larger R2R Project.

V Zimmerle clarified that there is more money for evaluation embedded in the R2R Project funding. There was a significant amount of savings from not using personnel due to contract delays with OCAP. These savings have been moved to program evaluation and data needs within the Project.

S Brown suggested adding a budget note to this effect to show the full amount for Evaluation.

V Zimmerle confirmed that a total of \$35,000 is allocated to program evaluations with \$25,000 for R2R specific evaluation and \$10,000 for quality checks of data reviewed by First 5 staff for all funded programs.

M Ortigas added that per OCAP, the grantees will be gathered soon for training on IRB and research process. OCAP is providing a Principal Investigator for the study and will do the analysis on the research surveys and client level data they request.

V Zimmerle agreed to update the amount on the budget note about RFQ and contract award to LPC for evaluation.

G. Daleiden noted First 5 Yolo is waiting for OCAP to approve all budget amendments on the contract, and awaiting more information on the IRB piece before communicating any changes to LPC regarding their scope of work and budget.

H. Kellison raised an issue about the Yolo Crisis Nursery's space needs. The Nursery is frequently at-capacity, and serves children and families countywide. For many years they have needed to expand and are launching a capital campaign. Having First 5 Yolo as a donor would open doors for their capital campaign. The Commission could consider allocating a significant amount of money on Yolo Crisis Nursery from the fund balance—somewhere around \$100,000. This would be similar to the amount spent on the building for SunRISE preschool in Esparto.

J. Provenza suggested that, at a future date, The Commission could have a presentation by Yolo Crisis Nursery to explain their purpose and what they hope to accomplish with their capital campaign.

H. Kellison added that YCN has a building fund and is earning money but until they have the land chosen and design, many things still need to be decided. There is some time to consider this at a future meeting in the next year.

V. Zimmerle noted the continued leveraged reserve is meant to give the Commission an idea of what money should not be expended, and what might be available for options.

G. Daleiden added this is quite likely the first time The Commission will have more funds from leveraged sources than from Proposition 10 funding. For sustainability, First 5 Yolo now needs to plan with funding partners—this changes the work and requirements for staff abilities. Dollars are now coming from various sources with different requirements.

Approve and update to FY 19/20 Budget

MOTION G. Lewis **SECOND** M. Roberts *Motion carried unanimously*

15. Consider Amendment of YCCA Nurturing Parent Contract to Include Funding for NPP in Knights Landing

G. Daleiden noted this request for funding Nurturing Parent Program in Knights Landing originated with the 5th District. After serving on First 5 Yolo's RFQ Committee for NPP, Supervisor Chamberlain's Deputy felt strongly that NPP would be welcomed and helpful to families in the underserved area of Knights Landing. District 5 asked if First 5 Yolo would be willing to add it to the expansion of NPP, originally hoping to find some funding at the County for the addition. County funding is not available at this time, and thus the request is for First 5 Yolo to fund the additional parent education course and parent engagement.

First 5 Yolo staff has spoken to direct service providers about their ability to serve Knights Landing. RISE has indicated it would be difficult for them due to distance. YCCA is willing to serve the community there, as they are interested in expanding their services to families.

The request before the Commission is for up to \$18,000 to run one 10-week course in Knights Landing to allow YCCA to build bridges in that community and see if it is an effective service in that area. There is some funding expected from First 5 CA (new IMPACT grant) that could potentially help with the additional NPP course, but if that funding doesn't materialize, then it may not be easily funded the following year.

Previously, in PlaySchool Experience, there were about eight parents served in Knights Landing and attendance was sporadic. J. Provenza added that it would be a way of getting into the community and seeing if this program could be successful there, as it is clearly an underserved community.

G. Daleiden agreed that this might be a time to test outreach with a single 10-week course, and then consider if there is a need for more and if it is sustainable. This is true around the County for this year piloting NPP in more locations, as the single 10-week course in Woodland is not enough to meet the need for broad prevention.

G. Lewis asked how needs are assessed for all the regions in Yolo County and G Daleiden confirmed that, over time, First 5 has used different forums and methods to do this. However, she acknowledged that First 5 needed to shift in the ways the Commission identified in the last strategic planning sessions. Ultimately, the goal is to reach across the county, identifying families in need wherever they live, and not focus only on geographic areas. People in Yolo County live in one area and access services in another, people drive from West Sacramento to a Davis clinic for example. There is room to improve at identifying the families that need help and then offering the services they need.

Rural areas often need particular attention, though, because they don't have the same access to services or mobility of some of the cities.

N. Sturmfels asked if this is this the right program for Knights landing if transportation is an issue and suggested discussing with county public health to see if they have surveyed this area and if they know what the needs are.

J. Provenza added that the problem of accessing services is compounded by poverty in the area.

M. Roberts and G. Daleiden provided the perspective from District 5 that the office believes they have a strong sense of what their community needs, and sees NPP funding as a bridge in the short run. District 5 thinks NPP could work well, and that YCCA will likely have more success as a provider for the area.

Approve Amendment of YCCA Nurturing Parent Contract

MOTION H. Kellison **SECOND** M. Roberts
Nicole Sturmfels abstained due to not living in community and not enough information

16. Executive Director Report

G. Daleiden provided the following key highlights for the Commission:

- The R2R project finally has identified a Project Manager to start by October 31st. The candidate is a Nurse and MPH and has experience leading a HMG in another county. She has all the required experience and skills in terms of the data management for the project in addition to her medical/clinical expertise. The R2R team is looking forward to welcoming her to the team in late October.
- The MOU with the City of Woodland to scale up capacity of R2R services to Woodland residents is now executed. City of Woodland is funding First 5 Yolo at \$50,000 for these expanded services.
- First 5 Yolo took part in a focus survey with the First 5 Center. G Daleiden was asked about HMG Yolo, and had the opportunity to discuss how it is an effective systems improvement effort. Surveys compiled from several counties implementing HMG will be captured in the Center's Policy Brief funded by the Pritzker Foundation.
- The first R2R Partnership Network Roundtable with all the partners convened is scheduled for November 15th. VIVA Social Impact Partners will facilitate network building and will coordinate the meeting. First 5Yolo is able to access this expert support thanks to a Dignity Health grant that covers this very important piece of the R2R Project designed to foster collaboration and innovation.
- The Concilio of Yolo County will present an award to First 5 Yolo. The Board of directors awarded the First 5 Commission and First 5 Yolo as an agency. G Daleiden indicated that as she will be traveling the same evening, M. Ortigas will attend, and join G. Lewis and J. Provenza to accept the award. Prior Commissioner, J. Ortiz will be there as well to present the award.

17. Commissioner Reports

G. Lewis provided an update from the County Office of Education. The Head Start Center at Lincoln in Woodland has been shut down. The new Center is in West Sacramento, at the hub Alice Norman Elementary school, which has several preschools.

There is currently a small group of early childhood education champions taking a look at new policies and new, expanded funding coming from the State. They are looking at the needs in Yolo County and what gaps will continue to exist, with hopes to develop ways to address gaps locally. Patty Herrera has volunteered her time as an early childhood education expert who understands policy implications. She has offered her guidance to providers to look at new policies work together in a cohesive manner to optimize access to new funds for Yolo County. The plan is to review all the new policy pieces from CA and Governor Newsom so providers can think about new ways to look at how to increase services in Yolo County, whether or not there is an increase in local funding.

N. Arnold shared that she is currently a volunteer coordinator for CA Caregiver Alliance and highlighted that there will be a research summit at University Covenant Church regarding early childhood on the upcoming Saturday.

H. Kellison and J. Provenza attended the Yolo County Remembrance Ceremony for pregnancy loss. H. Kellison mentioned it was very difficult, but very healing and helpful to connect with the other families. It was helpful for people to go to get support and come together to remember. The cemetery district provided the space and they had a chaplain from Sutter. First 5 Yolo sponsored this event put on by County Maternal Child Adolescent Health.

N. Sturfels added that the State has a lot of support for families in this situation. There is FIMR money (some goes to chart review) that supports families. There is also a conference as well as videos with stories about their experience.

G. Daleiden suggested adding this resource to the First 5 Yolo website.

18.

Adjournment

The meeting was adjourned at 4:35pm