

Memo

To: Commission Members
From: Alexander Khu
Date: Monday December 7, 2015
Re: December 7, 2015 Commission Meeting

Enclosed are the materials for the October 5, 2015 Commission meeting which will take place as follows:

Time: 6:00 PM
Location: 1485 Civic Court Suite 1200, Concord, CA
925-771-7300

This year, we once again make available a bin from the Food Bank for food donations.
Please consider bringing in Non-Perishable cans or packaged Food Items to donate.

NO GLASS CONTAINERS, please.

The Food Bank's most needed items are as follows:

- Natural Peanut Butter, Whole Grain Cereals
- Hearty Low Sodium Soups, Low Sodium Canned Vegetables, Canned Tomato Products
- Beans and lentils (dry or canned), Brown Rice, Whole wheat / Grain Pasta
- Canned Tuna, Canned Chicken
- Canned Fruit in Juice
- Nonperishable Low Sodium Ready to Eat Meals (chili, ravioli, etc.)

A light dinner will be provided.

Please let me know if you have any questions.

Kind Regards,

Alexander Khu, Executive Assistant
First 5 Contra Costa
1485 Civic Court
Suite 1200
Concord, CA 94520
925-771-7342 Direct
925-771-6083 Fax



Commission Meeting Agenda

Monday, December 7, 2015, 6:00 pm
1485 Civic Court, Suite 1200
Large Conference Room
Concord, CA

1.0 Call to Order and Roll Call

2.0 Public Comment

The public may comment on any item of public interest within the jurisdiction of the First 5 Contra Costa Children and Families Commission. In accordance with the Brown Act, if a member of the public addresses an item not on the posted agenda, no response, discussion, or action on the item may occur.

3.0 Approval of Consent Calendar

Action

A Commissioner or member of the public may ask that any of the following consent items be removed from the consent calendar for consideration under Item 4.

3.1 Approve the minutes from the October 5, 2015 meeting.

3.2 Accept the Executive Committee Report from the October 5, 2015 meeting.

3.3 Approve the Contracts Docket

APPROVE and AUTHORIZE the Executive Director to execute a contract amendment with Nicole Young to increase the payment limit by \$6,000 (from \$50,000 to \$56,000) to support planning for staff implementation of Commission's Strategic Plan. FY2015-16 budget line: Administrative Expenses (\$1,277,402): Professional Services (\$119,750).

3.4 Accept the FY 2015-16 First Quarter Financial Report

4.0 Consider for discussion any items removed from the consent calendar.

5.0 Recognize First 5 staff who have surpassed service milestones and appreciate the entire staff for their continuing dedication and accomplishment

6.0 Presentation of the 2015 Year in Review

7.0 Annual Report to First 5 California for Fiscal Year 2014-2015.

- a. Public Hearing on First 5 Contra Costa's Annual Report for Fiscal year 2014-2015.
- b. Adopt the Annual Report to First 5 California for Fiscal Year 2014-2015

Action

8.0 Consider approving a proposed increase in salary for the Executive Director from the current salary of \$137,081 to \$145,429.

Action



- 9.0 Consider approving the Slate of Officers of the Commission for 2016:** **Action**
Chair: PJ Shelton
Vice-Chair: Kathy Gallagher
Secretary / Treasurer: Gareth Ashley
Additional Non-Voting Member: Katharine Mason
- 10.0 Consider approving the 2016 Standing Meeting Calendar** **Action**
- 11.0 Consider approving the First 5 Contra Costa 2016 Employee Compensation and Benefits Resolution.** **Action**
- 12.0 Executive Director's Report** **Discussion**
- 13.0 Communications** **Discussion**
- a. Grassroots effort inspires significant improvements at Davis Park in San Pablo, California.
 - b. Political strength on Monument Boulevard, Concord's Latino Community is finding its voice.
- 14.0 Commissioner F.Y.I. Updates** **Discussion**
- 15.0 Adjourn**

The First 5 Contra Costa Children and Families Commission will provide reasonable accommodations for persons with disabilities planning to participate in Commission meetings who contact the Commission's offices, at least 48 hours before the meeting, at (925) 771-7300.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the First 5 Contra Costa Children and Families Commission to a majority of members of the First 5 Contra Costa Children and Families Commission less than 96 hours prior to that meeting are available for public inspection at 1485 Civic Court, Suite 1200, Concord, CA 94520 during normal business hours.

In consideration of those who may suffer from chemical sensitivities or who may have allergic reactions to heavy scents, First 5 Contra Costa requests that staff and visitors refrain from wearing perfume, cologne, or the use of strongly scented products in the work place. We thank you for your consideration of others.



Monday December 7, 2015

Agenda Item 3.1

Approve the minutes from the October 5, 2015 Commission Meeting.



COMMISSION MEETING

Minutes

Monday, October 5, 2015, 6:00 pm
1485 Civic Court, Suite 1200
Large Conference Room
Concord, CA

1.0 Call to Order and Roll Call

The meeting was called to order at 6:11 PM by Chairwoman PJ Shelton.

Commissioners in attendance were: Kathy Gallagher, Gareth Ashley, Barbara Cappa, John Jones, Supervisor Candace Andersen, Dr. William Walker, and Joan Miller

Alternates present were: Belinda Lucey, and Katharine Mason.

Also present was Deputy County Counsel, Keiko Kobayashi.

Absent: Commissioner Maria Fort; Alternates Matt Regan, Supervisor Karen Mitchoff, and Kathy Marsh.

2.0 CLOSED SESSION

Public Employee Performance Evaluation

Title: Executive Director

The commissioners went into a ten minute closed session.

3.0 Public Comment

Sharon Bernhus from Shelter Inc. thanked First 5 Contra Costa for its support of the Mountain View House over the past decade at a time when essential service was most needed. She expressed hope that First 5 would support the shelter with links to other funding sources during the transition. She also introduced their new director of Program Operations, Leslie Gleason.

Angela Gattis, Family Support Specialist from CARE Parent Network informed the Commission of the need for more parent support for children with special needs. Estela Nunez also expressed her concern as a parent of a child with special needs, for the need of more available support.

Commissioners thanked both Angela and Estela for their commitment in helping support parents of children with special needs.

4.0 Approval of Consent Calendar

Motion to approve the consent calendar was made by Gareth Ashley and seconded by Kathy Gallagher.

AYES: PJ Shelton, Kathy Gallagher, Gareth Ashley, Barbara Cappa, John Jones, Candace Andersen, Dr. Walker and Joan Miller.

NOES: None

ABSTAIN: None

Motion was **APPROVED**.

5.0 Consider for discussion any items removed from the consent calendar.

There were no items from the consent calendar removed for discussion.

6.0 Consider accepting the Fiscal Year 2014-2015 Financial Audit.

Sean Casey explained that due to the exceptional complexity of new government accounting standards, the Commission's auditors were not able to complete the audit by the time the agenda for the meeting was posted, on October 1st. The completed audit materials were received by staff the morning of the meeting, October 5th.

PJ Shelton opened the public hearing on the First 5 Contra Costa Annual Financial Audit 2014-2015.

Roger Alfaro, representing Vavrinek, Trine, Day & Co. reviewed the audit reports with the Commission. He discussed the following:

The Commission received an unmodified opinion, which is the highest form of opinion, on the financial statements, with no findings.

As a result of new Governmental Accounting Standards Board (GASB) standards, the Commission adopted two new statements of financial accounting standards, GASB 68 and GASB 71. These established standards of accounting and financial reporting for defined benefit pensions provided to employees of governmental employers through pension plans that are administered through trusts. Alfaro noted that First 5 Contra Costa was one of the first First 5 Commissions incorporating the new GASBs to complete their audit.

There were no material weaknesses and no issues with internal controls. No instances of non-compliance were found.

At the close of fiscal year 2014-2015, the Commission's assets plus deferred outflows exceeded its liabilities plus deferred inflows by \$29 million, a decrease of 21% from the previous year. Of this amount, \$733,942 was the net investment in capital assets and \$718,030 was restricted for Thomas J. Long Foundation grants. The remaining net position, \$28,506,048 was available to meet the Commission's ongoing obligations. The change in net position was due to recognition of the net pension liability as a result of adopting GASB 68 and the Commission's planned use of resources to keep program funding stable, in line with budget expectations. Alfaro explained that the governmental fund financial reports are not affected by GASB 68.

PJ Shelton asked the Commission and the public if they had questions regarding the reports given. The Commission asked for clarification of the impact the implementation of GASB 68 had on the Commission's prepayment towards its unfunded pension liability in 2013. The auditors explained that the prepayment results in discounted retirement rates for the Commission over 11 years and a lower pension liability, resulting in significant savings.

PJ Shelton closed the public hearing.

Kathy Gallagher made a motion to adopt the Annual Financial Audit for Fiscal year 2014-2015, seconded by Dr. Walker.

AYES: PJ Shelton, Kathy Gallagher, Gareth Ashley, Barbara Cappa, John Jones, Candace Andersen, Dr. Walker and Joan Miller.

NOES: None

ABSTAIN: None

Motion was **APPROVED**.

7.0 Consider accepting the 2016 premium contribution rates for active employee health and dental benefits, and maintaining existing contribution rates for health and dental benefits for retirees.

Sean presented the 2016 premium contribution rates for active employees. Plan premiums are set to increase by a range of 1% to 11.8% depending on the plan. The two dental plans remains unchanged, and the cost of the vision plan has decreased 4%. Open enrollment for staff will begin mid-October 2015.

Commissioners asked how the best possible rates were obtained; staff explained that the County negotiates the plan premiums. The Commission's costs are far more sensitive to staff plan choice than to annual changes in rates. Staff includes a cushion each year in the budget to anticipate potential cost increases.

John Jones made a motion to accept the 2016 premium contribution rates for active employee health and dental benefits and maintaining existing contribution levels for health and dental benefits for retirees. Barbara Cappa seconded the motion.

AYES: PJ Shelton, Kathy Gallagher, Gareth Ashley, Barbara Cappa, John Jones, Candace Andersen, Dr. Walker and Joan Miller.

NOES: None

ABSTAIN: None

Motion was **APPROVED**.

8.0 Approve the First 5 Contra Costa 2016–2020 Strategic Plan & Long-Term Financial Plan.

Sean reported that final draft of the plan includes Commissioners' recommendations from the discussion at the September 14, 2015 Commission meeting, including prioritizing direct services investment that benefit families in greatest need so as to reduce disparity (page 9); adding the Commission's commitment to supporting countywide efforts to boost family economic security and reduce poverty (page 11); and addressing the more detailed updates on the Early Childhood Education Initiatives' Indicators of Countywide Progress (page 12).

John Jones asked that the Commission be given updates whenever shifts and refinements are applied to the services.



Candace Andersen made the motion, seconded by Dr. Walker, to approve the First 5 Contra Costa 2016-2020 Strategic Plan & Long-Term Financial Plan.

AYES: PJ Shelton, Kathy Gallagher, Gareth Ashley, Barbara Cappa, John Jones, Candace Andersen, Dr. Walker and Joan Miller.

NOES: None

ABSTAIN: None

Motion was **APPROVED**.

9.0 Update on process of nomination of Commission officers for 2016

Sean Casey reported that the Executive Committee confirmed that the Nominating Committee this year consists of chair Belinda Lucey with Matt Regan and Wanda Session. A meeting will be set before the upcoming December Commission Meeting and updates will be reported then.

10.0 Executive Director's Report

Many of our staff participated in the annual First 5 Staff Development Summit in Los Angeles. Over 200 staff from First 5s around the state participated, including California First 5, providing many opportunities to meet with colleagues from around the state. Evaluation Manager Lyn Paleo moderated a Q&A session on dashboards and evaluation reports with Evaluation Specialist Denece Dodson. Grants and Contracts Manager Lisa Johnson was a panelist in a session regarding contract management. And Sean Casey moderated the orientation session for over 50 staff members new to First 5. Much of the discussion at the Summit highlighted advocacy work, potential tobacco legislation, early childhood education, and early intervention.

Sean informed that District 1 Alternate, Mister Phillips, has resigned. He noted that we currently have two other vacancies that we are working with the districts to fill.

Sean pointed out the two items from the First 5 Association included in this month's packet. One handout describes the Association's support for the regulation of e-cigarettes. The other describes the decline of tobacco revenue and the importance of backfills to existing tobacco revenue streams in any future tobacco tax increase measures.

11.0 Communications

There were none received.

12.0 Commissioner F.Y.I. Updates

13.0 Adjourn

The meeting was adjourned at 7:30 PM.



Monday December 7, 2015

Agenda Item 3.2

Accept the Executive Committee Report from the October 5, 2015 meeting.



Executive Committee MINUTES

October 15, 2015

4:00 p.m.

Small Conference Room,
1485 Civic Court, Suite 1200, Concord, CA

1.0 Call to Order

Present: Commissioners PJ Shelton, Kathy Gallagher, Alternate Commissioner Katharine Mason; Staff Sean Casey, Cally Martin, Marnie Huddleston, Shawn Garcia

2.0 Public Comment

There was none.

3.0 Staff Updates

Cally Martin provided the following update of program activities:

This year, 265 teachers are participating in our ECE Professional Development Program. The program is supported by CARES Plus and First 5 local funds as well AB 212 funds from the Local Planning Council.

All 101 sites participating in the Quality Rating and Improvement System pilot have completed their initial ratings.

In August, 32 Community Advisory Council members, both new and returning and representing each of the five First 5 Centers, participated in the annual Fall Training where they learned about conducting community needs assessments, the 5 Protective Factors, data collection methods, and data analysis. The home visiting programs Welcome Home Baby and Hello Baby have successfully rolled out a new assessment tool called the Life Skills Progression. This tool will replace the Family Development Matrix that was discontinued at the end of the last fiscal year. Home Visitors have been trained and all active clients have been assessed using the new tool.

More than 60 early intervention system partners attended the September Help Me Grow (HMG) Stakeholder Summit and gave input on the county's implementation of HMG. Participant feedback forms showed an overwhelming support for its local implementation.

Two new grant-funded positions have been filled. Shaun-Adrian Chofle is the new HMG Coordinator; Sonja Thompson is the new Early Intervention Program Assistant.

As a result of the diligent work of the Community Engagement program, including the three Regional Groups, nearly \$1.6 million dollars in city funds has been directed towards park improvements in low-income areas with large populations of young children. Park improvements are based on the parks assessments carried out by the regional groups and local partners over the last two years. The cities' allocations are: Concord: \$845,000; San Pablo: \$435,000; Antioch: \$250,000; Pittsburg: \$50,000.

We are happy and honored that Monument Impact has chosen to honor the Central County Regional Group and First 5 Contra Costa with its *Community Champion Award* for 2015.

4.0 Commission Updates

Sean reported that Mister Phillips has resigned his seat as District 1 Alternate Commissioner. That leaves us now with three open alternate seats.

*Executive Committee
Minutes
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5.0 Statewide Updates

Our state association held the annual First 5 Staff Summit last week in Los Angeles. Over 200 staff from virtually every county participated. Contra Costa staff participated in numerous sessions: Lyn Paleo and Denece Dodson co-led a “meet-up” for evaluators; Lisa Johnson was a panelist in a session for contracts administrators and Sean co-facilitated a session for staff new to First 5. First 5 Directors met several times to build and refine our advocacy and policy stance.

6.0 Items for Consideration

6.1 Affirm the membership of the Nominations Committee and review the process for selecting Commission officers for 2016.

Sean reported that Belinda Lucey has once again agreed to chair the nominations committee, and Wanda Session and Matt Regan have agreed to serve as well. The committee will meet in the next month to approve a slate for approval at the December meeting.

6.2 Review 2015 changes in staff benefits to be reflected in the 2016 benefits resolution.

Shawn Garcia reviewed the changes in the 2016 employee compensation and benefits resolution. There are no changes in policies; language is revised to bring us into compliance with retirement and other benefits regulation. The Executive Committee found the benefits resolution ready for Commission action.

6.3 Review key elements of FY 2014-2015 Agency Financial Audit.

Roger Alfaro, the supervising partner with Vavrinek, Trine, Da – the Commission’s auditors – gave a detail presentation of the financial audit for fiscal year 2014-15. The Commission received an unmodified opinion, which is the highest form of opinion, on the financial statements, with no findings. There were no material weaknesses and no issues with internal controls. No instances of non-compliance were found. Mr. Alfaro reviewed the significance of new accounting standards that required public agencies to report their unfunded pension liabilities in their financial statements. The Commission’s net pension liability at year end is \$1,683,167.

7.0 Review agenda items for upcoming Commission meetings

The December meeting will include the year in review presentation, public hearing on the annual report to First 5 CA; staff appreciation; approval of the 2016 benefits resolution, and election of the 2016 officers.

8.0 Adjourn

The meeting adjourned at approximately 5:30 pm.



Monday December 7, 2015

Agenda Item 3.4

Accept the FY 2015-16 First Quarter Financial Report

FY 15/16 Financial Report - 1st Quarter



Line #		FY15/16 Budget			FY15/16 Actual Revenue and Expenditures				Notes
		F5 Contra Costa Funds	Other Funds	Total Budget	F5 Contra Costa Funds	Other Funds	Total Revenue and Expense	% of Budget	
REVENUE									
1	Prop 10 - Tax Apportionment	8,001,894		8,001,894	2,300,014		2,300,014	29%	
2	CAF5 - CARES Plus	-	300,000	300,000		1,655	1,655	1%	1
3	California State Preschool Program	-	482,760	482,760.00		58,606	58,606	12%	
4	Race to the Top	-	619,167	619,167		116,717	116,717	19%	
5	Thomas J. Long Foundation Help Me Grow	-	1,158,953	1,158,953.00		60,314	60,314	5%	
6	Interest Income	120,000		120,000	24,128		24,128	20%	
7	MHSA Grant/Other misc. income	-	102,050	102,050		16,043	16,043	16%	
8	TOTAL REVENUE	8,121,894	2,662,930	10,784,824	2,324,142	253,335	2,577,477	24%	
	Fund Balance	3,854,231		3,854,231	145,153	65,595	210,748	5%	2
	TOTAL REVENUES AND FUND BALANCE	11,976,125	2,662,930	14,639,055	2,469,295	318,930	2,788,225	19%	

PROGRAM									
Initiatives		7,727,311	1,967,086	9,694,397	1,456,838	229,256	1,686,094	17%	
9	Early Care and Education Initiative								
10	Professional Development	919,800	285,000	1,204,800	199,125	1,655	200,780	17%	1
11	Early Learning Quality	64,000	615,638	679,638	14,441	178,306	192,747	28%	2
12	Literacy	262,080		262,080	58,968		58,968	23%	
13	Total	1,245,880	900,638	2,146,518	272,534	179,961	452,495	21%	
14	Family Support								
15	First 5 Centers	2,337,168	6,050	2,343,218	515,781		515,781	22%	
16	Home Visiting	1,402,543		1,402,543	148,169		148,169	11%	
17	Training and support	25,200		25,200	1,644		1,644	7%	
18	Total	3,764,911	6,050	3,770,961	665,594		665,594	18%	
19	Early Intervention								
20	Therapeutic Services	113,755	75,000	188,755	16,042	16,043	32,085	17%	3
21	ECE Consultation	993,177		993,177	223,465		223,465	23%	
22	Children's Developmental Needs	479,468	684,648	1,164,116	69,871	33,252	103,123	9%	
23	Children Experiencing Stress/Trauma	515,706		515,706	112,659		112,659	22%	
24	Training and Consultation	25,000		25,000	-		-		
	Total	2,127,106	759,648	2,886,754	422,037	49,295	471,332	16%	
25	Community Information and Education								
26	Public Information	439,414	300,000	739,414	69,325		69,325	9%	
27	Community Engagement	140,000	750	140,750	27,348		27,348	19%	
28	Family Economic Stability	10,000		10,000	-		-		
	Total	589,414	300,750	890,164	96,673		96,673	11%	
29	Program Expenses								
30	Program Salaries & Wages	1,232,467	382,336	1,614,803	356,275		356,275	22%	4
31	Program Employee Benefits	667,975	135,177	803,152	164,206		164,206	20%	
32	Office Overhead and Other Expenses	252,616		252,616	41,335		41,335	16%	
	Total	2,153,058	517,513	2,670,571	561,816		561,816	21%	
33	TOTAL PROGRAM	9,880,369	2,484,599	12,364,968	2,018,654	229,256	2,247,910	18%	

EVALUATION									
34	Evaluation Salaries & Wages	311,926	33,085	345,011	87,482		87,482	25%	
35	Evaluation Employee Benefits	159,441	18,196	177,637	42,004		42,004	24%	
36	Professional Services	365,286	45,000	410,286	32,966		32,966	8%	
37	Office Overhead and Other Expenses	63,751		63,751	12,649		12,649	20%	
38	TOTAL EVALUATION	900,404	96,281	996,685	175,101		175,101	18%	

ADMINISTRATION									
39	Administrative Salaries & Wages	549,748	52,935	602,683	142,925		142,925	24%	
40	Administrative Employee Benefits	272,444	29,115	301,559	70,767		70,767	23%	
41	Professional Services	119,750		119,750	11,587		11,587	10%	
42	Purchased Services, Equip lease, supplies	174,927		174,927	36,182		36,182	21%	
43	Office Overhead	78,483		78,483	14,079		14,079	18%	
	TOTAL ADMINISTRATION	1,195,352	82,050	1,277,402	275,540		275,540	22%	
44	TOTAL EXPENDITURES	11,976,125	2,662,930	14,639,055	2,469,295	229,256	2,698,551	18%	

Distribution of expenses by department:	Program	83.3%
	Evaluation	6.5%
	Administrative	10.2%
	Total	100.0%

Fund Balance as of 6/30/2015:	
Nonspendable	415,238
Prepays and Deposits	94,238
Loans Receivable - Perinatal Council	321,000
Restricted	718,030
Long Foundation - Help Me Grow	625,470
Long Foundation - PMD	92,560
Committed	841,227
Capital Assets	841,227
Assigned	4,589,823
Elimination of FY15/16 Budget Deficit	3,854,231
Leases	735,592
Unassigned Funds	24,242,125
Contingency Fund	7,500,000
Unassigned	16,742,125
Total Fund Balance	30,806,443

NOTES:

- CARES Plus stipends are paid at the of school year, current expenses are for supplies
- Final Long Foundation PMD scholarships paid, equaling \$65,595
- Triple P program funded by County and F5
- \$89,674 in program salaries and benefits paid with grant funds



Monday December 7, 2015

Agenda Item 5.0

Recognize First 5 staff who have surpassed milestones and appreciate the entire staff for their continuing dedication and accomplishment.



**Staff Report
December 7, 2015**

ACTION: _____
DISCUSSION: X

TITLE: Staff Appreciation and Service Milestones

Introduction:

The Commission has adopted the practice of annually appreciating First 5 staff and recognizing those who have surpassed service milestones this year.

Background:

The Commission recognizes staff who have achieved five-year increments of service with First 5.

This year, four staff members have surpassed their fifteen year anniversaries:

- Sean Casey, Executive Director
- Shawn Garcia, Administrative Manager
- Tracy Irwin, Public Affairs Manager
- Lisa R. Johnson, Grants and Contracts Manager

Two staff members have surpassed ten year anniversaries:

- Denece Dodson, Evaluation Specialist
- Lisa Morrell, Family Support Program Officer

And three staff members have surpassed their five year anniversaries:

- Sarah Burke, Database Coordinator
- Wanda Davis, Early Intervention Program Officer
- Elida Treanor, Early Childhood Education Program Assistant II

Recommendation:

That the Commission recognize staff who have surpassed service milestones and appreciate the entire staff for their continuing dedication and accomplishment.



Monday December 7, 2015

Agenda Item 7.0

Annual Report to First 5 California for Fiscal Year 2014-2015.



**Staff Report
December 7, 2015**

ACTION: X
DISCUSSION: _____

TITLE: Annual Report to First 5 California for Fiscal Year 2014-2015

By statute, the Commission is required to conduct a public hearing on its annual report to the California Children and Families Commission. The attached report meets the annual report requirements set by First 5 California.

Data presented here is drawn from Family Surveys, quarterly funded program reports, ongoing data collection activities, and special evaluation studies. All reports are based on services to parents, children, other family members, and early education care providers.

The First 5 California annual report framework aggregates demographic information and common key findings across 58 counties within “Services” and “Result Areas.” These do not necessarily align with First 5 Contra Costa’s Initiatives.

The attached documents were submitted to First 5 California on October 30, 2015:

- County Revenue and Expenditure Summary (AR 1) FY 2014/15
- Evaluation Summary Overview of selected funded activities (AR 3) FY 2014/15
- Two brief narratives of compelling service outcomes that address at least two of First 5 California’s four Result Areas for Improved Health, Improved Family Functioning, and Improved Child Development based on evaluations. These include:
 - Highlight of General Parenting Education and Family Support Programs
 - Highlight of Mental Health Consultation and Inclusion
- Four brief explanations of funds expended in the Result Area for Improved Systems of Care for each of three separate categories: Policy and Broad Systems Change Efforts, Public Education and Information, and Organizational Support. These include:
 - Service Highlight of Policy and Broad Systems Change Efforts – Help Me Grow (HMG)
 - Service Highlight of Policy and Broad Systems Change Efforts – Family Economic Security Partnership (FESP)
 - Service Highlight of Public Education and Information – Sugar Bites
 - Service Highlight of Organizational Support – Database Management
- Demographic worksheets for each funded set of services as outlined by the First 5 California’s Result and Service Areas.

Recommendation:

Adopt the Annual Report to First 5 California for Fiscal Year 2014-2015.



**Annual Report Form 1 (AR-1)
County Revenue and Expenditure Summary
For Fiscal Year July 1, 2014 - June 30, 2015**

County: Contra Costa

Thursday, November 12, 2015

Revenue Detail	
Tobacco Tax Funds	\$8,194,261
CARES Plus Program Funds, Round 2	\$303,249
CSP, RFA 1	\$0
CSP, RFA 2	\$0
CSP, RFA 3	\$0
Small County Augmentation Funds	\$0
Other Funds	\$107,681
Other Funds Description	Contra Costa County grant for Triple P \$75,000 Kaiser grant for Healthy and Active B45 \$21,000 Contra Costa Cty grant for Car seats and Techs \$9,241 Misc refunds \$2,440
Grants	\$2,393,652
Grants Description	Race to the Top \$663,871 for QRIS California State Preschool Program \$99,781 for QRIS Thomas J. Long Foundation \$990,000 for preschool scholarships Thomas J. Long Foundation \$640,000 - to develop a county wide Help Me Grow network in Contra Costa County, linking families with young children to developmental resources.
Donations	\$0
Revenue From Interest Earned	\$112,879
Total Revenue	\$11,111,722

Improved Family Functioning	
Community Resource and Referral	\$191,157
Distribution of Kit For New Parents	\$74,256
Adult and Family Literacy Programs	\$165,000
Targeted Intensive Family Support Services	\$974,043
General Parenting Education and Family Support Programs	\$2,568,871
Quality Family Functioning Systems Improvement	\$234,487
Total	\$4,207,814



**Annual Report Form 1 (AR-1)
County Revenue and Expenditure Summary
For Fiscal Year July 1, 2014 - June 30, 2015**

Improved Child Development	
Preschool Programs for 3- and 4- Year Olds	\$1,198,251
Infants, Toddlers, and All-Age Early Learning Programs	\$275,400
Early Education Provider Programs	\$1,175,792
Kindergarten Transition Services	\$0
Quality ECE Investments	\$1,051,848
Quality ECE Investments Description	These funds provide for the continuation of the Quality Rating and Improvement System (QRIS) in Contra Costa, and includes coaching activities, classroom stipends, site improvements, and other quality improvement efforts to coordinate services in support of early childhood educators.
Total	\$3,701,291



**Annual Report Form 1 (AR-1)
County Revenue and Expenditure Summary
For Fiscal Year July 1, 2014 - June 30, 2015**

Improved Child Health	
Nutrition and Fitness	\$284,236
Health Access	\$0
Maternal and Child Health Care	\$1,406,004
Oral Health	\$0
Primary and Specialty Medical Services	\$0
Comprehensive Screening and Assessments	\$83,250
Targeted Intensive Intervention for Identified Special Needs	\$1,249,291
Safety Education and Injury Prevention	\$0
Tobacco Education and Outreach	\$0
Quality Health Systems Improvement	\$312,470
Quality Health Systems Improvement Description	<p align="center">These funds support the development and implementation of Help Me Grow (HMG) as a system of services, training of early intervention and family support providers on child development topics and developmental screening, and database management for three home visiting programs using ETO/Social Solutions.</p>
Total	\$3,335,251

Improved Systems of Care	
Policy and Broad Systems-Change Efforts	\$342,638
Organizational Support	\$231,081
Public Education and Information	\$245,562
Total	\$819,281

Expenditure Detail	
Program Expenditures	\$12,063,637
Administrative Expenditures	\$1,160,830
Evaluation Expenditures	\$856,310
Total Expenditures	\$14,080,777
Excess (Deficiency) of Revenues Over (Under) Expenses	(\$2,969,055)



**Annual Report Form 1 (AR-1)
County Revenue and Expenditure Summary
For Fiscal Year July 1, 2014 - June 30, 2015**

Other Financing Sources	
Sale(s) of Capital Assets	\$0
Other: Specify Source Below	\$0
Other Description	
Total Other Financing Sources	\$0

Net Change in Fund Balance	
Fund Balance - Beginning July 1	\$33,775,498
Fund Balance - Ending June 30	\$30,806,443
Net Change In Fund Balance	(\$2,969,055)

FY Fund Balance	
Nonspendable	\$415,238
Restricted	\$718,030
Committed	\$841,227
Assigned	\$4,589,823
Unassigned	\$24,242,125
Total Fund Balance	\$30,806,443

Expenditure Notes

Annual Report Form / Evaluation Summary Overview

County Evaluation Summary for FY 14/15
July 1, 2014-June 30, 2015

County: **Contra Costa**

Provide a description of the evaluation activities completed during the fiscal year

Key Evaluation Activities

- Developed recommendations based on evaluation findings in preparation of the new strategic plan, with an emphasis on strengthening systems across three initiatives, and aligning efforts with outcomes.
- Prepared a set of five brief strategic reports based on key outcomes, with comparisons from other institutions for many outcomes.
- Worked with the five county Bay Area Regional QRIS Collaborative in a preliminary analysis of the WELS data that informed key decisions on revisions and the need to hire a Regional Database Coordinator.
- Continued to refine data collection measures and procedures, rigorously monitor data quality, consolidate data storage, and streamline the reporting feedback loop to contractors.
- Worked closely with our database vendors to develop specialized and advanced queries and reports to support contractor use of data as well as continued support for contractor use of Excel and Access for data tracking.
- Continued to update the data dashboard for the agency website as needed.

Family and Provider Survey

All contractors are required to collect First 5 Family, Child and/or Provider Surveys in English or Spanish on all new participants each year. The Family and Child Survey captures child and caregiver demographics, health information, consumption of sugary drinks, reading practices, maternal education, special needs or concerns regarding child development, and exposure to smoking. Most baseline data have been collected since 2002, with almost 3000 Family Surveys collected in FY14-15 from 23 programs.

Additional Data Collection Activities

Various data collection measures across four initiatives include evidence-based tools to capture information regarding specific services, activities and outcomes.

- For universal screening, all child-focused programs implement the ASQ3.
- Parents attending Triple P classes complete the ECBI, Parenting Scale, DASS 21, and Parenting Tasks Checklist.
- Pregnant and parenting teens use pre/post surveys, video interviews, enrollment data, and rates of graduation.
- Wrap-around, clinical mental health and substance recovery services use pre/post assessments for family functioning and parent-child interaction (CANS), and child behavioral assessments (CBCLs).
- Mental health consultation and inclusion facilitation services use an Excel database to track intake/discharge data, service activity data, exit surveys, and child placement information.
- Early care educators use an Access database to track professional development activities, advancement data on the child development permit matrix, degree requirements and attainment of college degrees. A WELS database will collect assessment and rating information about sites participating in the Bay Area Race to the Top initiative.

Annual Report Form / Evaluation Summary Overview

County Evaluation Summary for FY 14/15
July 1, 2014-June 30, 2015

County: **Contra Costa**

- Literacy preschools use a pre/post kindergarten readiness observation tool and pre/post RAR surveys.
- First 5 Centers (family resource sites) use ETO, an online database, to track registration, class participation, developmental playgroups, assessments, referrals, and family strengths.
- A hospital and 2 home visiting programs use ETO to track referrals and services, assessments on children, assessments on postpartum depression, the home environment, and other child and family outcomes for families with infants.

In addition, participants in designated programs that receive intensive or specialized services are periodically interviewed by an outside evaluator. Questions are based on the Commissions' priority areas as identified in the Strategic Plan.

Reporting Activities

All funded programs are required to submit online quarterly updates that include units of service, counts of population reached, and brief narratives regarding specific service activities, issues and innovations with providing services, training and support needs, lessons learned, and outreach plans for reaching their target population. Additionally, contractors routinely include vignettes that highlight the impact of services on families, children and providers.

Describe the evaluation findings reported during the fiscal year

In FY 2014-2015, results of the 2951 completed new Family Surveys indicate at intake:

- 30% of families earn less than \$15,000 annually; another 33% earn between \$15,000 and \$30,000.
- 50% of families speak primarily Spanish in the home.
- 89% of families read to their child at least weekly; with 70% reading between 3-7 times p/week. 27% read to their child every day.
- 83% of parents identify their race/ethnicity as a person of color.
- 27% of mothers have less than a high school education; 31% earned only a high school diploma or GED.
- 27% of parents have a concern that their child is not developing like other children.
- 20% of children have been identified as having a developmental delay or disability.
- 94% of children have a regular health care provider for well child check-ups.
- 69% of children have Medi-Cal coverage (includes 3% with Healthy Families-CHIP); 1% have no health insurance.
- 15% of children have been exposed to second hand tobacco smoke at home.

Professional Development

- Since 2010, three local community colleges provided to 3,353 students advising services and supports.
- Of the 101 child care programs participating in Quality Rating and Improvement System (QRIS), 33 are family child care homes and 78 are child care centers, including Head Start sites, and state preschool programs.

Annual Report Form / Evaluation Summary Overview

County Evaluation Summary for FY 14/15
July 1, 2014-June 30, 2015

County: **Contra Costa**

Preschool Makes a Difference (PMD)

A recent study by First 5 and ASR concluded that PMD programs are increasing school readiness in children, particularly those who are at higher risk of being underprepared for kindergarten. Measures of child school readiness indicate that children in PMD programs made substantive gains in competency skills across all six domains: alphabet recognition, counts to 10, follows directions, expresses needs/wants, gross motor, and fine motor.

Kindergarten Readiness

Children's preparedness for kindergarten increased significantly between fall and spring. Factors associated with growth in overall kindergarten readiness skills included children turning the pages of the book when reading with their parents and children either quietly listening or discussing the book with their parents during reading.

Mental Health Therapeutic Services

As in prior years' findings, on average, children's problem severity (from CBCL scores) indicate 'medium to high clinical risk' at both pre/post measurements for Internalizing, Externalizing, and Total problems, as well as other subscales. However, participation in the program was associated with a significant decline in risk on every measure, indicating movement towards more normative behavior.

Mental Health Consultation Services

Of the 129 children with exit information, 69% were able to remain in their child care setting. Of these, 32% naturally transitioned to Kindergarten. An additional 19% were moved to a setting considered more beneficial. Nearly 65% of the children were referred for further developmental assessment. At exit, teachers, parents and consultants report improvement in child behavior, and gaining skills in care and management of difficult behavioral issues.

Inclusion Facilitation Services

Of the 109 children with exit information, 81 were referred to other agencies for formal evaluations (primarily school districts), and 30 were formally identified with a developmental delay. **Eighty-one percent of 109 children** were retained in their classroom **and an additional 13%** were moved to a setting where the move was prompted by a need for a different type of care. Top concerns identified by providers and parents at intake were for communication, sensory and motor issues.

Teen Parenting Programs

86% either completed or continued their high school education. Overall, teen parents demonstrated an increase in parenting knowledge over the course of intensive services as measured at baseline, with significant improvement in child nutrition, bedtime routines, and dental care. From prior qualitative interviews, teens reported that the program helped them to be more confident, independent and empowered, better equipped to handle challenges, more optimistic and prepared about the future, and able to finish their education and pursue careers.

Triple P

Data indicate Triple P classes positively impacted caregivers and children, and participation helped ameliorate problems, particularly among families who at class start indicated the greatest need for support. The use of clinical cutoff scores identified between 9-28% of the population as high risk. Of

Annual Report Form / Evaluation Summary Overview

County Evaluation Summary for FY 14/15
July 1, 2014-June 30, 2015

County: **Contra Costa**

these, between 35-77% were no longer identified as high risk at follow-up. Parents report that child behavior consistently shows improvement.

Developmental Screening

Of the 6,200 children screened since 2011, 39% scored in the monitoring zone, and 28% needed a referral based on their score in at least one domain.

First 5 Centers

Participation rates over 4 years of analysis show high completion rates with 60% of families enrolled in core classes completing at least 75% of the class days offered. Over the course of services, parents reported an increase in social supports, and were more likely to read to their children more frequently.

Home Visiting Programs

Using the Edinburgh, PHQ-4 or PHQ-9, 276 women (83%) were screened for postpartum depression. Of these, 26 (9%) showed signs of initial depression on one or more of the three measures used. Fourteen of these women were re-screened, and all but one of these had scores that improved during their participation in services.

Shelters

Of the 81 families with children 0-5 years exiting two homeless shelters, 91% in one transitioned to stable housing (permanent or transitional).

Regional Groups/Community Engagement

Based on park assessments, two city councils in Contra Costa recently approved \$1.3 million to fund park improvement projects as a result of this dedicated group of parent leaders.

Describe the policy impact of the evaluation results

New Help Me Grow Activities: Developmental Screening and Developmental Playgroups

- Child development specialists conduct Developmental Playgroups at the First 5 Centers and provide much needed early intervention services for children whose developmental delays - while still significant - do not qualify for state-funded services. In FY 14/15, 155 children have participated in one of 24 playgroups based on results from developmental screenings they received at our First 5 Centers and referrals from other providers countywide.
- Based on increasing demand and results of child improvement in the playgroups, these classes were expanded at the Centers.
- With a three million dollar grant over the next two years from the Thomas J. Long Foundation, F5CC along with Alameda County will co-coordinate efforts to target pediatric sites, public health clinics, and conduct outreach activities to inform both providers and parents about developmental screening and the service system for early intervention.
- F5CC continued its efforts to support all First 5 funded programs with technical assistance for developmental screening. Last year, 2,138 ASQ3 screenings were completed for 1,321 children.

Annual Report Form / Evaluation Summary Overview

County Evaluation Summary for FY 14/15
July 1, 2014-June 30, 2015

County: **Contra Costa**

Evidence Based Practices

- F5CC expanded access to evidence-based mental health services for children by partnering with a non-profit organization and County Mental Health to host Triple P in Contra Costa. 15 providers were certified as trainers in Levels 1-4 of Triple P, and 13 accredited in Level 4.
- In FY 14/15, 236 parents participated in Triple P group classes. Data indicate that classes positively impacted caregivers and children, and participation helped ameliorate problems, particularly among families who at class start indicated the greatest need for support.

New QRIS Efforts

- F5CC is one of 16 counties receiving funds from the federal Race to the Top Early Learning Challenge grant to establish a Quality Rating and Improvement System (QRIS) in Contra Costa.
- The original RTT Early Learning Challenge grant was for \$1.4 million through December 2015, but extended until June 2016 for an additional \$631,000. Our original target was 90 sites; currently, we have 101 QRIS sites, including 78 Centers and 33 Family Childcare Homes, with a new target of 116 sites.
- F5CC prioritized the limited technical assistance and funding to teachers working in QRIS zip codes and expanded the geographical target areas.
- Child care programs will be rated and earn points for various elements of quality, such as teacher-child ratios, teacher qualifications, and teacher-child interactions using a regional tier system.
- Per the RTT grant, most of these programs serve high-need children, including infants and toddlers, dual language learners, children with special needs, and children eligible for state and federally subsidized programs.
- Of the 101 participating sites, 7 are in tier 5, 35 in tier 4, 41 in tier 3, and 18 in tier 2. Currently there are 3,387 children 0-5 enrolled at these sites.

Strategic Planning Efforts

- In order to analyze the future context for F5CC's three initiatives, staff created a matrix using four dimensions to help inform the direction of investing in the coming years. Specifically, the commission is looking for opportunities to impact systems change, generate new revenue, invest in programs that have demonstrated impact, and determine whether or not an initiative fills a gap or unmet need.

Highlights of Regional Groups and Community Engagement

Contra Costa County FY 2014/2015

Result Area 1: Improved Family Functioning

Service: **General Parenting Education and Family Support Programs**

Most Compelling Service Outcome

Two city councils in Contra Costa County recently approved \$1.3 million to fund park improvement projects as a result of a dedicated group of parent leaders. For more than two years, members of the three Regional Groups (RG) sponsored by First 5 have been working to improve parks in Contra Costa County's lowest income communities. Along with community partners, the Regional Groups began this effort by assessing 75 parks in five cities. Findings and recommendations from these assessments then went to each city's park and recreation commissions and/or city councils to secure funding to implement the Group's priorities for park improvements.

Regional Group members, First 5 staff, and partners attended Council meetings in four cities to make sure their priorities were included in the two-year capital improvement budget. Next Spring, funding will pay for new bathrooms, a diaper changing counter in one bathroom, new play structures, picnic tables and benches, safety and security improvements, fencing, water fountains, and bilingual signs for 8 parks. The Group is in the process of working with one other City Council to acquire funding for their recommended improvements.

Benchmark/Baseline Data

First 5 Contra Costa has sponsored the three Regional Groups for more than a decade, providing leadership training, research and advocacy support, and funding for projects. Nearly 30 Regional Group members graduated from a 6-month training program on land use policy organized by F5CC and several other entities.

Baseline data was established by geocoding 75 parks and assigning each a 1-4 rating based on assessment results. The parks were mapped with child density and child poverty data for the county. Parks located in areas of high poverty, a concentration of children under 5 and rated as 'needs major improvement' were highlighted for each city council as an area of focused funding. Of the assessed 75 parks, 19 percent were rated as 'No Improvement Needed', 33 percent as 'Needs Only Minor Improvement', 23 percent as 'Needs Some Improvement', and 25 percent as 'Needs Major Improvement'.

Outcome Measurement Tool

- The survey assessment tool was drafted in collaboration with Regional Group members, project partners and the First 5 Evaluation Dept.
- 2 community workshops followed each assessment in which Regional Group members, city staff, and agency partners analyzed the data, identified themes and drafted recommendations.

Highlights of Services for Mental Health Consultation and Inclusion Facilitation

Contra Costa County FY 2014/2015

Result Area 3: **Improved Child Health**

Service: **Targeted Intensive Intervention for Identified Special Needs**

Most Compelling Service Outcome

The most common reasons cited by providers for mental health consultation services last year were for behavior and emotional issues like aggression and defiance. Of the 285 children served at 79 early care sites with consultation services, 64% remained in their child care setting.

Communication, sensory, and motor issues were the main reasons services were requested last year for inclusion facilitation. Of the 100 children identified with developmental concerns and disabilities at one of 56 early care sites, 77% remained in those programs.

71% of providers served in both programs did not require any further support for services.

When children leave their early care program after receiving services, typically it's because they're moved to a program more suited to their needs, such as those with smaller class size or special education support.

Using the ASQ3, 35% of children in the mental health consultation program and 60% in inclusion program showed signs of a developmental delay.

Outcome Measurement Tool

Child Care Solutions (CCS) and the Inclusion Program (IP) have consulted with providers and helped children with challenges thrive in child care for more than a decade.

Each year, CCS and IP collect information at program intake and exit, from multiple sources including: caregivers, early care providers, directors, mental health consultants and inclusion facilitators. The recent report provides program outcomes about the population served by these two programs from July 2010 through January 2014.

Both programs primarily serve boys – about 75%. This mirrors national data which shows boys make up only 54% of the preschool population, but 79% of children suspended from preschool.

The rate of children from CCS who were not retained is 36%, and IP's rate is 23%. Both of these rates include children who were moved to another site considered more beneficial to the child's needs, or a teacher or program is not yet able to manage the child's needs or behavior.

Outcome Measurement Tool

- Parent Exit form, Early Education Provider Exit form, and Consultant Exit form
- Intake, Observation, and Service Contact forms
- ASQ3 developmental screening tool

Highlights of Policy and Systems Change Efforts (Help Me Grow)

Contra Costa County FY 2014/2015

Result Area 4: **Improved Systems of Care**
Service: **Policy and Broad Systems-Change Efforts**

Primary Target Audience

Help Me Grow (HMG) efforts seek to improve the developmental service system and expand screening opportunities for low-income children in Contra Costa. HMG targets parents with customized community resources.

F5CC secured outside funding for two years in conjunction with Alameda County for HMG activities, and partnered with our local 211, housed within Contra Costa Crisis Center, and expanded capacity to provide support and linkages to developmental services for parents who are concerned about their child's development.

Types of Services

- Formed a coalition of 30 dedicated children's services agencies
- Attained HMG affiliate status
- Created developmental playgroups at all five of the First 5 Centers for children whose delays were not serious enough for state-funded services
- Hired staff to oversee screening entry points, pediatric expansion efforts, HMG build-out with 211, data collection, and community outreach activities.
- Conducted a bi-county Summit to inform stakeholders about the components of HMG and need to coordinate a system of services.

Intended Result / Community Impact

F5CC recently allocated \$60,000 to make the 211 program even more responsive to families with young children. A telephone line, such as 211, seamlessly connects parents to information and resources as an essential component of the Help Me Grow system.

Over 5,000 parents with children birth through age five call 211 in Contra Costa every year. With HMG, we can now reach families who are not in the system, children who are not yet diagnosed, and parents who want help understanding and supporting their child's development.

Because most callers contact 211 for assistance with basic needs, such as housing or food resources, staff at 211 has learned that parents are most receptive to child development information once these basic needs are met. Parents are more open to discussing developmental screening services, free parenting classes, or activities they can do to help their children learn and developmentally thrive. As of October 2015, there have been 433 referrals to Contra Costa HMG.

In FY 14/15, Developmental Playgroups served 153 children in 8-week sessions. The vast majority of children made improvements in their development, particularly with communication, fine motor, and problem-solving skills, and many no longer needed services.



Highlights of Policy and Systems Change Efforts (FESP)

Contra Costa County FY 2013/2014

Result Area 4: **Improved Systems of Care**
Service: **Policy and Broad Systems-Change Efforts**

Primary Target Audience

FESP (Family Economic Security Partnership):

F5CC provides staff support and chairs the coalition of over 30 agencies that collaborate to increase income and build assets of low-income families. FESP supports the annual Earn It! Keep It! Save It! campaign to help low-income families receive free tax help. FESP also initiated and works closely with the Ensuring Opportunity Campaign to End Poverty in Contra Costa County.

Types of Services

- Organized presentations on topics related to poverty and economic stability.
- Provides information, resources and skill building opportunities for FESP members.
- Provides trainings on movement building and engaging staff and constituents in policy work.
- Implemented a multi-county online Asset Building Resource Directory on how agencies can support and integrate direct service provision and community development/social change activities into daily practice.
- Informed members of impending policy and legislation impacting financial stability for families.

Intended Result / Community Impact

FESP, a public, private and nonprofit collaboration, initiated a new campaign to reduce poverty by raising awareness and building a network of committed agencies, constituents and community members to support programs and policies to accomplish this goal. Three convenings of over 200 individuals representing non-profits, public and private agencies, faith and business sector, funders, and policy decision makers, all met to share poverty data, explore policy solutions, and build a base of support.

In FY 14/15, Contra Costa had 38 free tax assistance sites using 333 volunteers which served nearly 12,265 low to moderate-income families and individuals returning more than \$3.3 million in Earned Income Tax Credit and over \$11.3 million in total federal tax refunds.

Since 2004, FESP has helped file nearly 30,000 tax returns totaling over \$53 million in refunds and almost \$17 million in EITC. As a result of FESP organizing efforts, over 99 hours of financial education was offered to families with children 0-5 at F5CC Family Resource Centers.

Highlights of Public Education and Community Information Dissemination

Contra Costa County FY 2014/2015

Result Area 4: Improved Systems of Care

Service: **Public Education and Community Information Dissemination**

Primary Target Audience

Sugar Bites social marketing campaign: The target audience was low-income African-American and Latino parents, primarily mothers of children ages five and under in three specific areas of Contra Costa County. The goal was to educate parents about the negative impacts that sugary drinks had on their children's health, and encourage them to make healthier choices.

Types of Services

The campaign ran in three phases over three years in both English and Spanish. For the third phase, F5CC in collaboration with Healthy and Active Before 5 produced English and Spanish versions of both a 30-second commercial and a two-minute video. The longer version was posted on YouTube, displayed on the homepage of the campaign website, and distributed on DVDs through First 5 partner networks and organizations. The campaign ran for 10 weeks.

Intended Result / Community Impact

The videos were placed exclusively through media outlets that could be geographically targeted to Contra Costa, and included cable TV and online advertising. In addition, print and promotional materials including DVDs and postcards were distributed directly to target audience members through a network of partners.

Cable TV programming broadcast over 14,580 ads for an audience reach of 223,588 households. Approximately 18% of the ads aired in Spanish over Spanish language networks.

YouTube: There were over 93,400 views in English (number of times people watched or engaged with the video), and 37,400 in Spanish – totally more than 130,800.

<http://www.cutsugarydrinks.org/#/obesity1>

Sugar Bites Website: It received 25,450 page views.

Combining all of the impressions (TV media buy, DVDs, YouTube, website, materials directly distributed) over the three years, the campaign reached nearly one million.



Highlights of Organizational Support

Contra Costa County FY 2014/2015

Result Area 4: **Improved Systems of Care**

Service: **Organizational Support**

Primary Target Audience

F5CC uses a variety of databases in support of F5CC funded contractors, local community and regional partners, and F5CC staff. The primary focus of support for each database user is to ensure that data entry is timely, accurate and complete, and that data can be used to inform practice on service delivery and evaluation outcomes. Making data easy to enter and extract requires ongoing coordination between F5CC staff and funded programs, vendors, and other Bay Area First 5 counties.

Types of Services

F5CC provides:

- Basic and advanced support for three Excel databases specifically developed for Triple P, Mental Health Consultation and Inclusion services.
- Basic and advanced ETO support for five First 5 Centers, two home visiting programs, a hospital outreach program, and a Community Engagement program.
- Development and ongoing support for two Access databases for three community colleges and a program for parents with children identified with special needs.
- Regional coordination of WELS database for ECE participants.

Intended Result / Community Impact

All F5CC funded organizations have collected years of data and received ongoing technical assistance from staff at F5CC for database development and quality assurance. Most of these programs now have the ability to pull data, create queries, and use data to better understand their clientele, improve service delivery, and manage internal decisions.

The Evaluation Manager continues to participate and provide leadership on the five county Bay Area Regional WELS Implementation Data Workgroup facilitated by Viva. The regional contract for a preliminary analysis of WELS data was completed, and a report was issued to participating counties. It informed decisions in two areas: several revisions to the new release of WELS and the need for a Regional Database Coordinator—a position that has been approved. This will better ensure reliability, accuracy and completeness of data across the five counties.



AR1/AR2 Summary Report
For Fiscal Year July 1, 2014 - June 30, 2015

County: Contra Costa

Thursday, November 12, 2015

Result Area	Service	Status	Total Dollars Spent	Total Number of Children Served	Total Number of Parents/Other Family Members/Providers Served
Improved Family Functioning	Community Resource and Referral	Submitted	\$191,157	0	4480
Improved Family Functioning	Distribution of Kit for New Parent	Submitted	\$74,256	0	6570
Improved Family Functioning	Adult and Family Literacy Programs	Submitted	\$165,000	0	173
Improved Family Functioning	Targeted Intensive Family Support Services	Submitted	\$974,043	808	1139
Improved Family Functioning	General Parenting Education and Family Support Programs	Submitted	\$2,568,871	2009	2430
Improved Family Functioning	Quality Family Functioning Systems Improvement	Submitted	\$234,487	0	144
Improved Child Development	Preschool Programs for 3 and 4 Year Olds	Submitted	\$1,198,251	214	56
Improved Child Development	Infants, Toddlers, and All-Age Early Learning Programs	Submitted	\$275,400	83	79
Improved Child Development	Early Education Provider Programs	Submitted	\$1,175,792	0	744
Improved Child Development	Quality ECE Investments	Submitted	\$1,051,848	0	321
Improved Child Health	Nutrition and Fitness	Submitted	\$284,236	737	0
Improved Child Health	Maternal and Child Healthcare	Submitted	\$1,406,004	356	871
Improved Child Health	Comprehensive Screening and Assessments	Submitted	\$83,250	1321	0
Improved Child Health	Targeted Intensive Intervention for Identified Special Needs	Submitted	\$1,249,291	696	358
Improved Child Health	Quality Health Systems Improvement	Submitted	\$312,470	0	83
Improved Systems of Care	Policy and Broad Systems-Change Efforts	Submitted	\$342,638	0	0
Improved Systems of Care	Organizational Support	Submitted	\$231,081	0	0
Improved Systems of Care	Public Education and Information	Submitted	\$245,56	0	0



Monday December 7, 2015

Agenda Item 10.0

Consider approving the 2016 Standing Meeting Calendar



Monday December 7, 2015

Agenda Item 11.0

Consider approving the First 5 Contra Costa 2016 Employee Compensation and Benefits Resolution.



**Staff Report
December 7, 2015**

ACTION: X
DISCUSSION:

TITLE: First 5 Staff Compensation and Benefits Resolution No. 2015/001

Introduction:

The Commission utilizes the County's payroll and benefits program for its employees. Since 2012, the Commission has maintained its own staff compensation and benefits resolution to clarify where Commission compensation and benefits policies diverge from those of the County.

The 2015 Resolution includes the following amendments and revisions:

- Page 3: Sick leave. Modified language for temporary employees per AB1522, the Healthy Workplace Family Act, which requires paid sick leave to all employees.
- Page 5: Health/Dental premiums. Inserted 2016 employer contributions to health and dental premiums approved by the Commission October 5, 2015.
- Page 7: Computer vision coverage. Added language offering employees two hours of paid time off in order to have a vision exam. This benefit is provided to County employees.
- Pages 8-10: Retirement. Added language to provide more information to employees; deleted language that was moved within the section or is no longer applicable.

Recommendation:

Staff recommends the Commission approve the Employee Compensation and Benefits Resolution No. 2015/001.



**EMPLOYEE COMPENSATION
AND
BENEFITS RESOLUTION
NO. 2015/001**

**Final DRAFT for Approval
December 7, 2015**

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1. Compensation

It is the policy of the Commission to provide its employees with a fair and competitive compensation package. The policy for setting compensation is described in the Commission's Consolidated Financial Policies.

Executive Director: The approved salary range for the Executive Director is \$110,000 to \$160,000. The Executive Director's salary is set by the Commission.

Employees: Employees starting salaries fall within the following ranges according to classification.

Starting Annual Salary Ranges by Classification*

Directors	\$89,545 - \$103,799
Managers, Program Officers	\$71,636 - \$91,780
Specialists, Coordinators	\$59,697 - \$73,861
Assistants II, Executive Assistant, Community Liaison	\$45,501 - \$54,544
Assistants	\$39,389 - \$47,726

*First 5 Contra Costa has a performance increase structure. Employees are eligible, but not guaranteed to receive up to five (5) annual salary (step) increases, based upon performance, thereafter employees are no longer eligible for annual salary (step) increases. Salary increases range from 0% for lowest performance to 5% for highest performance.

2. Employment Status – Definitions

Full-Time Employees are scheduled to work 40 hours per work week.

Part-Time Employees are scheduled to work 20 hours or more per work week.

Intermittent Employees work on an as needed, irregular basis. Intermittent employees are paid by the hour, and offered limited benefits specified in this Resolution.

Temporary Employees/Interns work for a limited period of time. Paid temporary employees/interns will be paid on an hourly basis, and offered limited benefits specified in this Resolution.

Non-exempt Employees are eligible to be paid for overtime work in accordance with the Federal Fair Labor Standards Act (FLSA).

Exempt Employees are exempt from earning overtime compensation under the provisions of the Federal Fair Labor Standards Act (FLSA).

3. Work Week Defined

Work Week Defined: The work week begins at 12:01 a.m. on Saturday and ends at 12:00 midnight on Friday.

4. Leaves With and Without Pay, and Related Benefits

Refer to the Benefits and Leaves of Absence Sections within the Employee Handbook to determine eligibility.

- A. Holidays Observed: First 5 Contra Costa observes 10 paid holidays each year. The following holidays are observed for all employees and the office is officially closed on these days:

New Year's Day	Labor Day
Martin Luther King Jr. Day	Veterans' Day
Presidents' Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day

Part-time employees and eligible intermittent employees will receive holiday pay proportionate to the number of hours they are regularly scheduled to work.

- B. Personal Holiday Leave: Full-time employees are eligible to accrue two (2) hours of personal holiday leave each month. Personal holiday leave for part-time employees who work 20 or more but less than 40 hours per week will be prorated based upon the number of hours they work each week. No employee may accrue more than forty (40) hours of personal holiday leave. Intermittent and temporary employees/interns are not eligible to receive personal holiday leave.

Upon separation from First 5 Contra Costa, an employee will be paid for any unused accrued personal holiday leave at the employee's then current rate of pay.

- C. Vacation: Full-time employees are eligible to accrue paid vacation each month according to years of service. Vacation for part-time and intermittent employees working more than one (1) but less than 40 hours per week will be prorated based upon the number of hours they work. Temporary employees/interns are not eligible to receive vacation benefits.

Vacation accrual rates and accrual maximums based upon years of service for full-time employees are reflected in the following table. No employee may accrue more than the designated maximum hours of vacation.

Length of Service	Monthly Accrual Hours	Maximum Cumulative Hours
Under 11 years	10	240
11 years	10 2/3	256
12 years	11 1/3	272
13 years	12	288
14 years	12 2/3	304
15 through 19 years	13 1/3	320
20 through 24 years	16 2/3	400
25 through 29 years	20	480
30 + years	23 1/3	560

Upon separation from First 5 Contra Costa, an employee will be paid for any unused accrued vacation at the employee's then current rate of pay.

D. Vacation Buy Back: Exempt employees may elect payment of up to one-third (1/3) of their annual vacation accrual, subject to the following conditions:

1. the choice can be made only once every twelve (12) months with eleven (11) full months between each election;
2. payment is based on an hourly rate determined by dividing the employee's monthly salary by 173.33; and
3. the maximum number of vacation hours that may be paid in any one sale is one-third (1/3) of the annual accrual.

E. Sick Leave: Full-time employees are eligible to accrue eight (8) hours of sick leave per month. Sick leave for part-time and intermittent employees working more than one (1) but less than 40 hours per week will be prorated based upon the number of hours they work. There is no cap on sick leave accruals. ~~Temporary employees/interns are not eligible to receive sick leave benefits.~~
On July 1 each fiscal year, temporary employees/interns will be credited with twenty-four (24) hours of sick leave. Temporary employees/interns hired during the fiscal year will receive 24 hours of sick leave regardless of when hired. Sick leave may be used 90 days from date of hire. Sick leave is non-accruable and all balances will be zeroed out each June 30.

Commented [SG1]: Modified language for temporary employees per AB1522, the Healthy Workplace Family Act, which requires paid sick leave to all employees.

There will be no payout of accrued sick leave upon separation from First 5 Contra Costa.

F. Administrative Leave: On January 1 each year, full-time exempt employees in an active paid status will be credited with sixty (60) hours of paid administrative leave. Part-time exempt employees receive an amount proportionate to their established work schedule. Non-exempt, intermittent and temporary employees/interns are not eligible to receive administrative leave.

Employees hired or promoted to exempt positions are eligible for administrative leave on the first day of the month following their appointment date and will receive administrative leave on a prorated basis for that first year.

Administrative leave is non-accruable and all balances will be zeroed out each December 31. There is no payout of administrative leave balances upon separation from First 5 Contra Costa.

G. Disability Insurance: First 5 Contra Costa provides short and long-term disability insurance for eligible employees. Eligibility is outlined below:

	Full-Time and Part-Time Employees who work at least 20 hours per week		Part-Time Employees who work less than 20 hours per week and Intermittent Employees		Temporary Employees /Interns
	Exempt	Non-exempt	Exempt	Non-exempt	Non-exempt
Long Term Disability Insurance*	Included with benefits	Provided by First 5	Not eligible	Not eligible	Not eligible
Short Term Disability* (CA State Disability Insurance-SDI)	Provided by First 5	SDI through payroll deduction	Not eligible	SDI through payroll deduction	SDI through payroll deduction

*The criteria for current coverage through Contra Costa County benefits are based upon exempt and non-exempt classification.

- H. Disability Insurance for Partial Wage Replacement: First 5 Contra Costa will provide the same disability coverage for employees as provided through and administered by Contra Costa County:
 - 1. Exempt employees participate in the Long-Term Disability Insurance program with a replacement limit of eighty-five (85%) of total monthly base earnings reduced by any deductible benefits.
 - 2. Non-exempt Intermittent and paid Temporary/Intern employees participate in California's State Disability Insurance program as mandated by the California Unemployment Insurance Code and administered by the Employment Development Department.
- I. Supplemental Disability Insurance: First 5 Contra Costa provides additional short and long-term disability insurance at no cost to employees for full-time and part-time employees working 20 hours or more per week. Part-time employees working less than 20 hours per work, intermittent employees, and temporary employees/interns are not eligible to receive supplemental disability insurance.
- J. Paid Family Leave: Non-exempt employees who participate in California's State Disability Insurance program through payroll deductions may be eligible for up to six (6) weeks of the state's Paid Family Leave program, which provides partial wage replacement for absences related to care of a family member, or bonding with a new child. This program is coordinated through the State Employment Development Department (EDD).

5. Health, Dental, and Related Benefits for Active Employees

- A. Health Plan Coverages: First 5 Contra Costa will provide the same medical and dental coverage for employees and for their eligible family members, as provided through Contra Costa County and the following providers:
 - 1. Contra Costa Health Plans (CCHP)
 - 2. Kaiser Permanente Health Plan
 - 3. Health Net
 - 4. Delta Dental
 - 5. DeltaCare (PMI)
- B. Monthly Premium Subsidy:
 - 1. For each health plan, First 5 Contra Costa's monthly premium subsidy is a set percentage of the premium charged by the plan.

First 5 Contra Costa will pay 80% of the monthly health plan premium for permanent full-time and part-time employees working at least 20 hours per week for the term of this resolution. Employees are required to pay 20% of the monthly premium.
 - 2. For each dental plan, First 5 Contra Costa's monthly premium subsidy is the same rate as County unrepresented employees. Refer to County Employee Benefits information online at www.co.contra-costa.ca.us. Intermittent

employees are eligible to participate in the optional health and dental plans offered, wholly at the intermittent employees' expense. Temporary employees/interns are not eligible to participate in the optional health and dental plans.

First 5 Contra Costa will pay the following monthly premium subsidies for permanent full-time and part-time employees working 20 hours or more per week for the term of this resolution:

HEALTH PLANS	2015 Employer Monthly Contribution	
	PLAN A	PLAN B
Contra Costa Health Plan		
Employee	\$567.25	\$628.81
Employee & 1 or more	\$1,351.50	\$1,494.15
Kaiser Permanente-Basic Plan		
Employee	\$655.55	\$525.31
Employee & 1 or more	\$1,528.27	\$1,223.96
Health Net HMO Plan-Basic Plan		
Employee	\$1,035.44	\$720.03
Employee & 1 or more	\$2,540.02	\$1,766.29
Health Net CA & Nat'l PPO Plan-Basic Plan		
Employee	\$1,359.62	\$1,224.00
Employee & 1 or more	\$3,229.88	\$2,907.67
DENTAL PLANS		
For CCHP Plans A & B		
Employee	\$41.17	\$25.41
Employee & 1 or more	\$93.00	\$54.91
For Health Net Plans A&B		
Employee	\$34.02	\$21.31
Employee & 1 or more	\$76.77	\$46.05
For Kaiser Permanente Plans A & B		
Employee	\$34.02	\$21.31
Employee & 1 or more	\$76.77	\$46.05
Without a Health Plan		
Employee	\$43.35	\$27.31
Employee & 1 or more	\$97.81	\$59.03

Commented [SG2]: Inserted 2016 employer contributions to health and dental premiums approved by the Commission October 5, 2015.

3. In the event that First 5 Contra Costa's premium subsidy amounts are greater than one hundred percent (100%) of the applicable premium of any health or dental plan, for any plan year, First 5's contribution will not exceed one hundred percent (100%) of the applicable plan premium.

C. Health Plan Coverages and Provisions: The following provisions are applicable to First 5 Contra Costa Employee's Health and Dental Plan participation:

1. Employee Contribution Deficiencies: First 5 Contra Costa contributions to the

Health Plan and/or Dental Plan premiums are payable for any month in which the employee is paid. If an employee's compensation in any month is not sufficient to pay the employee share of the premium, the employee must make up the difference by remitting the unpaid amount to the County Auditor Controller. The responsibility for this payment rests solely with the employee.

2. Leave of Absence: First 5 Contra Costa will continue to pay its shares of health and/or dental plan premiums for enrolled employees who are on an approved paid or unpaid leave of absence provided the employee's share of the premiums is paid by the employee.
- D. Family Member Eligibility Criteria: The following persons may be enrolled as the eligible Family Members of a medical and/or dental plan Subscriber:
1. Health Insurance
 - a. Eligible Dependents:
 - Legal spouse
 - Qualified domestic partner (State registered domestic partnership or Contra Costa County non-registered domestic partnership)
 - Child to age 26
 - Disabled child who is over age 26, unmarried, and incapable of sustaining employment due to a physical or mental disability that existed prior to the child attainment of age 19.
 - b. The definition of a dependent child includes natural child, step-child, adopted child, child of a qualified domestic partner and a child specified in a Qualified Medical Child Support Order (QMCSO) or similar court order.
 2. Dental Insurance
 - a. Eligible Dependents:
 - Legal spouse
 - Qualified domestic partner (State registered domestic partnership or Contra Costa County non-registered domestic partnership)
 - Unmarried children who are dependent on you, your spouse or qualified domestic partner for support who are:
 - i. under age 19;
 - ii. age 19 to 24; who are full-time students, dependents upon you for at least 50% of their support, unmarried and living with you (except when away at school)
 - iii. Disabled child who is over age 19, unmarried, incapable of sustaining employment due to a physical or mental handicap that existed prior to the child's attainment of age 19 and is your dependent as defined by the Internal Revenue Service.
 - b. "The definition of a dependent child includes natural child, step-child, adopted child, child of a qualified domestic partner, and a child specified in a Qualified Medical Child Support Order (QMCSO) or similar court order.
- E. Computer Vision Care (CVC) Program: Employees are eligible to receive an annual CVC vision examination at First 5's expense provided that the employee regularly uses a video display terminal at least an average of two (2) hours per day as certified by their supervisor.

Employees must make their request through the County Benefits Department. Should prescription eyeglasses be prescribed for the employee following the

examination, First 5 Contra Costa agrees to provide, at no cost, basic eye wear consisting of a fifty dollar (\$50) frame and single, bifocal or trifocal lenses.

Employees may use up to two (2) total hours of paid time for an exam and to obtain glasses.

Commented [SG3]: Added language offering employees two hours of paid time off in order to have a vision exam. This benefit is provided to County employees.

Employees may solely at the employee's expense, include blended lenses and other care, services or materials not covered by the Plan.

- F. CalPERS Long-Term Care: Eligible employees may voluntarily elect to purchase long-term care at their expense through the CalPERS Long-Term Care Program.
- G. Premium Conversion Plan: Employees may elect to participate in the Premium Conversion Plan designed to qualify for tax savings under Section 125 of the Internal Revenue Code, but tax savings are not guaranteed. The program allows employees to use pre-tax dollars to pay health and dental premiums.

6. Health, Dental and Related Benefits for Separated or Retired Employees

- A. Coverage Upon Separation: An employee who separates from First 5 Contra Costa is covered by his/her health and/or dental plan through the last day of the month in which s/he separates. Employees who separate from First 5 Contra Costa employment may continue group health and/or dental plan coverage to the extent provided by the COBRA laws and regulations, at the same rates as Contra Costa County Cobra plans. Refer to County Employee Benefits information online at www.co.contra-costa.ca.us.
- B. Coverage Upon Retirement: An employee who retires from First 5 Contra Costa may be eligible to continue his/her health and/or dental plan at the retiree rates as approved by the Commission. Refer to Section 10E for additional information.

7. Workers' Compensation

First 5 Contra Costa provides workers' compensation insurance to employees injured within the course and scope of their employment with medical and other benefits as prescribed in the California Labor Code.

8. Flexible Spending Accounts

Employees working 20 hours or more per week are eligible to participate in the following flexible spending accounts. Part-time employees working less than 20 hours per work, intermittent employees, and temporary employees/interns are not eligible to participate.

- A. Health Care Spending Account: After six (6) months of continuous employment employees may elect to participate in a Health Care Spending Account (HCSA) Program designated to qualify for tax savings under Section 125 of the Internal Revenue Code. Such savings are not guaranteed. This program allows employees to set aside a predetermined amount of before-tax dollars from their pay each calendar year for health care expenses that are not reimbursed by any other health benefit plans. HCSA dollars may be expended on any eligible medical expenses allowed by Internal Revenue Code Section 125. Any unused balance is forfeited and cannot be recovered by the employee.
- B. Dependent Care Assistance Program: The Dependent Care Assistance Program (DCAP) is designed for employees to qualify for tax savings under Section 129 of the

Internal Revenue Code. Such savings are not guaranteed. Any unused balance is forfeited and cannot be recovered by the employee.

9. Life Insurance

- A. Life Insurance Benefit Under Health and Dental Plans: For employees who are enrolled in First 5 Contra Costa's program of medical or dental coverage as either the primary or the dependent, term life insurance in the amount of ten thousand dollars (\$10,000) will be provided by First 5 Contra Costa.
- B. Voluntary Supplemental Life Insurance: In addition to the life insurance benefits provided by this resolution, employees may subscribe voluntarily and at their own expense for supplemental life insurance. Employees may elect from \$20,000 up to \$500,000 of coverage as provided through and administered by Contra Costa County.
- C. Non-exempt Employees: Non-exempt employees are covered by term life insurance, at First 5 Contra Costa's expense, in the amount of forty thousand dollars (\$40,000) in addition to the insurance provided under Section 7.A
- D. Exempt Employees: Exempt employees are covered by term life insurance, at First 5 Contra Costa's expense, in the amount of fifty seven thousand dollars (\$57,000) in addition to the insurance provided under Section 7.A
- E. Executive Director: In lieu of the insurance provided under Section D, the Executive Director is covered by term life insurance, at First 5 Contra Costa's expense, in the amount of sixty thousand dollars (\$60,000) in addition to the insurance provided under Section 7.A.

10. Retirement

The Contra Costa County Employees' Retirement Association (CCCERA) was established by the County of Contra Costa in 1945. CCCERA is governed by the County Employees' Retirement Law of 1937 (California Government Code Section 31450 et. seq), the California Public Employees' Pension Reform Act of 2013 (PEPRA), and the regulations, procedures, and policies adopted by CCCERA's Board of Retirement.

CCCERA is a cost-sharing multiple employer public employee retirement association whose main function is to provide service retirement, disability, death and survivor benefits to members employed by First 5 Contra Costa.

Eligible First 5 Contra Costa employees are General Members. General members hired prior to January 1, 2013, are eligible to retire once they attain the age of 70 regardless of service or at age 50 and have acquired 10 or more years of retirement service credit. A member with 30 years of service is eligible to retire regardless of age. General members who are first hired on or after January 1, 2013, are eligible to retire once they have attained the age of 70 regardless of service or at age 52, and have acquired five years of retirement service credit.

The retirement benefit is based upon age at retirement, final average compensation, years of retirement service credit and retirement plan and tier.

CCCERA may approve an annual cost-of-living benefit to all retirees. The cost-of-living adjustment, based upon the Consumer Price Index for the San Francisco-Oakland-San

Commented [SG4]: Added language to this section to provide more information to employees.

Jose Area, is capped at 3.0% for General Tier 1 and PEPRA General Tier 4. The plan also provides a post retirement lump sum death benefit of \$5,000 to the member's beneficiary (\$31789.5) paid from the Post Retirement Death Benefit Reserve.

The program is a defined benefit retirement plan and includes mandatory deductions, as determined by CCCERA.

A. Membership in the Contra Costa County Employees' Retirement Association (CCCERA). Full-time employees and part-time employees who work twenty (20) hours or more per week ~~will receive~~ are members of ~~retirement benefits provided under~~ the Contra Costa County Employees' Retirement Association (CCCERA). Participation is automatic and cannot be waived. Employees become members of CCCERA effective on the first full pay period after employment. ~~The program includes mandatory deductions, as determined by CCCERA. The program is a defined benefit retirement plan.~~

Commented [SG5]: Moved this information above.

B. The member and employer contribution rates are split into ~~three~~ two sets;

1. ~~Employees Members~~ with membership dates before January 1, 2011-2013 are Legacy Members enrolled in Tier 1 Enhanced
2. ~~Members with membership dates on or after January 1, 2011 are enrolled in Tier 1 Enhanced. For employees hired on or after January 1, 2011 certain terminal pay elements are no longer included in the determination of compensation for retirement purposes.~~
2. Employees ~~who become~~ with membership dates on or after January 1, 2013 are PEPRA Members enrolled in Tier 4.

Commented [SG6]: No longer applies.

PEPRA Members and are governed by the California Public Employees' Pension Reform Act of 2013 (PEPRA) (Chapters 296 and 297, Statutes of 2012). To the extent that this resolution conflicts with any provision of PEPRA, PEPRA governs.

Contribution rates for ~~both~~ employers and employees are determined by the CCCERA Board of Directors. For more information about contribution rates contact CCCERA at 925-521-3960 or online at www.cccera.org.

G. ~~Subvention. Mandatory retirement contributions are split into employer and employee contributions. The employee portion is split into the basic rate and the COLA rate used for their COLA when retired.~~

Commented [SG7]: No longer applies.

~~Effective on January 1, 2013, employees are responsible for the payment of 100% of the employees' basic and COLA contributions. First 5 will pay only the employer contribution.~~

C. Pre-Tax Payment of Retirement Contributions. First 5 Contra Costa follows Section 414(h) (2) of the Internal Revenue Code which allows the County Auditor-Controller to reduce the gross monthly pay of employees by an amount equal to the employee's total contribution to the County Retirement System before Federal and State income taxes are withheld, and forward that amount to the Retirement system. This program of deferred retirement contribution will be universal and non-voluntary as required by statute.

D. Health and Dental Benefit Participation Upon Retirement

1. ~~Employees Hired Prior to January 1, 2007:~~ Upon retirement and for the term of this resolution, eligible employees ~~hired prior to January 1, 2007~~ and their eligible family members may remain in their First 5 Contra Costa health/dental plan, but without First 5 Contra Costa-paid life insurance coverage, if immediately before their proposed retirement the employees and dependents are either active subscribers to one of the contracted health/dental plans or if while on authorized leave of absence without pay, they have retained continuous coverage during the leave period. First 5 Contra Costa will pay the health/dental plan monthly premium subsidies for eligible retirees and their eligible family members at the same rates as Contra Costa County retirement plans. Refer to County Employee Benefits information online at www.co.contra-costa.ca.us.
2. Employees Hired After December 31, 2006: All employees hired after December 31, 2006 are eligible for retiree health/dental coverage upon completion of fifteen (15) years of service as an employee of First 5 Contra Costa. For purposes of retiree health eligibility, one year of service is defined as one thousand (1,000) hours worked within one anniversary year. The existing method of crediting service while an employee is on an approved leave of absence will continue for the duration of this Resolution. Upon retirement, employees (and their eligible family members) are eligible to receive a monthly premium subsidy for health and dental plans at the same rates as Contra Costa County retirement plans. Refer to County Employee Benefits information online at www.co.contra-costa.ca.us.
3. Employees Hired on or after January 1, 2009: Eligible employees who retire under the Contra Costa County Employees' Retirement Association (CCCERA), ~~and their eligible family members,~~ may retain continuous coverage of a health and/or dental plan, however no monthly premium subsidy will be paid by First 5 Contra Costa for any health or dental plan after they retire. They will receive continuous coverage of a health and/or dental plan, provided that (i) he or she begins to receive a monthly retirement allowance from CCCERA within 120 days of separation from First 5 Contra Costa employment and, (ii) he or she pays the full premium cost under the health and/or dental plan without any First 5 Contra Costa premium subsidy.
4. Any person who becomes age 65 on or after January 1, 2009 and who is eligible for Medicare must immediately enroll in Medicare Parts A and B.

Commented [SG8]: Language not necessary.

Commented [SG9]: Added clarifying language.

- E. Employees Who File For Deferred Retirement: Employees who resign and file for a deferred retirement and their eligible family members may continue in their First 5 Contra Costa group health and/or dental plan under the following conditions and limitations.
1. Health and dental coverage during the deferred retirement period is totally at the expense of the employee, without any First 5 Contra Costa contributions.
 2. Life insurance coverage is not included.
 3. To continue health and dental coverage, the employee must:
 - a. be qualified for a deferred retirement under the 1937 Retirement Act provisions;

- b. be an active member of a First 5 Contra Costa group health and/or dental plan at the time of filing their deferred retirement application and elect to continue plan benefits;
 - c. be eligible for a monthly allowance from the Retirement System and direct receipt of a monthly allowance within twenty-four (24) months of application for deferred retirement; and
 - d. file an election to defer retirement and to continue health benefits hereunder with the Benefits Division within thirty (30) days before separation from First 5 Contra Costa service.
4. Deferred retirees who elect continued health benefits hereunder and their eligible family members may maintain continuous membership in their health and/or dental plan group during the period of deferred retirement by paying the full premium for health and dental coverage on or before the 10th of each month, to the Contra Costa County Auditor-Controller. When the deferred retirees begin to receive retirement benefits, they will qualify for the same health and/or dental coverage as similarly situated retirees who did not defer retirement.
 5. Deferred retirees may elect retiree health benefits hereunder without electing to maintain participation in their First 5 Contra Costa health and/or dental plan during their deferred retirement period. When they begin to receive retirement benefits, they will qualify for the same health and/or dental coverage as similarly situated retirees who did not defer retirement, provided reinstatement to a Contra Costa group health and/or dental plan will only occur following a three (3) full calendar month waiting period after the month in which their retirement allowance commences.
 6. Employees who elect deferred retirement will not be eligible in any event for First 5 Contra Costa health and/or dental plan subsidy unless the member draws a monthly retirement allowance within twenty-four (24) months after separation from First 5 Contra Costa.
 7. Deferred retirees and their eligible family members are required to meet the same eligibility provisions for retiree health/dental coverage as similarly situated retirees who did not defer retirement.
- F. For purposes of Section 10 only, "eligible family members" does not include Survivors of employees or retirees.

11. Deferred Compensation

Employees working 20 hours or more per week are eligible to participate in the Deferred Compensation plan. Part-time employees working less than 20 hours per work, intermittent employees, and temporary employees/interns are not eligible to participate.

- A. Deferred Compensation Incentive: First 5 Contra Costa will contribute eighty-five dollars (\$85) per month to each eligible employee who participates in the Deferred Compensation Plan. To be eligible for this Deferred Compensation Incentive, the employee must contribute to the deferred compensation plan as indicated below.

Employees with Current Monthly Salary of:	Qualifying Base Contribution Amount	Monthly Contribution Required to Maintain Incentive Program Eligibility
\$2,500 and below	\$250	\$50
\$2,501 – 3,334	\$500	\$50
\$3,335 – 4,167	\$750	\$50
\$4,168 – 5,000	\$1,000	\$50
\$5,001 – 5,834	\$1,500	\$100
\$5,835 – 6,667	\$2,000	\$100
\$6,668 and above	\$2,500	\$100

Employees who discontinue contributions or who contribute less than the required amount per month for a period of one (1) month or more will no longer be eligible for the eighty-five dollar (\$85) Deferred Compensation Incentive. To reestablish eligibility, employees must again make a Base Contribution Amount as set forth above based on current monthly salary. Employees with a break in deferred compensation contributions either because of an approved medical leave or an approved financial hardship withdrawal will not be required to reestablish eligibility. Further, employees who lose eligibility due to displacement by layoff, but maintain contributions at the required level and are later employed in an eligible position, will not be required to reestablish eligibility.

- B. Maximum Annual Contribution: All of the employee and First 5 Contra Costa contributions set forth in Subsections A and B will be added together to ensure that the annual maximum contribution to the employee's deferred compensation account does not exceed the annual maximum contribution rate set forth in the United States Internal Revenue Code.
- C. Deferred Compensation Plan (IRC 457) Loan Provision: Employees who participate in the Deferred Compensation program are eligible to borrow funds from their Deferred Compensation account. Refer to the County Employee Benefits information online at www.co.contra-costa.ca.us.

12. Professional Development and Training

- A. Career Development Training Reimbursement: First 5 Contra Costa provides educational assistance reimbursement to up to \$500 per year for eligible employees, with Executive Director approval.
- B. Management Development Policy: First 5 Contra Costa may elect to pay the cost of employees' attendance at professional conferences or trainings as they relate to an employee's job function, with Executive Director approval.
- C. Memberships, Subscriptions, Dues: First 5 Contra Costa may elect to pay the cost of memberships, subscriptions, etc. as they relate to an employee's job function, with Executive Director approval.
- D. Executive Director Memberships, Subscriptions, Dues: First 5 Contra Costa's Executive Director is eligible for up to \$825 reimbursement, in each 2 year period, for memberships, subscriptions, etc.

13. Mileage Reimbursement

- A. Mileage Reimbursement: First 5 Contra Costa will pay a mileage allowance for the use of personal vehicles on First 5 Contra Costa business at the rate allowed by the Internal Revenue Service (IRS) as a tax deductible expense, adjusted to reflect changes in this rate on the date it becomes effective or the first of the month following announcement of the changed rate by the IRS, whichever is later.

14. Executive Director Automobile Allowance

- A. First 5 Contra Costa's Executive Director receives a \$300 monthly car allowance.



Monday December 7, 2015

Agenda Item 13.0

Communications

Political strength on Monument Blvd. Concord's Latino community is finding its voice

By Lisa P. White

lwhite@bayareanewsgroup.com

CONCORD—The large and growing Latino community here historically has wielded little influence at City Hall. Although nearly a third of Concord's residents are Latino, they are not represented on the council, and only two have ever been elected previously.

But a group of Latino parents' recent success convincing city leaders to improve their neighborhood parks may be a harbinger of organized efforts to secure political power and services for residents of the ethnically diverse Monument Boulevard neighborhood.

Initially, the residents faced long odds. City leaders were sympathetic to pleas for new restrooms and play structures, but money was tight. Undeterred, members of the Central County Regional Group, a volunteer parent-advocacy organization, returned time and again to make their case—often in Spanish.

It took eight months, but the council finally approved those park improvements.

"For the community that has been participating and following this and coming out, I know this was kind of the first time for you to get involved," Councilwoman Laura Hoffmeister told the parents. "Hopefully, you feel that you have been listened to."

The next step in building a political power base could come next year. Cassie Gonzales, a public health nurse, said she's running for City Council. If elected, Gonzales, who grew up in a large family in Concord, said she would champion health care, transportation, public safety and housing.

"The Monument community, because of the issues they face and because they've grown as they have, I feel they need representation by someone who's lived in their shoes," said Gonzales, who lives downtown. "I've lived in their shoes."



SUSAN TRIPP POLLARD/STAFF

Litzy Gonzalez, 10, of Concord, right, performs a soccer drill with teammates Sept. 14 at Meadow Homes Park. The city's Latino community pushed to improve the park, and their persistence has paid off as fixes have been approved.

The neighborhood

From 2000 to 2010, Concord's Latino population grew from 22 percent to nearly 31 percent, while the share of white residents fell from about 71 percent to 65 percent, according to U.S. Census figures.

The Monument Boulevard area is home to about a quarter of the city's population, and 56 percent of the residents there are Latino. The neighborhoods that straddle the boulevard between Highway 242 to the north and Bancroft Road to the south are densely populated with older houses and apartments, three elementary schools, parks and a bustling commercial district. The strip malls lining the main thoroughfare—where ethnic restaurants rub shoulders with Mexican, Afghan and Korean markets—reflect the neighborhood's diversity.

The area has improved since the 1990s, when gangs flourished and businesses fled. Today, there are fewer empty storefronts, crime is down, and police have worked to build trust with the community, said Councilman Edi Birsan, who has lived three blocks from Monument Boulevard for 31 years.

"It is a vibrant, small business incubator where people want to make sure they're safe. They want to get a decent job, and they want their kids to have a decent education," he said.

Engaged parents

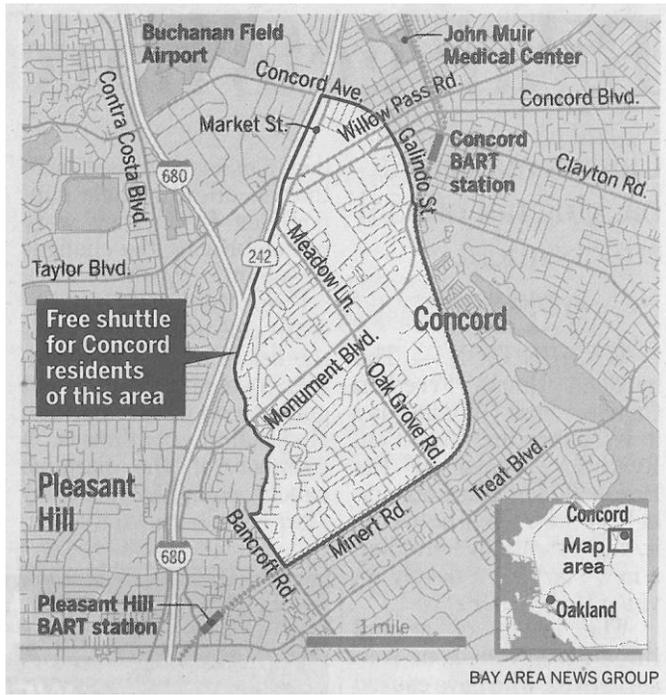
These are the very issues motivating members of the regional group, many of whom are women and come from low-income, immigrant families living in the Monument, according to Rhea Laughlin, community-engagement program officer at First 5 Contra Costa, which sponsors the group. The women practice public speaking and learn about the political process at the state and local level with the goal of training a new generation of leaders.

Then, dressed in their signature turquoise T-shirts and wearing headsets carrying a live Spanish translation of the proceedings, group members put their new skills to use at council meetings.

"Someone getting up to speak their truth among decision makers who don't look like you, maybe don't speak your language—it takes a lot of courage in the midst of that fear and intimidation to speak anyway," Laughlin said.

During one planning session over plates of enchiladas and beans, a group of mothers listened while Claudia Vazquez described pending legislation and issues important to their community, such as health care, racial profiling and e-verify, the system employers use to determine if job applicants are eligible to work in the country.

"I feel more confident in myself to speak in public, to speak with my kids and to understand the needs of the community," said Vazquez, a mother of four, who moved here from Mexico six years ago. "As a mother, I would like to have safe and accessible places for my children to play."



Rosas, the former councilman, stressed that it's important to keep trying."

"Latinos in general have to know it's OK to run and lose," he said. "Being part of the local process is important. Volunteer on a campaign, work for a candidate. See what it's like to get out and meet people and talk about issues and have a clear set of issues you want to implement."

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Representation

Historically, Latinos seeking local elected office and political influence in California have overcome their smaller numbers by building coalitions with African-Americans and Asians around a shared desire for better parks, safer neighborhoods and greater police oversight, according to Luis Fraga, political science professor at the University of Norte Dame.

It was a coalition of African-American, Latino, Asian and gay and lesbian groups that helped Lou Rosas become the first Latino elected to the Concord council in 1992. Rosas said he emphasized his experience as a planning commissioner and design review board member, but Concord was much less diverse then, so he did not play up the fact that, if elected he would be the first Latino on the council.

But once he was there, Rosas believes being Latino helped him tackle the city's problem with day laborers who loitered along Monument Boulevard looking for work.

"Of course, they're all Mexican, and finally I'm a council member who looks like them," said Rosas, who reassured the men in Spanish that the city didn't represent federal immigration authorities.

Eric Maldonado, 40, a credit union officer and son of El Salvadorian immigrants, was one of two finalists this summer to replace the city treasurer, who retired before his term ends in 2018. Although he didn't get the job, chances are Maldonado, former president of the Hispanic Chamber of Commerce, will remain involved.

He said he applied for the position to bring experience and diversity to city leadership.

"I believe it's important to be reflective of your base of residents; obviously, the demographics have changed," said Maldonado, who has lived in Concord for a decade.

Grassroots effort inspires significant improvements at Davis Park in San Pablo



A grassroots effort to make Davis Park in San Pablo safer and more attractive to local residents has come a long way.

Almost exactly a year ago, we reported how neighbors of the park at 1661 Folsom Ave. had complained about an [increase in muggings](#), including the violent robbery of an ice cream salesman.

Since then, the [First 5 Contra Costa](#) West County Regional Group, an assembling of community members and advocates aiming to improve neighborhoods for the benefit of children, has worked to ensure a better future for the park by convincing City Council to [allocate \\$435,000](#) for specific enhancements.

Among the improvements, police surveillance cameras are currently being installed in the park and are expected to be fully operational in summer of next year, according to a report by city staff [last month](#). The park is also being outfitted with new water fountains, which are expected to be finished this fall, along with new lighting, picnic tables, BBQ grills and waste and recycling receptacles, all of which are expected to be completed in spring 2016.

The park's existing bathroom is currently receiving about \$45,000 in upgrades. City Council has also approved funding for the construction of a whole new bathroom on the other side of the park.

All of the improvements are meant to make Davis Park a vibrant space that attracts families and scares off criminal activity.

"Bringing more people to the park helps with public safety," San Pablo Mayor Kathy Chao Rothberg said. "The key is the eyes; having residents patrolling through self-patrol."

The focus on Davis Park began after First 5 Contra Costa, via three regional groups consisting of community members, sponsored a study of 75 parks in local jurisdictions. The nonprofit wanted to identify parks in need of rehabilitation and to help local residents advocate for them.

"Davis Park was identified as needing the most dramatic improvement," First 5 Contra Costa spokesperson Rhea Elina Laughlin said.

She called the successful efforts to rehabilitate the park a "tremendous resident-led process."

But the work isn't done.

Now that park improvements are underway, the First 5 Contra Costa West County Regional Group is working to partner neighbors with local police for the purpose of ensuring safety at Davis Park.

On Thursday from 5:30 p.m. to 7:30 p.m., neighbors are invited to a public safety forum at the park. Residents will learn more about the latest crime statistics in the area, meet their police beat officers and discuss crime prevention, organizers said.

“Residents living near Davis Park are concerned with crime, vandalism, and unsafe conditions, all of which prevent local families from using this park,” the nonprofit said in a statement. “This grassroots group of parents aims to change that by improving one West County park at a time.”

About the Author

Mike Aldax is the editor of the Richmond Standard. He has 13 years of journalism experience, most recently as a reporter for the San Francisco Examiner. He previously held roles as reporter and editor at Bay City News, Napa Valley Register, Garden Island Newspaper in Kaua’i, and the Queens Courier in New York City.

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