



## Commission Meeting Minutes

Monday, April 13, 2020, 6:00 pm via ZOOM WEBINAR

**To slow the spread of COVID-19, the Health Officer's Shelter Order of March 16, 2020, prevents public gatherings (Health Officer Order ). In lieu of a public gathering, the First 5 Contra Costa Children's & Families' Commission meeting will be accessible via Zoom Meeting to all members of the public as permitted by the Governor's Executive Order 29-20.**

*Members of the public may participate in the meeting online, or by telephone but MUST REGISTER in advance in order to do so.*

### 1.0 Call to Order and Roll Call

Marilyn Lucey, Commission Chair began the meeting at 6:00 PM. Due to COVID-19, the meeting was held on a web-based platform. The chair introduced meeting protocols.

Commissioners present on roll call as follows:

District 1: Dr. Rocio Hernandez

District 2: Marilyn Lucey

District 3: PJ Shelton

District 4: Gareth Ashley

District 5: John Jones

Board Of Supervisors: Diane Burgis

EHSD: Katharine Mason for Kathy Gallagher

Children & Families Services: Rosalind Gentry for Kathy Marsh

Also present was Deputy County Counsel Keiko Kobayashi.

Alternates present on roll call as follows:

District 1: Genoveva Calloway

District 3: Lee Ross

Absent were: Commissioners for EHSD Director Kathy Gallagher, Health Services Officer Dr. Christopher Farnitano, Alternates District 4 Matt Regan, BOS Alternate Candace Andersen, and Health Services Department Daniel Peddycord.

### 2.0 Public Comment

There were no public comments from the members of the public via phone or online.

There were no public written comments sent to the Communications Manager's email.

### 3.0 Approval of Consent Calendar

A motion was made by Diane Burgis and seconded by PJ Shelton to approve the Consent Calendar.

All in favor by roll call:

**AYES:** District 1: Dr. Rocio Hernandez

District 2: Marilyn Lucey

District 3: PJ Shelton

District 4: Gareth Ashley

District 5: John Jones

Board Of Supervisor: Diane Burgis

EHSD: Katharine Mason for Kathy Gallagher

**Commission Meeting Minutes**

Monday April 13, 2020

Page 1 of 7



Children & Families Services: Rosalind Gentry for Kathy Marsh

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Health Services Commissioner Dr. Christopher Farnitano, Health Services Alternate Daniel Peddycord.

The motion was approved by a vote of 8 to 0.

## 5.0 Public Hearing on the First 5 California 2018-19 Annual Report

*The report is found at:*

[http://www.cafc.ca.gov/pdf/about/budget\\_perf/annual\\_report\\_pdfs/Annual-Report-18-19.pdf](http://www.cafc.ca.gov/pdf/about/budget_perf/annual_report_pdfs/Annual-Report-18-19.pdf)

*The Contra Costa County Commission highlights can be found on page 32.*

Marilyn Lucey opened the public hearing on the First 5 California 2018-19 Annual Report.

First 5 California prepares an annual report each year based in part on fiscal program and participant information provided by each 58 county commissions. County Commissions are required by statute to hold an annual public hearing on First 5 California's annual report.

Ruth Fernandez reported some of the First 5 Contra Costa highlights found on page 32 of the report: First 5 Contra Costa's support of "community of practice" for the cohort of 14 Trauma Fellows representing 12 agencies who completed the training module last year. The report mentioned First 5 Contra Costa's Community Engagement program counties that advocated for healthy, safe and equitable communities, assessed 25 Richmond parks for improvement, application for Richmond prop 68 funds resulted in securing 7 million dollars from that application. It also reported that Central County advocacy work promoting housing security. Quality Matters program welcomed 48 additional new sites. Second Annual Coffee and Kids with guest speaker Kris Perry and Congressman Mark DeSaulnier updating the advancements at the federal level. The report included the conclusion of the renovations to the East County First 5 Center in Pittsburg.

There were no discussions or questions from the Commissioners.

There were no questions or comments on the phone or online.

There were no questions sent via email to the Communications Manager.

The Chairwoman closed the public hearing of the First 5 California annual report 2018-19.

Diane Burgis made a motion, seconded by Dr. Cio Hernandez to accept the First 5 California Annual Report 2018-2019.

All in favor by roll call:

**AYES:** District 1: Dr. Rocio Hernandez

District 2: Marilyn Lucey

District 3: PJ Shelton

District 4: Gareth Ashley

District 5: John Jones

Board Of Supervisor: Diane Burgis

EHSD: Katharine Mason for Kathy Gallagher

Children & Families Services: Rosalind Gentry for Kathy Marsh

**Commission Meeting Minutes**

Monday April 13, 2020

Page 2 of 7



**NOES:** None

**ABSTAIN:** None

**ABSENT:** Health Services Commissioner Dr. Christopher Farnitano and Health Services Alternate Daniel Peddycord.

The motion was approved by a vote of 8 to 0.

**6.0 Consider approving proposed First 5 Contra Costa Budget FY 2020-21**

Ruth Fernandez gave the following report:

To date this is our best projection that we can make at this time given uncertainties – the Fiscal year 2021 budget represents the first year of the Commission’s 2021-2023. First 5’s initiatives will continue to blend both Proposition 10 tobacco tax revenues and outside funding. As the Proposition 10 income continues to decline, but at a slower pace than other California counties due to the County’s small birth rate increase. Outside funding projected to decrease 34% in the next year. Next year’s budget is \$863,694 lower than the current year budget, and draws down \$2.99 million of unrestricted fund balance.

The projection does not include the backfill provided by Proposition 58, the 2016 ballot initiative that raised the state tobacco tax by \$2.00 per pack.

This budget revenue also includes the First 5 California IMPACT (Improve and Maximize Programs so All Children Thrive) initiative as well as the continued funding from the State Preschool Quality Block Grant, the Quality Counts Block Grant. This year, Quality Counts California released a three-year funding RFA that for the first time will blend all three previously mentioned funding streams and federal Preschool Development Grant Birth through Five into one application.

On line 11, grant funded programs will draw down and use \$1,451,025 of restricted funds received in prior years including the Leshar Foundation and other grant funds (Includes grant funds from the Sunlight Giving Foundation).

Over \$1 million of program staffing wage and benefits supported by external funding, including a QRIS coach coordinator, the Help Me Grow and Community Engagement Coordinators.

Overall administration cost are 11% of the total budget – has remained consistent over the past three years.

The program expenses are similar to the current year’s budget. The budget in front of you as you can see is under a million, smaller than the previous year, but similar in or programmatic investment areas.

Lee Ross asked to elaborate the \$225,000 to \$318,205 increase the Community Engagement Initiative projected to have.

The Community Engagement successfully brought in new grants from private foundation including their Policy Advocacy and in the Census promotion. On line 33 of the budget sheets under other funds. Those are all new grants brought in by the Community Engagement. Some of the funding is unrestricted, and will allocate to cover staffing. Grants with specific restrictive goals will be applied to the Community groups or specific to the Census. The priorities that the community choose is determined by the community group by selecting a focus area annually.



Diane Burgis asked: The county is delaying budget because of big changes. Are there lines dependent on the county budget?

The interest income we receive partially is in joint with the County as seen on LINE 9 of the revenue category from Prop 10. We do not know what the interest earned is part of the aggregate sum that the county receives.

John Jones asked what year in that 5 year plan is the Leshar Foundation Grant? As well as on the Sunlight Giving Foundation grant, what cycle are we on?

Year 2 on Leshar Foundation Grant (Calendar Year) Year 2 on 3 year cycle with Sunlight Giving.

It is likely that we may need to come back to the Commission a revised budget depending on the state of the current funding streams. We will address it as it comes.

PJ Shelton asks when do you foresee the changes/ revisions happen?

Ruth anticipates more changes will occur during this FY. Several state budget decisions are yet to be made, many statewide initiatives are still in development that will impact First 5 Contra Costa investments at the local level. (i.e. home visiting and ECE workforce development).

There were no further comments from the public, from online, from emails.

PJ Shelton made a motion and Gareth seconded to approve the proposed First 5 Contra Costa budget for FY 2020-2021

All in favor by roll call:

**AYES:** District 1: Dr. Rocio Hernandez  
District 2: Marilyn Lucey  
District 3: PJ Shelton  
District 4: Gareth Ashley  
District 5: John Jones  
Board Of Supervisor: Diane Burgis  
EHSD: Katharine Mason for Kathy Gallagher  
Children & Families Services: Rosalind Gentry for Kathy Marsh

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Health Services Commissioner Dr. Christopher Farnitano and Health Services Alternate Daniel Peddycord.

By vote of 8 to 0, the Commission approved the proposed First 5 Contra Costa budget for FY 2020-2021.



## 7.0 Executive Director's Report

Ruth Fernandez delivered the following report:

### Revenues

- a) I am pleased to inform that First 5 Contra Costa County has received the Prop 10 apportionments for July 2019 through February 2020.
- b) Our state First 5 Association and First 5 CA met with staff from the California Department of Taxation and Fee Administration, or CDTFA to better understand the methodology used to calculate the Prop 10 revenue.

### Advocacy

- c) First 5 Association submitted a letter to the research team working on the Master Plan for Early Learning and Care. This plan address how the state can expand comprehensive, affordable and quality child care and universal preschool across the state. I am happy to share that the First 5 Network engaged in collaborative efforts with all County commission staff and other county leaders to ensure First 5 recommendations are reflected in the final Master Plan to benefit young children statewide. Commitments to stand by whole child, whole family, integrated services across systems sectors, and equity for all children.
- d) Virtual Advocacy Day: Commissioners invited to participate in First 5's virtual Advocacy Day planned and coordinated by the First 5 Association to take place on April 21. Legislative meetings to be coordinated with county representatives. First 5 staff and commissioners are encouraged to participate.

### Strategic Planning Efforts

- e) Since approval of the new three-year Strategic Plan (2020-2023) for First 5 Contra Costa, I began to work with our program team to develop an organizational operations plan. Late January, staff met to evaluate the current strategic plan to evaluate impact and identify current trends and priority needs in the community. Next steps are to evaluate current protocols and work flow based on new strategic priorities and principles. Program team currently working to make recommendations for investments in programming areas. Contract recommendations presented to the Commission in June.
- f) First 5 Contra Costa is actively involved in multiple county coalitions and taskforces looking to address COVID- 19. We participate in the Social Needs Task Force led by the Contra Costa Health Services Regional Foundation with the goal of coordinating and streamlining cross-sector county efforts for COVID-19 relief. First 5 also participates in the Emergency Child Care Task Force and co-facilitates weekly meetings for Child Care Supply Needs. I am proud to report that all First 5 staff including program assistants and program officers actively participate county coalitions to address the needs of immigrant and low-income families and are readily available to assist with supply distribution and delivery to child care providers, as needed.
- g) Since Shelter in Place began, First 5 Contra Costa Regional Group families reported to be experiencing financial hardships. Regional Group families are disproportionately impacted by the financial consequences of the Shelter in Place order as 96% are currently unemployed or



underemployed and 70% are ineligible for public assistance benefits. Financial assistance is urgently needed to help Regional Group families with young children to pay rent, food and medication bills. A financial need of \$80,000 is estimated to cover Regional Group families' monthly bills. First 5 was approached by multiple funders looking to assist families with young children who were in need of cash assistance/support. First 5 Contra Costa coordinated a partnership with Community Financial Resources (CFR) and Healthy & Active Before 5 (HAB45) to connect Regional Group families with cash assistance funds contributed through philanthropic partners. We are pleased that HAB45 will facilitate cash assistance for Regional Group families in need during this financial crisis.

- h) To date, EBCF has given \$30,000 for this purposes and \$10,000 from Travis Credit Union. First 5 will connect funders interested in supporting this cause to HAB45 and CFR.
- i) Another priority is to continue hiring to fill key vacant positions with First 5 Contra Costa. We have continued to work with CPS Consulting a search firm for the hiring of Deputy Director and Finance and Operations Director. To date, we have received 31 resumes for the Deputy Director job. We continue to screen resumes for Communications Manager and Evaluation Analyst Position as well.
- j) We said farewell to Marnie Huddleston who retired end of March. We plan to release posting for that position end of April – as mentioned, we plan to work with CPS Consulting for this position. We will be posting for the Early childhood Program Officer position towards the end of April.
- k) Lastly, per our Program Updates – we welcomed a new Quality Improvement Coach, Deanna Carmona. Welcome to Deanna!
- l) I would like to express how proud I am of the First 5 Team. We quickly and efficiently adjusted to the Shelter-In-Place order. We are working 100% remotely. First 5 Centers have been providing remote activities via Facebook to provide interactive activities to families. We also updated our website to include COVID-19 updates and resources during this uncertain times.

Dr. Roccio Hernandez thanked everybody for helping the County's most vulnerable.

John Jones asked if there is a process developed on how to distribute cash assistance.

Ruth reported that CFR has two pathways. One option is to provide the recipient a pre-loaded cash card. Another option is for the recipient to open a Savings account with Self-Help Credit Union for families with a Tax ID number or for those who do not have one.

Gareth Ashley asked if there are further delays in receiving the Proposition 10 funds? And are we in a good state if we do not get these funds?

Ruth reported that First 5 Contra Costa looks into lessening our Proposition 10 investments, and if needed to, will tap into the allocation of the fund balance of \$9 million dollars approved for the program areas. This issue is not a concern at this time.

## **8.0 Communications**

- Master Plan Letter from First 5 Association of California  
*See the “Executive Director Report” on item 7 that included update on the Master Plan Letter from First 5 Association of California.*

## **9.0 Commissioner F.Y.I. Updates**

The following Commissioners provided these updates:

Dr. Rocio Hernandez asked if we have resources on helping children (0-5 children we serve) reintegrate into school after the crisis pass? Specifically, our 5-year olds with trauma risks of separation anxiety during the process of re-entry. She asked to have information sent to her including articles, and research and other resources.

Board of Supervisor Diane Burgis, Committee Chair of Census 2020 is reminding that we are still in the midst of census. She reported that although recording self-response is higher response in more affluent cities, the “hard-to-reach” areas need more prodding and assistance. She asked that people continue to include the Census into conversations and to remind how our budget and recovery to the areas that need the help will be the most impacted by the Census results. The committee is looking for creative ways to reach out and will take volunteers to assist in calling.

Marilyn Lucey reported that she had been Legislative-Tracking and informed that ASM Eloise Reyes recently introduced AB 2581, a [“Legislation Introduced to Establish State Department for Early Child Development.”](#) However, she cautioned that due to the COVID-19, legislature sent message that unless the bill has a strong impact on what is going on right now, that an introduced bill is likely to be shelved right now.

John Jones reported “Since Contra Costa schools are slated to not return this school year, this might be a good time for Wanda Davis’ program of Early Childhood Mental Health to pursue a project to respond. He thanked Ruth Fernandez for her leadership during these challenges. He had been in many of these response teams and had seen the most cohesive responses from the teams and committees from the R&R meetings.”

## **10.0 Adjourn**

The next Commission meeting is on June 8<sup>th</sup>.

Meeting adjourned at 7:04 pm.