FIRST 5 CONTRA COSTA
CHILDREN AND FAMILIES COMMISSION

Commission Meeting
A G E N D A
Monday, December 16, 2024, 6:00 pm
First 5 Contra Costa, Conference Center
4005 Port Chicago Hwy., Suite 120, Concord CA 94520
514 Blackstone Court Danville, CA 94506
2116 W Bannock St Boise, ID 83702
4000 Truxel Road, Sacramento, CA 95834

The Commission meeting will be accessible in-person and via virtual webinar to all members of the public. Persons who wish to address the Commission during public comment or with respect to an item on the agenda may call in during the meeting by dialing 669-444-9171 or 669-900-6833 or use the "raise your hand" feature in the Zoom app. The Commission Chair may reduce or eliminate the amount of time allotted to read comments at the beginning of each item or public comment period depending on the number of comments and the business of the day. Your patience is appreciated.

Virtual Webinar Information:
Please click the link below to join the webinar:
https://us02web.zoom.us/j/86085927051
Webinar ID: 860 8592 7051

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 Approve the Minutes from the October 28, 2024 Commission Meeting. **Action**

4.0 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.

4.1 **Approve the Grants/Contracts Docket.**

4.1.1 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract amendment with Eide Bailly, LLP to extend the contract term to June 30, 2026 and to increase the not-to-exceed amount by $45,0000 (from $58,000 to $103,000) to provide audit services for the fiscal year ending June 30, 2025. FY 2024-25 budget line: Administrative Expense: Professional Services (increasing from $267,000 to $312,00). Funded 100% with Prop 10 funding.

4.1.2 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a Memorandum of Understanding, subject to approval as to form by County Counsel, with CocoKids, Inc., to accept grant revenue from CocoKids in an amount totaling $473,498, to manage the evaluation effort for the Child Care BOOST Initiative program implemented by CocoKids, for the term January 1, 2025 to June 30, 2027. FY 2024-25 budgeted revenues and expenditures will increase by $101,333, with the Early Childhood Education Focus Area: Workforce Development expenditure budget increasing from $56,600 to $157,933. Funded 100% by a CocoKids, Inc. grant of Measure X funding.

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4.2 **Accept the updated First 5 Contra Costa Employee Compensation and Benefits Resolution No. 2024-01.**

4.3 **Accept the FY 2024-25 First Quarter Financial Report.**

4.4 **Accept the Minutes from the Executive Committee Meeting on Sep 30, 2024.**

4.5 **Accept the Minutes from the Special Executive Committee Meeting on Oct 28, 2024.**

4.6 **Accept the Minutes from the Special Executive Committee Meeting on Nov 1, 2024.**

4.7 **Adopt the 2025 Calendar of Commission standing meetings.**

4.8 **Accept Triennial Review Survey 2024 Report.**

4.9 **Accept the Executive Director's November/December Report.**

5.0 CONSIDER for discussion any items removed from the Consent Calendar. **Discussion**

6.0 CONSIDER approving the Slate of Officers of the Commission for 2025: **Action**

- Chair: John Jones
- Vice-Chair: Marla Stuart
- Secretary / Treasurer: Mary Rocha
- Additional Non-Voting Member: Vidya Iyengar

7.0 Recognize Matt Regan for 10 years of service as First 5 Contra Costa Commissioner.

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

9.0 RECEIVE Staff Presentation of 2024 Year in Review: Community Impact Report.

10.0 Executive Director's Report

11.0 Communications

- First 5 IMPACT Legacy Funding Letter to F5 CA

12.0 Commissioner F.Y.I. Updates

13.0 Adjourn

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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 4005 Port Chicago Highway, Suite 120, 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.

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