



Commission Meeting

A G E N D A

Monday, February 10, 2025, 6:00 pm

First 5 Contra Costa, Conference Center

4005 Port Chicago Hwy., Suite 120, Concord CA 94520

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/89192239770>

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 January 13, 2025 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 5.

4.1 Approve the Contracts Docket.

4.1.1 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a 3-year contract with Blackbaud, Inc. to provide contract life cycle and grants management for Commission grants and contracts in an amount not to exceed \$55,571.87 for a term December 20, 2024 to December 19, 2027. FY2024-25 budget line: (\$17,118.00 year-1), (\$18,487.44 year-2), (\$19,966.43 year-3) Administrative Expense: Professional Services (\$267,000). Funded 100% Prop 10 funds.

4.2 Approve the Grants Docket.

4.2.1 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute an agreement amendment with First 5 San Benito (Lead) to increase payment limit by \$26,150.35 (from \$1,443,489.87 to \$1,469,640.22) for Impact Legacy & HUB Implementation. FY2024-25 budget line: Early Childhood Education Focus Area: Quality Early Learning (\$573,075). Funded 100% First 5 California.

4.2.2 APPROVE and AUTHORIZE the Executive Director, or her designee, to accept grant funding of \$150,650 from the Contra Costa County Employment and Human Services Department (EHSD), Children and Family Services (CFS) Bureau and execute an agreement with EHSD in the same amount to expand basic needs supports and fatherhood engagement programming at the three First 5 Centers



in East County for a term beginning April 1, 2025 and ending September 30, 2025. FY 2024/25 budget lines: Subrecipient Award Revenue (increasing from \$1,226,031 to \$1,376,681); and Strengthening Families Focus Area, First 5 Centers (increasing from \$3,451,710 to \$3,602,360). Funded 100% by EHSD.

- 4.3 **Accept the FY 24/25 Second Quarter Financial Report.**
- 4.4 **Accept the Minutes from the Executive Committee Meeting on December 16, 2024.**
- 4.5 **Accept the Conflict of Interest Laws memo pertinent to the Commissioners and Staff.**

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

6.0 CONSIDER approving the Executive Committee's recommendations for the compensation and benefits package related to the Executive Director's performance review completed for the period of January 2024 through January 2025. **Action**

7.0 RECEIVE Staff Presentation on Budget Development & Fiscal Updates for FY 2025-26. **Discussion**

- Presented by Kelly Sessions, Finance & Operations Director

8.0 Executive Director's Report

9.0 Communications

- First 5 Association of California Calls For Intervention Against Trump Administration's Grant Freeze Order

10.0 Commissioner F.Y.I. Updates

11.0 Adjourn