



**SPECIAL Commission Meeting
A G E N D A**

Monday, October 27, 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>
Webinar ID: 891 9223 9770

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 of the Commission Meeting on:

3.1 Commission Meeting on June 9, 2025

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 Contracts Docket.

4.1.1 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a Memorandum of Understanding (MOU) with the Employment & Human Services Department – Children & Family Services, Health Services – Behavioral Health Services, Probation Department, Regional Center of the East Bay, Contra Costa County Office of Education, and First 5 Contra Costa Children & Families Commission, to support the collaborative design, delivery, and management of services to children, youth, and families in Contra Costa County in accordance with Assembly Bill 2083 (Chapter 815, Statutes of 2018). The MOU seeks to ensure that system partners work together to implement a prevention-focused, holistic, and culturally-responsive service delivery system that utilizes evidence-based, trauma-informed care to achieve positive outcomes for Contra Costa County children and families for the term November 1, 2025 to August 30, 2027. No financial exchange.

4.1.2 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract amendment with Early Childhood Mental Health Program to increase the payment limit by \$187,500 (from \$62,500 to \$250,000) for early childhood

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mental health consultation services focused on improving the capacities of early childhood education providers to address the social and emotional needs of children ages 0–5, and to extend the term from December 31, 2025 to June 30, 2026, **contingent upon award and appropriation of Measure X funds**. FY 2025–26 budget line: Early Intervention Focus Area – EI Support Services (\$778,992). (Project 10211 / Source 981).

- 4.1.3 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract amendment with Counseling Options & Parent Education Support Center, Inc. to increase the payment limit by \$97,628 (from \$97,628 to \$195,256) to support the work of the Triple Parenting program. FY2025-26 budget line: Early Intervention Focus Area: EI Support Services (\$753,497) (Project 30310 / Source 946). Funded 100% Contra Costa County Health Services - Behavioral Health Services Division/Mental Health.
- 4.1.4 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract with CocoKids, Inc. in an amount not to exceed \$80,000 to provide professional development, technical assistance, and supply kit expansion for Family, Friend, and Neighbor providers, for the term on October 15, 2025 - June 30, 2026, **contingent upon the award and appropriation of anticipated Santa Clara County Office of Education funding**. FY 2025–26 budget line: Early Childhood Education Focus Area – Workforce Development (\$134,747). (Project 10169 / [insert]). Subject to receipt of funding.
- 4.1.5 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract with Contra Costa Community College District in an amount not to exceed \$61,000 to implement projects supporting the early childhood workforce, for the term October 15, 2025 - June 30, 2026 **contingent upon the award and appropriation of anticipated Santa Clara County Office of Education funding**. FY 2025–26 budget line: Early Childhood Education Focus Area – Workforce Development (\$134,747). (Project 10169 / Source [insert]). Subject to receipt of funding.
- 4.1.6 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a purchase order with EarlyChildhood, LLC (dba Discount School Supply), an online educational catalog and retailer, to provide specialized educational items for ECE providers participating in Measure X Inclusion practices, in an amount not to exceed \$60,000, for the term November 1, 2025 to June 30, 2026, **contingent upon the award and appropriation of anticipated Measure X funding**. FY 2025–26 budget line: Early Childhood Education Focus Area – Quality Early Learning (\$394,841). (Project 10211 / Source 981).
- 4.1.7 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract amendment with Lincoln, operator of the East County First 5 Center located at 355 E. Leland Road, Pittsburg, to include goals related to car seat education and distribution, and revisions to the reporting due dates, with no change to the payment limit or term. **Contingent upon receipt of funding**. FY 2025–26 budget line: Strengthening Families: First 5 Centers (\$3,671,326). Funded by Proposition 10 and Office of Traffic Safety (OTS) funds; OTS funds



will be used to offset allowable car seat education and distribution expenses within the existing First 5 Center contracts.

- 4.1.8 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract amendment with Aspiranet, operator of the Delta First 5 Center located at 760 First Street, Brentwood, to include goals related to car seat education and distribution, and revisions to the reporting due dates, with no change to the payment limit or term. **Contingent upon receipt of funding.** June 30, 2026. FY 2025–26 budget line: Strengthening Families – First 5 Centers (\$3,671,326). Funded by Proposition 10 and Office of Traffic Safety (OTS) funds; OTS funds will be used to offset allowable car seat education and distribution expenses within the existing First 5 Center contracts.
- 4.1.9 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract amendment with Aspiranet, operator of the Antioch First 5 Center located at 300 H Street, Antioch, to include goals related to car seat education and distribution, and revisions to the reporting due dates, with no change to the payment limit or term. **Contingent upon receipt of funding.** FY 2025–26 budget line: Strengthening Families – First 5 Centers (\$3,671,326). Funded by Proposition 10 and Office of Traffic Safety (OTS) funds; OTS funds will be used to offset allowable car seat education and distribution expenses within the existing First 5 Center contracts.
- 4.1.10 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract amendment with Bay Area Community Resources, operator of the West County First 5 Center located at 2707 Dover Ave, San Pablo, to include goals related to car seat education and distribution, and revisions to the reporting due dates, with no change to the payment limit or term. **Contingent upon receipt of funding.** FY 2025–26 budget line: Strengthening Families – First 5 Centers (\$3,671,326). Funded by Proposition 10 and Office of Traffic Safety (OTS) funds; OTS funds will be used to offset allowable car seat education and distribution expenses within the existing First 5 Center contracts.
- 4.1.11 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract amendment with Bay Area Community Resources, operator of the Monument First 5 Center located at 1736 Clayton Road, Concord, to include goals related to car seat education and distribution, and revisions to the reporting due dates, with no change to the payment limit or term. **Contingent upon receipt of funding.** FY 2025–26 budget line: Strengthening Families – First 5 Centers (\$3,671,326). Funded by Proposition 10 and Office of Traffic Safety (OTS) funds; OTS funds will be used to offset allowable car seat education and distribution expenses within the existing First 5 Center contracts.
- 4.1.12 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract amendment with Peter Medina to increase the payment limit by \$40,000 (from \$49,999 to \$89,999) for accounting services, and to extend the term from December 31, 2025 to June 30, 2026. FY 2025–26 budget line: Administrative Expenses: Professional Services (\$134,000) (Project 80000 / Source 900) . Funded 100% Prop 10 funds.

4.2 Approve the Grants Docket.

- 4.2.1 APPROVE and AUTHORIZE the Executive Director, or her designee, to **apply for, and if awarded**, execute a grant agreement with Contra Costa Family Justice Alliance in an amount not to exceed \$5,000 to support trauma-informed services for children ages 0–10 for the term October 1, 2025 to September 30, 2028. FY2025-26 budget line: Program Salaries/Benefits and Overhead Expense: Program Salaries & Wages (\$2,079,121).
- 4.2.2 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a grant agreement with the Contra Costa County Health Services Division, to receive an amount not to exceed \$97,628, to support the work of the Triple P Parenting program for the term July 1, 2025 to June 30, 2026. FY2025-26 budget line: Early Intervention Focus Area: EI Support Services (\$753,497). (Project 30310 / Source 946). Funded 100% Contra Costa County Health Services - Behavioral Health Services Division/Mental Health.
- 4.2.3 RATIFY and AUTHORIZE the Executive Director, or her designee, to execute a Memorandum of Understanding with We Care Services for Children (fiscal sponsor) to receive a \$5,000 grant to provide outreach to families with children ages 0-5 for the Everyday Moments/Los Momentos Cotidianos program for the term July 1, 2024 to June 30, 2025. FY 2024-25 budget line: FY2024-25 budget line: Communications Strategy & Policy Advocacy (\$305,532). (Project 40601 / Source 948). Funded 100% We Care Services for Children.
- 4.2.4 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a Memorandum of Understanding with We Care Services for Children (fiscal sponsor) to receive a \$5,000 grant to provide outreach to families with children ages 0-5 for the Everyday Moments/Los Momentos Cotidianos program for the term July 1, 2025 to June 30, 2026. FY 2025-26 budget line: Communications Strategy & Policy Advocacy (\$246,299). (Project 40601 / Source 948). Funded 100% We Care Services for Children.
- 4.2.5 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a contract amendment with First 5 San Benito to increase the payment limit by \$54,042.95 (from \$589,969.04 to \$644,011.99) to support Impact Legacy and include additional HUB Implementation funding. FY 2025–26 budget line: Early Childhood Education Focus Area – Quality Early Learning (\$394,841). (Project 10227 / Source 974). Funded 100% First 5 San Benito.
- 4.2.6 APPROVE and AUTHORIZE the Executive Director, or her designee, to enter into a no-cost agreement with Start Early Consulting for an in-kind grant to provide up to 100 hours of consulting services for System Mapping, for the term October 15, 2025 – February 28, 2026. Funded 100% Start Early Consulting.
- 4.2.7 APPROVE and AUTHORIZE the Executive Director, or her designee, to accept a donation of approximately 6,000 children’s books from Contra Costa County Library, with an estimated total value of \$13,000, for inclusion in New Parent Kits provided to families throughout the county for the term September 29, 2025 to June 30, 2026. FY 2025–26 budget line: Communications – Strategy & Policy Advocacy (\$246,299). (Project 40601 / Source XXX). Funded 100% by Contra Costa County Library.
- 4.2.8 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a Memorandum of Understanding with the Santa Clara County Office of Education, in an amount not to exceed \$262,000, aimed at improving job

quality, climate resilience, and the availability of affordable early childhood education services, for the term October 1, 2025 to October 1, 2026. FY 2025–26 budget line: Early Childhood Education Focus Area – Workforce Development (\$134,747). (Project 10169 / Source [insert]). **Contingent upon receipt of funding.**

- 4.2.9 RATIFY and AUTHORIZE the Executive Director, or her designee, to enter into an agreement with the California Family Resource Association to provide a two-day virtual National Family Support Network (NFSN) Standards of Quality for Family Strengthening and Support training for all First 5 Center staff, for the term June 23, 2025 to June 24, 2025. FY 2024–25 budget line: Strengthening Families – First 5 Centers (\$3,451,710). Funded 100% by the California Family Resource Association (no financial exchange).
- 4.2.10 APPROVE and AUTHORIZE the Executive Director, or her designee, to execute a grant agreement with the Contra Costa Transportation Authority to receive \$3,000 to provide outreach and engagement support to increase community awareness of CCTA and the Countywide Transportation Plan Survey, for the term September 9, 2025 to September 30, 2025. FY 2025–26 budget line: Communications – Strategy & Policy Advocacy (\$246,299). (Project 40690 / Source 985). Funded 100% by the Contra Costa Transportation Authority.
- 4.2.11 APPROVE and AUTHORIZE the Executive Director, or her designee, to enter into a no-cost agreement with Department of Health Care Services for an in-kind grant to provide technical assistance and consultation services to assess its existing strengths and gaps in technological and programmatic infrastructure to become a Medi-Cal billing entity, for the term December 1, 2025 – June 30, 2026. FY 2025–26 budget line: Early Intervention: (\$778,992). (Project 30301 / Source). Funded 100% Department of Health Care Services.
- 4.2.12 APPROVE and AUTHORIZE the Executive Director, or her designee, to apply for, and if awarded, execute a grant agreement with Contra Costa Together sponsored by Contra Costa Regional Health Foundation in an amount not to exceed \$33,528.25 to implement universal developmental screening using the Ages and Stages Questionnaires (ASQ-3 and ASQ: SE-2) for incoming Transitional Kindergarten students in East County public schools, for the term November 3, 2025 to October 31, 2026, FY 2025–26 budget line: Early Childhood Education Focus Area – Ready Kids: East County School Readiness Initiative (\$129,300) (Project 1064/Source). Funded by Prop 10 and % Leshner Foundation funding.

4.3 **Accept 4th Quarter Financials & End of Year Financial Report FY 2024/25.**

4.4 **Accept the Minutes from the Executive Committee Meeting on May 27, 2025.**

4.5 **Accept the Minutes from the Executive Committee Meeting on September 29, 2025.**

4.6 **Accept the updated First 5 Contra Costa Employee Compensation and Benefits Resolution No. 2025-01.**

4.7 **Accept the Executive Director's October Report.**

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

Action

6.0 **CONSIDER accepting the Fiscal Year 2024-25 Financial Audit.**

Action

(a) Public Hearing on the First 5 Contra Costa's Annual Financial Audit for FY 2024-25



- Presentation by James W. Ramsey, Partner from Eide Bailly

(b) Adopt the Annual Financial Audit for FY 2024-25

7.0 CONSIDER accepting the Annual Report to First 5 California for Fiscal Year 2024-25. Action

(a) Public Hearing on the First 5 Contra Costa's Annual Report for FY 2024-25

- Presentation by Sarah Burke, First 5 Data & Policy Analyst

(b) Adopt the Annual Report to First 5 California for FY 2024-25

8.0 CONSIDER accepting the 2026 health and dental employer-paid premium contribution rates for active employees; and accept the 2026 premium contribution rates for intermittent employees, COBRA participants, retirees, and survivors at the same levels as the County. Action

9.0 CONSIDER approving early termination of lease with Sierra Pacific Properties, Inc. for the First 5 office at 4005 Port Chicago Highway; and authorize the Executive Director or her designee to identify and secure new office space for First 5 Contra Costa's administrative offices. Action

10.0 CONSIDER adoption of the First 5 Contra Costa 5-Year Sustainability Plan. Action

Presentation by Executive Director, Ruth Fernández and Catherine Senderling-McDonald, Catbird Strategies, Consultant

11.0 RECEIVE the appointed Ad Hoc Nominating Committee members for 2026 Officers' Election. Discussion

As chosen by the Executive Committee: Vidya Iyengar (Chair), Roslyn Gentry, Dr. Sefanit Mekuria

12.0 Executive Director's Report

13.0 Commissioner F.Y.I. Updates

14.0 Communications

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 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.