



Commission Meeting

A G E N D A

Monday, December 15, 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 Closed Session

Public Employee Performance Evaluation (Gov. Code § 54957.6)

Title: Executive Director

3.0 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.

4.0 Approve the Minutes of the Special Commission Meeting on:

Action

3.1 Special Commission Meeting on October 27, 2025

5.0 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.

5.1 Approve the Contracts Docket.

5.1.1 RATIFY the Executive Director’s execution of a 5-year lease agreement with One Concord Towers, LLC, with one 5-year renewal option, for a 7,048 square foot space located at 2300 Clayton Road, Suite 300, Concord, CA, with a base monthly rent of \$16,562.80 following a five-month free rent period, plus a 1.91% share of increases in Taxes and Operating Expenses over the 2026 Base Year, with controllable operating expenses capped at 5% annually. The base monthly rent will increase by 3% annually as outlined in the lease. FY 2025–26 budget line: Administrative Expense and Overhead: Allocated Across Function Areas. Funded 100% Prop 10 funds.

5.1.2 RATIFY the Executive Director’s execution of a lease termination agreement with SEECOM COMMERCIAL LLC., for approximately 15,470 square feet of office space located at 4005 Port Chicago Highway, Suite 120, Concord, CA, effective

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December 31, 2025, including payment of a termination fee not to exceed \$10,000, plus any rent and operating expenses due through the termination date. FY 2025–26 budget line: Administrative Expense and Overhead – Allocated Across Function Areas. Funded 100% Prop 10 funds.

5.2 Approve the Grants Docket.

- 5.2.1 APPROVE and AUTHORIZE the Executive Director, or her designee, to apply for, and if awarded, execute a grant agreement with Concord/Pleasant Hill Healthcare District a subsidiary of the City of Concord in an amount not to exceed \$45,000 to support operating developmental playgroups for children who have identified concerns from a developmental screening, for the term July 1, 2026 to June 30, 2028, FY 2026–27 budget line: Early Intervention Focus Area: EI Support Services.
- 5.2.2 APPROVE and AUTHORIZE the Executive Director, or her designee, to apply for, and if awarded, execute a grant agreement with the California Office of Traffic Safety in an amount not to exceed \$300,000 to support car seat education and distribution activities for the term October 1, 2026 to Sept 30, 2027. FY 2026–27 budget line: Strengthening Families Focus Area: First 5 Centers.

5.3 Accept the FY 2025-26 First Quarter Financial Report.

5.4 Accept the Minutes from the Special Executive Committee Meeting on October 27, 2025.

5.5 Adopt the 2026 Calendar of Commission standing meetings.

5.6 Accept the final revised First 5 Contra Costa 5 Year Sustainability Plan.

5.7 Accept the Executive Director’s December Report.

6.0 CONSIDER for discussion any items removed from the Consent Calendar.

Action

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

- Five Years: Jamela Tandinco & Deanna Carmona
- Fifteen Years: Sarah Burke & Elida Treanor
- 25 Years: Lisa Johnson

8.0 CONSIDER approving the Slate of Officers of the Commission for 2026:

Action

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

9.0 CONSIDER approval to extend First 5 Contra Costa’s Strategic Plan for Fiscal Years 2023-2026 through FY 2026-27.

Action

- Presented by Dr. Ruth Fernández, First 5 Executive Director



- 10.0 RECEIVE Staff Presentation of 2025 Year in Review: Community Impact Report.** **Discussion**
- Presented by Sarah Burke, Data & Policy Analyst and Sandra Naughton, First 5 Deputy Director
- 11.0 RECEIVE Presentation on the First 5 CA Association Priorities and the Choose Children 2026 Campaign.** **Discussion**
- Presented by Avo Makdessian, Executive Director, First 5 Association of California
- 12.0 RECEIVE Staff Presentation of Contra Costa County Early Childhood System Map.** **Discussion**
- Presented by Mackenzie Whipps, Data & Policy Manager
- 13.0 RECEIVE Staff Presentation of Key Learnings from First 5 Contra Costa Listening Tour Report.** **Discussion**
- Presented by Mackenzie Whipps, Data & Policy Manager
- 14.0 Executive Director's Report**
- 15.0 Commissioner F.Y.I. Updates**
- 16.0 Communications**
- 17.0 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.