



FIRST 5 ALAMEDA COUNTY COMMISSION MEETING AGENDA

Thursday, April 27, 2023
9:00 AM – 11:30 AM

First 5 Alameda County
1115 Atlantic Avenue
Alameda, CA 94501
Conference Room A

Members of the public may access the meeting
via Zoom Meeting ID: 853 0819 9894 Passcode: 484379

Commissioners:

Chair: Renee Herzfeld, Vice Chair: Cecilia Oregón, Scott Coffin, Clarissa Doutherd, Andrea Ford, Tomás A. Magaña M.D., Karina Moreno, Lena Tam, Kimi Watkins-Tartt

Alternates: George Ayala, Anissa Basoco-Villarreal, Serena Chen

1. Call to Order

Commission Chairperson Renee Herzfeld will call this meeting to order at 9:00 AM.

2. Public Comment

This portion of the meeting is reserved for persons desiring to address the Commission on any matter not on the agenda. Speakers are limited to three minutes except as otherwise ordered by the Chairperson.

3. Approval of Commission Meeting Minutes from February 23, 2023

Recommended Action: Approve Minutes from February 23, 2023 Commission Meeting.

4. Communication from Commissioners

5. Receive Executive Committee Report

6. Receive Staff Announcements

a. Receive General Staff Report

7. FY 2022-23 Second Proposed Budget Modifications

Recommended Action: Approve FY 2022-23 Second Proposed Budget Modifications

8. Receive FY 2022-23 Contract Authorization

Recommended Action: Approve FY 2022-23 Contract Authorization

9. Receive FY 2023-25 Proposed Budget – First Reading

10. Receive FY 2023-32 Proposed Long Range Financial Plan – First Reading

11. Approve First 5 California FY 2021-22 Annual Report

Recommended Action: Approve First 5 California FY 2021-22 Annual Report

12. Guest Speaker: Avo Makdessian, Executive Director, First 5 Association of California

13. Receive First 5 California Commission and First 5 Association Updates

14. Receive Legislation and Public Policy Updates

15. Adjournment

Information about access:

Please contact Julia Otani at julia.otani@first5alameda.org or (510) 227- 6987 three business days in advance if you need special assistance or translation/interpretation support so we can make reasonable arrangements to ensure accessibility. We will swiftly resolve any requests for accommodation to resolve any doubt whatsoever in favor of accessibility.



**First 5 Alameda County Commission Meeting
February 23, 2023, 9:00 AM – 11:30 AM
Zoom Webinar Meeting ID: 834 4083 7521**

Commissioners Present: Chair: Renee Herzfeld, Cecilia Oregón, Scott Coffin, Clarissa Doutherd, Andrea Ford, Tomás A. Magaña, MD, MA, FAAP, Karina Moreno

Alternates Present: George Ayala

Not present: Lena Tam, Kimi Watkins-Tartt

First 5 Staff Present: Kristin Spanos, Christine Hom, Carla Keener, Lisa Forti, Kristen Burmester, Detra Teal, Ana Rasquiza, John Garvey, Charla Black-Edwards, Lea Yancey, Julia Otani

Guest Presenter: Karl Meng; Guest Speaker: Tanefer Camara

AGENDA ITEM SPEAKER	DISCUSSION HIGHLIGHTS	ACTION	FOLLOW UP
1. CALL TO ORDER AND ROLL CALL			
R. Herzfeld	The Commission meeting was called to order by Chair Herzfeld who gaveled in at 9:02 AM. Chair Herzfeld shared that the meeting was being recorded and conducted roll call. Commissioners Herzfeld, Oregón, Coffin, Doutherd, Ford, Magaña, Moreno and Alternate Ayala stated their names to indicate that they were present for the meeting.	None	None
2. PUBLIC COMMENT			
R. Herzfeld	There was no Public Comment.	None	None
3. CONSENT CALENDAR			
R. Herzfeld	[Attachment] a. Approve Special Commission Meeting Minutes from February 16, 2023. b. Approve Commission Meeting Minutes from December 15, 2022. Chair Herzfeld asked if there was any public comment before taking a vote to approve. Chair Herzfeld facilitated the vote to approve the items on Consent Calendar.	Motion: Scott Coffin Second: Karina Moreno No Abstentions. Motion passed.	None
4. COMMUNICATION FROM COMMISSIONERS			
R. Herzfeld	Chair Herzfeld welcomed new Commissioners Clarissa Doutherd and Supervisor Lena Tam to the Commission and announced that Commissioner Coffin submitted his resignation and his last Commission meeting will be in April. The Commission has appreciated his leadership and wishes him well in his next phase. Commissioner Coffin shared that he is retiring from the Alameda Alliance for Health on May 31, 2023.	None	None
5. RECEIVE EXECUTIVE COMMITTEE REPORT			
C. Oregón	Vice Chair Oregón reported that the Executive Committee met on February 16, 2023. The Committee approved the December 8, 2022 Meeting Minutes, approved the FY 2022-23 contract amendment for RedCar IT Solutions for \$37,500; reviewed the FY 2022-23 Mid-Year Financial Report and Proposed Budget Modifications and FY 2022-23 Mid-Year Investment Report and recommended both be brought to the Commission for approval; approved the Classification and Compensation Recommendations.	None	None

AGENDA ITEM SPEAKER	DISCUSSION HIGHLIGHTS	ACTION	FOLLOW UP
6. RECEIVE STAFF ANNOUNCEMENTS			
K. Spanos	[Attachment] Ms. Spanos presented the Staff Announcements. a. Receive General Staff Report Ms. Spanos provided an overview of the Staff Update slides.	None	None
7. ELECT CHAIR AND VICE-CHAIR FOR CALENDAR YEAR 2023			
R. Herzfeld	[Attachment] Chair Herzfeld asked for a nomination for the Commission Chair and Vice Chair positions to serve for calendar year 2023. Chair Herzfeld asked if there was any public comment before taking a vote. Chair Herzfeld facilitated the vote for the nominations of Renee Herzfeld and Cecilia Oregón to serve as Chair and Vice Chair respectively for calendar year 2023.	Motion: George Ayala Second: Tomas Magaña No Abstentions. Motion passed.	None
8. APPROVE FY 2022-23 CONTRACT AUTHORIZATION			
C. Hom	[Attachment] Ms. Hom presented FY 2022-23 Contract Authorization. Chair Herzfeld asked if there was any public comment before taking a vote to approve. Chair Herzfeld facilitated the vote to approve FY 2022-23 Contract Authorization.	Motion: Cecilia Oregón Second: Andrea Ford No Abstentions. Motion passed.	None
9. APPROVE FY 2022-23 MID-YEAR FINANCIAL REPORT AND PROPOSED BUDGET MODIFICATIONS			
C. Hom	[Attachment] Ms. Hom presented the FY 2022-23 Mid-Year Financial Report and Proposed Budget Modifications. Chair Herzfeld asked if there was any public comment before taking a vote to approve. Chair Herzfeld facilitated the vote to approve the FY 2022-23 Mid-Year Financial Report and Proposed Budget Modifications.	Motion: Andrea Ford Second: Cecilia Oregón No Abstentions. Motion passed.	None
10. APPROVE FY 2022-23 MID-YEAR INVESTMENT REPORT AND PRESENTATION			
K. Meng	[Attachment] Ms. Hom introduced Karl Meng, Portfolio Strategist with Chandler Asset Management to present the FY 2022-23 Mid-Year Investment Report. Chair Herzfeld asked if there was any public comment before taking a vote to approve. Chair Herzfeld facilitated the vote to approve the FY 2022-23 Mid-Year Investment Report.	Motion: George Ayala Second: Cecilia Oregón No Abstentions. Motion passed.	None
11. RECEIVE 0-3 INVESTMENTS SUPPORTING BLACK MATERNAL/INFANT HEALTH PRESENTATION			
C. Keener J. Garvey	[Attachment] Ms. Spanos introduced Ms. Keener and Mr. Garvey to present the 0-3 Investments Supporting Black Maternal/Infant Health Presentation. Guest speaker: Tanefer Camera, Maternal Health Strategist and International Board Certified Lactation Consultant	Commissioner Coffin left meeting at 11:02AM.	None

AGENDA ITEM SPEAKER	DISCUSSION HIGHLIGHTS	ACTION	FOLLOW UP
12. RECEIVE FIRST 5 CALIFORNIA COMMISSION AND FIRST 5 ASSOCIATION UPDATES			
K. Spanos	[Attachment] Ms. Spanos presented the First 5 California Commission and First 5 Association Updates.	None	None
13. RECEIVE LEGISLATION AND PUBLIC POLICY UPDATES			
K. Spanos	[Attachment] Ms. Spanos presented the Legislation and Public Policy Updates.	None	None
14. ADJOURNMENT			
R. Herzfeld	Chair Herzfeld adjourned the meeting and gavelled out at 11:30 AM.	None	None

Respectfully Submitted By: Julia Otani, Executive Assistant



FIRST 5 ALAMEDA COUNTY EXECUTIVE COMMITTEE MEETING AGENDA

Thursday, April 20, 2023
11:00 AM – 12:30 AM

First 5 Alameda County
1115 Atlantic Avenue
Alameda, CA 94501
Conference Room A

Members of the public may access the meeting
 via Zoom Meeting ID: 869 5946 3269 Passcode: 138105

Commissioners:

Chair: Renee Herzfeld, *Vice Chair:* Cecilia Oregón, Scott Coffin

- 1. Public Comment**
- 2. Staff Announcements**
 - a. General Staff Announcements**
 - b. CEO Contract Authorizations**
- 3. Approval of Minutes from February 16, 2023**
 Recommended Action: Approve Minutes from February 16, 2023.
- 4. FY 2022-23 Second Proposed Budget Modifications**
 Recommended Action: Recommend to the Commission the approval of the FY 2022-23 Second Proposed Budget Modifications
- 5. FY 2022-23 Contract Authorizations**
 Recommended Action: Approve FY 2022-23 Contract Authorizations
- 6. FY 2023-25 Proposed Budget – First Reading**
- 7. FY 2023-32 Proposed Long Range Financial Plan – First Reading**

CLOSED SESSION

- 8. Public Employee Performance Evaluation – Closed Session (held pursuant to Gov. Code §54957)**
 Title: CEO

OPEN SESSION

- 9. Adjournment**

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FY 2022-23 CEO-Approved Contracts List
 CEO Contract Authorizations and Amendments

Original Award, approved by Commission (June 2, 2022)							New Contracts or Augmentations, approved by CEO (2/17/2023-4/20/23)				Contractor Aggregate Amount	
Strategy	Award Number	Contractor	Contract Start Date	Contract End Date	Original Description of Scope of Work	Amount	New Award, Amendment or Ancillary Amount	New Total Contract Amount	Funding to support COVID-19 activities	Description of New Contract or Added Scope of Work	Executive Committee Approval >\$150,000	Commission Approval >\$300,000
Administration and Facilities	OS-ADM-2223-117	Hickman Strategies LLP	7/1/2022	6/30/2023	Funding to provide First 5 Alameda County strategic plan implementation support and agencywide change management.	\$ 114,750.00	\$ 35,000.00	\$ 149,750.00	No	Funding to support the the drafting of the annual update to the 2022-2027 First 5 Alameda County Strategic Plan.	No	No
						\$ 114,750.00	\$ 35,000.00	\$ 149,750.00		CEO Authorizations 2/17/2023-4/20/23		



First 5 Alameda County Executive Committee Meeting
February 16, 2023, 2:30 PM - 3:30 PM
Zoom Webinar Meeting ID: 858 2613 5506

Commissioners Present: Vice Chair: Cecilia Oregón, Scott Coffin

Commissioners Not Present: Chair: Renee Herzfeld

First 5 Staff Present: Kristin Spanos, Christine Hom, Detra Teal, Maria Canteros, Julia Otani

AGENDA ITEM SPEAKER	DISCUSSION HIGHLIGHTS	ACTION	FOLLOW UP
CALL TO ORDER			
C. Oregón	The meeting was called to order by Vice Chair Oregón who gavelled in at 2:37 PM and stated that the meeting was being recorded. Commissioners Oregón and Coffin stated their names to indicate they were present for the meeting.	None	None
1. PUBLIC COMMENT			
C. Oregón	There was no Public Comment.	None	None
2. STAFF ANNOUNCEMENTS			
K. Spanos	[Attachment] Ms. Spanos presented the General Staff Announcements. A. General Staff Announcements	None	None
3. APPROVAL OF MINUTES FROM DECEMBER 8, 2022			
C. Oregón	[Attachment] Vice Chair Oregón asked if there was any public comment before taking a vote to approve the minutes. Vice Chair Oregón facilitated the vote to approve the December 8, 2022 Executive Committee Meeting minutes.	Motion: Scott Coffin Second: Cecilia Oregón No Abstentions. Motion passed.	None
4. FY 2022-23 CONTRACT AUTHORIZATION			
C. Hom	[Attachment] Ms. Hom presented the FY 2022-23 Contract Authorization. Vice Chair Oregón asked if there was any public comment before taking a vote to approve. Vice Chair Oregón facilitated the vote to recommend the FY 2022-23 Contract Authorization.	Motion: Scott Coffin Second: Cecilia Oregón No Abstentions. Motion passed.	None

AGENDA ITEM SPEAKER	DISCUSSION HIGHLIGHTS	ACTION	FOLLOW UP
5. FY 2022-23 MID-YEAR FINANCIAL REPORT AND PROPOSED BUDGET MODIFICATIONS			
C. Hom	[Attachment] Ms. Hom presented the FY 2022-23 Mid-Year Financial Report and Proposed Budget Modifications. Vice Chair Oregon asked if there was any public comment before taking a vote to recommend. Vice Chair Oregon facilitated the vote to recommend the FY 2022-23 Mid-Year Financial Report and Proposed Budget Modifications be brought to the full Commission for final review and approval.	Motion: Scott Coffin Second: Cecilia Oregon No Abstentions. Motion passed.	The FY 2022-23 Mid-Year Financial Report and Proposed Budget Modifications will be brought to the full Commission for final review and approval.
6. FY 2022-23 MID-YEAR INVESTMENT REPORT			
C.Hom	[Attachment] Ms. Hom presented the FY 2022-23 Mid-Year Investment Report. Vice Chair Oregon asked if there was any public comment before taking a vote to recommend. Vice Chair Oregon facilitated the vote to recommend that the FY 2022-23 Mid-Year Investment Report be brought to the full Commission for final review and approval.	Motion: Scott Coffin Second: Cecilia Oregon No Abstentions. Motion passed.	The FY 2022-23 Mid-Year Investment Report will be brought to the full Commission for final review and approval.
7. CLASSIFICATION AND COMPENSATION RECOMMENDATIONS			
C. Hom	[Attachment] Ms. Hom presented the Classification and Compensation Recommendations. Vice Chair Oregon asked if there was any public comment before taking a vote to approve. Vice Chair Oregon facilitated the vote to approve the Classification and Compensation Recommendations.	Motion: Scott Coffin Second: Cecilia Oregon No Abstentions. Motion passed.	None
8. ADJOURNMENT			
C. Oregon	Vice Chair Oregon gavelled out and adjourned the meeting at 3:07 PM	None	None

Respectfully Submitted By: Julia Otani, Executive Assistant



To: First 5 Alameda County Executive Committee

From: Kristin Spanos, Chief Executive Officer
Christine Hom, Chief Operating Officer
Maria Canteros, Finance Administrator

Date: April 20, 2023

Subject: FY 2022-23 Second Proposed Budget Modifications

REQUESTED ACTION

To review and provide guidance on the FY 2022-23 Second Proposed Budget Modifications in preparation for presentation to the Commission.

Background: Second Proposed FY 2022-23 Budget Modifications

The operating budget for FY 2022-23 was adopted by the Commission in June 2022. As in prior years, First 5 Alameda County staff submit mid-year proposals to modify the adopted budget to address material changes in revenue, seek approval for unanticipated expenses that may have occurred and make necessary transfers and adjustments to reflect changes to program goals since the adoption of the original budget. The proposed FY 2022-23 Budget Modification was approved by the Commission on February 23, 2023. A second proposed budget modification is being submitted to include new revenue received since the adoption of the modified budget.

Revenue and Available Funds

The FY 2022-23 adopted revised budget projects revenue and available funding totaling \$28,849,697. The second proposed budget modification changes this amount to \$50,531,125, a net increase of \$21,681,428.

The additional change in revenue for this fiscal year is incorporating the full funding award from the City of Oakland Measure AA parcel tax to support the Oakland Children's Initiative. The previous budget revision included only \$1,500,000 of the total award amount to support the initial program planning, hiring, and other implementation costs beginning in January 2023. The contract award has been confirmed for a total award of \$23,181,428. The balance of \$21,681,428 will be fully added to this second budget modification.

Expenditures

The FY 2022-23 adopted revised budget projects expenses totaling \$28,849,697. The second proposed budget modification changes this amount to \$50,531,125, a net increase of \$21,681,428. The increase in expenditures are for the Oakland Children's Initiative Early Education Fund activities and reflect the City of Oakland's contract amount for January to June 2023.

Revenue & Expenditures		
	\$24,333,171	Approved Original Budget
	\$28,849,697	Approved Revised Budget (February 2023)
	\$50,531,125	Proposed Second Revised Budget


Fiscal Impact

The fiscal impact of the budget modification is a net increase of \$21,681,428 in revenues and expenses, funded by the City of Oakland Children's Initiative Early Education Fund, bringing the total budget to \$50,531,125.

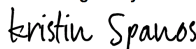
Recommendation

That the Executive Committee recommend the FY 2022-23 Second Proposed Budget Modifications be approved by the Commission at their meeting on April 27, 2023.

Submitted by:

DocuSigned by:

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 Christine Hom
 Chief Operating Officer

Reviewed by:

DocuSigned by:

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 Kristin Spanos
 Chief Executive Officer

DocuSigned by:

 8493762444274E9
 Maria Canteros
 Finance Administrator

First 5 Alameda County
Second Proposed Budget Modification
Revenue
July 1, 2022 - June 30, 2023

Revenues	Approved Original Budget FY2022-23	Approved Revised Budget FY2022-23	Added Revenue April 2023 FY2022-23	Proposed Second Revised Budget FY2022-23
Proposition 10 Tobacco Tax Revenue	12,508,053	10,998,811	-	10,998,811
City of Oakland Measure AA Tax Revenue		1,500,000	21,681,428	23,181,428
Other First 5 Income				-
First 5 California (IMPACT 2020)	1,153,805	1,225,293	-	1,225,293
First 5 California (IMPACT Incentive Layer)	-		-	-
Children's Council of San Francisco (First 5 San Francisco/Hub)	158,000	186,069	-	186,069
Total Other First 5 Income	1,311,805	1,411,362	-	1,411,362
Interagency Income				-
Alameda County Health Care Services Agency (Fathers Corp)	400,000	400,000	-	400,000
Alameda County Office of Education (QRIS 8/9)	447,292	447,292	-	447,292
Alameda County Office of Education (Inclusive ELC Grant)	74,723	74,723	-	74,723
Alameda County Public Health Dept. (shared Technology costs)	122,812	122,812	-	122,812
Alameda County Public Health Dept. (Perinatal Health Outreach Services)		140,000		140,000
Federal Pass-through Grants:				-
Alameda County Public Health Dept. CHDP (Linkage Line)	479,658	479,658	-	479,658
Alameda County Social Services Agency (Workforce Pilot & HMG support)	1,717,507	1,807,507	-	1,807,507
Alameda County Housing and Community Development Agency (via CA Children and Families Foundation)		51,158	-	51,158
				-
Federal Pass-through State Grants:				-
California Dept. of Social Services (QCC QRIS Block Grant)	515,120	515,119	-	515,119
California Dept. of Education (Preschool Development Grant)	55,081	55,081	-	55,081
Total Interagency Income	3,812,193	4,093,350	-	4,093,350
Grants				
Sunlight Giving	120,000	390,000	-	390,000
Alameda Alliance for Health	572,473	1,453,036	-	1,453,036
Stupski Foundation	73,000	160,500	-	160,500
Kaiser Permanente Foundation	110,000	110,000	-	110,000
Tipping Point (via CA Children and Families Foundation)		20,000	-	20,000
Community Family & Child Services (via CA Children and Families Foundation)		1,392,600	-	1,392,600
Total Grants	875,473	3,526,136	-	3,526,136
				-
Fiscal Leveraging - MediCal Administrative Activities	2,000,000	2,000,000	-	2,000,000
				-
Other Income				-
Investment Revenue	324,000	324,000	-	324,000
Miscellaneous Revenue - Other	29,700	14,850	-	14,850
TOTAL REVENUE	20,861,224	23,868,509	21,681,428	45,549,937
RESERVES				
Proposition 10 - Sustainability Funds	3,471,947	4,981,188	-	4,981,188
TOTAL REVENUES & AVAILABLE FUNDS	24,333,171	28,849,697	21,681,428	50,531,125

**First 5 Alameda County
Second Proposed Budget Modification
Expenditures
July 1, 2022 - June 30, 2023**

AGENDA ITEM 4.2

Expenditures	Approved Original Budget FY2022-23	Approved Revised Expenditure Budget FY2022-23	Added Expenditures April 2023 FY2022-23	Proposed Second Revised Expenditure Budget FY2022-23
Personnel Costs	12,529,894	14,758,209	3,477,214	18,235,423
Program Contracts and Grants*	10,165,482	12,267,489	18,204,214	30,471,703
Program Operating Costs**	492,445	532,253	0	532,253
Infrastructure Costs	1,145,350	1,291,746	0	1,291,746
TOTAL EXPENDITURES	24,333,171	28,849,697	21,681,428	50,531,125

* Program Contracts and Grants also include stipends and professional services contracts with individuals or vendors for time limited services that support program work (e.g. consultants, web design, etc.)

** Program Operating costs: Costs that support agency program implementation (e.g. supplies, travel, meeting costs, etc.)

Notes:

The second proposed revision to expenditures reflects the addition of the funding award from the City of Oakland. At the February 2023 Commission meeting, the proposed revised budget only included \$1.5M of the award. This request will incorporate the remaining balance of \$21,681,428 to reflect the full award amount of \$23,181,428 for the current fiscal period.

First 5 Alameda County
 Second Proposed Revised
 Operating Expenditure Budget By Strategy
 July 1, 2022 - June 30, 2023

AGENDA ITEM 4.3

	Parent Partnership	Pediatric Care Coordination (Early ID)	Quality Early Childhood Education	Fatherhood	Neighborhoods Ready for School	Policy & Advocacy	Data & Evaluation	Training	Communications	Operational Support	Children's Health Initiative & Expansion	TOTAL BUDGET
	FY2022-23 BUDGET - SECOND PROPOSED REVISION											
	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23
Approved Original Budget	3,158,000	3,077,489	4,047,422	767,283	3,500,000	1,146,600	1,058,400	700,000	605,000	6,272,977	0	24,333,171
Approved Revised Budget	3,511,650	4,015,696	4,193,943	767,283	3,500,000	1,266,571	1,385,441	700,000	672,000	6,886,150	1,950,964	28,849,697
April 2023 Addition	0	0	0	0	0	0	0	0	0	3,477,214	18,204,214	21,681,428
Second Proposed Revised Budget	3,511,650	4,015,696	4,193,943	767,283	3,500,000	1,266,571	1,385,441	700,000	672,000	10,363,364	20,155,178	50,531,125

*Operational Support Strategy includes Finance, Human Resources, Technology & Administration/Facilities



To: First 5 Alameda County Executive Committee
From: Christine Hom, Chief Operating Officer
Date: April 20, 2023
Subject: FY 2022-23 Contract Authorizations

REQUESTED ACTION

To approve the following contract authorizations.

BACKGROUND

Per our Financial Policies, Section VII. Purchasing and Contracting, the Executive Committee must approve contract/award amounts from \$150,000 - \$300,000 in aggregate. The following awards require specific authorization from the Executive Committee.

Olson Remcho LLP – \$100,000

First 5 Alameda County is requesting approval of a sole source FY 2022-23 \$100,000 contract amendment with Olson Remcho LLP. This amendment will support additional legal services and consultation in support of Measure AA program implementation. Olson Remcho LLP currently has a FY 2022-23 \$120,000 contract to provide legal services and consultation. The addition of \$100,000 brings the FY 2022-23 aggregate contract amount to \$220,000 for which Executive Committee approval is needed.

Fiscal Impact: Funding is budgeted and provided by Prop 10.

Action requested: Approve an aggregate FY 2022-23 award amount of \$220,000 for Olson Remcho LLP.

Community Health Center Network – \$183,000

First 5 Alameda County is requesting approval of a FY2022-23 \$183,000 sole source contract with Community Health Center Network (CHCN) to support the Electronic Health Record (EHR) enhancement for all CHCN clinics who serve Medi-Cal patients ages 0-5 in Alameda County. The enhancement will create a referral pathway from the EHR system to Pathways, the data management system for Help Me Grow (HMG), which will reduce the workload for medical providers sending referrals and HMG staff who receive the referrals. The enhancement will make the referral process more efficient, and ultimately increase the ease and ability for clinicians to refer to HMG and connect children to much needed services. CHCN will subcontract with OCHIN, the developer and only company with editing rights to the EHR of CHCN.

Fiscal Impact: Funding is budgeted and provided by the Alameda Alliance for Health.

Action requested: Approve a FY 2022-23 \$183,000 contract with Community Health Center Network.

RECOMMENDATION

That the Executive Committee approve the above contract authorizations.

Submitted by:

DocuSigned by:
Christine Hom
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Christine Hom
Chief Operating Officer

Reviewed by:

DocuSigned by:
Kristin Spanos
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Kristin Spanos
Chief Executive Officer



To: First 5 Alameda County Executive Committee

From: Kristin Spanos, Chief Executive Officer
Christine Hom, Finance Officer
Maria Canteros, Finance Administrator

Date: April 20, 2023

Subject: FY 2023-25 Budget Proposal – First Reading

ACTION REQUESTED

To review, discuss and provide feedback on the following FY 2023-25 Budget Proposal.

BACKGROUND

Each First 5 Commission is required by statute to adopt a Strategic Plan that outlines the use of tobacco tax funds to serve children age 0-5 and their families. The First 5 Alameda County Commission has approved a five-year Strategic Plan for FY 2022-27. This budget proposal covers the second and third year of the plan, FY 2023-25. First 5 Alameda staff is requesting approval in principle of the second year of the budget (FY 2024-25) at the identical revenue and expense amounts of FY 2023-24 to enable the agency to engage in two-year awards that span FY 2023-25. The full FY 2024-25 budget will be brought to the Commission for consideration beginning in April 2024.

This presentation is the first reading of the FY 2023-25 budget proposal. Staff will prepare the second and final reading for the June Executive and Commission meetings. Any changes directed by the Commission, new information related to the tobacco tax and other revenue streams, as well as major changes to expenditures will be incorporated between now and the June reading. In addition, the presentation in June will include the list of contracts which require Commission authorization.

As is the practice of First 5 Alameda County, changes that occur during the course of the fiscal year will be formally incorporated into the budget during the Mid-Year Budget Modification in February 2024.

CURRENT BUDGET PROPOSAL

This document provides a fiscal summary of revenue projections and budgeted expenditures as follows:

- First 5 Salaries and Benefits
- Contracts
- Grants & Stipends
- Professional Service contracts
- Program Operating costs
- Infrastructure costs

The following Revenue and Expense projections reflect the priorities of the FY 2022-27 Strategic Plan that was approved by the Commission in June 2022.

REVENUE AND AVAILABLE FUNDS FOR FY 2023-24

Combined Revenues and Sustainability Funds for FY 2023-24 are projected to be \$50.5 million. We are temporarily using our Sustainability Fund to make a loan to support a steady state so as not to reduce Agency capacity as we anticipate the continued build-out of the early childhood system. This means we are continuing our maintenance of effort approach as we anticipate the receipt of Measure C funding, which will allow us to repay the loan from our Sustainability Fund, and to replace Prop 10 as tobacco tax revenue declines. Therefore, \$5.9 million of Sustainability Funds is budgeted as a loan to close the gap between revenue and projected expenses. This figure is consistent with the proposed FY 2023-32 Long Range Financial Plan.

REVENUE TYPE	2023-24 PROPOSED	RATIONALE/DETAILS
Tobacco Tax		
	\$9,989,067	The tobacco tax revenue projection (Prop 10 and 56) is based on California Department of Finance and First 5 California projections for county commissions. Tobacco taxes are expected to decrease as per First 5 California's projections updated in March 2023 and reflect the decreased revenue due to the passing of the Prop 31 Flavored Tobacco Ban.
Measure AA Tax Revenue		
	\$23,181,428	City of Oakland Measure AA parcel tax funding for the Children's Initiative Early Education Fund.
Other First 5 Income		
	\$1,370,293	Funding includes the projected First 5 California IMPACT grant to support local QRIS work and Children's Council of San Francisco (First 5 San Francisco) funding for the IMPACT Local Regional Training and Technical Assistance Hub.
Interagency Income		
	\$3,822,469	Funding includes contracts with Alameda County Health Care Services Agency (with combined contribution from Social Services Agency, Probation Department, Child Support Services and HCSA) to support Fathers Corp work; funding from the Alameda County Office of Education/CA State Block Grant for projected monies for QRIS grant and Inclusive Learning Grant; funding from Alameda County Public Health Department for shared ECChange maintenance and hosting costs, support of Perinatal Health Outreach Services staffing and the Help Me Grow Central Access Phone Line Services; funding from Alameda County

REVENUE TYPE	2023-24 PROPOSED	RATIONALE/DETAILS
		Social Services Agency for workforce development activities, Early ID activities, continued development of the CEL application; carryover of funding from the Alameda County Housing and Community Development Agency to continue the ECE needs assessment in Unincorporated Alameda County and projected monies from the California Department of Social Services for Quality Counts California QRIS Block Grant.
Grants		
	\$3,353,513	Funding from Sunlight Giving for general operating support; Alameda Alliance for Health and Stupski Foundation funding for the HMG Pediatric Care Pilot; Child Family & Community Services funding to support Parent Engagement and Operations activities and Kaiser Permanente Hospitals Foundation monies for Fatherhood activities.
Fiscal Leveraging		
Fiscal Leveraging	\$2,500,000	Projected funding for Medi-Cal Administrative Activities (MAA); estimates are based on MAA invoices submitted in FY 2022-23.
Other Income		
	\$324,000	Projected other income includes revenue from investments.
Total Revenue (1)	\$44,540,770	Tobacco Tax, Other First 5 Income, Interagency Income, Grants, Fiscal Leveraging and Other Income.
Reserves: Sustainability Fund (2)	\$5,960,933	Draw down from Sustainability Fund to balance the budget.
Grand Total	\$50,501,703	Total Revenues and Available Funds = (1) + (2)

EXPENDITURES FOR FY 2023-24

In the FY 2022-27 Strategic Plan planned activities are categorized under ten major strategies:

PROGRAMS STRATEGIES:

- Pediatric Care Coordination (Early Identification, Screening and Care Coordination)
- Parent Partnership
- Neighborhoods Ready for School
- Fatherhood
- Quality Early Childhood Education

AGENCY STRATEGIES:

- Data and Evaluation
- Policy and Advocacy

- Training
- Communications

OPERATIONAL SUPPORT STRATEGY:

- Finance
- Human Resources
- Technology
- Administration and Facilities

The following Expense proposal provides the cost for each of the ten strategies detailed in the Strategic Plan. The program strategy expenditures presented below consist of Salaries and Benefits, Program related Contracts, Grants, Stipends, Professional Services costs and Program Operating costs. Operational Support Strategies include Finance, Human Resources, Technology, Administration and Facilities costs. Indirect agency infrastructure costs are reflected in the Operational Support Strategies budgets. The budget narrative provides detail on each Strategy and is to be read in conjunction with the Strategic Plan.

Consistent with legislative requirements brought about by AB 109, expense costs continue to be separated into three categories: Program, Evaluation and Administration. The expenses in each category are consistent with First 5 California guidelines, and those set forth in the Government Finance Officers Association’s First 5 Financial Management Guide.

Salaries and Benefits

For FY 2023-24, total salaries and benefits are projected to be \$18,649,906. Salaries are budgeted based on actual amounts. Benefits are budgeted at 53% of salaries. Consistent with direction from the Commission, the approved benefit package has remained mostly consistent with Alameda County, including membership in the Alameda County Employee’s Retirement Association (ACERA). The 53% benefit allocation is based on actual cost estimates that are revised periodically as needed.

Expenditures by Strategies

The **Pediatric Care Coordination** (formerly Early Identification) strategy budget proposal for FY 2023-24 is **\$4,525,360** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$4,525,360	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Medi-Cal Administrative Activities (MAA) ▪ Alameda County Public Health Department ▪ Alameda County Social Services Agency ▪ Alameda Alliance for Health 	<ul style="list-style-type: none"> ▪ Continue support to parents and caregivers in accessing resources, and increase parent knowledge of child development through family navigation ▪ Broaden screening efforts in alignment with Pediatric Care Coordination Strategic Plan, including enhancing screening technology and purchase of ASQ kits ▪ Continue support for HMG Pediatric Care Pilot

AGENDA ITEM 6

	<ul style="list-style-type: none"> ▪ Stupski Foundation 	<ul style="list-style-type: none"> ▪ Continue local system integration and expansion with managed care plans, health care and social services agencies ▪ Continue support of Project DULCE activities
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The **Parent Partnership** strategy budget proposal for FY 2023-24 is **\$2,378,546** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$2,378,546	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Medi-Cal Administrative Activities (MAA) ▪ Child Family & Community Services ▪ Alameda County Public Health Department 	<ul style="list-style-type: none"> ▪ Continue support of Family Navigation services ▪ Continue support of parent focused services prioritizing children age 0-3 years with community partners and parent leaders to inform programming and investments

The **Neighborhoods Ready for School** strategy budget proposal for FY 2023-24 is **\$3,200,000** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$3,200,000	<ul style="list-style-type: none"> ▪ Tobacco Tax 	<ul style="list-style-type: none"> ▪ Continue support of school readiness and place based work with Oakland Unified School District in the Castlemont Corridor ▪ Continue support of Parent Café programming ▪ Continue implementation of place based investments including West and East Oakland, Fruitvale/San Antonio neighborhoods and Union City

AGENDA ITEM 6

The **Fatherhood** strategy budget proposal for FY 2023-24 is **\$798,800** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$798,800	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Alameda County Health Care Services Agency ▪ Kaiser Permanente Hospitals Foundation 	<ul style="list-style-type: none"> ▪ Continue incorporating Father Friendly Principles into additional programs and community initiatives ▪ Continue Father Friendly Principles awareness, adoption, implementation, and capacity building campaign to public systems and CBOs ▪ Implement Fatherhood Interagency Workgroup ▪ Support for Fatherhood Training and Technical Assistance for Northern California FJC Collaborative

The **Quality Early Childhood Education (QECE)** strategy budget proposal for FY 2023-24 is **\$5,243,903** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$5,243,903	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ First 5 California ▪ Children’s Council of San Francisco (Regional IMPACT T/TA Hub) ▪ Alameda County Office of Education ▪ CA Department of Education ▪ CA Department of Social Services ▪ Alameda County Social Services Agency ▪ Grant Indirect Revenue 	<ul style="list-style-type: none"> ▪ Continue to provide core infrastructure, coordinator and convener role for the Quality Rating and Improvement System (QRIS) ▪ Continue the recruitment, training and engagement of ECE providers in to the QRIS ▪ Continue to conduct and communicate assessment and rating with providers ▪ Continue to support trainings, playgroups and provide stipends for Family, Friend and Neighbor providers and Family Child Care sites ▪ Provide coaching, consultation, quality improvement services and training on social emotional development (CSEFEL) ▪ Continue support for sustainable advising and professional development in institutions of higher education ▪ Continue support of ECE workforce pilot program

AGENDA ITEM 6

The **Data and Evaluation** strategy budget proposal for FY 2023-24 is **\$1,378,411** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$1,378,411	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Child Family & Community Services ▪ Grant Indirect Revenue 	<ul style="list-style-type: none"> ▪ Funding to support evaluations of ECE Workforce activities, HMG Parent Survey, Fathers Corp 10 Year report, place-based work ▪ Technical assistance to contractors for RBA reporting ▪ Continue development of data dashboard, performance monitoring and analysis for each F5AC program strategy in alignment with results-based accountability ▪ Continue support of the Unincorporated Alameda County ECE Needs Assessment

The **Policy and Advocacy** strategy budget proposal for FY 2023-24 is **\$2,334,703** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$2,334,703	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Alameda County Housing & Community Development Agency ▪ Medi-Cal Administrative Activities (MAA) ▪ Grant Indirect Revenue 	<ul style="list-style-type: none"> ▪ Continue focus on local policy and systems changes to result in the institutionalization of the work that began at First 5 ▪ Contribute to First 5 Association policy work ▪ Continue developing an annual policy platform for local efforts aligned with F5AC programs and priorities around school readiness, child development, family supports, child friendly neighborhoods ▪ Continue support of Alameda County Early Childhood Policy Committee activities ▪ Continue support of the Unincorporated Alameda County ECE Needs Assessment

The **Training** strategy budget proposal for FY 2023-24 is **\$700,000** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$700,000	<ul style="list-style-type: none"> ▪ Tobacco Tax 	<ul style="list-style-type: none"> ▪ Continue to provide training on best, promising practices and peer learning communities for the multi-disciplinary workforce serving families with young children ▪ Develop curriculum and capacity building tools connecting trainings to workforce development, parent engagement and place based strategies ▪ Support training for staff development program

AGENDA ITEM 6

The **Communications** strategy budget proposal for FY 2023-24 is **\$843,000** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$843,000	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Child Family & Community Services ▪ Medi-Cal Administrative Activities (MAA) 	<ul style="list-style-type: none"> ▪ Continue development of dissemination strategy for F5AC reports and information ▪ Continue development of social media strategy ▪ Continue enhancements to agency website ▪ Develop multi-year campaign that connects with policy platform, parent engagement and education on child development ▪ Develop collateral materials regarding impacts of F5 investments to promote sustainability

The **Children’s Health Initiative and Expansion** strategy budget proposal for FY 2023-24 is **\$19,911,981** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$19,911,981	<ul style="list-style-type: none"> ▪ Measure AA Tax ▪ Alameda County Social Services Agency 	<ul style="list-style-type: none"> ▪ Implementation of the Oakland Children’s Health Initiative ▪ Development of the Centralized Eligibility List (CEL) application

The **Operational Support (Finance, Human Resources, Technology, Administration and Facilities)** strategy budget proposal for FY 2023-24 is **\$9,187,000** and consists of:

ADMINISTRATION, INFORMATION AND TECHNOLOGY STRATEGY		
FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$9,187,000	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Medi-Cal Administrative Activities (MAA) ▪ Alameda County Public Health Department ▪ Alameda County Social Services Agency ▪ Investment Revenue ▪ Child Family & Community Services ▪ Grant Indirect Revenue 	<ul style="list-style-type: none"> ▪ Includes Administration, Technology, Finance, Human Resources, Commission, facilities management and consolidated operating costs to support agency operations ▪ Expand and update data systems to build capacity for cross data systems exchange of information, including the enhancement of internal databases, expansion of data system agility and responsiveness, improved performance and productivity, update of electronic data sharing confidentiality and privacy practices ▪ Includes agency wide infrastructure costs of insurance, memberships/dues, professional services, utilities, janitorial and maintenance

Administrative Cap

As part of the agency Financial Policies and consistent with AB 109 and SB 35, First 5 Alameda County has set an administrative cost cap of 15%. Costs are segregated through the year into the Program, Evaluation and Administrative areas according to guidelines and definitions set forth by First 5 California and the Government Finance Officers Association's (GFOA) First 5 Financial Management Guide.

The proposed budgets' costs are:

FY 2023-24 Costs	
Program	82%
Evaluation	3%
Administration	15%
TOTAL	100%


Fiscal Impact

The fiscal impact is \$50,501,703 in budgeted expenses, a major portion of which will be funded by a combination of Measure AA, tobacco taxes and other revenue sources amounting to \$44,540,770. The balance is proposed to be funded by the use of Sustainability Funds totaling \$5,960,933 in FY 2023-24.

RECOMMENDATION

That the Executive Committee review the FY 2023-25 Budget Proposal – First Reading and give feedback for clarification or changes in preparation for the Commission's second and final reading on June 22, 2023.

Submitted by:

DocuSigned by:

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 Christine Hom
 Chief Operating Officer

Approved by:

DocuSigned by:

 FD639B4561544E4...
 Kristin Spanos
 Chief Executive Officer

DocuSigned by:

 8493762444274F9...
 Maria Canteros
 Finance Administrator

**First 5 Alameda County
Proposed Budget - Revenue
July 1, 2023 - June 30, 2024**

Revenues	Proposed Second Modified Budget FY2022-23	First Reading Proposed Budget FY2023-24	Change Increase/ (Decrease)	Notes	NOTES
Tobacco Tax Revenue	10,998,811	9,989,067	(1,009,744)	1	Projected Tobacco Tax revenue, budgeted amount for Alameda County, updated in March 2023.
Measure AA Tax Revenue	23,181,428	23,181,428	0	2	City of Oakland's annual revenue from Measure AA tax for the Children's Health Initiative.
Other First 5 Income					
First 5 California (IMPACT 2020)	1,225,293	1,225,293	-	3	Projected First 5 California IMPACT grant award term July 2023 to June 2024.
Children's Council of San Francisco (First 5 San Francisco/Hub)	186,069	145,000	(41,069)	4	Projected First 5 IMPACT Regional Training and Technical Assistance Hub for Region 4 revenue for term July 2023 to June 2024.
Total Other First 5 Income	1,411,362	1,370,293	(41,069)		
Interagency Income					
Alameda County Health Care Services Agency (Fathers Corp)	400,000	400,000	-	5	ACHCSA Fathers Corp funding for year 2 of 5 year award, term July 2023 to June 2024.
Alameda County Office of Education (QRIS Block Grant)	447,292	489,585	42,293	6	Projected ACOE QRIS Block Grant grant award term July 2023 to June 2024.
Alameda County Office of Education (Inclusive ELC Grant)	74,723	26,561	(48,162)	7	ACOE Inclusive ELC grant award ends December 31, 2023.
Alameda County Public Health Dept. (shared Technology costs)	122,812	141,409	18,597	8	Projected ACPHD annual shared technology costs to support ECChange maintenance and hosting.
Alameda County Public Health Dept. (Perinatal Health Outreach Services)	140,000	140,000	-	9	ACPHD grant award for Perinatal Health Outreach Support services, term July 2023 to June 2024.
Alameda County Social Services Agency (CEL Application)	1,000,000	882,222	(117,778)	10	Carryover of ACSSA funds supporting the development of the CEL Application, term ends December 2023.
Federal Pass-through Grants:					
Alameda County Housing and Community Development Agency	51,158	30,407	(20,751)	11	Carryover of ACHCDA grant for the ECE needs assesement in Unincorporated Alameda County, term ends December 2024.
Alameda County Public Health Dept. CHDP (Linkage Line)	479,658	479,658	-	12	Projected ACPHD HMG Central Access Phone Line Services grant July 2023 to June 2024.
Alameda County Social Services Agency (Family Navigator, Comprehensive Child Development and Workforce Pilot)	807,507	717,508	(89,999)	13	Projected ACSSA grant to support Family Navigator, Comprehensive Child Development and Workforce Pilot, July 2023 to June 2024.
Federal Pass-through State Grants:					
California Dept. of Social Services (QCC QRIS Block Grant)	515,119	515,119	-	14	Projected CDSS QCC Block Grant for award term July 2023 to June 2024.
California Dept. of Education (Preschool Development Grant)	55,081	-	(55,081)	15	CDE PDG grant award ended December 2022.
Total Interagency Income	4,093,350	3,822,469	(270,882)		
Grants					
Sunlight Giving	390,000	525,000	135,000	16	Sunlight Giving general support award of \$200,000 plus carryover of funds received in prior periods.
Alameda Alliance for Health	1,453,036	1,453,036	-	17	Projected Alameda Alliance for Health grant to support HMG's Pediatric Care Pilot (care coordination member engagement activities).
Tipping Point	20,000	-	(20,000)	18	One-time funding to support the evaluation of the ECE Workforce Pilot.
Stupski Foundation	160,500	214,877	54,377	19	Stupski Foundation grant award to support funding the Director of Pediatric Care Coordination position, funded through December 2024.
Kaiser Permanente Hospitals Foundation	110,000	88,000	(22,000)	20	Kaiser Permanente Hospitals Foundation grant award (January 2022 to December 2023) will support Fatherhood Training and T/A for Northern California Family Justice Center Collaborative.
Child Family & Community Services (via CA Children and Families Foundation)	1,392,600	1,072,600	(320,000)	21	Carryover of funds received from the defunct Child Family & Community Services agency to support Parent Partnership and other infrastructure costs.
Total Grants	3,526,136	3,353,513	(172,623)		
Fiscal Leveraging - MediCal Administrative Activities	2,000,000	2,500,000	500,000	22	MAA FY2023-24 projected revenue from FY2022-23 invoices (paid a year in arrears).
Other Income					
Investment Revenue	324,000	324,000	-	23	Projected investment revenue for FY2023-24.
Miscellaneous Revenue - Other	14,850	-	(14,850)	24	No rental income from First 5 Association - lease terminated.
TOTAL REVENUE	45,549,937	44,540,770	(1,009,167)		
RESERVES					
Proposition 10 - Sustainability Funds	4,981,188	5,960,933	979,745		
TOTAL REVENUES & AVAILABLE FUNDS	50,531,125	50,501,703	(29,422)		

First 5 Alameda County
Proposed Expenditure Budget by Expenditure Category
July 1, 2023 - June 30, 2024

Expenditures	Modified Budget FY 2022-23	Proposed Budget FY 2023-24	Difference	Variance from Prior Year	Notes
Personnel Costs	\$18,235,424	\$18,649,906	\$414,483	2%	1
Program Contracts/Grants	\$30,471,703	\$29,808,530	(\$663,173)	-2%	2
Program Operating Costs	\$532,253	\$541,419	\$9,166	2%	
Infrastructure Costs	\$1,291,746	\$1,501,848	\$210,102	16%	3
TOTAL EXPENDITURES	\$50,531,126	\$50,501,703	(\$29,422)	0%	

Notes:

Major changes in Expenditure Category costs, between the FY 2022-23 Second Modified Budget and the Proposed FY 2023-24 Budget.

1. Personnel Costs

FY 2023-24 proposed personnel increases to support the implementation of the Children's Health Initiative (Measure AA), expansion of Pediatric Care Coordination activities and infrastructure expansion.

2. Program Contracts/Grants

FY 2023-24 proposed decrease in contracts and grants reflect one-time funding in the prior year and re-direction of budget to support personnel costs.

3. Infrastructure Costs

FY 2023-24 proposed increase in infrastructure costs due to additional funding activities.

**First 5 Alameda County
Proposed Operating Expenditure Budget By Strategy
July 1, 2023 - June 30, 2024**

AGENDA ITEM 6.3

	Parent Partnership	Pediatric Care Coordination	Quality Early Childhood Education	Fatherhood	Neighborhoods Ready for School	Policy & Advocacy	Data & Evaluation	Training	Communications	Operational Support (Finance, Human Resources, Technology & Admin/Facilities)	Children's Health Initiative and Expansion	TOTAL PROPOSED ORIGINAL BUDGET
PROPOSED FY2023-24 BUDGET - FIRST READING												
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24
Personnel Costs												
Salaries & Benefits	1,030,316	3,387,212	2,491,392	460,916	530,848	2,231,938	1,059,701	408,097	499,655	5,566,434	983,397	18,649,906
Program Contracts/Grants												
Contracts	1,340,480	1,044,649	2,121,912	260,955	2,654,152	90,413	310,100	175,000	265,413	1,883,527	18,928,584	29,075,185
Grants & Stipends	0	0	452,000	3,000	0	0	0	0	0	0	0	455,000
Professional Services*	0	4,000	63,446	60,000	0	3,165	0	97,000	0	50,734	0	278,345
Total Contracts/Grants	1,340,480	1,048,649	2,637,358	323,955	2,654,152	93,578	310,100	272,000	265,413	1,934,261	18,928,584	29,808,530
Program Operating Costs**	7,750	89,499	115,153	13,929	15,000	9,187	8,610	19,903	77,932	184,456	0	541,419
Infrastructure Costs	0	0	0	0	0	0	0	0	0	1,501,848	0	1,501,848
Total Direct Program Costs	2,378,546	4,525,360	5,243,903	798,800	3,200,000	2,334,703	1,378,411	700,000	843,000	9,187,000	19,911,981	50,501,703



To: First 5 Alameda County Executive Committee

From: Kristin Spanos, Chief Executive Officer
Christine Hom, Finance Officer
Maria Canteros, Finance Administrator

Date: April 20, 2023

Subject: FY 2023-2032 Long Range Financial Plan – First Reading

ACTION REQUESTED

To review the following FY 2023-32 Long Range Financial Plan.

BACKGROUND

First 5 Alameda County has adopted a Long Range Financial Plan (LRFP) annually since March 2004. Adoption of a Long Range Financial Plan has been a statutory requirement of all First 5 Commissions since 2006-07. The current LRFP was formally approved by the Commission in June 2022. An update to the LRFP is included with underlying assumptions as well as historical background information. The update reflects the Proposed Budget for FY 2023-24 and the most recent Tobacco Tax revenue forecast from the California Department of Finance and First 5 California as of March 2023.

MINIMUM FUND BALANCE REQUIREMENTS

First 5 Alameda County has used Sustainability Funds to augment operating budget needs and to mitigate Proposition 10 tobacco tax revenue declines, to the extent authorized by the Commission. The Sustainability Fund balance as of June 30, 2022 was \$32.1 million. This Fund may not be spent down to zero; some funds must be maintained as an operating reserve to cover ongoing cash flow requirements to act as a buffer for delays in receiving state tobacco tax monies or other revenues. The policy is to maintain an amount in the Fund Balance, at a minimum, equal to six months of operating expenses plus an amount to cover fiscal obligations under the Reduction in Workforce Policy.

FISCAL IMPACT

There is no fiscal impact.

AGENDA ITEM 7

RECOMMENDATION

To review the following FY 2023-32 Long Range Financial Plan and to give feedback for clarification or changes in preparation for the Commission's second and final reading on June 22, 2023.

Submitted by:

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Christine Hom
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Christine Hom
Chief Operating Officer

DocuSigned by:
Maria Canteros
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Maria Canteros
Finance Administrator

Approved by:

DocuSigned by:
Kristin Spanos
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Kristin Spanos
Chief Executive Officer

ASSUMPTIONS FOR THE REVISED LONG RANGE FINANCIAL PLAN

Presented below are the assumptions used to develop the Long Range Financial Plan.

REVENUES

FY 2022-23 figures reflect the revised budget approved in February 2023. For FY 2022-23 and subsequent years, the following revenue assumptions were used:

- **Tobacco Tax** – The California Department of Finance (DoF) prepared revised projections of First 5 tobacco tax revenues in April 2023 through the period ending FY 2026-27. These consider the effects of the federal tobacco tax, other declines in state tobacco tax revenues due to newer legislation (SBx2-7 Smoking Age Increase to 21 effective June 2016, Proposition 56 \$2 dollar tobacco tax increase effective April 2017, Proposition 31 Flavored Tobacco Ban), Prop 99, backfill amounts and other factors. The projections listed below cover FY 2027-2032.

Historically, the DoF projections have been on the conservative side; actual revenues received being equal to or higher than projections with the exception of FY 2018-19 and FY 2021-22. We anticipate receiving updated revenue projections from the DoF and First 5 CA periodically and we will continue to forecast revenue conservatively.

<u>Fiscal Year</u>	<u>DoF Projection</u>	<u>Actual Revenue</u>
2010-2011	\$14.0m	\$14.3m
2011-2012	\$13.8m	\$14.5m
2012-2013	\$13.3m	\$13.6m
2013-2014	\$13.2m	\$13.2m
2014-2015	\$13.0m	\$13.3m
2015-2016	\$12.1m	\$13.2m
2016-2017	\$11.6m	\$12.6m
2017-2018	\$10.6m	\$11.3m
2018-2019	\$12.8m	\$12.1m
2019-2020	\$11.5m	\$12.6m
2020-2021	\$11.9m	\$13.0m
2021-2022	\$12.9m	\$12.5m
2022-2023	\$11.0m	
2023-2024	\$10.0m	
2024-2025	\$9.6m	
2025-2026	\$9.2m	
2026-2027	\$8.9m	
2027-2028	\$8.6m	
2028-2029	\$8.3m	
2029-2030	\$8.1m	
2030-2031	\$7.9m	
2031-2032	\$7.7m	

AGENDA ITEM 7

Based on the above DoF projection for FY 2022-23, the Long Range Financial Plan assumes a 12.4% decrease in tax revenue from the prior year. Moving forward beyond FY 2023-24, revenues are expected to continue decreasing at rates between approximately 9.2% to approximately 4% and 3% per year through 2032. If actual revenues show a significant change during the year, the projection for the current year will be brought to the Commission at mid-year, along with other budget modification proposals.

- **Measure AA Tax Revenue** – Funding from the City of Oakland Measure AA parcel tax for the Oakland Children’s Initiative Early Education Fund activities (\$23,000,000)
- **Interagency Income** -
 - Funding from First 5 California (IMPACT) – to support local QRIS work including rating and quality improvement in child care settings (\$1,225,000)
 - Funding from First 5 San Francisco via Children’s Council of San Francisco – for the IMPACT Local Regional T/TA Hub (\$145,000)
 - Funding from AC Health Care Services Agency and AC Social Services Agency to support Fathers Corps work (\$400,000)
 - AC Public Health Department funding for ECChange database hosting and maintenance (\$141,000)
 - AC Public Health Department funding to support the Prenatal Health Outreach Services program (\$140,000)
 - Funding from AC Office of Education Block Grant 9 to support Quality Rating Improvement Systems work (projected award \$490,000)
 - Funding from the AC Office of Education to support the Inclusive Early Learning Grant (\$27,000)
 - AC Public Health Department funding for Help Me Grow (HMG) Linkage Line services (\$480,000)
 - Pass through funding from AC Social Services Agency to support early child development activities in the Castlemont neighborhood, workforce development pilot and family navigation services (\$718,000)
 - Funding from AC Social Services Agency to support the Centralized Eligibility List (CEL) Application Project (\$882,000)
- **State Grants** -
 - Funding from the California Department of Social Services QCC QRIS Block Grant (projected award \$515,000)
- **Other Grants** –
 - Projected funding from the Alameda Alliance for Health for continued support of HMG's Pediatric Care Pilot to conduct member engagement activities related to care coordination (projected award \$1,450,000)
 - Funding from the Stupski Foundation through October 2022 to support HMG’s Pediatric Care Coordination activities (\$215,000)
 - Funding from Sunlight Giving for general operating support (\$525,000)
 - Funding from Kaiser Permanente Hospitals Foundation in support of Fatherhood activities (\$88,000)

As and when new grants are awarded, the Long Range Financial Plan will be revised accordingly.

- **Miscellaneous Income** – None
- **Fiscal Leveraging** – Since FY 2009-10, fiscal leveraging revenues consist entirely of federal reimbursements under the Medi-Cal Administrative Activities (MAA) program. Gross MAA revenues for the prior fiscal year are usually received 8-12 months in arrears. As a result of the perpetual time study methodology introduced by the granting agency in FY 2013-14 and the inclusion of actual client count for invoicing, revenues are expected to average approximately \$2.5 million. For the purposes of this LRFP, it is assumed that programs eligible for MAA claiming will be reimbursed at this level in the FY 2023-24 budget year and conservatively continuing between \$2.5 million to \$1.8 million through FY 2031-32.
- **Investment Revenue** – The FY 2023-24 proposed budget assumes \$324,000 of investment revenue due based on current year projections.

EXPENSES

FY 2023-24 expenditure figures are from the current proposed budget process. For FY 2024-32, total projected Proposition 10 funded expenses are estimated in line with projected revenue declines and are in compliance with the Agency's minimum fund balance policy. Other expenses have been budgeted if supported by committed external fundings such as Oakland Children's Initiative. The plan, outside of FY 2023-24, does not provide for any cost of living allowances or inflationary increases. In prior years these increases have been covered within the range of annual budgetary savings, and this is expected to continue in future years as well.

Use of Sustainability Funds

We are temporarily using our Sustainability Fund to make a loan to support a steady state so as not to reduce Agency capacity as we anticipate the continued build-out of the early childhood system. This means we are continuing our maintenance of effort approach as we anticipate the receipt of Measure C funding, which will allow us to repay the loan from our Sustainability Fund, and to replace Prop 10 as tobacco tax revenue declines. Therefore, \$5.9 million of Sustainability Funds is budgeted as a loan to close the gap between revenue and projected expenses. This figure is consistent with the proposed FY 2023-32 Long Range Financial Plan.

MINIMUM FUND BALANCE REQUIREMENTS

The Sustainability Fund cannot be spent down to zero; some funds must be maintained as an operating reserve to cover ongoing cash flow requirements to act as a buffer if there are delays in receiving state tobacco tax revenues or other revenues. The recommendation is to maintain an amount in the Fund Balance, at a minimum, equal to six months of operating expenses plus an amount to cover fiscal obligations.

HISTORICAL BACKGROUND

The Long Range Financial Plan tool was designed to strategically guide the use of First 5 Alameda County's Sustainability Fund. The Sustainability Fund was established by the First 5 Alameda County

AGENDA ITEM 7

Commission as a strategy to ensure a long term commitment to funding services for children age 0-5, even as the tobacco tax revenue declined.

The Sustainability Fund is projected to be approximately \$27 million at the end of the current 2022-23 fiscal year and was accumulated in a number of ways over the past years. First, the Fund developed through the initial reserve that occurred when tax dollars were accumulated but could not be spent until a Strategic Plan was passed (Jan. 1999-Jan. 2000). Thereafter, contributions to the Sustainability Fund were intentionally budgeted over several years (2001-2004). Finally, budgeted funds that remained unspent were directed by the Commission to be added to the Sustainability Fund, rather than be rolled-over to the subsequent year's budget (2001-present). It is important to note however that, Sustainability Funds have been budgeted for program use since 2005-06, which means that expenses have been projected higher than revenues in each of those years, but budget savings in those years made it unnecessary to draw from the Fund. These changes have resulted in draws periodically from the Sustainability Fund only since FY 2009-10.

The following is a summary of the use of sustainability funds as indicated in the Long Range Financial Plan. The plan assumes that Sustainability Funds will continue to be used to maintain a balanced budget, throughout the plan time frame.

<u>Draw down from Sustainability for Operations (\$millions)</u>		
<u>Fiscal Year</u>	<u>Planned draw down</u>	<u>Actual amount drawn</u>
<u>FY 2009-2013 Strategic Plan</u>		
2009-10	\$6.9m	\$3.3m
2010-11	\$9.3m	\$6.7m ¹
2011-12	\$4.1m	\$0.8m
2012-13	\$9.0m	\$5.3m ²
<u>FY 2013-17 Strategic Plan</u>		
2013-14	\$1.7m	\$0.0
2014-15	\$2.3m	\$1.5m
2015-16	\$2.3m	\$1.2m
2016-17	\$4.9m	\$0.0
<u>FY 2017-22 Strategic Plan</u>		
2017-18	\$3.5m	\$0.0
2018-19	\$2.0m	\$0.0
2019-20	\$3.7m	\$0.0
2020-21	\$6.1m	\$1.4m
2021-22	\$4.1m	\$2.0m
<u>FY 2022-27 Strategic Plan</u>		
2022-23	\$5.0m	
2023-24	\$5.9m	

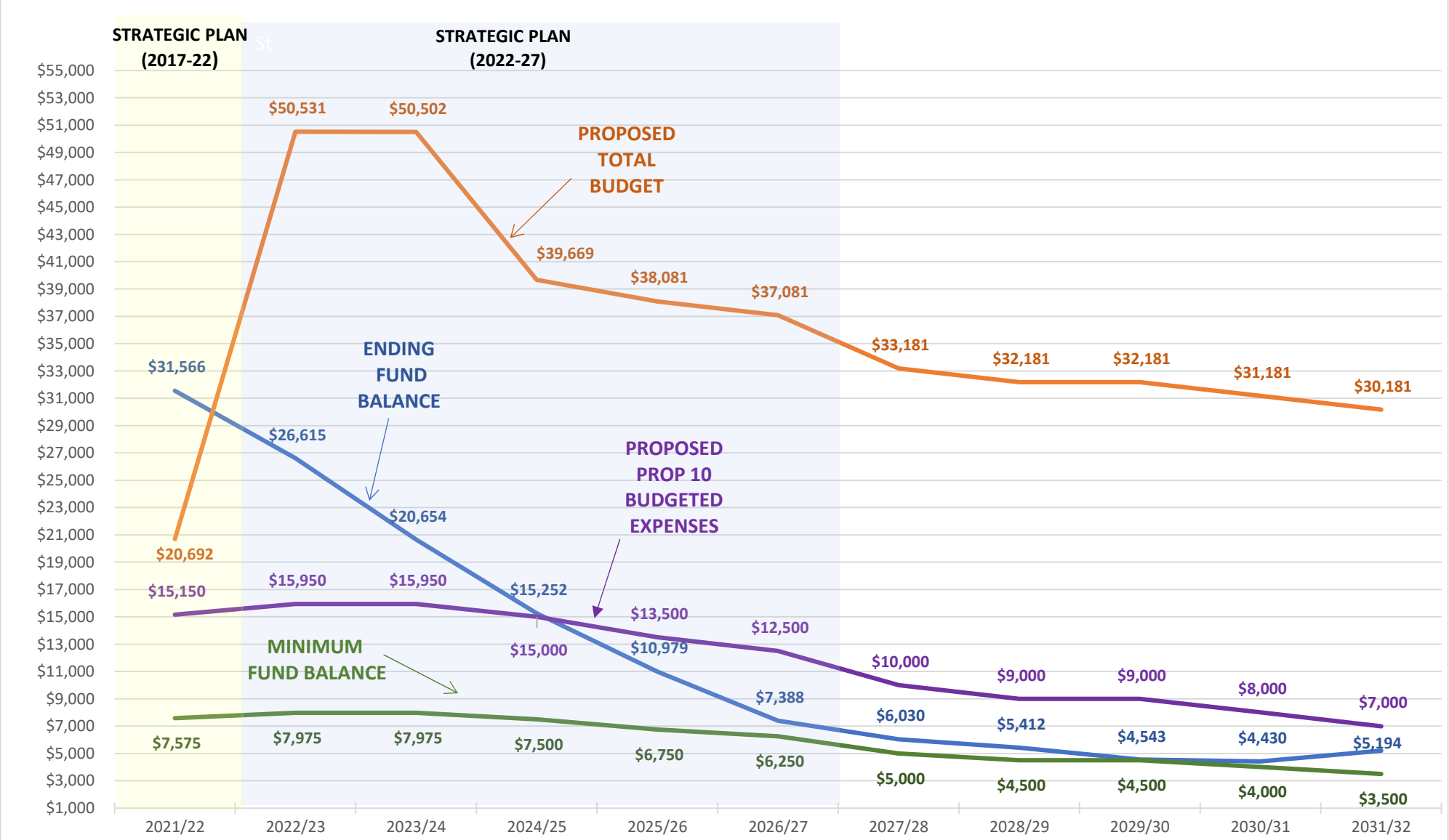
¹ Increased outlay on Contracts in order to reduce fund balance in anticipation of AB 99 – which required all First 5s to transfer half their fund balance to the State of CA by the end of 2012. AB 99 was subsequently repealed and the threat passed.

² Purchase of office building at 1115 Atlantic Ave., Alameda in April 2013.



Dollars in Thousands	2017 - 2022 Strategic Plan	2022 - 2027 Strategic Plan					2027-2032 Strategic Plan TBD				
	Actual 2021/22	Modified Budget 2022/23	Proposed Budget 2023/24	Projections 2024/25	Projections 2025/26	Projections 2026/27	Projections 2027/28	Projections 2028/29	Projections 2029/30	Projections 2030/31	Projections 2031/32
Beginning Fund Balance	\$ 34,158	\$ 31,566	\$ 26,615	\$ 20,654	\$ 15,252	\$ 10,979	\$ 7,388	\$ 6,030	\$ 5,412	\$ 4,543	\$ 4,543
REVENUES											
Proposition 10 Tobacco Tax	\$ 12,558	\$ 10,999	\$ 9,989	\$ 9,598	\$ 9,227	\$ 8,909	\$ 8,642	\$ 8,382	\$ 8,131	\$ 7,887	\$ 7,650
City of Oakland Measure AA Tax	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181
Other First 5 Revenue	\$ 989	\$ 1,411	\$ 1,370	\$ 1,000	\$ 1,000	\$ 1,000					
- First 5 California (IMPACT 2020)	\$ 900	\$ 1,225	\$ 1,225	\$ 1,000	\$ 1,000	\$ 1,000					
- First 5 San Francisco/Childrens Council of SF (T/TA Hub)	\$ 89	\$ 186	\$ 145								
Interagency Income - County	\$ 2,501	\$ 3,523	\$ 3,308	\$ 400	\$ 400	\$ 400					
- ACHCSA (Fathers Corps)	\$ 138	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400					
- ACPHD (Data Systems Hosting and Maintenance)	\$ 117	\$ 123	\$ 141								
- ACPHD Home Visiting/PHOC		\$ 140	\$ 140								
- AC Office of Educ. (QRIS Block Grant)	\$ 568	\$ 447	\$ 490								
- AC Office of Educ. (Inclusive Early Learning)	\$ 121	\$ 74	\$ 27								
Interagency Income - Federal Pass-through											
- ACPHD HMG Linkage Line	\$ 459	\$ 480	\$ 480								
- ACHCDA (Unincorporated Needs Assessment)		\$ 51	\$ 30								
- ACSSA (Navigation, Workforce Pilot, Comp Child Dev)	\$ 698	\$ 808	\$ 718								
- ACSSA (FCC Grants)	\$ 400										
- ACSSA (CEL Application Project)		\$ 1,000	\$ 882								
State Grants - Federal Pass-through	\$ 539	\$ 570	\$ 515								
- CA Dept. of Social Services (QCC QRIS Block Grant)	\$ 454	\$ 515	\$ 515								
- CA Dept. of Education (Preschool Development Grant)	\$ 85	\$ 55									
Other Grants (Private, Foundation or Other)	\$ 1,140	\$ 3,527	\$ 3,354	\$ 88							
- Alameda Alliance for Health	\$ 572	\$ 1,453	\$ 1,453								
- Aurrera Health Group	\$ 49										
- Sunlight Giving	\$ 320	\$ 390	\$ 525								
- Stupski Foundation	\$ 169	\$ 161	\$ 215	\$ 88							
- CA Wellness Foundation (Fatherhood activities)	\$ 20										
- Child Family & Community Services		\$ 1,393	\$ 1,073								
- Tipping Point		\$ 20									
- Kaiser Permanente Hospitals Foundation	\$ 10	\$ 110	\$ 88								
Miscellaneous Income	\$ 67	\$ 15									
Fiscal Leveraging (MAA)	\$ 2,043	\$ 2,000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 1,850	\$ 1,850	\$ 1,850	\$ 1,850	\$ 1,850
Investment Income	\$ 549	\$ 324	\$ 324	\$ 217	\$ 160	\$ 115	\$ 78	\$ 63	\$ 57	\$ 48	\$ 48
TOTAL REVENUES	\$ 20,386	\$ 45,550	\$ 44,541	\$ 36,984	\$ 36,468	\$ 36,105	\$ 33,750	\$ 33,477	\$ 33,219	\$ 32,966	\$ 32,729
TOTAL EXPENSES	\$ 20,692	\$ 50,531	\$ 50,502	\$ 39,669	\$ 38,081	\$ 37,081	\$ 33,181	\$ 32,181	\$ 32,181	\$ 31,181	\$ 30,181
TOTAL PROP 10 EXPENSES	\$ 15,150	\$ 15,950	\$ 15,950	\$ 15,000	\$ 13,500	\$ 12,500	\$ 10,000	\$ 9,000	\$ 9,000	\$ 8,000	\$ 7,000
CASHFLOW											
Total Disbursements	\$ 20,692	\$ 50,531	\$ 50,502	\$ 39,669	\$ 38,081	\$ 37,081	\$ 33,181	\$ 32,181	\$ 32,181	\$ 31,181	\$ 30,181
(Shortfall)/Surplus Revenue over Expenses (Use of Sustainability Fund)	\$ (2,592)	\$ (4,951)	\$ (5,961)	\$ (5,402)	\$ (4,273)	\$ (3,591)	\$ (1,358)	\$ (618)	\$ (869)	\$ (113)	\$ 650
Ending Fund Balance	\$ 31,566	\$ 26,615	\$ 20,654	\$ 15,252	\$ 10,979	\$ 7,388	\$ 6,030	\$ 5,412	\$ 4,543	\$ 4,430	\$ 5,194
MINIMUM FUND BALANCE REQUIRED (50% OR 6 Months of Prop 10 Budgeted Expenses)	\$ 7,575	\$ 7,975	\$ 7,975	\$ 7,500	\$ 6,750	\$ 6,250	\$ 5,000	\$ 4,500	\$ 4,500	\$ 4,000	\$ 3,500

LONG RANGE FINANCIAL PLAN FY 2023-2032 BUDGET & FUND BALANCE (\$000s)





Staff Announcements

April 27, 2023



GENERAL AGENCY ANNOUNCEMENTS



Oakland Children's Initiative (Measure AA)

- Continuing contract, budget, and annual plan development with the City of Oakland
- Held kick off planning meetings with OHS and OUSD
- Held two-day staff Retreat to promote alignment and advance implementation efforts



Single Audit

- Completed another successful Single Audit with no findings
- Auditors shared that we demonstrated a very good understanding of the federal requirements and have strong internal controls



Equity Statement

- Final draft completed; to be presented to Commission in June
- Presented to All Staff in April



Strategic Plan Update

- Completed migration of FY23 workplans into TaskRay, our project management tool
- Staff received TaskRay trainings and technical assistance support
- Staff updating the FY2022-27 Strategic Plan to incorporate Equity Statement and Measures AA and C implementation

GENERAL AGENCY ANNOUNCEMENTS

Staff Training

- **Dr. Manuel Pastor** provided an overview of changing demographic and economic data to inform public policy and make a case for equity-centered system building to improve life outcomes for all (all-staff training)
- **Hayling Price** provided a systems change training and vision setting exercise (Senior Leadership Team training)

Successfully Hired!

- **Tamar Kulaender**, Director of Pediatric Care Coordination
- **Jody Talkington**, Strategic Initiatives and Planning Officer
- **Ana Apodaca**, Government Affairs and Policy Officer
- **Ellen Dektar**, Senior Administrator, Early Childhood Education (ECE) Facilities
- **Alejandro Alvarez**, Human Resources Analyst

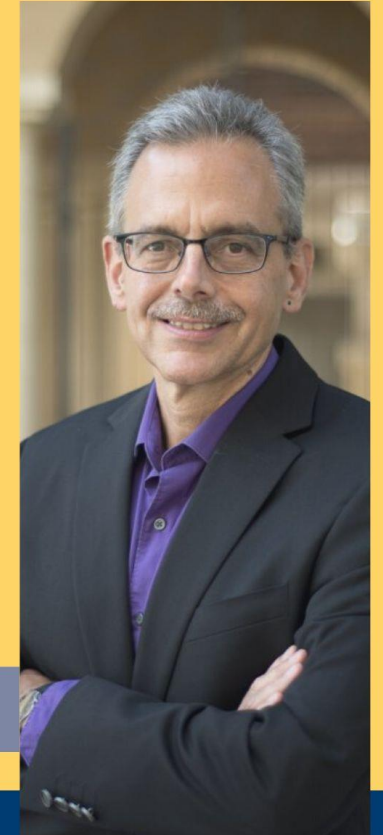
Promising Progress

- Deputy CEO
- Chief of Programs
- Chief Financial Officer



**"Are you
delivering
services, or
are you
delivering
change?"**

DR. MANUEL PASTOR





PLACE

We partner with communities to build relationships, services, and infrastructure that support neighborhood conditions for family and child well-being.

PLACE



OUSD Kindergarten Readiness Collaboration with First 5 Fatherhood Programming

- Held conversations with OUSD about Lockwood Child Development Center (CDC), which has been developing strong relationships with fathers and father figures
- Fathers Corps is connecting with Kindergarten teacher Ms. DaMonica on the planning of a fathers and father figures kindergarten readiness event and ongoing programming



Oakland Thrives Leadership Council

- Joined the 4th Design Retreat for the Oakland Thrives 10 Year Plan – a part of the Blue Meridian Partners "Place Matters" portfolio
- The Retreat focused on developing specific strategies and outcomes to address the most challenging issues facing Black families in East Oakland's 40x40 area



Neighborhoods Ready for School (NRFS) Planning Process

- Engaged Cities & People Advisors to facilitate a one-year planning process with NRFS sites to help advance this initiative
- Cities & People Advisors will support sites in identifying priorities and milestones; evolve the measurements used to assess our collective impact for continuous learning; elevate shared stories of success; and position this work to inform the field

A photograph of three people standing in a parking lot, all wearing face masks and holding boxes. The person in the center is a woman with her hand on her hip, wearing a grey sweater and camouflage pants. To her left is another woman in a white t-shirt and black leggings. To her right is a man in a blue polo shirt and light blue pants. The background shows a parking lot with yellow lines and a building with a white lattice structure.

PEOPLE

We partner with stakeholders to support parents, caregivers, and children and ensure that families and providers have the resources they need for children to thrive.

PEOPLE



Fatherhood

- Secured a one-time grant from The California Wellness Foundation in support of our Fathers Corps programming.



“Aftershock” Film Screening & Panel Discussion

- Held on April 12th in recognition of Black Maternal Health Week
- Partnered with the PCR, Black Leadership Council, Alameda Health Systems’ BElovedBIRTH Black Centering, and the California Black Health Network
- Opportunity to build awareness, activism, and community-building to amplify the voices, perspectives and lived experiences of Black Moms and birthing people



Help Me Grow

- Submitted a FY 2023/24 Help Me Grow concept proposal to the Alameda Alliance for Health; a continuation of our current outreach efforts



POLICY

We advocate for policy and systems change that centers the needs of families, young children, and caregivers and supports community and family conditions for children and families to thrive. We also support community-led efforts, including parent leadership.

POLICY

Policy Breakfast

- On March 17th , hosted a Policy Breakfast with special guest Assemblymember Mia Bonta
- Gathered community, systems leaders, elected officials and their staff
- Highlighted key policy findings relevant to young children, their families, and communities coming from our 2021-2022 Kindergarten Readiness Assessment (KRA)
- **Thanks to Commissioners Hertzfeld and Doutherd for actively participating in the event!**

First 5 Association Virtual Advocacy Day

- Held on April 19th
- Met with the offices of Senators Glazer and Skinner, and Assemblymembers Bonta, Bauer-Kahan, Lee, Ortega, and Wicks
- Elevated the importance of local First 5 agencies in systems building for families with young children



“**The successes we see are coming from the partnerships you have been able to forge.**”

MIA BONTA
California Assemblymember

FIRST 5
ALAMEDA COUNTY

POLICY BREAKFAST
MARCH 17, 2023

A promotional graphic for the Policy Breakfast event. It features a portrait of Mia Bonta, a woman with curly hair wearing a blue blazer over a red and blue patterned top. To the left of her portrait is a quote in blue text. Below the quote is her name and title in a yellow box. At the bottom, there is a dark blue banner with the First 5 Alameda County logo on the left and the event title and date on the right.





To: First 5 Alameda County Commission

From: Kristin Spanos, Chief Executive Officer
Christine Hom, Chief Operating Officer
Maria Canteros, Finance Administrator

Date: April 27, 2023

Subject: FY 2022-23 Second Proposed Budget Modifications

REQUESTED ACTION

To review and approve the FY 2022-23 Second Proposed Budget Modification.

Background: Second Proposed FY 2022-23 Budget Modifications

The operating budget for FY 2022-23 was adopted by the Commission in June 2022. As in prior years, First 5 Alameda County staff submit mid-year proposals to modify the adopted budget to address material changes in revenue, seek approval for unanticipated expenses that may have occurred and make necessary transfers and adjustments to reflect changes to program goals since the adoption of the original budget. The proposed FY 2022-23 Budget Modification was approved by the Commission on February 23, 2023. A second proposed budget modification is being submitted to include new revenue received since the adoption of the modified budget.

Revenue and Available Funds

The FY 2022-23 adopted revised budget projects revenue and available funding totaling \$28,849,697. The second proposed budget modification changes this amount to \$50,531,125, a net increase of \$21,681,428.

The additional change in revenue for this fiscal year is incorporating the full funding award from the City of Oakland Measure AA parcel tax to support the Oakland Children's Initiative. The previous budget revision included only \$1,500,000 of the total award amount to support the initial program planning, hiring, and other implementation costs beginning in January 2023. The contract award has been confirmed for a total award of \$23,181,428. The balance of \$21,681,428 will be fully added to this second budget modification.

AGENDA ITEM 7**Expenditures**

The FY 2022-23 adopted revised budget projects expenses totaling \$28,849,697. The second proposed budget modification changes this amount to \$50,531,125, a net increase of \$21,681,428. The increase in expenditures are for the Oakland Children's Initiative Early Education Fund activities and reflect the City of Oakland's contract amount for January to June 2023.

Revenue & Expenditures		
	\$24,333,171	Approved Original Budget
	\$28,849,697	Approved Revised Budget (February 2023)
	\$50,531,125	Proposed Second Revised Budget

Fiscal Impact

The fiscal impact of the budget modification is a net increase of \$21,681,428 in revenues and expenses, funded by the City of Oakland Children's Initiative Early Education Fund, bringing the total budget to \$50,531,125.

Recommendation

That the Commission approve the FY 2022-23 Second Proposed Budget Modification.

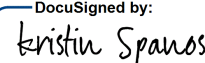
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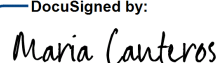
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Christine Hom
 Chief Operating Officer

Reviewed by:

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Kristin Spanos
 Chief Executive Officer

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Maria Canteros
 Finance Administrator

First 5 Alameda County
Second Proposed Budget Modification
Revenue
July 1, 2022 - June 30, 2023

Revenues	Approved Original Budget FY2022-23	Approved Revised Budget FY2022-23	Added Revenue April 2023 FY2022-23	Proposed Second Revised Budget FY2022-23
Proposition 10 Tobacco Tax Revenue	12,508,053	10,998,811	-	10,998,811
City of Oakland Measure AA Tax Revenue		1,500,000	21,681,428	23,181,428
Other First 5 Income				-
First 5 California (IMPACT 2020)	1,153,805	1,225,293	-	1,225,293
First 5 California (IMPACT Incentive Layer)	-		-	-
Children's Council of San Francisco (First 5 San Francisco/Hub)	158,000	186,069	-	186,069
Total Other First 5 Income	1,311,805	1,411,362	-	1,411,362
Interagency Income				-
Alameda County Health Care Services Agency (Fathers Corp)	400,000	400,000	-	400,000
Alameda County Office of Education (QRIS 8/9)	447,292	447,292	-	447,292
Alameda County Office of Education (Inclusive ELC Grant)	74,723	74,723	-	74,723
Alameda County Public Health Dept. (shared Technology costs)	122,812	122,812	-	122,812
Alameda County Public Health Dept. (Perinatal Health Outreach Services)		140,000		140,000
Federal Pass-through Grants:				-
Alameda County Public Health Dept. CHDP (Linkage Line)	479,658	479,658	-	479,658
Alameda County Social Services Agency (Workforce Pilot & HMG support)	1,717,507	1,807,507	-	1,807,507
Alameda County Housing and Community Development Agency (via CA Children and Families Foundation)		51,158	-	51,158
				-
Federal Pass-through State Grants:				-
California Dept. of Social Services (QCC QRIS Block Grant)	515,120	515,119	-	515,119
California Dept. of Education (Preschool Development Grant)	55,081	55,081	-	55,081
Total Interagency Income	3,812,193	4,093,350	-	4,093,350
Grants				
Sunlight Giving	120,000	390,000	-	390,000
Alameda Alliance for Health	572,473	1,453,036	-	1,453,036
Stupski Foundation	73,000	160,500	-	160,500
Kaiser Permanente Foundation	110,000	110,000	-	110,000
Tipping Point (via CA Children and Families Foundation)		20,000	-	20,000
Community Family & Child Services (via CA Children and Families Foundation)		1,392,600	-	1,392,600
Total Grants	875,473	3,526,136	-	3,526,136
				-
Fiscal Leveraging - MediCal Administrative Activities	2,000,000	2,000,000	-	2,000,000
				-
Other Income				-
Investment Revenue	324,000	324,000	-	324,000
Miscellaneous Revenue - Other	29,700	14,850	-	14,850
TOTAL REVENUE	20,861,224	23,868,509	21,681,428	45,549,937
RESERVES				
Proposition 10 - Sustainability Funds	3,471,947	4,981,188	-	4,981,188
TOTAL REVENUES & AVAILABLE FUNDS	24,333,171	28,849,697	21,681,428	50,531,125

**First 5 Alameda County
Second Proposed Budget Modification
Expenditures
July 1, 2022 - June 30, 2023**

AGENDA ITEM 7.2

Expenditures	Approved Original Budget FY2022-23	Approved Revised Expenditure Budget FY2022-23	Added Expenditures April 2023 FY2022-23	Proposed Second Revised Expenditure Budget FY2022-23
Personnel Costs	12,529,894	14,758,209	3,477,214	18,235,423
Program Contracts and Grants*	10,165,482	12,267,489	18,204,214	30,471,703
Program Operating Costs**	492,445	532,253	0	532,253
Infrastructure Costs	1,145,350	1,291,746	0	1,291,746
TOTAL EXPENDITURES	24,333,171	28,849,697	21,681,428	50,531,125

* Program Contracts and Grants also include stipends and professional services contracts with individuals or vendors for time limited services that support program work (e.g. consultants, web design, etc.)

** Program Operating costs: Costs that support agency program implementation (e.g. supplies, travel, meeting costs, etc.)

Notes:

The second proposed revision to expenditures reflects the addition of the funding award from the City of Oakland. At the February 2023 Commission meeting, the proposed revised budget only included \$1.5M of the award. This request will incorporate the remaining balance of \$21,681,428 to reflect the full award amount of \$23,181,428 for the current fiscal period.

First 5 Alameda County
 Second Proposed Revised
 Operating Expenditure Budget By Strategy
 July 1, 2022 - June 30, 2023

AGENDA ITEM 7.3

	Parent Partnership	Pediatric Care Coordination (Early ID)	Quality Early Childhood Education	Fatherhood	Neighborhoods Ready for School	Policy & Advocacy	Data & Evaluation	Training	Communications	Operational Support	Children's Health Initiative & Expansion	TOTAL BUDGET
	FY2022-23 BUDGET - SECOND PROPOSED REVISION											
	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23
Approved Original Budget	3,158,000	3,077,489	4,047,422	767,283	3,500,000	1,146,600	1,058,400	700,000	605,000	6,272,977	0	24,333,171
Approved Revised Budget	3,511,650	4,015,696	4,193,943	767,283	3,500,000	1,266,571	1,385,441	700,000	672,000	6,886,150	1,950,964	28,849,697
April 2023 Addition	0	0	0	0	0	0	0	0	0	3,477,214	18,204,214	21,681,428
Second Proposed Revised Budget	3,511,650	4,015,696	4,193,943	767,283	3,500,000	1,266,571	1,385,441	700,000	672,000	10,363,364	20,155,178	50,531,125

*Operational Support Strategy includes Finance, Human Resources, Technology & Administration/Facilities



To: First 5 Alameda County Commission

From: Christine Hom, Chief Operating Officer

Date: April 27, 2023

Subject: FY 2022-23 Contract Authorization

REQUESTED ACTION

To approve the following contract authorization.

BACKGROUND

Per our Financial Policies, Section VII. Purchasing and Contracting, the Commission must approve contract/award amounts over \$300,000 in aggregate. The following award requires specific authorization from the Commission.

California School-Age Consortium (CalSAC) – \$112,000

First 5 Alameda County is requesting approval of a sole source FY 2022-23 contract amendment for \$112,000 with California School-Age Consortium (CalSAC) to support additional professional development (PD) stipends for California State Preschool Program (CSPP) professionals and costs to support the distribution of these PD stipends. CalSAC currently has a FY 2022-23 contract for \$572,765 to manage the distribution of the Quality Counts Quality Improvement incentive grants, Dual Language Learner Training Series stipends, and professional development (PD) stipends to non-CSPP professionals. The addition of \$112,000 brings the FY 2022-23 aggregate contract amount to \$684,765 for which Commission approval is needed.

Fiscal Impact: Funding is budgeted and provided by Alameda County Office of Education’s CSPP Block Grant.

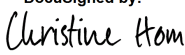
Action requested: Approve an aggregate FY 2022-23 \$684,765 contract amount with California School-Age Consortium.

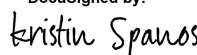
RECOMMENDATION

That the Commission approve the above contract authorization.

Submitted by:

Reviewed by:

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 Christine Hom
 Chief Operating Officer

DocuSigned by:

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 Kristin Spanos
 Chief Executive Officer



To: First 5 Alameda County Commission

From: Kristin Spanos, Chief Executive Officer
Christine Hom, Chief Operating Officer
Maria Canteros, Finance Administrator

Date: April 27, 2023

Subject: FY 2023-25 Budget Proposal – First Reading

ACTION REQUESTED

To review, discuss and provide feedback on the following FY 2023-25 Budget Proposal.

BACKGROUND

Each First 5 Commission is required by statute to adopt a Strategic Plan that outlines the use of tobacco tax funds to serve children age 0-5 and their families. The First 5 Alameda County Commission has approved a five-year Strategic Plan for FY 2022-27. This budget proposal covers the second and third year of the plan, FY 2023-25. First 5 Alameda staff is requesting approval in principle of the second year of the budget (FY 2024-25) at the identical revenue and expense amounts of FY 2023-24 to enable the agency to engage in two-year awards that span FY 2023-25. The full FY 2024-25 budget will be brought to the Commission for consideration beginning in April 2024.

This presentation is the first reading of the FY 2023-25 budget proposal. Staff will prepare the second and final reading for the June Executive and Commission meetings. Any changes directed by the Commission, new information related to the tobacco tax and other revenue streams, as well as major changes to expenditures will be incorporated between now and the June reading. In addition, the presentation in June will include the list of contracts which require Commission authorization.

As is the practice of First 5 Alameda County, changes that occur during the course of the fiscal year will be formally incorporated into the budget during the Mid-Year Budget Modification in February 2024.

CURRENT BUDGET PROPOSAL

This document provides a fiscal summary of revenue projections and budgeted expenditures as follows:

- First 5 Salaries and Benefits
- Contracts
- Grants & Stipends
- Professional Service contracts
- Program Operating costs
- Infrastructure costs

The following Revenue and Expense projections reflect the priorities of the FY 2022-27 Strategic Plan that was approved by the Commission in June 2022.

REVENUE AND AVAILABLE FUNDS FOR FY 2023-24

Combined Revenues and Sustainability Funds for FY 2023-24 are projected to be \$50.5 million. We are temporarily using our Sustainability Fund to make a loan to support a steady state so as not to reduce Agency capacity as we anticipate the continued build-out of the early childhood system. This means we are continuing our maintenance of effort approach as we anticipate the receipt of Measure C funding, which will allow us to repay the loan from our Sustainability Fund, and to replace Prop 10 as tobacco tax revenue declines. Therefore, \$5.9 million of Sustainability Funds is budgeted as a loan to close the gap between revenue and projected expenses. This figure is consistent with the proposed FY 2023-32 Long Range Financial Plan.

REVENUE TYPE	2023-24 PROPOSED	RATIONALE/DETAILS
Tobacco Tax		
	\$9,989,067	The tobacco tax revenue projection (Prop 10 and 56) is based on California Department of Finance and First 5 California projections for county commissions. Tobacco taxes are expected to decrease as per First 5 California's projections updated in March 2023 and reflect the decreased revenue due to the passing of the Prop 31 Flavored Tobacco Ban.
Measure AA Tax Revenue		
	\$23,181,428	City of Oakland Measure AA parcel tax funding for the Oakland Children's Initiative.
Other First 5 Income		
	\$1,370,293	Funding includes the projected First 5 California IMPACT grant to support local QRIS work and Children's Council of San Francisco (First 5 San Francisco) funding for the IMPACT Local Regional Training and Technical Assistance Hub.
Interagency Income		
	\$3,822,469	Funding includes contracts with Alameda County Health Care Services Agency (with combined contribution from Social Services Agency, Probation Department, Child Support Services and HCSA) to support Fathers Corp work; funding from the Alameda County Office of Education/CA State Block Grant for projected monies for QRIS grant and Inclusive Learning Grant; funding from Alameda County Public Health Department for shared ECChange maintenance and hosting costs, support of Perinatal Health Outreach Services staffing and the Help Me Grow Central Access Phone Line Services; funding from Alameda County

REVENUE TYPE	2023-24 PROPOSED	RATIONALE/DETAILS
		Social Services Agency for workforce development activities, Early ID activities, continued development of the CEL application; carryover of funding from the Alameda County Housing and Community Development Agency to continue the ECE needs assessment in Unincorporated Alameda County and projected monies from the California Department of Social Services for Quality Counts California QRIS Block Grant.
Grants		
	\$3,353,513	Funding from Sunlight Giving for general operating support; Alameda Alliance for Health and Stupski Foundation funding for the HMG Pediatric Care Pilot; Child Family & Community Services funding to support Parent Engagement and Operations activities and Kaiser Permanente Hospitals Foundation monies for Fatherhood activities.
Fiscal Leveraging		
Fiscal Leveraging	\$2,500,000	Projected funding for Medi-Cal Administrative Activities (MAA); estimates are based on MAA invoices submitted in FY 2022-23.
Other Income		
	\$324,000	Projected other income includes revenue from investments.
Total Revenue (1)	\$44,540,770	Tobacco Tax, Other First 5 Income, Interagency Income, Grants, Fiscal Leveraging and Other Income.
Reserves: Sustainability Fund (2)	\$5,960,933	Draw down from Sustainability Fund to balance the budget.
Grand Total	\$50,501,703	Total Revenues and Available Funds = (1) + (2)

EXPENDITURES FOR FY 2023-24

In the FY 2022-27 Strategic Plan planned activities are categorized under ten major strategies:

PROGRAMS STRATEGIES:

- Pediatric Care Coordination (Early Identification, Screening and Care Coordination)
- Parent Partnership
- Neighborhoods Ready for School
- Fatherhood
- Quality Early Childhood Education

AGENCY STRATEGIES:

- Data and Evaluation
- Policy and Advocacy

- Training
- Communications

OPERATIONAL SUPPORT STRATEGY:

- Finance
- Human Resources
- Technology
- Administration and Facilities

The following Expense proposal provides the cost for each of the ten strategies detailed in the Strategic Plan. The program strategy expenditures presented below consist of Salaries and Benefits, Program related Contracts, Grants, Stipends, Professional Services costs and Program Operating costs. Operational Support Strategies include Finance, Human Resources, Technology, Administration and Facilities costs. Indirect agency infrastructure costs are reflected in the Operational Support Strategies budgets. The budget narrative provides detail on each Strategy and is to be read in conjunction with the Strategic Plan.

Consistent with legislative requirements brought about by AB 109, expense costs continue to be separated into three categories: Program, Evaluation and Administration. The expenses in each category are consistent with First 5 California guidelines, and those set forth in the Government Finance Officers Association’s First 5 Financial Management Guide.

Salaries and Benefits

For FY 2023-24, total salaries and benefits are projected to be \$18,649,906. Salaries are budgeted based on actual amounts. Benefits are budgeted at 53% of salaries. Consistent with direction from the Commission, the approved benefit package has remained mostly consistent with Alameda County, including membership in the Alameda County Employee’s Retirement Association (ACERA). The 53% benefit allocation is based on actual cost estimates that are revised periodically as needed.

Expenditures by Strategies

The **Pediatric Care Coordination** (formerly Early Identification) strategy budget proposal for FY 2023-24 is **\$4,525,360** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$4,525,360	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Medi-Cal Administrative Activities (MAA) ▪ Alameda County Public Health Department ▪ Alameda County Social Services Agency ▪ Alameda Alliance for Health 	<ul style="list-style-type: none"> ▪ Continue support to parents and caregivers in accessing resources, and increase parent knowledge of child development through family navigation ▪ Broaden screening efforts in alignment with Pediatric Care Coordination Strategic Plan, including enhancing screening technology and purchase of ASQ kits ▪ Continue support for HMG Pediatric Care Pilot

	<ul style="list-style-type: none"> ▪ Stupski Foundation 	<ul style="list-style-type: none"> ▪ Continue local system integration and expansion with managed care plans, health care and social services agencies ▪ Continue support of Project DULCE activities
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The **Parent Partnership** strategy budget proposal for FY 2023-24 is **\$2,378,546** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$2,378,546	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Medi-Cal Administrative Activities (MAA) ▪ Child Family & Community Services ▪ Alameda County Public Health Department 	<ul style="list-style-type: none"> ▪ Continue support of Family Navigation services ▪ Continue support of parent focused services prioritizing children age 0-3 years with community partners and parent leaders to inform programming and investments

The **Neighborhoods Ready for School** strategy budget proposal for FY 2023-24 is **\$3,200,000** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$3,200,000	<ul style="list-style-type: none"> ▪ Tobacco Tax 	<ul style="list-style-type: none"> ▪ Continue support of school readiness and place based work with Oakland Unified School District in the Castlemont Corridor ▪ Continue support of Parent Café programming ▪ Continue implementation of place based investments including West and East Oakland, Fruitvale/San Antonio neighborhoods and Union City

The **Fatherhood** strategy budget proposal for FY 2023-24 is **\$798,800** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$798,800	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Alameda County Health Care Services Agency ▪ Kaiser Permanente Hospitals Foundation 	<ul style="list-style-type: none"> ▪ Continue incorporating Father Friendly Principles into additional programs and community initiatives ▪ Continue Father Friendly Principles awareness, adoption, implementation, and capacity building campaign to public systems and CBOs ▪ Implement Fatherhood Interagency Workgroup ▪ Support for Fatherhood Training and Technical Assistance for Northern California FJC Collaborative

The **Quality Early Childhood Education (QECE)** strategy budget proposal for FY 2023-24 is **\$5,243,903** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$5,243,903	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ First 5 California ▪ Children’s Council of San Francisco (Regional IMPACT T/TA Hub) ▪ Alameda County Office of Education ▪ CA Department of Education ▪ CA Department of Social Services ▪ Alameda County Social Services Agency ▪ Grant Indirect Revenue 	<ul style="list-style-type: none"> ▪ Continue to provide core infrastructure, coordinator and convener role for the Quality Rating and Improvement System (QRIS) ▪ Continue the recruitment, training and engagement of ECE providers in to the QRIS ▪ Continue to conduct and communicate assessment and rating with providers ▪ Continue to support trainings, playgroups and provide stipends for Family, Friend and Neighbor providers and Family Child Care sites ▪ Provide coaching, consultation, quality improvement services and training on social emotional development (CSEFEL) ▪ Continue support for sustainable advising and professional development in institutions of higher education ▪ Continue support of ECE workforce pilot program

The **Data and Evaluation** strategy budget proposal for FY 2023-24 is **\$1,378,411** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$1,378,411	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Child Family & Community Services ▪ Grant Indirect Revenue 	<ul style="list-style-type: none"> ▪ Funding to support evaluations of ECE Workforce activities, HMG Parent Survey, Fathers Corp 10 Year report, place-based work ▪ Technical assistance to contractors for RBA reporting ▪ Continue development of data dashboard, performance monitoring and analysis for each F5AC program strategy in alignment with results-based accountability ▪ Continue support of the Unincorporated Alameda County ECE Needs Assessment

The **Policy and Advocacy** strategy budget proposal for FY 2023-24 is **\$2,334,703** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$2,334,703	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Alameda County Housing & Community Development Agency ▪ Medi-Cal Administrative Activities (MAA) ▪ Grant Indirect Revenue 	<ul style="list-style-type: none"> ▪ Continue focus on local policy and systems changes to result in the institutionalization of the work that began at First 5 ▪ Contribute to First 5 Association policy work ▪ Continue developing an annual policy platform for local efforts aligned with F5AC programs and priorities around school readiness, child development, family supports, child friendly neighborhoods ▪ Continue support of Alameda County Early Childhood Policy Committee activities ▪ Continue support of the Unincorporated Alameda County ECE Needs Assessment

The **Training** strategy budget proposal for FY 2023-24 is **\$700,000** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$700,000	<ul style="list-style-type: none"> ▪ Tobacco Tax 	<ul style="list-style-type: none"> ▪ Continue to provide training on best, promising practices and peer learning communities for the multi-disciplinary workforce serving families with young children ▪ Develop curriculum and capacity building tools connecting trainings to workforce development, parent engagement and place based strategies ▪ Support training for staff development program

The **Communications** strategy budget proposal for FY 2023-24 is **\$843,000** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$843,000	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Child Family & Community Services ▪ Medi-Cal Administrative Activities (MAA) 	<ul style="list-style-type: none"> ▪ Continue development of dissemination strategy for F5AC reports and information ▪ Continue development of social media strategy ▪ Continue enhancements to agency website ▪ Develop multi-year campaign that connects with policy platform, parent engagement and education on child development ▪ Develop collateral materials regarding impacts of F5 investments to promote sustainability

The **Children’s Health Initiative and Expansion** strategy budget proposal for FY 2023-24 is **\$19,911,981** and consists of:

FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$19,911,981	<ul style="list-style-type: none"> ▪ Measure AA Tax ▪ Alameda County Social Services Agency 	<ul style="list-style-type: none"> ▪ Implementation of the Oakland Children’s Initiative ▪ Development of the Centralized Eligibility List (CEL) application

The **Operational Support (Finance, Human Resources, Technology, Administration and Facilities)** strategy budget proposal for FY 2023-24 is **\$9,187,000** and consists of:

ADMINISTRATION, INFORMATION AND TECHNOLOGY STRATEGY		
FY 2023-24 PROPOSED AMOUNT	FUNDING SOURCES	PROPOSED ACTIVITIES
\$9,187,000	<ul style="list-style-type: none"> ▪ Tobacco Tax ▪ Medi-Cal Administrative Activities (MAA) ▪ Alameda County Public Health Department ▪ Alameda County Social Services Agency ▪ Investment Revenue ▪ Child Family & Community Services ▪ Grant Indirect Revenue 	<ul style="list-style-type: none"> ▪ Includes Administration, Technology, Finance, Human Resources, Commission, facilities management and consolidated operating costs to support agency operations ▪ Expand and update data systems to build capacity for cross data systems exchange of information, including the enhancement of internal databases, expansion of data system agility and responsiveness, improved performance and productivity, update of electronic data sharing confidentiality and privacy practices ▪ Includes agency wide infrastructure costs of insurance, memberships/dues, professional services, utilities, janitorial and maintenance

Administrative Cap

As part of the agency Financial Policies and consistent with AB 109 and SB 35, First 5 Alameda County has set an administrative cost cap of 15%. Costs are segregated through the year into the Program, Evaluation and Administrative areas according to guidelines and definitions set forth by First 5 California and the Government Finance Officers Association’s (GFOA) First 5 Financial Management Guide.

The proposed budgets’ costs are:

FY 2023-24 Costs	
Program	82%
Evaluation	3%
Administration	15%
TOTAL	100%

Fiscal Impact

The fiscal impact is \$50,501,703 in budgeted expenses, a major portion of which will be funded by a combination of Measure AA, tobacco taxes and other revenue sources amounting to \$44,540,770. The balance is proposed to be funded by the use of Sustainability Funds totaling \$5,960,933 in FY 2023-24.

RECOMMENDATION

That the Commission review the FY 2023-25 Budget Proposal – First Reading and give feedback for clarification or changes in preparation for the Commission’s second and final reading on June 22, 2023.

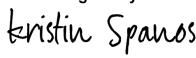
Submitted by:

DocuSigned by:


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Christine Hom
Chief Operating Officer

Approved by:

DocuSigned by:

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Kristin Spanos
Chief Executive Officer

DocuSigned by:

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Maria Canteros
Finance Administrator

**First 5 Alameda County
Proposed Budget - Revenue
July 1, 2023 - June 30, 2024**

Revenues	Proposed Second Modified Budget FY2022-23	First Reading Proposed Budget FY2023-24	Change Increase/ (Decrease)	Notes	NOTES
Tobacco Tax Revenue	10,998,811	9,989,067	(1,009,744)	1	Projected Tobacco Tax revenue, budgeted amount for Alameda County, updated in March 2023.
Measure AA Parcel Tax Revenue	23,181,428	23,181,428	0	2	City of Oakland's annual revenue from Measure AA tax for the Oakland Children's Initiative.
Other First 5 Income					
First 5 California (IMPACT 2020)	1,225,293	1,225,293	-	3	Projected First 5 California IMPACT grant award term July 2023 to June 2024.
Children's Council of San Francisco (First 5 San Francisco/Hub)	186,069	145,000	(41,069)	4	Projected First 5 IMPACT Regional Training and Technical Assistance Hub for Region 4 revenue for term July 2023 to June 2024.
Total Other First 5 Income	1,411,362	1,370,293	(41,069)		
Interagency Income					
Alameda County Health Care Services Agency (Fathers Corp)	400,000	400,000	-	5	ACHCSA Fathers Corp funding for year 2 of 5 year award, term July 2023 to June 2024.
Alameda County Office of Education (QRIS Block Grant)	447,292	489,585	42,293	6	Projected ACOE QRIS Block Grant grant award term July 2023 to June 2024.
Alameda County Office of Education (Inclusive ELC Grant)	74,723	26,561	(48,162)	7	ACOE Inclusive ELC grant award ends December 31, 2023.
Alameda County Public Health Dept. (shared Technology costs)	122,812	141,409	18,597	8	Projected ACPHD annual shared technology costs to support ECChange maintenance and hosting.
Alameda County Public Health Dept. (Perinatal Health Outreach Services)	140,000	140,000	-	9	ACPHD grant award for Perinatal Health Outreach Support services, term July 2023 to June 2024.
Alameda County Social Services Agency (CEL Application)	1,000,000	882,222	(117,778)	10	Carryover of ACSSA funds supporting the development of the CEL Application, term ends December 2023.
Federal Pass-through Grants:					
Alameda County Housing and Community Development Agency	51,158	30,407	(20,751)	11	Carryover of ACHCDA grant for the ECE needs assesement in Unincorporated Alameda County, term ends December 2024.
Alameda County Public Health Dept. CHDP (Linkage Line)	479,658	479,658	-	12	Projected ACPHD HMG Central Access Phone Line Services grant July 2023 to June 2024.
Alameda County Social Services Agency (Family Navigator, Comprehensive Child Development and Workforce Pilot)	807,507	717,508	(89,999)	13	Projected ACSSA grant to support Family Navigator, Comprehensive Child Development and Workforce Pilot, July 2023 to June 2024.
Federal Pass-through State Grants:					
California Dept. of Social Services (QCC QRIS Block Grant)	515,119	515,119	-	14	Projected CDSS QCC Block Grant for award term July 2023 to June 2024.
California Dept. of Education (Preschool Development Grant)	55,081	-	(55,081)	15	CDE PDG grant award ended December 2022.
Total Interagency Income	4,093,350	3,822,469	(270,882)		
Grants					
Sunlight Giving	390,000	525,000	135,000	16	Sunlight Giving general support award of \$200,000 plus carryover of funds received in prior periods.
Alameda Alliance for Health	1,453,036	1,453,036	-	17	Projected Alameda Alliance for Health grant to support HMG's Pediatric Care Pilot (care coordination member engagement activities).
Tipping Point	20,000	-	(20,000)	18	One-time funding to support the evaluation of the ECE Workforce Pilot.
Stupski Foundation	160,500	214,877	54,377	19	Stupski Foundation grant award to support funding the Director of Pediatric Care Coordination position, funded through December 2024.
Kaiser Permanente Hospitals Foundation	110,000	88,000	(22,000)	20	Kaiser Permanente Hospitals Foundation grant award (January 2022 to December 2023) will support Fatherhood Training and T/A for Northern California Family Justice Center Collaborative.
Child Family & Community Services (via CA Children and Families Foundation)	1,392,600	1,072,600	(320,000)	21	Carryover of funds received from the defunct Child Family & Community Services agency to support Parent Partnership and other infrastructure costs.
Total Grants	3,526,136	3,353,513	(172,623)		
Fiscal Leveraging - MediCal Administrative Activities	2,000,000	2,500,000	500,000	22	MAA FY2023-24 projected revenue from FY2022-23 invoices (paid a year in arrears).
Other Income					
Investment Revenue	324,000	324,000	-	23	Projected investment revenue for FY2023-24.
Miscellaneous Revenue - Other	14,850	-	(14,850)	24	No rental income from First 5 Association - lease terminated.
TOTAL REVENUE	45,549,937	44,540,770	(1,009,167)		
RESERVES					
Proposition 10 - Sustainability Funds	4,981,188	5,960,933	979,745		
TOTAL REVENUES & AVAILABLE FUNDS	50,531,125	50,501,703	(29,422)		

First 5 Alameda County
Proposed Revised Operating Expenditure Budget By Strategy
July 1, 2023 - June 30, 2024

AGENDA ITEM 9.2

	Parent Partnership	Pediatric Care Coordination	Quality Early Childhood Education	Fatherhood	Neighborhoods Ready for School	Policy & Advocacy	Data & Evaluation	Training	Communications	Operational Support (Finance, Human Resources, Technology & Admin/Facilities)	Children's Health Initiative and Expansion	BUDGET CHANGES
NET CHANGES BY STRATEGY FY 2023-24												
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24
Personnel Costs												
Salaries & Benefits	116,175	511,560	350,926	80,519	(25,941)	1,069,082	112,834	28,944	146,663	(1,625,409)	(350,870)	414,483
Program Contracts/Grants												
Contracts	(1,191,444)	(4,156)	709,243	(56,154)	(228,059)	(783)	(108,473)	(56,000)	(43,962)	103,942	192,673	(683,173)
Grants & Stipends	0	0	(20,000)	0	0	0	0	0	0	0	0	(20,000)
Professional Services*	0	0	28,000	11,000	(46,000)	0	0	22,000	0	25,000	0	40,000
Total Contracts/Grants	(1,191,444)	(4,156)	717,243	(45,154)	(274,059)	(783)	(108,473)	(34,000)	(43,962)	128,942	192,673	(663,173)
Program Operating Costs**	(57,835)	2,260	(18,209)	(3,848)	0	(167)	(11,390)	5,056	68,299	35,000	(10,000)	9,166
Infrastructure Costs	0	0	0	0	0	0	0	0	0	285,102	(75,000)	210,102
Total Direct Program Costs	(1,133,104)	509,664	1,049,960	31,517	(300,000)	1,068,132	(7,029)	0	171,000	(1,176,365)	(243,197)	(29,423)

**First 5 Alameda County
Proposed Operating Expenditure Budget By Strategy
July 1, 2023 - June 30, 2024**

AGENDA ITEM 9.3

	Parent Partnership	Pediatric Care Coordination	Quality Early Childhood Education	Fatherhood	Neighborhoods Ready for School	Policy & Advocacy	Data & Evaluation	Training	Communications	Operational Support (Finance, Human Resources, Technology & Admin/Facilities)	Children's Health Initiative and Expansion	TOTAL PROPOSED ORIGINAL BUDGET
PROPOSED FY2023-24 BUDGET - FIRST READING												
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24
Personnel Costs												
Salaries & Benefits	1,030,316	3,387,212	2,491,392	460,916	530,848	2,231,938	1,059,701	408,097	499,655	5,566,434	983,397	18,649,906
Program Contracts/Grants												
Contracts	1,340,480	1,044,649	2,121,912	260,955	2,654,152	90,413	310,100	175,000	265,413	1,883,527	18,928,584	29,075,185
Grants & Stipends	0	0	452,000	3,000	0	0	0	0	0	0	0	455,000
Professional Services*	0	4,000	63,446	60,000	0	3,165	0	97,000	0	50,734	0	278,345
Total Contracts/Grants	1,340,480	1,048,649	2,637,358	323,955	2,654,152	93,578	310,100	272,000	265,413	1,934,261	18,928,584	29,808,530
Program Operating Costs**	7,750	89,499	115,153	13,929	15,000	9,187	8,610	19,903	77,932	184,456	0	541,419
Infrastructure Costs	0	0	0	0	0	0	0	0	0	1,501,848	0	1,501,848
Total Direct Program Costs	2,378,546	4,525,360	5,243,903	798,800	3,200,000	2,334,703	1,378,411	700,000	843,000	9,187,000	19,911,981	50,501,703



To: First 5 Alameda County Commission

From: Kristin Spanos, Chief Executive Officer
Christine Hom, Chief Operating Officer
Maria Canteros, Finance Administrator

Date: April 27, 2023

Subject: FY 2023-2032 Long Range Financial Plan – First Reading

ACTION REQUESTED

To review the following FY 2023-32 Long Range Financial Plan.

BACKGROUND

First 5 Alameda County has adopted a Long Range Financial Plan (LRFP) annually since March 2004. Adoption of a Long Range Financial Plan has been a statutory requirement of all First 5 Commissions since 2006-07. The current LRFP was formally approved by the Commission in June 2022. An update to the LRFP is included with underlying assumptions as well as historical background information. The update reflects the Proposed Budget for FY 2023-24 and the most recent Tobacco Tax revenue forecast from the California Department of Finance and First 5 California as of March 2023.

MINIMUM FUND BALANCE REQUIREMENTS

First 5 Alameda County has used Sustainability Funds to augment operating budget needs and to mitigate Proposition 10 tobacco tax revenue declines, to the extent authorized by the Commission. The Sustainability Fund balance as of June 30, 2022 was \$32.1 million. This Fund may not be spent down to zero; some funds must be maintained as an operating reserve to cover ongoing cash flow requirements to act as a buffer for delays in receiving state tobacco tax monies or other revenues. The policy is to maintain an amount in the Fund Balance, at a minimum, equal to six months of operating expenses plus an amount to cover fiscal obligations under the Reduction in Workforce Policy.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

To review the following FY 2023-32 Long Range Financial Plan and to give feedback for clarification or changes in preparation for the Commission's second and final reading on June 22, 2023.

Submitted by:

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Christine Hom
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Christine Hom
Chief Operating Officer

Approved by:

DocuSigned by:
Kristin Spanos
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Kristin Spanos
Chief Executive Officer

DocuSigned by:
Maria Canteros
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Maria Canteros
Finance Administrator

ASSUMPTIONS FOR THE REVISED LONG RANGE FINANCIAL PLAN

Presented below are the assumptions used to develop the Long Range Financial Plan.

REVENUES

FY 2022-23 figures reflect the revised budget approved in February 2023. For FY 2022-23 and subsequent years, the following revenue assumptions were used:

- **Tobacco Tax** – The California Department of Finance (DoF) prepared revised projections of First 5 tobacco tax revenues in April 2023 through the period ending FY 2026-27. These consider the effects of the federal tobacco tax, other declines in state tobacco tax revenues due to newer legislation (SBx2-7 Smoking Age Increase to 21 effective June 2016, Proposition 56 \$2 dollar tobacco tax increase effective April 2017, Proposition 31 Flavored Tobacco Ban), Prop 99, backfill amounts and other factors. The projections listed below cover FY 2027-2032.

Historically, the DoF projections have been on the conservative side; actual revenues received being equal to or higher than projections with the exception of FY 2018-19 and FY 2021-22. We anticipate receiving updated revenue projections from the DoF and First 5 CA periodically and we will continue to forecast revenue conservatively.

<u>Fiscal Year</u>	<u>DoF Projection</u>	<u>Actual Revenue</u>
2010-2011	\$14.0m	\$14.3m
2011-2012	\$13.8m	\$14.5m
2012-2013	\$13.3m	\$13.6m
2013-2014	\$13.2m	\$13.2m
2014-2015	\$13.0m	\$13.3m
2015-2016	\$12.1m	\$13.2m
2016-2017	\$11.6m	\$12.6m
2017-2018	\$10.6m	\$11.3m
2018-2019	\$12.8m	\$12.1m
2019-2020	\$11.5m	\$12.6m
2020-2021	\$11.9m	\$13.0m
2021-2022	\$12.9m	\$12.5m
2022-2023	\$11.0m	
2023-2024	\$10.0m	
2024-2025	\$9.6m	
2025-2026	\$9.2m	
2026-2027	\$8.9m	
2027-2028	\$8.6m	
2028-2029	\$8.3m	
2029-2030	\$8.1m	
2030-2031	\$7.9m	
2031-2032	\$7.7m	

AGENDA ITEM 10

Based on the above DoF projection for FY 2022-23, the Long Range Financial Plan assumes a 12.4% decrease in tax revenue from the prior year. Moving forward beyond FY 2023-24, revenues are expected to continue decreasing at rates between approximately 9.2% to approximately 4% and 3% per year through 2032. If actual revenues show a significant change during the year, the projection for the current year will be brought to the Commission at mid-year, along with other budget modification proposals.

- **Measure AA Tax Revenue** – Funding from the City of Oakland Measure AA parcel tax for the Oakland Children’s Initiative activities (\$23,000,000)
- **Interagency Income** -
 - Funding from First 5 California (IMPACT) – to support local QRIS work including rating and quality improvement in child care settings (\$1,225,000)
 - Funding from First 5 San Francisco via Children’s Council of San Francisco – for the IMPACT Local Regional T/TA Hub (\$145,000)
 - Funding from AC Health Care Services Agency and AC Social Services Agency to support Fathers Corps work (\$400,000)
 - AC Public Health Department funding for ECChange database hosting and maintenance (\$141,000)
 - AC Public Health Department funding to support the Prenatal Health Outreach Services program (\$140,000)
 - Funding from AC Office of Education Block Grant 9 to support Quality Rating Improvement Systems work (projected award \$490,000)
 - Funding from the AC Office of Education to support the Inclusive Early Learning Grant (\$27,000)
 - AC Public Health Department funding for Help Me Grow (HMG) Linkage Line services (\$480,000)
 - Pass through funding from AC Social Services Agency to support early child development activities in the Castlemont neighborhood, workforce development pilot and family navigation services (\$718,000)
 - Funding from AC Social Services Agency to support the Centralized Eligibility List (CEL) Application Project (\$882,000)
- **State Grants** -
 - Funding from the California Department of Social Services QCC QRIS Block Grant (projected award \$515,000)
- **Other Grants** –
 - Projected funding from the Alameda Alliance for Health for continued support of HMG's Pediatric Care Pilot to conduct member engagement activities related to care coordination (projected award \$1,450,000)
 - Funding from the Stupski Foundation through October 2022 to support HMG’s Pediatric Care Coordination activities (\$215,000)
 - Funding from Sunlight Giving for general operating support (\$525,000)
 - Funding from Kaiser Permanente Hospitals Foundation in support of Fatherhood activities (\$88,000)

As and when new grants are awarded, the Long Range Financial Plan will be revised accordingly.

- **Miscellaneous Income** – None
- **Fiscal Leveraging** – Since FY 2009-10, fiscal leveraging revenues consist entirely of federal reimbursements under the Medi-Cal Administrative Activities (MAA) program. Gross MAA revenues for the prior fiscal year are usually received 8-12 months in arrears. As a result of the perpetual time study methodology introduced by the granting agency in FY 2013-14 and the inclusion of actual client count for invoicing, revenues are expected to average approximately \$2.5 million. For the purposes of this LRFP, it is assumed that programs eligible for MAA claiming will be reimbursed at this level in the FY 2023-24 budget year and conservatively continuing between \$2.5 million to \$1.8 million through FY 2031-32.
- **Investment Revenue** – The FY 2023-24 proposed budget assumes \$324,000 of investment revenue due based on current year projections.

EXPENSES

FY 2023-24 expenditure figures are from the current proposed budget process. For FY 2024-32, total projected Proposition 10 funded expenses are estimated in line with projected revenue declines and are in compliance with the Agency's minimum fund balance policy. Other expenses have been budgeted if supported by committed external fundings such as Oakland Children's Initiative. The plan, outside of FY 2023-24, does not provide for any cost of living allowances or inflationary increases. In prior years these increases have been covered within the range of annual budgetary savings, and this is expected to continue in future years as well.

Use of Sustainability Funds

We are temporarily using our Sustainability Fund to make a loan to support a steady state so as not to reduce Agency capacity as we anticipate the continued build-out of the early childhood system. This means we are continuing our maintenance of effort approach as we anticipate the receipt of Measure C funding, which will allow us to repay the loan from our Sustainability Fund, and to replace Prop 10 as tobacco tax revenue declines. Therefore, \$5.9 million of Sustainability Funds is budgeted as a loan to close the gap between revenue and projected expenses. This figure is consistent with the proposed FY 2023-32 Long Range Financial Plan.

MINIMUM FUND BALANCE REQUIREMENTS

The Sustainability Fund cannot be spent down to zero; some funds must be maintained as an operating reserve to cover ongoing cash flow requirements to act as a buffer if there are delays in receiving state tobacco tax revenues or other revenues. The recommendation is to maintain an amount in the Fund Balance, at a minimum, equal to six months of operating expenses plus an amount to cover fiscal obligations.

HISTORICAL BACKGROUND

The Long Range Financial Plan tool was designed to strategically guide the use of First 5 Alameda County's Sustainability Fund. The Sustainability Fund was established by the First 5 Alameda County

AGENDA ITEM 10

Commission as a strategy to ensure a long term commitment to funding services for children age 0-5, even as the tobacco tax revenue declined.

The Sustainability Fund is projected to be approximately \$27 million at the end of the current 2022-23 fiscal year and was accumulated in a number of ways over the past years. First, the Fund developed through the initial reserve that occurred when tax dollars were accumulated but could not be spent until a Strategic Plan was passed (Jan. 1999-Jan. 2000). Thereafter, contributions to the Sustainability Fund were intentionally budgeted over several years (2001-2004). Finally, budgeted funds that remained unspent were directed by the Commission to be added to the Sustainability Fund, rather than be rolled-over to the subsequent year's budget (2001-present). It is important to note however that, Sustainability Funds have been budgeted for program use since 2005-06, which means that expenses have been projected higher than revenues in each of those years, but budget savings in those years made it unnecessary to draw from the Fund. These changes have resulted in draws periodically from the Sustainability Fund only since FY 2009-10.

The following is a summary of the use of sustainability funds as indicated in the Long Range Financial Plan. The plan assumes that Sustainability Funds will continue to be used to maintain a balanced budget, throughout the plan time frame.

<u>Draw down from Sustainability for Operations (\$millions)</u>		
<u>Fiscal Year</u>	<u>Planned draw down</u>	<u>Actual amount drawn</u>
<u>FY 2009-2013 Strategic Plan</u>		
2009-10	\$6.9m	\$3.3m
2010-11	\$9.3m	\$6.7m ¹
2011-12	\$4.1m	\$0.8m
2012-13	\$9.0m	\$5.3m ²
<u>FY 2013-17 Strategic Plan</u>		
2013-14	\$1.7m	\$0.0
2014-15	\$2.3m	\$1.5m
2015-16	\$2.3m	\$1.2m
2016-17	\$4.9m	\$0.0
<u>FY 2017-22 Strategic Plan</u>		
2017-18	\$3.5m	\$0.0
2018-19	\$2.0m	\$0.0
2019-20	\$3.7m	\$0.0
2020-21	\$6.1m	\$1.4m
2021-22	\$4.1m	\$2.0m
<u>FY 2022-27 Strategic Plan</u>		
2022-23	\$5.0m	
2023-24	\$5.9m	

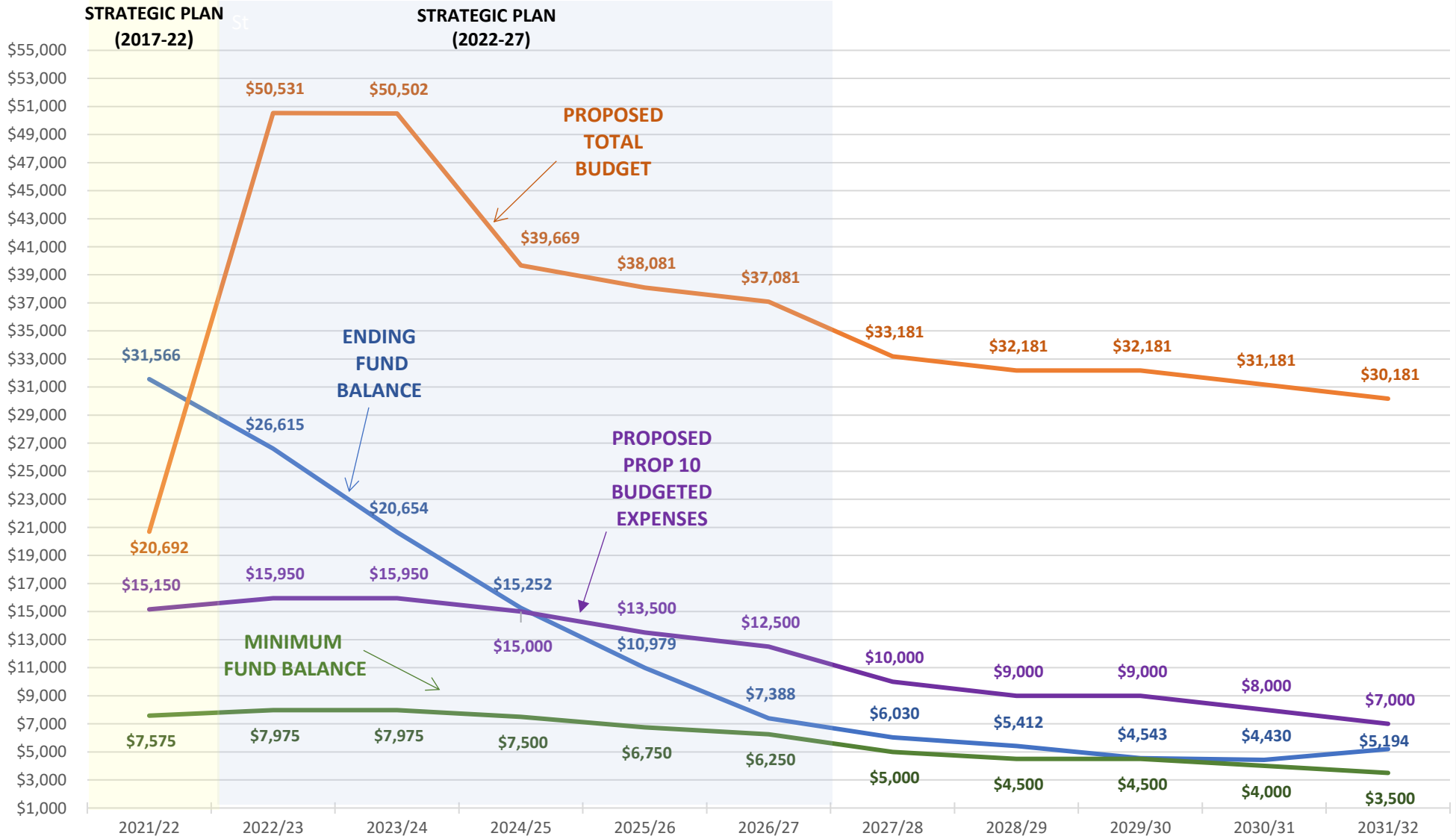
¹ Increased outlay on Contracts in order to reduce fund balance in anticipation of AB 99 – which required all First 5s to transfer half their fund balance to the State of CA by the end of 2012. AB 99 was subsequently repealed and the threat passed.

² Purchase of office building at 1115 Atlantic Ave., Alameda in April 2013.

Dollars in Thousands

	2017 - 2022	2022 - 2027 Strategic Plan					2027-2032 Strategic Plan TBD				
	Strategic Plan	Modified	Proposed	Projections			Projections				
	Actual	Budget	Budget	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Beginning Fund Balance	\$ 34,158	\$ 31,566	\$ 26,615	\$ 20,654	\$ 15,252	\$ 10,979	\$ 7,388	\$ 6,030	\$ 5,412	\$ 4,543	\$ 4,543
REVENUES											
Proposition 10 Tobacco Tax	\$ 12,558	\$ 10,999	\$ 9,989	\$ 9,598	\$ 9,227	\$ 8,909	\$ 8,642	\$ 8,382	\$ 8,131	\$ 7,887	\$ 7,650
City of Oakland Measure AA Tax		\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181	\$ 23,181
Other First 5 Revenue	\$ 989	\$ 1,411	\$ 1,370	\$ 1,000	\$ 1,000	\$ 1,000					
- First 5 California (IMPACT 2020)	\$ 900	\$ 1,225	\$ 1,225	\$ 1,000	\$ 1,000	\$ 1,000					
- First 5 San Francisco/Childrens Council of SF (T/TA Hub)	\$ 89	\$ 186	\$ 145								
Interagency Income - County	\$ 2,501	\$ 3,523	\$ 3,308	\$ 400	\$ 400	\$ 400					
- ACHCSA (Fathers Corps)	\$ 138	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400					
- ACPHD (Data Systems Hosting and Maintenance)	\$ 117	\$ 123	\$ 141								
- ACPHD (Home Visiting/PHOC)		\$ 140	\$ 140								
- AC Office of Educ. (QRIS Block Grant)	\$ 568	\$ 447	\$ 490								
- AC Office of Educ. (Inclusive Early Learning)	\$ 121	\$ 74	\$ 27								
Interagency Income - Federal Pass-through											
- ACPHD HMG Linkage Line	\$ 459	\$ 480	\$ 480								
- ACHCDA (Unincorporated Needs Assessment)		\$ 51	\$ 30								
- ACSSA (Navigation, Workforce Pilot, Comp Child Dev)	\$ 698	\$ 808	\$ 718								
- ACSSA (FCC Grants)	\$ 400										
- ACSSA (CEL Application Project)		\$ 1,000	\$ 882								
State Grants - Federal Pass-through	\$ 539	\$ 570	\$ 515								
- CA Dept. of Social Services (QCC QRIS Block Grant)	\$ 454	\$ 515	\$ 515								
- CA Dept. of Education (Preschool Development Grant)	\$ 85	\$ 55									
Other Grants (Private, Foundation or Other)	\$ 1,140	\$ 3,527	\$ 3,354	\$ 88							
- Alameda Alliance for Health	\$ 572	\$ 1,453	\$ 1,453								
- Aurrera Health Group	\$ 49										
- Sunlight Giving	\$ 320	\$ 390	\$ 525								
- Stupski Foundation	\$ 169	\$ 161	\$ 215	\$ 88							
- CA Wellness Foundation (Fatherhood activities)	\$ 20										
- Child Family & Community Services		\$ 1,393	\$ 1,073								
- Tipping Point		\$ 20									
- Kaiser Permanente Hospitals Foundation	\$ 10	\$ 110	\$ 88								
Miscellaneous Income	\$ 67	\$ 15									
Fiscal Leveraging (MAA)	\$ 2,043	\$ 2,000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 1,850	\$ 1,850	\$ 1,850	\$ 1,850	\$ 1,850
Investment Income	\$ 549	\$ 324	\$ 324	\$ 217	\$ 160	\$ 115	\$ 78	\$ 63	\$ 57	\$ 48	\$ 48
TOTAL REVENUES	\$ 20,386	\$ 45,550	\$ 44,541	\$ 36,984	\$ 36,468	\$ 36,105	\$ 33,750	\$ 33,477	\$ 33,219	\$ 32,966	\$ 32,729
TOTAL EXPENSES	\$ 20,692	\$ 50,531	\$ 50,502	\$ 39,669	\$ 38,081	\$ 37,081	\$ 33,181	\$ 32,181	\$ 32,181	\$ 31,181	\$ 30,181
TOTAL PROP 10 EXPENSES	\$ 15,150	\$ 15,950	\$ 15,950	\$ 15,000	\$ 13,500	\$ 12,500	\$ 10,000	\$ 9,000	\$ 9,000	\$ 8,000	\$ 7,000
CASHFLOW											
Total Disbursements	\$ 20,692	\$ 50,531	\$ 50,502	\$ 39,669	\$ 38,081	\$ 37,081	\$ 33,181	\$ 32,181	\$ 32,181	\$ 31,181	\$ 30,181
(Shortfall)/Surplus Revenue over Expenses (Use of Sustainability Fund)	\$ (2,592)	\$ (4,951)	\$ (5,961)	\$ (5,402)	\$ (4,273)	\$ (3,591)	\$ (1,358)	\$ (618)	\$ (869)	\$ (113)	\$ 650
Ending Fund Balance	\$ 31,566	\$ 26,615	\$ 20,654	\$ 15,252	\$ 10,979	\$ 7,388	\$ 6,030	\$ 5,412	\$ 4,543	\$ 4,430	\$ 5,194
MINIMUM FUND BALANCE REQUIRED (50% OR 6 Months of Prop 10 Budgeted Expenses)	\$ 7,575	\$ 7,975	\$ 7,975	\$ 7,500	\$ 6,750	\$ 6,250	\$ 5,000	\$ 4,500	\$ 4,500	\$ 4,000	\$ 3,500

LONG RANGE FINANCIAL PLAN FY 2023-2032 BUDGET & FUND BALANCE (\$000s)





To: First 5 Alameda County Commission
From: Kristin Spanos, Chief Executive Officer
Date: April 27, 2023
Subject: FY 2021-22 First 5 California Annual Report Approval

REQUESTED ACTION

To review and approve the First 5 California FY 2021-22 Annual Report.

BACKGROUND

Proposition 10 legislation requires each county Commission to conduct a public hearing on the First 5 California Annual Report. The report is a compilation of data collected from counties, and from statewide initiatives. Highlights from Alameda County can be found on page 25. The report also summarizes county results by three focus areas: Child Health, Child Development and Family Functioning. The full report can be downloaded at: [First 5 California 2021-22 Annual Report](#).

FISCAL IMPACT

There is no fiscal impact for this approval.

RECOMMENDATION

To approve the FY 2021-22 First 5 California Annual Report.

Submitted by:

DocuSigned by:
Lisa Forti
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Lisa Forti
Director of Planning

Reviewed by:

DocuSigned by:
Kristin Spanos
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Kristin Spanos
Chief Executive Officer

First 5 County Highlights

Alameda

In FY 2021–22, First 5 Alameda County focused on building and enhancing a local early childhood system that supports community and family conditions for children's kindergarten readiness. First 5 Alameda conducted a strategic planning process that engaged staff, community partners, and parents/caregivers that reinforced its whole community, family, and child approach which reflects their Place-People-Policy framework to guide investments. This system-building approach requires leveraging public funding to scale programs and strategies seeded by Proposition 10 that have proven impactful—expanding the infrastructure required to support that scale. Some of First 5 Alameda's major accomplishments in FY 2021–22 include:

- **Managed Care Partnership:** Received \$1.4 million grant from the Alameda Alliance for Health to support pediatric outreach and care coordination through Help Me Grow
- **Readying for Local Early Childhood Education (ECE) Ballot Measures:** As the named administrator for Alameda County's Measure C and the recommended implementation partner for Oakland's Measure AA, First 5 Alameda invested in the ECE system through a needs assessment, workforce development taskforce, and facilities needs assessment, and received \$1 million from Alameda County Social Services to build a Centralized Eligibility List; Readied Agency infrastructure, staff, governance, and policies were prepared to administer
- **Kindergarten Readiness Assessment:** Conducted a participatory research process, surveying 3,000 people in Alameda County—parents/caregivers, ECE providers, and transitional kindergarten/kindergarten teachers to document the impacts of the pandemic on kindergarten readiness, and provide recommendations in the environments that influence readiness, such as communities, families, and schools
- **Lifted system building efforts,** blended funding of the ECE Apprenticeship and Diaper Evaluation, and were invited to present at statewide conferences
- **Enhancement of the Parent Partnership efforts,** including hosting a Fatherhood Summit, and planned investments in Black Maternal Child Health efforts

Alpine

First 5 Alpine County focuses most of its investments on child development programs and parent education.

- The Alpine Early Learning Center is the only licensed child care center serving Alpine families as young as 6 weeks old and continues to serve them until they enter kindergarten.
- The Catalyst Community Parent Education Project provides learner-centered workshops to parents, caregivers, and providers. A key accomplishment in FY 2021–22 involved coordination of a Kindergarten Round-up event to better prepare children, families, and the school system for the 2022–23 school year. Eight of the nine students (88 percent) anticipated to enter kindergarten were served by this event. This represents an increase over the previous year's early registration of 11 out of 15 (73 percent) students. The results of the event included:
 - » Improved service coordination and connection to care: Kindergarten Round-up was a coordinated effort to register families for kindergarten and connect them to services and supports. The Alpine Early Learning Center helped recruit and engage families as well as hosted the event; school district built new relationships with families, and educated families on options for transitional kindergarten and kindergarten; and First 5 Alpine conducted outreach to families outside of the Alpine Early Learning Center and provided supplies. During this event, partners conceptualized additional means to support families; while not fully implemented in FY 2021–22, new efforts planned include the development of an Early Childhood Literacy Group, where parents and caregivers will be engaged over multiple sessions to support children's literacy skills, and a Meet and Greet event designed to support transitional kindergarten and kindergarten families at the start of the school year.
 - » Facilitating use of data across early childhood systems: School readiness data gathered by the kindergarten teacher can be used to customize learning opportunities for incoming students. It can also be used by First 5 Alpine to better understand what services may be most useful in preparing children for kindergarten in the future.

Amador

First 5 Amador County continued to invest in areas that support parents as their children's first teacher. Staff and community partners transitioned back to in-person service delivery which was extremely well-received by families. More than 175 children have participated in the newly established Messy Morning program launched in the spring of 2022. This weekly event provides an opportunity for children and caregivers to participate in child-led outdoor messy play focused on science, engineering, art, and math (gardening, painting, and building). This has become one of First 5 Amador's most popular programs and serves 25 to 40 children per event. Adults in attendance include mothers, fathers, grandparents and other family, friends, and neighbor caregivers. Families report building relationships with others and are the best marketers of this program by wearing their T-shirts to the events, stores, schools, etc. Through this family engagement activity, staff has introduced the online assessment system, social/emotional services, and concrete support such as fuel, diapers, and food provided through leveraged funding. First 5 Amador maximized opportunities to engage families utilizing the on-site Indoor/Outdoor Learning Labs and on-site programs. First 5 Amador's universal home visiting (Welcome Baby) is now administered in-house and has provided a seamless cross-referral to First 5 Amador and partner family strengthening services. A significant increase in participation in the Imagination Library family literacy program has been realized during FY 2021–22. First 5 Amador attributes the high participation rates to staff's successful referrals and new partnerships for utilization of its facility with the Women, Infants, and Children Program and its county resource and referral agency. First 5 Amador continued to spearhead efforts such as the Perinatal Wellness Coalition and holds the Amador Child Abuse Prevention Council and Resilient Amador under its umbrella to support the whole child and family.

Butte

First 5 Butte County Children and Families Commission envisions that every child will have the opportunity for a resilient, thriving future through a nurturing, supportive network of families, caregivers, and their community. In FY 2021–22, First 5 Butte County continued to support priorities in all areas of its strategic plan. In order to support the expansion of the Help Me Grow Butte (HMGB) initiative, and strengthen its commitment as a system's leader, First 5 Butte County established a staff position to provide system



FIRST  **5**
ASSOCIATION OF CALIFORNIA

CALIFORNIA
CHILDREN & FAMILIES
FOUNDATION

First 5 Alameda Commission Meeting

April 27, 2023

First 5 Network

Local Impact



*58 County Commissions
Policy Development and State Advocacy*



CALIFORNIA
CHILDREN & FAMILIES
FOUNDATION

FIRST 5 CENTER FOR
CHILDREN'S POLICY

*State Administration and Communications
Federal Advocacy*

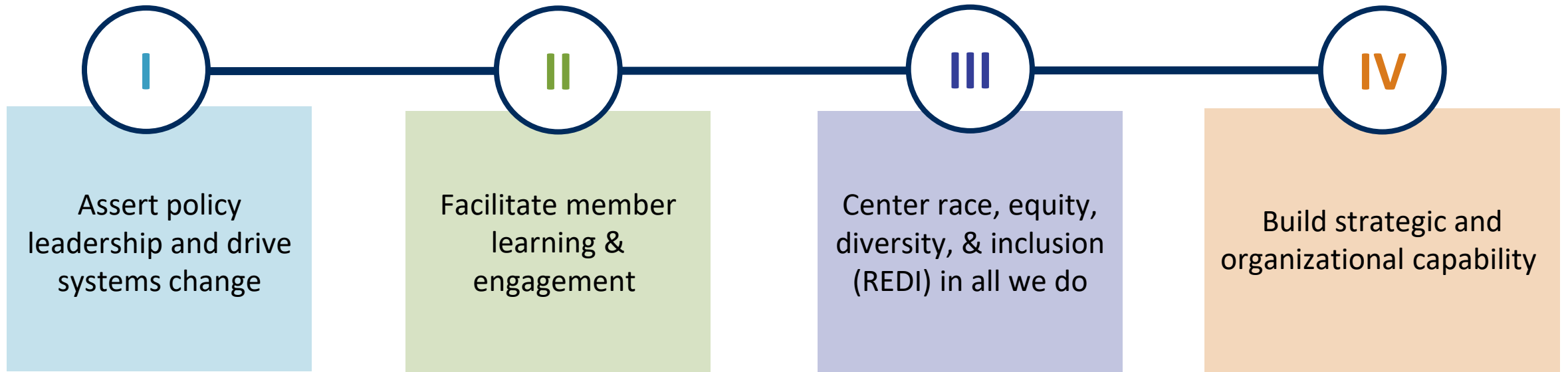


Association's Role and Approach

1. **Harnessing** the collective First 5 experience and expertise of 58 counties to **advocate** for whole child and whole family policies and systems
2. **Supporting** First 5 counties through offerings of learning, partnership, and strategic support
3. **Researching** and **promoting** state and local policies and practices that will strengthen systems for children
4. **Partnering** with other state government, organizations, advocates, and coalitions around shared policy and systems goal

Strategic Plan: 4 Priorities

LEADERSHIP, SYSTEMS CHANGE, LOCAL IMPACT



[STRATEGIC PLAN](#)

https://first5association.org/wp-content/uploads/2021/10/F5-Strategic-Plan_22-24_Final-Version.pdf

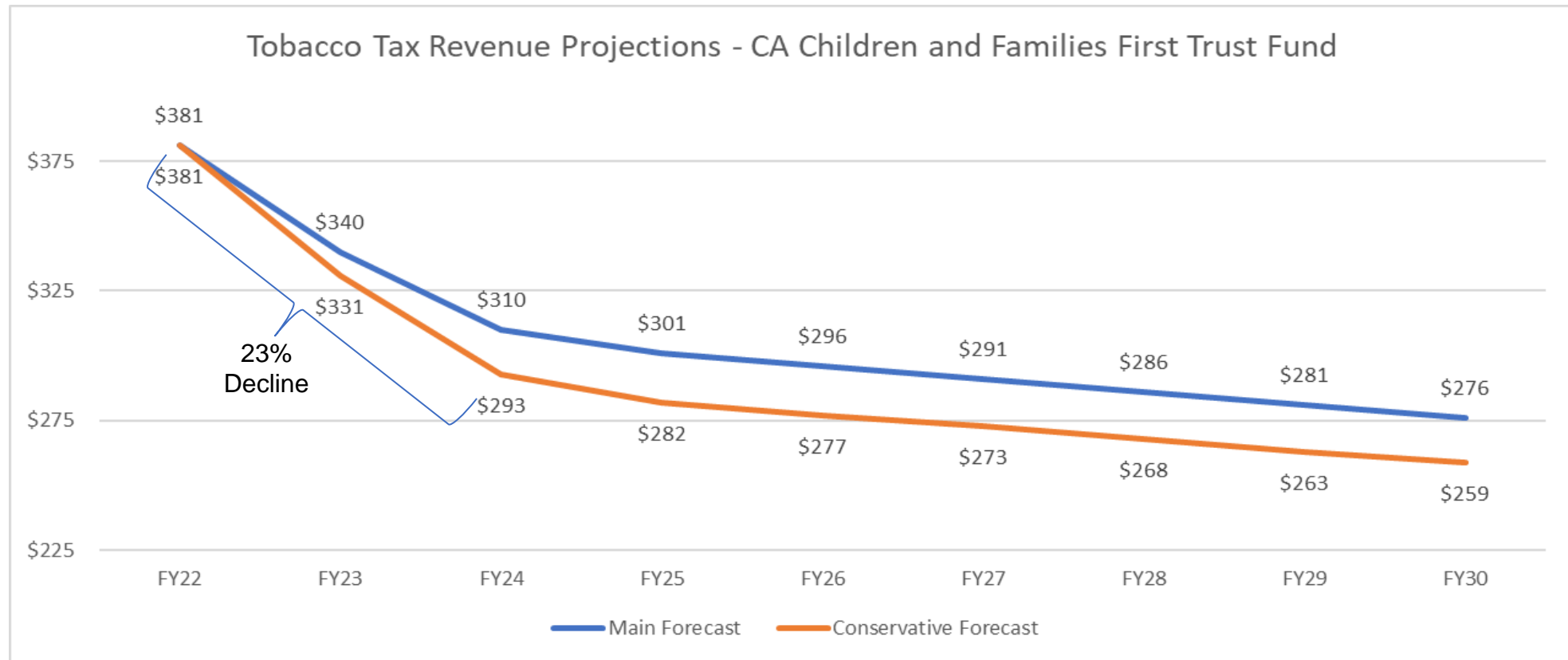
By the Numbers - First 5 County Commissions

- FY22 county commissions received \$305 million of tobacco tax funding and leverages another \$100 million to invest in:
 - *Family Functioning*
 - *Child Development*
 - *Child Health*
 - *Systems of Care*
- 1 million children served every year
- 500,000 adults and caregivers served every year

First 5's Statewide Revenue Challenge

- Declining Proposition 10 Tobacco Tax Revenue Since 2012: **\$113M**
- Declining revenue projection due to **tobacco sales**: **\$71M** through 2030
- Declining revenue projection due to **flavor ban**: **\$257M - \$390M** through 2030
- Declining Tobacco Sales and Flavor Ban Impact:
 - **\$461M** loss of revenue over next 7 years
 - **\$138M** loss of revenue over next **15 Months** = **23%** Revenue Decline
- Resetting the revenue floor for the First 5s

First 5's Revenue Challenge, Cont.



Sustainability Definitions and Strategies

1. **Sustaining First 5 Programs and Operations:** *Direct funding to support First 5 operations and First 5-led programs and services*
2. **Sustaining (and building) the System:** *First 5's are viewed as natural partners for new and existing state and federal policies and funding streams that support young children and families*
3. **Sustaining Child Outcomes:** *Sustaining the outcomes that First 5's have achieved, either directly or indirectly, for young children and families, and advocating for child outcomes regardless of impact on First 5 operations and programs*

How We Partner with, and Uplift, First 5 Alameda's Leadership

- Systems Change
- Help Me Grow
- Partnerships with Medi-Cal Managed Care Plans
- Fatherhood Initiatives

Thank You!

Avo Makdessian

Avo@First5Association.org





First 5 Association of California Update

April 2023

First 5 Association 2023 Policy Priorities

The First 5 Association of California (F5AC) has released materials regarding their 2023 Policy Priorities. F5AC advocates for California’s youngest children and their families to ensure that they have the supports to thrive in school and life. Grounded in a whole child / whole family framework with an intentional focus on children prenatal to 3-years-old, F5AC is a conduit for change during this critical stage of development — building comprehensive and integrated early childhood systems of care that advance equity, prevention strategies and systems coordination. Its Priority Policy Areas are Resilient Families, Comprehensive Health and Development, Sustainability and Scale, and Quality Early Learning, which align closely with our [Policy Agenda](#) that prioritizes Families, Health & Well-Being, Neighborhoods, and Learning & Care. F5AC’s detailed 2023 Policy Priority Goals are [available here](#).

First 5 Association Advocacy Day 2023

First 5 Alameda staff participated in a series of meetings with state legislators and legislative staff as part of the F5AC’s annual Advocacy Day event. Held virtually on April 19th, First 5 Advocacy Day served as an opportunity for local First 5 agencies to emphasize the importance of prioritizing young children and families in all aspects of state policy, as well as the important role of local First 5 agencies in systems building for families with young children. Assembly Majority Leader Eloise Gómez Reyes joined to kick off the event. First 5 Alameda joined staff from First 5 Contra Costa and First 5 Santa Clara in meeting with the offices of Senators Glazer and Skinner, and Assemblymembers Bonta, Bauer-Kahan, Lee, Ortega, and Wicks. The meetings focused on the role of First 5s and made asks related to the [ECE Coalition request](#) and [Infant and Early Childhood Mental Health](#) services. As follow-up to the legislative visits, First 5 Alameda shared the following resources with legislators and their staff:

- [First 5 Alameda Policy Agenda](#)
- [First 5 Alameda 2021-22 Kindergarten Readiness Assessment](#)
- [First 5 Alameda ECE City Data Profiles](#)
- [First 5 Alameda Data for Action Tool](#)
- [First 5 Association Policy Priorities](#)
- [Alameda County Diaper Bank Final Evaluation Report](#)

First 5 Association 2023 Communications Strategy

On March 7th, F5AC hosted a presentation, “Telling the First 5 Story: A Roadmap to Strategy & Implementation,” to share their Communications Strategy plan in 2023. The plan includes a three phased timeline starting with research and discovery, moving to message and brand development, and culminating with implementation in August 2023. [Recording available here](#).

REDI (Race, Equity, Diversity, and Inclusion) Showcases

F5AC hosted a series of convenings culminating in March for regions to share what they have been thinking and learning on their REDI journeys. Participants accessed insights into the regional REDI meetings and learned about on-the-ground efforts to advance a REDI agenda in areas like grantmaking and contracting, strategic planning, staff development and hiring and community engagement. A recording of the convening report back that included the Bay Area region is [available here](#). In addition to First 5 Alameda staff’s participation in the first convening of the Association’s REDI Leadership Cohort 4., First 5 Alameda is incorporating REDI concepts into our local equity efforts, which will be shared with the Commission in June as part of our Strategic Plan Update.



Legislation and Policy Updates April 2023

The state legislative season is underway, with more bills before the legislature than any time in the past decade. First 5 Alameda is closely tracking key legislation related to families with young children. This spring, authors are working to move their bills through the first house before attention turns to the state budget with the release of the Governor’s May Revise FY24 budget proposal. Outlined below are highlights of the over 70 bills that First 5 Alameda is tracking with our priority bills in italics:

Bill	Authors	Title	Summary
Supports for Families			
<u>AB 1015</u>	Calderon	Diaper and wipe distribution grant program	This bill would authorize the State Department of Social Services to expand the Diaper Bank Program, to be offered to all 58 counties.
<u>AB 1128</u>	Santiago	Personal Income Tax Law: young child tax credit: qualifying child	This bill would remove the requirement that a qualifying child has to be younger than 6 years of age. Would extend to all qualifying families with children under 18, in college, or with disabilities.
<u>AB 1226</u>	<i>Haney</i>	<i>Corrections: Placement of incarcerated persons</i>	<i>This bill would require that an incarcerated person, if a parent or guardian of a child under 18 years, be placed in the correctional institution or facility closest to the primary residence of the person’s child to facilitate increased contact between the person and their child.</i>
<u>AB 274</u>	Bryan	CalWORKs: CalFresh: eligibility: income exclusions	This bill would exempt any grant, award, scholarship, loan, or fellowship benefit provided to any assistance unit member for educational purposes from consideration as income for purposes of determining CalWORKs eligibility or grant amounts.
<u>AB 311 & SB 245</u>	Santiago & Hurtado	California Food Assistance Program: eligibility and benefits	This bill would remove age limitation and make any individual eligible for the program if the individual’s immigration status is the sole basis for their ineligibility for CalFresh benefits.
<u>AB 312</u>	Reyes & Ward	State Partnership for Affordable Housing Registries in California Grant Program	This bill would create the Affordable California Commission. Commission goals would include studying the causes and effects of the rising cost of living in California and developing solutions toward making California a more affordable place to live. The bill would require the development of a housing preapplication to standardize applications for affordable housing.



AB 866	Blanca Rubio	Food assistance for nonminor dependents	This bill would require the state to establish a food assistance program for a nonminor dependent who is residing in a supervised independent living placement or a transitional living setting. The bill would specify the amount of assistance a nonminor dependent would receive, based on whether or not they are a custodial parent.
AB 1321	Bonta	<i>It Takes A Village</i>	<i>This bill would establish the California Coordinated Neighborhood and Community Services Grant Program. The bill would require the state to grant awards to eligible entities that are Promise Neighborhoods, or regional cradle-to-career networks, to either implement a comprehensive, integrated continuum of cradle-to-career solutions at the neighborhood level or support the civic infrastructure and backbone of existing cradle-to-career networks.</i>
SB 242	Skinner	<i>California Hope, Opportunity, Perseverance, and Empowerment (HOPE) for Children Trust Account</i>	<i>This bill would prohibit funds in a HOPE trust fund account from being considered as income or assets when determining eligibility and benefit amount for any means-tested program until an eligible youth withdraws or transfers the funds from the HOPE trust fund account.</i>
SB 260	Menjivar	CalWORKs: supportive services	This bill would include menstrual products costs as a necessary supportive service in the CalWORKs program.
SB 59 & AB 230	Skinner & Reyes	<i>Menstrual Product Accessibility Act</i>	<i>This bill would enact the Menstrual Product Accessibility Act, which would require restrooms in buildings owned or leased by the state, a building owned by a local government where a specified state-funded safety net program is administered, or in a hospital that receives state funds, to be stocked with menstrual products, accessible to employees and the public, free of cost, at all times.</i>
SB 773	Glazer	CalWORKs: homeless assistance	This bill would, for purposes of determining family income for permanent housing assistance, authorize the county human services agency to include any amount that is regularly received from government and nonprofit housing and homeless subsidy programs and any private support intended to help the family with housing. The bill would require the county to, upon issuing the first payment of temporary homeless assistance, refer the assistance unit to other homeless assistance services provided in CalWORKs program and to prioritize them for such services.
AB 228	Wilson and Weber	Infant formula stockpile	This bill would require the State to establish an infant formula stockpile. The bill would also establish the Infant Formula Advisory Committee to make recommendations for guidelines for the procurement, management, and distribution of infant formula.



Health & Well-Being			
AB 289	Holden	Mental health services: youth representation	This bill would include youths or youth mental health organizations as a local stakeholder for purposes of a county developing a 3-year Mental Health Services Act plan and annual updates.
AB 608	Schiavo	Medi-Cal: comprehensive perinatal services	This bill would require the department to cover additional comprehensive perinatal assessments and individualized care plans and to provide additional visits and units of services during pregnancy and the initial 60-day post pregnancy period.
Learning & Care			
AB 1245	McCarty	Community colleges: childcare providers: fee waivers	This bill would require community college districts to waive the fees of students who are employed as childcare providers at the time of enrollment.
AB 1352	Bonta	<i>Childcare: statewide pilot policies: individualized county childcare subsidy</i>	<i>This bill would continue a statewide childcare pilot subcommittee of the Universal PreKindergarten (UPK) Mixed Delivery Quality and Access Workgroup, to collect evidence to support the state creation of statewide pilot policies for childcare programs. The bill would also extend the sunset date from July 1, 2023 to July 1, 2025 for the existing individualized childcare pilot counties of Alameda, Contra Costa, Fresno, Marin, Monterey, San Benito, San Diego, Santa Clara, Santa Cruz, Solano, and Sonoma.</i>
AB 14	Davies	Personal Income Tax: credit: childcare costs	This bill would state the intention of the Legislature to enact legislation that would establish similar tax-preferred savings and investment accounts for childcare expenses.
AB 244	Wilson	Specialized Inclusivity Training for Childcare Staff Grant Program	This bill would establish the Specialized Inclusivity Training for Child Care Staff Grant Program. Award grants to licensed child care to fund staff training on including children with disabilities and to collect data from licensed child care to determine whether the training provides better access to childcare for children with disabilities.
AB 262	Holden	Children's camps: regulation	This bill would require the state to establish and lead a stakeholder workgroup to gather information and provide recommendations to the Legislature regarding development of subsequent legislation for children's camps. The bill would require the workgroup to consider regulatory goals, including establishing child supervision requirements, facility safety standards, and requirements for camp licensure and regulation. The bill would require the workgroup to establish a workplan for achieving and implementing the regulatory goals identified in the bill.



AB 393	Luz Rivas	Childcare: dual language learners	This bill would require the state to develop procedures for general or migrant childcare and development contractors to identify and report data on dual language learners enrolled in a general childcare and development program or migrant childcare and development program.
AB 51	Bonta	Early childcare and education	This bill would include a requirement that an extended learning opportunity program serving TK pupils be developmentally appropriate for pupils in TK. If this cannot be demonstrated, the governing board of the school district must contract with a licensed third-party provider to provide TK services. This bill would require the state to develop a new rate schedule for calculating reimbursement rates for childcare services provided that is reflective of the potential loss of 4-year-old children who would instead be served under a TK program and would also require the state to expand existing childcare R&R services to include navigation, referral, and enrollment services for preschool program services.
AB 555	Carrillo	California state preschool programs	This bill would remove barriers to serving three-year olds by (1) prioritizing three-year-olds as the same priority as four-year-olds, lowest income first, (2) providing equitable supports for three- and four-year olds who need additional support, and (3) providing the same LEA facility flexibilities to classrooms serving three-year olds that are currently allowed for four-year olds. The bill would strengthen system coherence by (4) ensuring programs have funding within their contract to address situations where children need multiple supports and (5) funding CSPP based on enrollment rather than attendance.
AB 596 & SB 380	Reyes & Limon	Early childhood: childcare and education	This bill would require the state to develop an alternative methodology for calculating subsidy rates for child care and development services and CSPP services that build upon and align with the recommendations of the working group and Joint Labor Management Committee, and that uses a cost estimation model. The bill would require an equitable sliding scale for the payment of family fees, and would suspend the collection of family fees.
AB 679	Wicks	<i>Family daycare homes: meals: reimbursement rates</i>	<i>This bill would increase the reimbursement rate for meals served in family daycare homes to 100 percent of the eligible meals served.</i>



AB 85	Weber	Social determinants of health: screening and outreach	This bill would require that a health care service plan contract or health insurance policy issued include coverage for screenings for social determinants of health. This bill would require the state to convene a working group to create a standardized model and procedures for connecting patients with community resources, to assess the need for a centralized list of accredited community providers, and to determine gaps in research and data to inform policies on system changes to address social determinants of health.
SB 28	Glazer	Education finance: school facilities: Public Preschool, K–12, and College Health and Safety Bond Act	This bill places a \$15.5 billion bond on the 2024 ballot for facilities at public preschools, K – 12 schools, California Community Colleges campuses, UC campuses, and CSU campuses. Schools can use the bond monies to construct, reconstruct, and remodel existing or new facilities.
SB 635	Menjivar	Early education and child care	This bill would require a California state preschool program and a child care and development program to, with consent from parents or legal guardians, screen each enrolled child who is 0 to 5 years of age with an Ages and Stages Questionnaire, and to report the information from the screening. It would require the program to refer the child’s family to the appropriate regional center or other intervention service if the screening shows a need for services, and would provide specified funding for the programs in supporting the administration, referral, and coordination of families to services. The bill would require the state to establish a centralized billing point to draw down federal funding to pay for the costs of screening.
AB 583	Wicks	<i>Birthing Justice for California Families Pilot Project</i>	<i>This bill would establish the Birthing Justice for California Families Pilot Project, which would include a 3-year grant program to specified entities, including community-based doula groups, to provide full-spectrum doula care to pregnant and birthing people who are low income and do not qualify for Medi-Cal, incarcerated people, or from communities experiencing high rates of negative birth outcomes.</i>
AB 958	Santiago and Bonta	Prisons: visitation	<i>This bill would make personal visits by an intimate partner or a family member a civil right. It would prohibit the department from denying in-person contact visits and would require the department to provide at least 3 days of in-person visiting per week, with a minimum of 8 visiting hours per day, plus access to video calls for at least an additional 8 hours per week.</i>