



FIRST 5 ALAMEDA COUNTY COMMISSION MEETING AGENDA

Thursday, December 12, 2019

**First 5 Alameda County
1115 Atlantic Ave.
Alameda, CA 94501
Conference Room A**

9:00 AM – 11:30 AM

Commissioners: Chair: Renee Herzfeld, Vice Chair: Cecilia Echeverría, Wilma Chan, Colleen Chawla, Scott Coffin, Lori Cox, Tomás A. Magaña M.D., Karina Moreno

Alternates: Vanessa Cedeño, Aneeka Chaudhry, Michelle Love

- 1. Public Comment (for items not listed on the agenda) - Limited to 3 minutes per speaker**
- 2. Staff Announcements**
 - a. General Staff Announcements**
 - b. Children’s Health and Child Care Initiative for Alameda County Update and Endorsement**
- 3. Approval of Minutes from October 17, 2019**
- 4. 2020 Commission Calendar**
- 5. Contract Authorizations**
- 6. Financial Policies Revisions**
- 7. Salary Guidelines Revisions**
- 8. 2020 Cost of Living Adjustment Recommendation**
- 9. FY 2018-19 State Annual Report to First 5 California**
- 10. FY 2018-19 F5AC Annual Report**
- 11. Neighborhoods Ready for School Grantee Presentation**
- 12. State Commission and Association Updates**
- 13. Legislation and Public Policy Update**
- 14. Communication from Commissioners**
- 15. Adjournment**

Commission Meeting Agenda

December 12, 2019

Information about the First 5 Conference Center

- The First 5 Conference Center is wheelchair accessible. Please notify us 3 business days in advance if you need special assistance so we can make reasonable arrangements to ensure accessibility.
- Please refrain from wearing strongly scented products to the Conference Center in consideration of those who may experience chemical sensitivities.



To: First 5 Alameda County Commission
From: Kristin Spanos, CEO
Date: December 12, 2019
Subject: Endorsement of Children’s Health and Child Care Initiative for Alameda County

REQUESTED ACTION

To review the following endorsement of the Children’s Health and Child Care Initiative for Alameda County.

BACKGROUND

On December 5, 2019 the Alameda County Board of Supervisors voted to adopt the Children’s Health and Child Care Initiative to have it placed on the March 3, 2020 ballot in Alameda County. Over 80,000 signatures were collected through an active grass roots community led effort to support signature gathering.

Like Measure A (which did not pass with less than 0.5% away from the 2/3rds needed in June 2018), this new measure, if passed by voters, will impose a ½% sales tax in Alameda County until 2040-41 raising an estimated \$150 million per year to expand access to childcare, preschool, and early education for low- and middle-income families. Funding priorities include increasing child care subsidies and prioritizing high need families (through 80% of funds) and expanding access to free and low cost health care at UCSF Benioff Children’s Hospital Oakland (with the remaining 20% of funds). Funding would also boost the quality of child care and preschool programs offered in Alameda County and increase the wages of early childhood educators. First 5 Alameda County is the named administrator of the initiative and will receive 80% of the funds to administer on behalf of the community.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

That the Commission endorse the Children’s Health and Child Care Initiative for Alameda County.

Submitted by:

Reviewed by:

Kristin Spanos
Chief Executive Officer

Mojgan Vije
Director of Operations & Technology



**SUMMARY OF
Children's Health and Child Care Initiative
Alameda County 2020**

Like Measure A, this new measure would impose a ½% sales tax in Alameda County until 2040-41 to expand access to childcare, preschool, and early education for low- and middle-income families and is on the March 3, 2020 ballot.

Structure

- **First 5 Alameda County:** oversees and administers the program although Board of Supervisors has authority to replace First 5. First 5 drafts a Five-Year Plan and Budget to guide implementation. First 5 also drafts annual spending plans.
 - **First 5 Commission:** approves Five-Year Plan, approves funding according to annual spending plan, and receives annual audit.
- **Board of Supervisors:** approves Five-Year Plan and Budget and appropriates funds on an annual basis consistent with Five-Year Plan Budget.
- **Community Advisory Council:** provides recommendations to First 5 regarding Five-Year Plan; assists with community engagement and education; provides ongoing recommendations to First 5 for program improvements, capacity-building, and transparency; reviews annual audit.
 - Council consists of 11 members:
 - Two members from child care workforce;
 - Two parents/guardians;
 - Two representatives of alternative payment agencies;
 - Two representatives from early care and education centers; and
 - Three discretionary members.
 - Board of Supervisors appoints five (child care workers, parents and one representative from alternative payment agency), Alameda County Early Care and Education Planning Council appoints the remaining.
 - Staffed by First 5.

Implementation – Workforce Provisions

- Child care workers and early educators earn at least \$15 per hour, with annual adjustments for inflation. Annual adjustments would not occur, however, if the tax proceeds declined or did not increase as much as CPI.
- Employees of contracting entities would be required to attend bi-annual orientation meetings, as established by First 5.
- First 5 would be required to collect data from contracting entities about workforce issues.
- Contracting entities would have to honor employee requests for payroll deductions.
- Contracting entities would be required to be union neutral.

Additional Provisions

- Prior to drafting new Five-Year Plan, First 5 must conduct evaluation of program and submit to Early Care and Education Planning Council and Board of Supervisors.
- Requires annual, independent audits.



REGISTRAR OF VOTERS

ALAMEDA COUNTY • CALIFORNIA

TIM DUPUIS
REGISTRAR OF VOTERS

CYNTHIA CORNEJO
DEPUTY REGISTRAR OF VOTERS

November 25, 2019

The Honorable Board of Supervisors
County Administration Building
1221 Oak Street
Oakland, California 94612

**SUBJECT: CERTIFICATION OF COUNTY INITIATIVE – CHILDREN’S HEALTH
AND CHILD CARE INITIATIVE FOR ALAMEDA COUNTY**

Dear Board Members:

RECOMMENDATION:

It is recommended that your Board take one of the following three actions which are specified in sections 9111 and 9118 of the California Elections Code regarding county initiatives:

1. Adopt the proposed “Children’s Health and Child Care Initiative” without change or,
2. Place the measure on the ballot for the March 3, 2020 Presidential Primary Election; or,
3. Order a report of the effects of the measure to be presented not later than thirty days from today. Your Board would then be required to take action as stated in paragraph 1 or 2 above within 10 days of receipt of report.

SUMMARY

Section 9118 of the California Elections Code allows your Board to either adopt the proposed Special Tax without change or place the measure on the ballot at the Presidential Primary Election on March 3, 2020. Under Section 9111 of the California Elections Code your Board may order a report to be prepared identifying the fiscal impact of the measure, effect on the internal consistency of the County’s general and specific plans or any other matters the Board of Supervisors requests to be in the report. Such a report prepared for the Board must be presented within thirty days.

Board of Supervisors
Certification of County Initiative –Children’s Health and Child Care Initiative for Alameda
County
November 25, 2019
Page Two

DISCUSSION/FINDINGS:

Proponents of the Children’s Health and Child Care Initiative filed a notice of intention to circulate an initiative petition with the Registrar of Voters on August 21, 2019. A copy of the proposed measure was forwarded to County Counsel on August 21, 2019, who prepared a Title and Summary for the proposal. That Title and Summary along with the full text of the measure was printed on the petitions circulated in Alameda County. To be deemed Sufficient, the petition had to be signed by at least 57,424 registered voters of the County, that number being 10% of the total cast for Governor in the last election. The proponents filed the signed petitions with the Registrar of Voters on October 29, 2019. Staff verified that the requisite number of voters in the County of Alameda signed the petition. A copy of the full text of the proposed measure is attached to this letter.

FINANCING:

The net county cost for placing the measure on the ballot for the March 3, 2020 Presidential Primary Election is not known at this time. The estimated cost for placing the measure on the ballot will be \$6,000,000, and will be determined, in part, upon any future jurisdictional consolidations. All jurisdictions that will consolidate with the Presidential Primary Election will be known by December 6, 2019.

Sincerely,



Tim Dupuis
Registrar of Voters

Attachment

cc: Susan S. Muranishi, County Administrator
Donna Ziegler, County Counsel
Cynthia Cornejo, Deputy Registrar of Voters

REGISTRAR OF VOTERS CERTIFICATE TO PETITION

I, **Tim Dupuis**, Registrar of Voters for the County of Alameda, State of California, hereby certify that:
A County Initiative Entitled: Children's Health and Child Care Initiative for Alameda County, was filed to this office for verification on October 29, 2019 and;

The petition contained 86,513 unverified signatures; and

Pursuant to California Elections Code section 9118, in order to be sufficient, the petition must have been signed by 57,424 qualified registered voters of Alameda County, that number being equal to 10 percent of the entire votes cast in the County for all candidates for Governor at the last gubernatorial election.

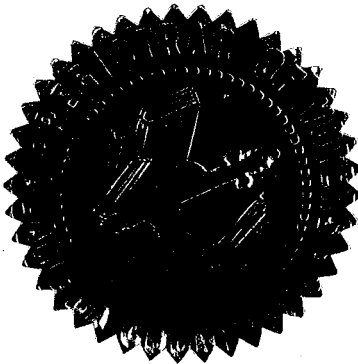
I have examined, or caused to be examined, signatures on the petition pursuant to California Elections Code sections 9211 and 9114; and

Have determined that the petition contained 57,424 valid signatures of qualified registered voters in Alameda County based on the line by line examination set forth in Section 9114 of the California Election Code and;

That this number represents the total number of signatures needed to qualify the initiative therefore;

The petition is found to be sufficient to require the Board of Supervisors to take the appropriate action specified in the California Elections Code.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal this 25th day of **November 2019**.



A handwritten signature in black ink, appearing to read 'Tim Dupuis', written over a horizontal line.

Tim Dupuis
Registrar of Voters
County of Alameda
State of California

Children's Health and Child Care Initiative for Alameda County

RECEIVED
Alameda County

AUG 21 2019

Reg. of Voters

The People of the County of Alameda ordain as follows:

Section 1. Title.

This Ordinance shall be known as the "Children's Health and Child Care Initiative for Alameda County" (the "Ordinance").

Section 2. Findings.

The People of the County of Alameda hereby find and declare the following:

1. The children of Alameda County are our future and will provide the leadership, creativity, and productivity to strengthen and sustain the quality of life in our County;
2. We need to make sure our children are healthy and have the opportunity to succeed. Early education and health care are two of the most important components in attaining this goal. Children in Alameda County should receive high quality early education and high quality health care including when they are sick or injured and in the case of emergencies, so they grow into healthy and successful adults.
3. A child's health and educational advancement are essential and dependent on one another. Access to quality early education and health care are fundamental for a child's well-being. Any child lacking adequate health care is more likely to contract illnesses or have chronic medical conditions that prevent them from regularly participating in early education programs.
4. Accessibility to affordable, quality child care supports the ability of parents and guardians to earn and learn. Only 31% of Alameda County children with working parents have access to a space in a licensed child care, preschool, or early education setting, according to the most recent California Child Care Portfolio;
5. Child care, preschool, and early education is more expensive than college, with average, full-time infant care costing more per year than tuition at the University of California, Berkeley and almost three times the annual cost of California State University, East Bay, according to Parents and the High Cost of Child Care 2017 report;
6. Research shows that a child's brain develops most dramatically during the first five years of life, and this critical period is a window of opportunity to lay the foundation for all of the years that follow;

7. The growing homeless population in Alameda County includes hundreds of children and their families who are not able to access quality child care, preschool, and early education services;
8. The citizens of Alameda County desire to provide the children living in Alameda County with every possible opportunity to be healthy and successful in school and beyond;
9. Each child in Alameda County deserves to be supported by qualified, caring adults in safe and nurturing environments; effective and high-quality adult-child interactions have life-long effects on a young child's potential to succeed. Research shows children engaged in warm and responsive adult-child interactions and in positive experiences demonstrate greater social competence, fewer behavior problems, and optimal development.
10. In 2017, only 44% of Alameda County children entered kindergarten fully ready for school, according to the most recent School Readiness in Alameda County report, and attendance in early care and education was found to be a leading factor preparing children for kindergarten, which in turn is associated with high school graduation, future earnings potential, global competitiveness, and general economic productivity in the United States;
11. Research from the Center for The Study of Social Policy shows that when parents are engaged as partners and leaders in the programs, services and policies that support young children's learning and healthy development, children thrive and systems improve;
12. The most effective guarantee of quality early care and education is workforce compensation. A 2014 UC Berkeley Study showed that educator wages are one of the most important predictors of the quality of education children receive;
13. The National Academy of Sciences asserts that working with children under five requires knowledge and skills as complex as those required for teaching older children;
14. Low compensation of early educators drives turnover and hampers the ability to attract and retain skilled educators, which in turn undermines stable, continuous relationships essential to children, which disproportionately affects low-income women, as early educators are almost exclusively female, with large numbers of older women, women of color, recent immigrants, and first-generation college students and mothers;
15. Seventy-five percent (75%) of Alameda County child care providers and early educators worry about paying monthly bills, and 54% worry about putting food on the table, as early educators' pay has not kept up with the rising cost of living in the Bay Area, according to a 2016 report from the Center for the Study of Child Care Employment. One-third of full-time teaching staff in early care and education (ECE) programs use some form of public assistance to make ends meet;

16. In 2016-17, the State of California only reimbursed providers on average less than 70% of the true cost of providing high-quality preschool for 3- and 4-year-olds, per child per year, according to the 2016 San Francisco Office of Early Care and Education Comprehensive Fiscal Analysis. Research from the UC Berkeley Labor Center in 2019 found that as providers struggle to cover the basic costs of running an ECE business, licensed capacity has fallen, including a loss of 30% of family child care homes since 2008, and that public investment is necessary to reverse the decline in the supply of ECE providers;
17. Research from the UC Berkeley Labor Center in 2019 found that every dollar spent in ECE generates as much as \$1.88 in increased economic activity, plus an additional \$0.08 in state and local tax revenue;
18. High quality early education and access to high quality health care are important in ensuring our children have the opportunity to be successful. Children and young adults have unique physical, mental, behavioral, developmental and therapeutic needs, which warrant specialized pediatric health care services;
19. All children in need should receive high quality health care, regardless of their family income or insurance status. Fortunately, Alameda County is home to UCSF Benioff Children's Hospital, Oakland ("Children's Hospital Oakland"), which provides health care and emergency services to children in Alameda County, approximately 70 percent (70%) of whom are Medi-Cal or uninsured care patients;
20. Children's Hospital Oakland is a critical provider in the local pediatric care safety net. In 2018, Children's Hospital Oakland served a total of 79,113 patients through 9,159 inpatient admissions and 209,413 outpatient visits, including 44,723 visits to the emergency department;
21. There are only six American College of Surgeons' Level 1 pediatric trauma centers in the state, one of which is located in Alameda County;
22. Unintended injuries are the leading cause of death and hospitalization in California for children ages 16 and younger;
23. Alameda County's rates of unintended injury emergency department visits and deaths surpass national benchmarks and are increasing. Specifically, the rate of traumatic injury hospitalization among children and youth countywide is significantly higher than the benchmark;
24. Pursuant to California's Emergency Medical Services statute and regulations, a local Emergency Medical Services Agency may develop an Emergency Medical Services for Children program in its jurisdiction, contingent upon available funding;

25. The Alameda County Emergency Medical Services Agency has developed and implemented an Emergency Medical Services for Children program, engaging Children's Hospital Oakland as a key partner to ensure hospital quality improvement for hospital pediatric "day to day" readiness, injury prevention, and disaster/surge capacity; and
26. The unique needs of children and young adults must be addressed and provided for in regional disaster readiness, response and recovery planning, and maintaining appropriate facilities and staffing levels are integral to these efforts.

Section 3. Purpose and Intent.

In enacting this Ordinance, it is the purpose and intent of the people of the County of Alameda to ensure that Alameda County children receive the high quality early education and health care they need to be successful adults, by:

1. Providing additional support for, and to expand access to, high quality child care, preschool, and early education services for low- and middle-income children and families in Alameda County;
2. Improving wages and compensation for participating child care providers and early educators who provide services under this Ordinance so that they can earn at least \$15 per hour;
3. Promoting wellness, kindergarten readiness, and school success;
4. Providing additional support to maintain and protect the local children's health care safety net, including the maintenance and expansion of specialized staff and facilities to treat complex illnesses and conditions, and other health issues for children and young adults without regard to insurance status or their ability to pay;
5. Providing additional support to keep open and fully staffed a local Level 1 pediatric trauma center and emergency department in Alameda County to ensure the availability of critical care to all children and young adults in the East Bay and surrounding areas; and
6. Imposing a 20-year transactions and use tax for the purpose of maintaining the local children's health care safety net, including a Level 1 pediatric trauma center, and providing child care, preschool, and early education services.

Section 4. Children's Health and Child Care for Alameda County Tax.

Chapter 2.08, Article VI (Sections 2.08.300 through 2.08.322) of the Alameda County Ordinance Code is added as follows:

Article VI – Children’s Health and Child Care for Alameda County Tax

2.08.300. Title.

There is growing evidence that there is an association between health and social factors, e.g., education, economic resources, neighborhood characteristics, discrimination, and residential segregation in health. By increasing funding for and coordination with child care providers, guardians, and health care practitioners we will improve health and education outcomes for all children in Alameda County.

- A. This article shall be known as the “Children’s Health and Child Care Initiative for Alameda County” (the “Ordinance”). The tax described in this article shall be referred to as the “Children’s Health and Child Care for Alameda County Tax” (the “Tax”).
- B. This article shall be applicable throughout the incorporated and unincorporated territory of Alameda County, California (the “County”).
- C. The goals for expenditures from the proceeds of the Tax shall be:
 - 1. To ensure that Alameda County’s children are healthy, live in stable, safe, and supported families and communities, and are prepared to succeed in kindergarten and later in life;
 - 2. To establish Alameda County as a family-friendly county that supports families as an important part of the county’s population and civic culture;
 - 3. To improve the economic well-being of the early education workforce and providers who educate our County’s children and the working parents of Alameda County;
 - 4. To adopt equity as a guiding principle in funding services under this Ordinance by prioritizing services to children and youth with the highest needs;
 - 5. To strengthen collaboration among public agencies and community-based organizations around shared outcomes among all service providers for children and their families;
 - 6. To improve program accessibility and administrative efficiency for parents and providers, including, where appropriate, through the use of technology;
 - 7. To improve parent engagement as the child’s first teacher and as partners and leaders in the programs, services, and policies that support young children’s learning and healthy development;

8. To provide children with developmentally appropriate, gender-inclusive, and culturally-competent services;
9. To ensure the availability of local Level 1 pediatric trauma care services and emergency care to all children and young adults in the East Bay and surrounding area; and
10. To maintain and protect the local children's health care safety net, including the maintenance and expansion of specialized staff and facilities that provide board certified pediatric and pediatric subspecialty care for the treatment of complex illnesses and conditions, and other health issues for children and young adults without regard to insurance status or their ability to pay.

2.08.301. Restricted Uses of the Tax.

- A. Proceeds from the Tax shall be used exclusively to keep open and fully staff a local Level 1 pediatric trauma center and emergency department in Alameda County, to maintain and protect the availability and accessibility of local health care services that are specific to the unique needs of pediatric patients, to increase access to high quality child care, preschool, and early education services to benefit low- and middle-income children and families in Alameda County, to improve wages and compensation for family child care providers and early educators who provide those services, and to support the efficient administration of Tax proceeds.
- B. Proceeds from the Tax shall be deposited into the County treasury in a special fund entitled the Children's Health and Child Care for Alameda County Fund (the "Fund"). The Fund shall be comprised of two subaccounts: the Pediatric Health Care Account, and the Child Care, Preschool, and Early Education Account. Monies deposited into the Fund, together with any interest that accrues thereon, shall be allocated among the two subaccounts as follows:
 1. Twenty percent (20%) to the Pediatric Health Care Account; and
 2. Eighty percent (80%) to the Child Care, Preschool, and Early Education Account.
- C. The uses and expenditures of monies allocated to the Pediatric Health Care subaccount shall be governed by and subject to the requirements set forth in Section 2.08.302.
- D. The uses and expenditures of monies allocated to the Child Care, Preschool, and Early Education subaccount shall be governed by and subject to the requirements set forth in Sections 2.08.303 through 2.08.307.
- E. **Audit requirement.** On an annual basis, the Board of Supervisors shall cause to have conducted an independent financial audit of the revenues and expenditures of the Fund.

The audit shall be conducted by an independent certified public accountant that is not an employee of the Alameda County, or a member of any designated administering, planning and/or advisory council formed under this Article, and shall be submitted to the Board of Supervisors and made available to the public.

2.08.302. Pediatric Health Care Account.

- A. In each year during the term of this article, the board of supervisors shall, in consultation with the local pediatric hospital and specialty provider representatives, expend monies from the Pediatric Health Care Account based on demonstrated need for any of the following purposes:
1. To maintain, upgrade, and expand, as needed, a Level 1 pediatric trauma center in Alameda County, and programs for training and recruiting the highly skilled personnel necessary for its effective operation;
 2. To assure the financial viability of the local children's health care safety net and its accessibility, including the maintenance and expansion of specialized staff and facilities that provide board certified pediatric and pediatric subspecialty care for the treatment of complex illnesses and conditions, and other health problems, including mental health, for children and young adults without regard to insurance status or their ability to pay; and
 3. To explore and implement innovative programs that enable pediatric and young adult patients and their families to better access pediatric health care services, and that enhance the effectiveness of such services.
- B. Monies from the Pediatric Health Care Account may be expended for the purposes set forth herein as direct grants, as contractual or program payments for services and activities, as the nonfederal share of Medicaid payments or other federal program payments through certified public expenditures or intergovernmental transfers, as reimbursement or other compensation for costs, as incentives, or through programs or other vehicles identified or developed in conjunction with the local pediatric hospital and specialty provider representatives.
- C. Monies from the Pediatric Health Care Account may not be used to replace or otherwise supplant the tax revenue funding and other county funding and payments currently provided or otherwise available in support of health care providers, including, but not limited to, County payments for indigent care services, the Essential Health Care Services Tax, the Emergency Medical Services District Special Tax, and the Maddy Emergency Medical Services Fund.
- D. The board of supervisors shall establish and appoint a citizen oversight committee upon enactment of this article. The citizen oversight committee shall annually review the

expenditures from the Pediatric Health Care Account for the prior year and shall report to the Board of Supervisors on the conformity of such expenditures to the purposes set forth in the applicable provisions of this article.

- E. Monies from the Pediatric Health Care Account shall be subject to the Union Neutrality provisions set forth in section 2.08.307.C.3., prohibiting the use of the funds to support or oppose unionization.

2.08.303. Child Care, Preschool, and Early Education Account.

- A. In each year during the term of this article, one hundred percent (100%) of revenue generated by the Tax and allocated to the Child Care, Preschool, and Early Education account shall be appropriated by the Board of Supervisors for the following purposes and consistent with the Child Care, Preschool, and Early Childhood Program Plan and Budget (the "Plan"):
 - 1. To increase the number of low- and middle-income children from birth to age twelve with access to safe, nurturing, affordable, and high quality child care, preschool, and early education services across the county, with priority for children who (1) are five years of age and younger, (2) are homeless, (3) are from historically underserved communities, or (4) have other high priority needs as designated in the Plan.
 - 2. To improve the compensation and benefits of family child care providers and early educator employees who provide services under this Ordinance, by providing rate increases and enhancements to participating providers to support the wage requirements set forth in this Ordinance.
 - 3. For reasonable expenditures for the efficient administration of the Child Care, Preschool, and Early Education account, including the obligations imposed by this Ordinance, by the Administering Agency. The Administering Agency may reserve funds to address anticipated fluctuations in revenue.
- C. Proceeds from the Tax allocated to the Child Care, Preschool, and Early Education account may not be used for kindergarten through grade 12 (K-12) school day services except for the purpose of expanding transitional kindergarten eligibility to additional four-year old children.
- D. Proceeds from the Tax allocated to the Child Care, Preschool, and Early Education account may not be used to replace the funding level for direct services established in the Fiscal Year 2018-2019 Alameda County budget or the First 5 Alameda County budget to support child care, preschool, and early education services, unless state, federal or other non-county funding earmarked for these purposes have been reduced by the same amount.

2.08.304. Community Advisory Council.

- A. Within forty-five (45) days of the Effective Date of this Ordinance, the Board of Supervisors shall establish a Child Care, Preschool, and Early Education Community Advisory Council (the "Council").
- B. The Council shall be composed of eleven members, including:
1. Two members of the child care workforce, one of whom is a worker from an early care and education center who works in the classroom, and one of whom is a family child care provider. At least one of these two shall be a member of a union;
 2. Two parents and/or guardians, at least one of whom must have experience participating in a subsidized program or subsidy wait list;
 3. Two employees or representatives of Alternative Payment agencies;
 4. Two administrators and/or directors from an early care and education center participating in a subsidized child care program in the County, at least one of whom is an administrator or employee of a public agency; and
 5. Three discretionary members, who may include but are not limited to representatives of the Alameda County Office of Education, higher education, parents, public agencies, and labor unions.
- C. The child care workers, parent or guardians, and one representative from an Alternative Payment agency shall be appointed by the Board of Supervisors and the remaining six members shall be appointed by the Alameda Early Care and Education Planning Council (or its successor agency). Members shall be appointed to the Council no later than July 1, 2020.
- D. Council members shall serve a four-year term, with the exception of the first class of members, five of whom shall serve a two-year term as determined by lottery at the first meeting of the Council with the remainder serving a four-year term. No member may serve on the Council for more than twelve consecutive years.
- E. The Council shall develop policy and programmatic recommendations related to the Child Care, Preschool, and Early Education account and its implementation, including but not limited to:
1. Recommendations to the Administering Agency about the Plan and Annual Expenditure Plan;
 2. Initiatives to improve the quality and capacity-building of service providers;

3. Initiatives to evaluate and improve the administration of programs, particularly including through the use of technology to streamline and integrate services; and
 4. Strategies to enhance community engagement in the planning and implementation of services.
- F. The Council shall promote and facilitate transparency in the administration of the Child Care, Preschool, and Early Education account, including opportunities for public testimony and a community engagement process with parent, provider and early educator organizations and other stakeholders to receive input and support robust involvement on program development and implementation.
- G. The Council shall annually review the audit of the Child Care, Preschool, and Early Education account for the prior year.

2.08.305. Administering Agency for Child Care, Preschool, and Early Education Account.

- A. The Alameda County Children and Families First Commission, known as “First 5 Alameda County,” which was created as a legal public entity separate from the county in Chapter 2.130 of the Administrative Code, shall serve as the “Administering Agency” to develop, administer, and implement all of the programs and services paid for by the Child Care, Preschool, and Early Education account. The Board of Supervisors may terminate First 5 Alameda County and select a different entity as the Administering Agency. If this occurs, then the authority exercised by First 5 Alameda County under this Ordinance shall be exercised by the successor Administering Agency.
- B. The Administering Agency shall be responsible for:
1. Developing the Plan and Annual Expenditure Plan as set forth in section 2.08.306;
 2. Allocating funds pursuant to the Annual Expenditure Plan;
 3. Developing, implementing, administering, and overseeing all programs and services paid for by the Child Care, Preschool, and Early Education account;
 4. Providing staff support for the Council;
 5. Developing the Program Plan Evaluation set forth in section 2.08.307(D);
 6. Operating with the intention to promote transparency and public accountability, and maintain good fiscal stewardship of public resources.
 7. Awarding funds pursuant to the contracting requirements applicable to First 5 Alameda County and the requirements of this Ordinance.

- C. The Administering Agency shall have authority, at any time, to reduce the level of service provided for in the Plan or in the Annual Expenditure Plan to respond to reduced revenues generated from the Tax.

2.08.306. Child Care, Preschool, and Early Education Program Plan and Budget and Annual Expenditure Plan.

- A. The Administering Agency, in collaboration with the Council, shall develop the Child Care, Preschool, and Early Education Program Plan and Budget ("Plan"), including an annual budget, on a five-year cycle to govern the use of funds allocated to the Child Care, Preschool, and Early Education account. The Plan shall be designed to meet the respective needs of regions throughout the County with respect to increasing, improving and maintaining access to quality early care and education for families and children and improving workforce compensation. The Plan shall be approved by First 5 Alameda County Commission, if First Five Alameda County is the Administering Agency, and the Board of Supervisors. The Board of Supervisors shall appropriate funds necessary to carry out the Plan budget on an annual basis.
- B. The Plan shall increase access to child care, preschool, and early care services by increasing the number of subsidized and enhanced spaces/slots to serve children.
- C. The Plan shall ensure that rates align with the costs of providing high quality child care services and provide for improved wages for child care providers and early educators. The Plan may include programs that address early care and education workforce wages, including, but not limited to:
 - 1. maintaining and enhancing the quality of participating early care and education settings;
 - 2. mitigating wage compression;
 - 3. moving toward the goal of parity with public K-12 educators with similar experience and responsibilities;
 - 4. developing a comprehensive training and professional development system, including support for educational advancement and degree attainment;
 - 5. improving compensation and quality supports for participating family, friend and neighbor providers; and
 - 6. providing other work supports and benefits.
- D. The Plan shall include provisions supporting professional development, and shall set forth best practices and improved outcomes for children and families. The Plan may include programs to improve the efficiency and accessibility of early care and education services in

the County, and to streamline the administration of the program for parents and providers, including, but not limited to:

1. technology and data systems to promote and monitor the effectiveness of the initiative, integrate information on subsidies, quality and the early care and education workforce, including the development of a centralized eligibility list;
2. retaining, improving and expanding early care and education facilities;
3. early education system enhancements and comprehensive systems building;
4. community education and rights; and
5. developing parent leadership and parent engagement and networking.

E. The Plan shall describe program requirements, including the specific projects and purposes for which the monies allocated to the Child Care, Preschool, and Early Education account may be expended. The Plan shall align with and respond to emerging developments in state and/or federal early care and education programs, policy, and research.

F. The Administering Agency shall, when developing the Plan, consider the findings of the Alameda County Early Care and Education Planning Council's Needs Assessment and Priorities for Funding Unmet Need as submitted to California Department of Education and similar reports as required by the California Department of Education. The planning process shall also consider the Alameda Quality and Improvement Regional Data Report and the California Department of Education Kindergarten enrollment data available by English Language Acquisition Status (ELAS) as well as homeless data, foster care data, and the First 5 Strategic Plan and other pertinent data reports.

G. On an annual basis, the Administering Agency shall prepare an Annual Expenditure Plan ("Annual Expenditure Plan") based on the recommendations of the Council and other community input. The Annual Expenditure Plan shall be shared with the Alameda County Early Care and Education Planning Council, or its successor, and shall be approved by the First 5 Alameda County Commission.

H. Every fourth year of the Plan, a new Plan shall be developed by the Administering Agency, with input from the Council and other community stakeholders.

2.08.307. Implementation of Child Care, Preschool, and Early Education Account.

A. **Program Provider Requirements.** All entities that receive funds under Sections 2.08.303 through 2.08.307 of this Ordinance must pay all early educator employees, including family child care assistants, at least fifteen dollars (\$15) per hour, to be adjusted annually on January 1, beginning in 2022, by the San Francisco-Oakland-Hayward Consumer Price Index (CPI) or the percentage increase in revenues raised during the previous calendar

year by the Tax, whichever is less ("Adjustment for Inflation"). This is the minimum wage irrespective of whether the entity offers benefits, and the entity may not reduce total compensation paid to any early educator employee prior to receipt of funds under this Ordinance. It is the intent of this Ordinance that the Administering Agency will set rates for participating providers sufficient for those providers to pay early educator employees, including family child care assistants, at least \$15 dollars per hour plus Adjustment for Inflation. It is the intent of this Ordinance that the Administering Agency will set rates for participating family child care providers sufficient for those family child care providers to earn compensation that is equivalent, as determined in the Plan, to an hourly wage of at least \$15 per hour plus Adjustment for Inflation. If, at the end of any fiscal year, the proceeds of the Tax decline, the requirements in this subdivision that the minimum wage be adjusted annually by CPI and that no reduction in total compensation occur shall not apply for the following calendar year, provided that any reduction in total compensation shall not exceed the decline in the proceeds of the Tax allocated to the Child Care, Preschool, and Early Education account.

B. Orientation and Training of Early Educators.

1. In order to ensure that participating child care and early education program staff understand the new programs, are informed about their rights, and best serve the interests of Alameda County families and children, the Administering Agency, or a third party contracted by the Administering Agency, shall convene regular, in-person, orientation sessions with program staff of providers of services under this Ordinance on at least a bi-annual basis. All entities that receive funding under the Ordinance will be required to have their program staff attend an informational orientation session, as established by the Plan. Program staff required to attend includes, but is not limited to, family child care providers, their assistants, family friend and neighbor providers, and center early education staff. For participating employers that are unable to document full participation of program staff, information may be shared in alternative formats on a case-by case basis. Effort will be made to ensure that this information will include program overview, quality and other guidelines, and information on other county-related resources and programs. Orientation and training are not intended to deter participation by providers in these Ordinance-funded activities.
2. The Orientation and training provided under this subsection shall also include presentations of not less than 30 minutes, by qualified professional early childhood education organizations and other stakeholders with goals, missions, or resources related to the Ordinance's goals, including training and professional development. Qualified professional organizations will be required to meet minimum criteria, including having non-profit status, connecting early educators to professional development and training opportunities, and improving the ability of early educators to advocate for improvement to the child care system. Qualified professional organizations shall receive not less than 10 days' notice in advance of the occurrence of the orientations and trainings. Attendance sheets for

orientation sessions and qualifying staff rosters will be made available twice per year upon request in order to allow qualified professional organizations to ensure participation.

C. Worker Organization, Payroll Deduction, and Data Collection.

1. To enhance child care providers and early educators' ability to advocate for improvement to the child care system and to connect educators to professional development, training opportunities, and peer mentorship and support, the entities with which the Administering Agency contracts or which pay providers under the Ordinance shall honor voluntary requests, including electronic requests, submitted by early education employees and family child care providers to contribute to a professional or labor organization of their choosing via payroll deduction from payment they receive, and shall transmit such deducted amounts to the relevant organization. The Administering Agency and entities with which it contracts or which pay providers under the Ordinance shall notify and inform early educators and family child care providers of the opportunity to request payroll deductions to professional or labor organizations as described in this section. Professional or labor organizations will be required to meet minimum criteria, including non-profit status, connecting early educators to professional development and training opportunities, and strengthening the ability of early educators to advocate for improvement to the child care system.

2. **Data Collection.** The Administering Agency, with input from the Council, shall develop data collection strategies in the Plan. These strategies shall be designed to support Plan transparency, program evaluation, design and decision-making, as well as the following goals:

- a. increasing access to quality subsidies and slots;
- b. increasing wages and compensation;
- c. improving retention of early care and education staff; and
- d. improving the professional development and advancement of early educators.

As part of the data collection strategy, employers participating in the Program will be expected to provide information to the Administering Agency as part of the initial application and evaluation process. This will include, but will not be limited to, data related to employees, wages, retention, training, and compliance with relevant laws. Specifically, participating employers will submit: the total number of employees, a list of employee job titles and associated pay rates, updated on at least an annual basis, and a self-certification to report any violations of applicable federal, state or local rules, regulations or laws, including laws governing employee

safety and health, labor relations and other employment requirements, and any citations, court findings or administrative findings for violations of such federal, state or local rules, regulations or laws. In the case where the employer has violated aforementioned laws or regulations, the employer shall disclose the date, enforcement agency, the rule, law or regulation involved, and any additional information the Administering Agency requires to be submitted. The intent of this data collection is not to discourage participation in the Program.

3. Union Neutrality.

- a. Monies from the Child Care, Preschool, and Early Education account shall not be used to support or oppose unionization, including, but not limited to:
 - i. preparation and distribution of materials which advocate for or against unionization;
 - ii. hiring or consulting legal counsel or other consultant to advise the contractor about how to assist, promote or deter union organizing or how to impede a union which represents the contractor's employees from fulfilling its representational responsibilities;
 - iii. holding meetings to influence employees about unionization; planning or conducting activities by supervisors to assist, promote, or deter union activities; or
 - iv. defending against unfair labor practice charges filed with federal or state enforcement agencies.
- b. Participating employers are prohibited from retaliating against early educators for participating in or contributing to a professional or labor organization. Violation of this provision shall constitute an immediate breach of contract.

D. Program Plan Evaluation. During the implementation period of each Plan and prior to the development of a new Plan, the Administering Agency shall conduct an evaluation to determine the effectiveness of investments and to inform the next Plan. The evaluation may be conducted by an external evaluator with input from the Community Advisory Committee. The evaluation shall be presented to the Early Care and Education Local Planning Council (or its successor agency) and the Board of Supervisors.

E. Independent Contractor Status. This article is not intended to alter any family child care providers' existing independent business owner status, and shall not be construed to

change the status of family child care providers, early educators or license-exempt providers to county employees or employees of the Administering Agency.

2.08.308. Operative Date.

“Operative date” means the first day of the first calendar quarter commencing more than one hundred and ten (110) days after the Effective Date of this article.

2.08.309. Enactment of Retail Transaction and Use Tax.

A. This article is adopted to achieve the following general purposes:

1. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 and of Sections 7285.5 and 7292.2 of Part 1.7 of Division 2 of the California Revenue and Taxation Code that authorize the county to adopt this article, and to provide that such tax shall be operative if approved by the electors voting on the measure to approve the imposition of the tax, as required by state law, at an election called for that purpose;
2. To enact a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the state of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the California Revenue and Taxation Code;
3. To enact a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the State Board of Equalization and State Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the State Board of Equalization and Department of Tax and Fee Administration in administering and collecting the California sales and use taxes; and
4. To enact a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon each person subject to taxation under the provisions of this article.

B. The provisions of this article shall be interpreted in order to accomplish the purposes that are set forth in this section.

2.08.310. Contract With State.

Prior to the operative date, the county shall contract with the California State Board of Equalization, the California Department of Tax and Fee Administration, or other appropriate state agency, to perform all functions incident to the administration and operation of this article; provided that, if the county shall not have contracted with the appropriate state agency prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

2.08.311. Transactions Tax Rate.

For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated and unincorporated territory of Alameda County at the rate of one-half of one percent (1%) of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this article.

2.08.312. Place of Sale.

- A. For purposes of this article, all retail sales are consummated at the place of business of the retailer, unless the tangible personal property sold is delivered by the retailer or his or her agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made.
- B. In the event a retailer has no permanent place of business in the state of California or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the State Board of Equalization and State Department of Tax and Fee Administration.

2.08.313. Use Tax Rate.

An excise tax is hereby imposed on the storage, use or other consumption in the incorporated and unincorporated territory of Alameda County of tangible personal property purchased from any retailer on and after the operative date of this article for storage, use or other consumption in said territory at the rate of one-half of one percent of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

2.08.314. Incorporation of Provisions of State Law.

Except as otherwise provided in this article and except insofar as any provisions of this article may be inconsistent with Part 1.6 of Division 2 of the California Revenue and Taxation Code, all of

the provisions of Part 1 (commencing at Section 6001) of Division 2 of the California Revenue and Taxation Code are hereby adopted and made a part of this article as though fully set forth herein.

2.08.315. Limitations on Adoption of State Law and Collection of Use Taxes.

The following requirements shall be followed in applying the provisions of Part 1 of Division 2 of the California Revenue and Taxation Code to this article:

- A. Wherever the state of California is named or referred to as the taxing agency, the name of this county shall be substituted therefor. However, said substitution shall not be:
 - 1. When the word "state" is used as a part of the title of the State Controller, State Treasurer, State Board of Control, State Board of Equalization, State Department of Tax and Fee Administration, State Treasury or the Constitution of the state of California;
 - 2. When the result of that substitution would require action to be taken by or against this county or any agency, officer or employee thereof, rather than by or against the State Board of Equalization or State Department of Tax and Fee Administration, in performing functions incident to the administration or operation of this article;
 - 3. In those sections, including but not limited to sections referring to the exterior boundaries of the state of California, where the result of the substitution would be to:
 - a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property that would not otherwise be exempt from this tax, while such sales, storage, use or other consumption remain subject to tax by the state under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code; or
 - b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property that would not be subject to tax by the state of California under the said provision of that code.
 - 4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the California Revenue and Taxation Code.
- B. The word "county" shall be substituted for the word "state" in the phrase "retailer engaged in business in this state" in Section 6203 and in the definition of that phrase in Section 6203 of the California Revenue and Taxation Code.

2.08.316. Permit Not Required.

If a seller's permit has been issued to a retailer under Section 6067 of the California Revenue and Taxation Code, an additional transactor's permit shall not be required by this article.

2.08.317. Exemptions and Exclusions.

- A. In addition to any other exemption or exclusion required by law, there shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the state of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.
- B. There are exempted from computation of the amount of transactions tax imposed by this article, gross receipts from:
 - 1. The sale of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this state, the United States or any foreign government;
 - 2. The sale of property to be used outside the county which is shipped to a point outside the county pursuant to the contract of sale, by delivery to such point by the retailer or his or her agent or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this subsection, delivery to a point outside the county shall be satisfied:
 - a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the California Vehicle Code, aircraft licensed in compliance with Section 21411 of the California Public Utilities Code and undocumented vessels registered under Chapter 2 of Division 3.5 (commencing with Section 9840) of the California Vehicle Code, by a combination of registration to an out-of-county address and a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and
 - b. With respect to commercial vehicles, by a combination of registration to a place of business out of county and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property, if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this article;
 4. The lease of tangible personal property that constitutes a continuing sale of such property for any period of time for which the lessor is obligated to lease the property for an amount that was fixed by a lease executed prior to the operative date of this article; and
 5. For the purposes of subsections (B)(3) and (B)(4), the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, regardless of whether such right is exercised.
- C. There are exempted from computation of the amount of the use tax imposed by this article, gross receipts from the following storage, use or other consumption of tangible personal property:
1. Any sale that has been subject to a transactions tax under any state-administered transactions and use tax ordinance;
 2. The sale of other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this state, the United States or any foreign government. This exemption is in addition to the exemptions set forth in Sections 6366 and 6366.1 of the California Revenue and Taxation Code;
 3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract that was entered into prior to the operative date of this article;
 4. If the possession of or the exercise of any right or power over the tangible personal property shall arise under a lease that constitutes a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease that was executed prior to the operative date of this article;
 5. For the purposes of subsections (C)(3) and (C)(4), the storage, use, or other consumption or the possession of or exercise of any right or power over tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the

unconditional right to terminate the contract or lease upon notice, regardless of whether such right is exercised;

6. Except as provided in subsection (C)(7), a retailer engaged in business in Alameda County shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into Alameda County or participates within Alameda County in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in Alameda County or through any representative, agent, canvasser, solicitor, subsidiary or person in Alameda County under the authority of the retailer; and
 7. "A retailer engaged in business in Alameda County" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the California Vehicle Code, aircraft licensed in compliance with Section 21411 of the California Public Utilities Code and undocumented vessels registered under Chapter 2 of Division 3.5 (commencing with Section 9840) of the California Vehicle Code. The retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle or aircraft at an address in Alameda County.
- D. Any person subject to use tax under this article may credit the amount of such tax against any transactions tax paid to a county or district imposing or a retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the California Revenue and Taxation Code with respect to the sale of property or the storage, use or other consumption of which is subject to the use tax.

2.08.318. Amendment of State Law.

After the operative date of this article, all amendments to Part 1 of Division 2 of the California Revenue and Taxation Code relating to sales and use taxes that are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the California Revenue and Taxation Code and all amendments to Part 1.6 and Part 1.7 of Division 2 of the California Revenue and Taxation Code, shall automatically become a part of this article; provided, however, that no such amendment shall operate so as to affect the rate of tax imposed by this article.

2.08.319. Enjoining of Collection Forbidden.

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the state or the county, or against any officer of the state or the county, to prevent or enjoin the collection under this article or Part 1.6 of Division 2 of the California Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

2.08.320. Severability.

If any provision of this article or the application thereof to any person or circumstance is held invalid by a court of competent jurisdiction, the remainder of the article and the application of such provision to other persons or circumstances shall not be affected thereby.

2.08.321. Savings Clause.

This article shall not be interpreted in any manner that conflicts with the laws or constitutions of the United States or the State of California.

2.08.322. Termination of Transactions and Use Tax.

This article shall remain in effect only until the end of Fiscal Year 2040-2041 and as of that date it shall be repealed by operation of this section unless a later ordinance is adopted prior to the end of Fiscal Year 2040-2041 that shall have the effect of deleting or extending the termination date set forth herein.

Section 5. Amendment.

This Act may not be amended by action of the Board of Supervisors without voter approval.

Section 6. Enabling Legislation.

The Board of Supervisors may enact enabling legislation addressing administrative and program issues that are not addressed in the Ordinance and that are not inconsistent or contrary to any provision of this Ordinance, including but not limited to, defining program priorities, establishing minimum criteria to ensure that providers applying for grants pursuant to this Ordinance are able to provide quality preschool or early education programs, and provisions incorporating subsequent amendments to applicable state laws.

Section 7. Severability.

The people of Alameda County hereby declare that they would have adopted each section, sentence, clause, phrase, word, or portion of this Ordinance, irrespective of the fact that any one or more sections, sentences, clauses, phrases, words, or portions of this Ordinance, or any application thereof to any person or circumstance, could be declared invalid or unenforceable and, to that end, the provisions of this Act are severable. If any section, sentence, clause, phrase, word, or portion of this Ordinance, or any application thereof to any person or in any circumstance, is for any reason held to be invalid or unenforceable by a court of competent jurisdiction, the remaining sections, sentences, clauses, phrases, words, or portions of this Ordinance, and applications thereof, shall nonetheless remain in full force and effect.

Section 8. Liberal Construction.

This Ordinance shall be liberally construed to effectuate its purposes.

Section 9. Effective Date.

Except as otherwise provided in this Ordinance, this Ordinance shall take effect the day after the election at which it is adopted.

Section 10. Appropriations Limit Increase.

Pursuant to California Constitution Article XIII B and applicable laws, for four (4) years from the day of the election at which this Act is adopted, the appropriations limit for the County shall be increased by the aggregate sum collected by the levy of the transactions and use tax imposed by this Act.



FIRST 5 ALAMEDA COUNTY COMMISSION MEETING MINUTES
Thursday, October 17, 2019
**First 5 Alameda County
1115 Atlantic Ave.
Alameda, CA 94501**
9:00 AM – 10:30 AM
Conference Room A

Commissioners: Chair: Renee Wilma Chan, Colleen Chawla, Scott Coffin, Tomás A. Magaña M.D., Karina Moreno

Commissioner Alternate: Vanessa Cedeño

Absent: Lori Cox, Vice Chair: Cecilia Oregon Echeverría

Chair Herzfeld called the meeting to order at 9:08 AM.

1. Public Comment

There was no Public Comment.

2. Staff Announcements

Ms. Kristin Spanos, CEO announced Help Me Grow (HMG) is celebrating its 10th Anniversary. The program started on October 5, 2009. As of today, HMG provides training and TA to 60 pediatric clinics and sites regarding developmental screening, autism screening and referral follow-up. This has resulted in over 164,000 screenings conducted over the past decade, with almost 15,000 in FY 2018-19. The HMG phone line has served over 18,000 families during this period.

Ms. Spanos acknowledged Ms. Deb Turner, Senior Program Administrator. Her last day with the agency will be November 1st. Ms. Turner has made significant contributions to HMG over the years and most recently provided leadership with Early Care and Education. Ms. Spanos wished her well on behalf of the agency in her new endeavors and thanked her for her 10 years of service.

Ms. Spanos stated she attended several openings for family resource centers associated with First 5's capital investments: Garfield Elementary through All In, Lincoln Mandela FRC in West Oakland and Union City Family Support Center. 5 cities have been participating in the Early Learning Communities Network: Alameda, Hayward, Emeryville, Newark and Oakland. First 5 will release an RFP that will include funding for them to begin to operationalize their local early learning municipal plans by the end of the month.

3. Approval of Minutes from June 20, 2019 and August 2, 2019

Commission Action: The Commission approved the June 20, 2019 minutes upon motion by Commissioner Coffin, seconded by Commissioner Moreno and unanimously carried with no abstentions (5 in favor, 0 opposed, 0 abstentions).

Commission Action: The Commission approved the August 2, 2019 minutes upon motion by Commissioner Coffin, seconded by Commissioner Moreno and unanimously carried with Commissioner Alternate Cedeño abstaining from the vote (4 in favor, 0 opposed, 1 abstention).

4. 2020 Commission Calendar Draft

Ms. Spanos presented a draft of the 2020 Executive Committee and Commission meeting calendar. She requested the Commission review the draft and note any known conflicts with the proposed future meeting dates. The final 2020 calendar will be distributed at the December Commission meeting.

5. Use of Public Funds in Connection with Ballot Measures Presentation

Ms. Spanos introduced Mr. James Harrison from Remcho, Johansen & Purcell to present.

[Commissioner Magaña arrived at 9:17 AM]

Mr. Harrison reviewed the PowerPoint presentation distributed to the Commission highlighting permissible and impermissible activities in connection with public funds and ballot measures.

[Commissioner Chan arrived at 9:32 AM]

Activities are either impermissible campaign activities, permissible informational activities, or somewhere in between. Mr. Harrison stated public employees need to think about the content and a context of proposed activities and ask legal counsel when unsure about a proposed activity because minimal use of public funds related to a measure can lead to investigation and litigation.

6. FY 2018-19 Financial Audit

Ms. Spanos introduced Ms. Ragini Singh of RS Associates to present the results of the FY 2018-19 Financial Audit.

Ms. Singh provided an overview of the audit process and walked through the audited financial statements distributed to the Commission.

Ms. Spanos acknowledged the finance team for a clean audit. The agency has had 20 years of clean audits.

Commission Action: The Commission approved the FY 2018-19 Financial Audit report upon motion by Commissioner Coffin seconded by Commissioner Magaña and unanimously carried with no abstentions (6 in favor, 0 opposed, 0 abstentions).

7. Contract Authorizations

Ms. Hom presented the following contract authorizations.

Chair Herzfeld requested that Commissioners disclose any conflicts of interest for the following contracts prior to taking a motion to approve.

- Community Centered Evaluation and Research (CCER) - \$150,000
- The Oakland Marriott City Center - \$110,000

Commission Action: The Commission approved the above contracts upon motion by Commissioner Coffin, seconded by Chair Chawla and unanimously carried with no abstentions (6 in favor, 0 opposed, 0 abstentions).

- East Bay Community Law Center (EBCLC) - \$50,000

Commission Action: The Commission approved the above contract upon motion by Commissioner Chawla, seconded by Commissioner Coffin, and unanimously carried with Commissioner Magaña abstaining from the vote (5 in favor, 0 opposed, 1 abstention).

8. Employee Handbook Updates

Ms. Mojgan Vijeh, Director of Operations and Technology introduced Ms. Lyssa DeGolia, Human Resources Administrator to provide an overview of the Employee Handbook Revisions.

Ms. DeGolia stated the agency adopted Personnel Policies in May 2004 in preparation for separation from Alameda County. Since then review has been done annually and resulted in revisions as needed. Ms. DeGolia stated the agency engages the employment law firm of Wiley Price & Radulovich when consultation is needed on issues of employment, including revision of employee policies in the Employee Handbook. All significant policy revisions are listed on the change log at the end of the document. Ms. DeGolia reviewed the significant changes highlighted in the memo provided and the recommended changes from the legal review.

Commission Action: The Commission approved the employee handbook updates upon motion by Commissioner Moreno, seconded by Commissioner Coffin, and unanimously carried with no abstentions (6 in favor, 0 opposed, 0 abstentions).

9. ECE Initiative Update

Chair Herzfeld provided an update on the ECE Initiative. Organizers are close to meeting the end of month deadline for having enough signatures for the measure to be placed on the March 2020 ballot. If there aren't enough signatures collected, organizers will continue to have the measure placed on the November ballot. Commissioner Chan added that there are currently approximately 70,000 signatures received and about 15,000 signatures are still needed to be collected within the next two weeks.

Ms. Spanos stated that Ms. Michele Rutherford has joined the agency to support the ECE Initiative work. She brings technical skill and has helped set up a similar system in San Francisco when they passed a similar ballot measure. Weekly Senior Leadership Team meetings have been scheduled for Ms.

Rutherford to update the team. Ms. Spanos stated it is important to obtain additional support for the measure work.

10. State Commission and Association Updates

Ms. Spanos stated several staff members will participate in the First 5 Association Summit from December 9-11, 2019. Staff members will also be participating in the First 5 California 2020 Child Health, Education, and Care Summit where F5AC staff will present our 2017 Longitudinal Kindergarten Readiness Assessment (KRA) study. The study was previously presented as a session at the annual Zero to Three conference.

Ms. Spanos stated the First 5 Center for Children's Policy released their first policy brief with California Children's Trust – a white paper on Medi-Cal Delivery and Financing. The program delivery model is similar to the draft concept shared with JPB Foundation about an integrated pediatric practice at Roots Clinic. F5AC's work could serve as proof of concept for the financial model.

Ms. Spanos was asked to participate in a Kindergarten Readiness Assessment white paper. She is 1 of 5 ED's statewide, funded through Tipping Point Community in partnership with the First 5 Center for Children's Policy, to provide recommendations and options for consideration in emerging state-level conversations about KRAs as a possible statewide approach.

11. Legislation and Public Policy Updates

Ms. Spanos attended the bill signing for AB 378, Building a Better Early Care and Education Act, with Governor Gavin Newsom in Sacramento. This new legislation will give family child care providers the right to collectively bargain with the state so they can negotiate for improvements that impact their work. It also creates a training partnership that will meet the needs of our child care workers by eliminating barriers to training and aligning with California's quality rating systems.

Ms. Spanos shared the Governor also signed AB 1004 into law. This bill stipulates that providers adhere to the Bright Futures timeline for developmental screenings, as well as use a validated screening tool. This bill was co-sponsored by the First 5 Association, First 5 LA and Children Now. Statewide, only 36 percent of young children enrolled in Medi-Cal received timely developmental screenings in our state, which are required as part of the federal Medicaid Early and Periodic Screening, Diagnostic and Treatment (EPSDT) benefit entitlement. The agency's HMG program receives hundreds of referrals annually for children that had concerns flagged through their screening at pediatric offices and of all children served by HMG, 85% are Medi-Cal recipients.

12. CLOSED SESSION – Discussion of Personnel Matters (Gov Code 54754.5, 54957)

Ms. Spanos provided the context for the Closed Session. The Commission and First 5 staff gathered for a retreat on August 2nd. It served as an opportunity to revisit the Proposition 10 mandate and Commission role, as well as early childhood best practices and our local system of care. Ms. Moira Kenney, Executive Director of the First 5 Association, also joined and shared the Association's work and Alameda County's positioning to be a leader statewide. These conversations helped to inform the Commission on the agency's direction, and future strategic plan, discussing the financial opportunities (such as the ballot measure), declines in Proposition 10 funding and the potential organizational implications, including priorities, staff and structure.

Chair Herzfeld stated that Closed Session will convene in Conference Room E.

The public was dismissed at 10:15 AM.

13. Communication from Commissioners

14. Adjournment

Chair Herzfeld reconvened open session and shared that no action was taken by the Commission in Closed Session.

Chair Herzfeld adjourned the meeting at 12:30 PM.



ALL MEETINGS ARE SUBJECT TO CHANGE. MEMBERS OF THE PUBLIC CAN CALL 510-227-6900 TO VERIFY DATE AND TIME.

2020 MEETING CALENDAR

MONTH	EXECUTIVE COMMITTEE 9:00 AM – 10:30 AM	COMMISSION 9:00 AM - 11:30 AM	AGENDA ITEMS
FEBRUARY	Thursday, February 13 1115 Atlantic Ave. Alameda Conference Room E	Thursday, February 20 1115 Atlantic Ave. Alameda Conference Room A	<ul style="list-style-type: none"> • Election of Officers • Mid-Year Budget Modification • Mid-Year Investment Update • Investment Policy Revisions
APRIL	Thursday, April 9 1115 Atlantic Ave. Alameda Conference Room E	Thursday, April 16 1115 Atlantic Ave. Alameda Conference Room A	<ul style="list-style-type: none"> • First reading of FY 2020-21 Budget • First reading of FY 2020-21 Strategic Plan • First reading of Long Range Financial Plan • First 5 CA Annual Report
JUNE	Thursday, June 11 1115 Atlantic Ave. Alameda Conference Room E	Thursday, June 18 1115 Atlantic Ave. Alameda Conference Room A	<ul style="list-style-type: none"> • Final approval of FY 2020-21 Budget • Contract Authorizations • Final Approval of FY 2020-21 Strategic Plan • Final Reading of Long Range Financial Plan • Financial Policies Revisions • ACERA 401(h) • Personnel Policies • GASB 54 Fund Balance Commitment
AUGUST	Thursday, August 13 1115 Atlantic Ave. Alameda Conference Room E	Thursday, August 20 1115 Atlantic Ave. Alameda Conference Room A	
OCTOBER	Monday, October 5 1115 Atlantic Ave. Alameda Conference Room E	Thursday, October 15 1115 Atlantic Ave. Alameda Conference Room A	<ul style="list-style-type: none"> • FY 2019-20 Financial Audit Report
DECEMBER	Thursday, December 3 1115 Atlantic Ave. Alameda Conference Room E	Thursday, December 10 1115 Atlantic Ave. Alameda Conference Room A	<ul style="list-style-type: none"> • F5AC Annual Report



To: First 5 Alameda County Commission
From: Christine Hom, Finance Officer
Date: December 12, 2019
Subject: Contract Authorizations

REQUESTED ACTION

To review the following contract authorizations.

BACKGROUND

Per our Financial Policies, Section VII. Purchasing and Contracting, the Commission must approve contract/award amounts in excess of \$50,000. The following awards require specific authorization from the Commission.

Hively (formerly known as Child Care Links) – name change

First 5 Alameda County is requesting amendments to contracts previously approved by the Commission to reflect the new legal name of the Contractor. The agency formerly known as “Child Care Links” has legally changed their agency name to “Hively” thereby requiring reapproval for the following awards:

- FY 2018-20 \$50,000 (FY 18-19: \$25,000; FY 19-20: \$25,000) contract to provide coordinated training and playgroups for Family, Friend and Neighbor caregivers who care for children birth to 5 years old in Alameda County.
- FY 2019-20 \$110,000 contract to provide professional development opportunities for the Early Childhood Education (ECE) workforce in Alameda County and on-site technical assistance and coaching to Quality Rating and Improvement System (QRIS) sites.

Fiscal Impact: There is no fiscal impact.

Action requested: Approve an aggregate FY2018-20 \$160,000 contract amount with Hively.

Parent Voices Oakland – \$ 19,600

First 5 Alameda County is requesting approval of a FY2019-20 \$19,600 contract amendment with Parent Voices Oakland to organize and lead a Parent Wellness Support Group to address stressors parents have identified and better enable them to succeed in advocacy and leadership roles. First 5 currently has a FY 2019-20 \$89,000 contract with Parent Voices Oakland to plan, coordinate and implement the Alameda County Early Childhood Policy Committee which includes: the Alameda County Spring Parent Forum; up to two policy subcommittees and all parent recruitment; leadership training and engagement activities related to ACECPC. The addition of \$19,600 brings the FY 2019-20 aggregate contract amount to \$108,600 for which Commission approval is needed.

Fiscal Impact: Funding is provided by Alameda County Behavioral Health Care Services and will be added to the mid-year budget modification.

Action requested: Approve an aggregate FY 2019-20 award amount of \$108,600 with Parent Voices Oakland.

Alameda County Early Learning Communities Network (ELCN)

As part of the Alameda County ELCN, First 5 Alameda County led an effort earlier this year for cities and communities to participate in five learning community sessions to create Early Learning Action Plans. There were five cities who participated with the goal to create an Early Learning Action Plan that would allow them to be eligible to apply for a First 5 grant through a Request for Proposals (RFP) process.

An RFP was released for the cities participating in the ELCN to receive up to \$135,000 in funding to implement components of their plans. First 5 received applications from four city teams including their identified lead agency (if applicable) and is requesting approval of the following FY2019-21 ELCN awards:

- **4C's of Alameda County (lead agency for City of Hayward) - \$135,000**

First 5 Alameda County is requesting approval of a FY 2019-21 \$135,000 contract with 4C's of Alameda County to support the City of Hayward as the lead agency to implement a comprehensive Early Learning Action Plan which includes parent engagement programming (Parent Cafes and fatherhood specific programming) and efforts to plan a Family Resource Center. The addition of \$135,000 brings the FY2018-21 aggregate award amount to *\$525,000 for which Commission approval is needed.

*F5AC currently has the following contract with 4C's:

- FY2018-20 contract for \$130,000 to provide coordinated training and playgroups for Family, Friend, and Neighbor caregivers and Family Child Care Providers who care for children birth to 5 years old in Alameda County.
- FY2019-20 contract for \$260,000 to provide professional development opportunities for the Early Childhood Education (ECE) workforce in Alameda County and on-site technical assistance and coaching to Quality Rating and Improvement System (QRIS) sites.

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

Action requested: Approve an aggregate FY2018-21 award amount of \$525,000 with 4C's of Alameda County.

▪ **City of Alameda - \$135,000**

First 5 Alameda County is requesting approval of a FY 2019-21 \$135,000 contract with the City of Alameda to implement a comprehensive Early Learning Action Plan, which includes support for planning and development of several parent support programs and a mobile family resource center. The addition of \$135,000 brings the FY2019-21 aggregate award amount to *\$154,250 for which Commission approval is needed.

*First 5 currently has the following contract with City of Alameda, Alameda Free Library:

- FY2019-20 contract for \$19,250 to support the Quality Counts Learning Adventure Backpack Program at 3 storytimes and early childhood enhancements at 3 branches.

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

Action requested: Approve an aggregate FY2019-21 award amount of \$154,250 with 4C's of Alameda County.

City of Newark - \$135,000

First 5 Alameda County is requesting approval of a FY 2019-21 \$135,000 contract with the City of Newark to implement a comprehensive Early Learning Action Plan, which includes support for implementing a promotora program for Latina parents and implementing the Abriendo Puertas parent engagement and leadership program.

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

Action requested: Approve an aggregate FY2019-21 award amount of \$135,000 with the City of Newark.

YMCA of the East Bay (lead agency for City of Emeryville) - \$135,000

First 5 Alameda County is requesting approval of a FY 2019-21 \$135,000 contract with YMCA of the East Bay to support the City of Emeryville as the lead agency to implement a comprehensive Early Learning Action Plan, which includes supporting an Early Childhood Education apprentice program for high school students. The addition of \$135,000 brings the FY2018-21 aggregate award amount to *\$728,236 for which Commission approval is needed.

*F5AC currently has the following contract with YMCA:

- FY2018-20 for \$55,000 to support college level, unit-bearing coursework and materials customized to meet the needs of the early childhood teaching staff at the YMCA of the East Bay during the Summer and Fall 2019 semesters.
- FY2019-20 for \$538,236 to train CalWORKs participants to become certified and employed as early childhood professionals.

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

Action requested: Approve an aggregate FY2019-21 award amount of \$728,236 with the YMCA of the East Bay.

RECOMMENDATION

That the Commission approve the above contract authorizations.

Submitted by:

Reviewed by:

Christine Hom
Finance Officer

Kristin Spanos
Chief Executive Officer



To: First 5 Alameda County Commission
From: Christine Hom, Finance Officer
Date: December 12, 2019
Subject: Financial Policies Revisions

ACTION REQUESTED

To review the following revisions to the Financial Policies.

BACKGROUND

First 5 Alameda County (F5AC) adopted Financial Policies in May 2004, which were subsequently amended as needed. The Financial Policies are reviewed by staff on an annual basis and recommended changes are brought to the Commission for approval as appropriate.

RECOMMENDATION

The following changes include clarifications and enhanced language around current policies. The significant changes identified in the Finance Policies are as follows:

1. Addition of language in Section II: Financial Reserves and Goals stating, Section B. that F5AC will maintain an amount in the Sustainability Fund, at a minimum, equal to six months of the corresponding fiscal year's operating expenses plus an amount to cover fiscal obligations under the Reduction in Workforce Policy (Page 3).
2. Clarification of language in Section VII: Purchasing and Contracting, Section E. stating that purchases of goods and services will follow guidelines as outlined in the First 5 Procedures Manual for: Employee reimbursements up to \$1,000, Vendor payments, Agency credit card purchases and Contracts (Page 7).
3. Deletion of the "Chief Operation Officer" title throughout the document and replacing it with "Director of Operations & Technology".
4. Modification in Section VIII: Administrative Cost Policy, Section 3. Limit on Administrative Costs changing the upper limit to be spent on administrative costs to up to 15% of the operating budget (Page 9).

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

That the Commission approve the proposed revisions to the Financial Policies.

Submitted by:

Reviewed by:

Christine Hom
Finance Officer

Kristin Spanos
Chief Executive Officer

First 5 Alameda County Financial Policies

Approved June 24, 2004
Revised June 22, 2006
Revised May 24, 2007
Revised September 22, 2011
Revised April 24, 2014
Revised October 15, 2015
Revised April 20, 2017
Revised June 21, 2018
Revised December 12, 2019

FIRST 5 ALAMEDA COUNTY

FINANCIAL POLICIES

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FIRST 5 ALAMEDA COUNTY FINANCIAL POLICIES

First 5 Alameda County (F5AC) is an independent governmental organization dedicated to assuring that there is a comprehensive system of early intervention services for children 0 to 5 years of age and families in Alameda County. The California Children and Families First Act of 1998 (Proposition 10) created a program in the state for the purposes of promoting, supporting, and improving the early development of children from the prenatal stage to five years of age. The intent of this act is to enable counties to create and implement an integrated, comprehensive and collaborative system of information and services to enhance optimal early childhood development.

F5AC is governed by nine commissioners who are appointed by the Alameda County Board of Supervisors. F5AC’s primary funding source is Proposition 10 tobacco taxes.

As a legally separate and fiscally independent agency, F5AC has the responsibility to establish and maintain sound financial policies that will assure F5AC’s continuing ability to achieve its goal of improving health and developmental outcomes of children in Alameda County ages 0 to 5. The original fiscal goal of F5AC is to maintain programs at a high level in the face of declining Proposition 10 revenue stream by strategically drawing from reserves (the agency’s sustainability fund).

The goal of establishing the financial policies as detailed herein is to provide F5AC management with appropriate guidance to facilitate management decisions and to document the Commission’s delegation of decision making to management. Management will implement these policies through adoption of an agency Procedures Manual which includes financial management procedures documented in processes.

I. ACCOUNTING, FINANCIAL REPORTING & AUDITING

F5AC will establish and maintain the highest standard of accounting practices.

- A. A comprehensive accounting process will be maintained to provide complete and timely financial information necessary to effectively operate F5AC.
- B. Accounting procedures will be documented to guide employees in their tasks, to assure consistency in F5AC’s accounting practices, and to assist during employee turnover (see First 5 Alameda County Procedures Manual).
- C. F5AC will follow the financial reporting standards established by the Governmental Accounting Standards Board.
- D. The OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (“Uniform Guidance”) will serve as the

basis in ensuring appropriate oversight of federally-funded subrecipients for executed agreements beginning after December 26, 2014.

- E. An annual audit will be performed by an independent certified public accountant in accordance with the requirements of California law, First 5 California, in accordance with the contract with Alameda County and per the Uniform Guidance.
- F. F5AC will prepare and issue timely quarterly financial reports to F5AC's management and staff comparing budget and expenditures for the period, and will provide more frequent reports as requested. It will also prepare and issue a six-month mid-year report for budget review purposes.
- G. To the extent possible, F5AC shall organize and assign work duties and responsibilities so that no single employee performs a complete accounting cycle. Employees with access to cash and other physical assets will not also have access to the accounting records. Established procedures shall require proper authorizations by designated persons for all significant actions taken.

II. FINANCIAL RESERVES AND GOALS

Sufficient financial reserves in the Children's Sustainability Fund are critical to F5AC's ability to achieve its mission of improving health and developmental outcomes of children ages 0 to 5 in Alameda County.

- A. F5AC will maintain the Children's Sustainability Fund in accordance with the 10 Year Long Range Financial Plan established by the Commission on March 25, 2004, and any subsequently approved Long Range Plans. Prudent use of reserves will enable F5AC to maintain programs at a level appropriate in the face of declining Proposition 10 revenues.
- B. F5AC will maintain specific reserves required by law and/or debt covenants and any general reserve requirements as may be set from time to time by the Commission. F5AC will maintain an amount in the Sustainability Fund, at a minimum, equal to six months of the corresponding fiscal year's operating expenses plus an amount to cover fiscal obligations under the Reduction in Workforce Policy.
- C. F5AC will maintain sufficient reserves to support the cost of reimbursement in the case of audit exception in federal fiscal leveraging.
- D. Unspent funds at year end will close to the Children's Sustainability Fund, unless roll over to the next year is approved by the Commission.

III. BUDGET ADOPTION AND AMENDMENT

The budget is the central financial planning document that encompasses all revenue and expenditure decisions related to operations and to capital expenditures. It establishes the level of service to be provided by F5AC within the restriction of anticipated available funds.

- A. F5AC will adopt, by resolution, a budget by June 30 each year.
- B. The annual budget will be a balanced budget consisting of budgetary revenues, restricted carryover and, in accordance with the 10 Year Long Range Financial Plan, augmentation from the Children’s Sustainability Fund.
- C. F5AC will maintain a budgetary control process to ensure compliance with the budget. The budget will be managed at the program level (i.e. program will not overspend its budget).
- D. The Commission will formally review F5AC’s fiscal condition, and amend the budget if necessary, approximately six months after the beginning of each fiscal year.

Budget transfers between programs and budget adjustments that increase the authorized spending level of a program must be approved by the Commission.

IV. REVENUE ACCOUNTING

F5AC will maintain adequate control over revenues for accounting and reporting purposes. The accounting process will provide for timely and accurate recording and processing of revenue transactions as well as any specific reporting required.

- A. Revenue will be maximized by using Proposition 10 funds to match in accordance with F5AC’s Fiscal Leveraging Policy, adopted by the Commission on September 2000, and any subsequently approved policies.
- B. State and Federal funds, as well as private grants, may be utilized as long as F5AC determines that the total costs and requirements of accepting the funds are judged not to adversely impact general operations.
- C. Accounting for third party grants or contracts will allow for separate reporting of the activity as both a program of F5AC and in accordance with the requirements of the grant or contract.
- D. If more than one funding source is available for financing a project, the most restrictive sources will be used first.

V. INVESTMENTS

Adequate cash management and investment procedures help ensure that sufficient funds are available to meet current expenditures.

- A. The Commission will review and approve the Investment Policy (see First 5 Alameda County Investment Policy) in accordance with the California Government Code section 53646 every two years.
- B. The investment policy shall require that idle cash is invested in accordance with the following order of priority: 1) Legality, 2) Safety, 3) Liquidity and 4) Yield.
- C. F5AC shall maintain a cash management process which includes receipt of Proposition 10 tax revenues from the County treasury, disbursement of funds and prudent investment of its available cash in accordance with Commission policy in order to provide adequate funds for current operating expenditures.
- D. F5AC will only invest in those investments authorized by the California Government Code section 53601.

VI. CASH COLLECTIONS AND DISBURSEMENTS

A part of the overall maintenance of adequate accounting procedures is the ability to control cash collections and disbursements. Accounting procedures for these areas to ensure timely processing and recording are reflected in detail in the First 5 Procedures Manual.

- A. Disbursements whether in the form of checks, electronic transfers or other means will be approved by the Chief Executive Officer or other designated alternate staff, adequately documented, and accurately recorded in the accounting records. A process for retaining and retrieving supporting disbursements documentation will be maintained.
- B. The processes for cash collections and disbursements will provide for segregation of duties to the greatest extent possible. Bank reconciliations will be performed on a timely basis and reviewed on a timely basis by the Finance Officer or designee.
- C. All cash collections whether in the form of checks or currency will be deposited in a timely manner, safeguarded until properly deposited, and accurately recorded in the accounting records.
- D. A receivables process will be maintained that identifies and bills all amounts due F5AC on a timely basis. The process will identify overdue receivables and provide timely collection notices.

VII. PURCHASING AND CONTRACTING

F5AC will provide a system of controls over all purchasing and contracting activities. A purchasing process shall provide for the efficient purchasing for F5AC supplies, equipment and services. It shall prevent unnecessary purchases of materials and supplies, and provide compliance with budgetary requirements.

- A. To the extent possible, vendors located in Alameda County will be considered.
- B. In accordance with the requirements set forth in Government Code section 130140(d)(4)(B) and Public Contract Code section 3410, preference will be given to United States grown produce and United States processed foods, when there is a choice and when it is economically feasible to do so. In accordance with the statute, F5AC can make the determination of what is “economically feasible”, considering the total cost, quantity and quality of the food and the budget and policies of F5AC.
- C. In accordance with the requirements set forth in Government Code section 130140(d)(4)(B) and Public Contract Code sections 22150 to 22154, F5AC will purchase recycled products instead of non-recycled products whenever recycled products are available at the same or lesser total cost than non-recycled products. In addition, F5AC will require vendors of supplies to comply with the Government Code and Public Contract Code sections referenced above, which require that such businesses certify in writing the minimum, if not exact, percentage of postconsumer materials in the products and supplies offered or sold to F5AC. F5AC may waive this certification requirement if the percentage of postconsumer material can be verified in a written advertisement, such as a product label, catalog, or website.
- D. F5AC will obtain formal proposals through a request for proposal process or request a sole source for each purchase of supplies, equipment or services in an amount of \$25,000 or more. For purchases of supplies, equipment or services in dollar amounts greater than \$5,000* but less than \$25,000, F5AC shall obtain at least three documented quotes. The best proposal shall be determined based on the best combination of price and quality. Quotes may be obtained in writing or from published price lists. Purchases of supplies, equipment or services in dollar amounts less than \$5,000 may be made at purchaser’s discretion, keeping within budget guidelines.

*For Federally-funded purchases, the bid or quote threshold is \$3,000.

E. Purchases of goods and services will follow guidelines as outlined in the First 5 Procedures Manual for:

- I. Employee reimbursements up to \$1,000
- II. Vendor payments
- III. Agency credit card purchases
- IV. Contracts

Appropriate documentation and approval by the Chief Executive Officer, Director of Operations & Technology or designated staff are required for all purchases.

F. Contracts of \$50,000 and above require commission approval, and are signed by the chair or vice-chair of the Commission or an alternate Commissioner as designated. Contracts under \$50,000 may be signed by the Chief Executive Officer or Director of Operations & Technology. Ancillary payments to vendors (e.g. training costs, honorariums, advertisements) shall not exceed 10% or \$25,000, whichever is lower, be authorized by the CEO or Director of Operations & Technology and will not be attributed to the \$50,000 limit for Commission approval if budget funds are available.

G. F5AC will pay invoices within 40 days of receipt. When discounts are offered, invoices will be paid within the discount period.

H. For each request for proposal issued, F5AC will establish and communicate to the prospective vendors the bidding or application procedures and evaluation criteria in order to ensure a fair bid or application process and enable F5AC to determine the most cost effective proposals.

I. F5AC will utilize standardized bidding and application procedures, requests for proposals, contracting provisions, and processes to ensure consistent and effective procurement of supplies, equipment and services.

VIII. ADMINISTRATIVE COST POLICY

Per paragraph 5, subdivision d, Section 130140 of the Health and Safety Code, as amended in Assembly Bill 109, each county commission is required to adopt in a public hearing a limit on the percentage of the county commission's operating budget that may be spent on administrative functions. The guidelines for adoption must be consistent with the First 5 Financial Management Guide.

1. Definition of Administrative Costs

The Guide requires a definition of administrative costs in each county. In Alameda County, administrative costs are defined as follows:

Costs incurred in support of the general management and administration of a First 5 commission, for a common or joint purpose that benefits more than one cost objective (other than evaluation activities) and/or those costs not readily assignable to a specifically benefited cost objective.

Administrative costs are distinguished from Program and Evaluation costs, which are defined as follows:

Program costs. Costs incurred by a First 5 commission readily assignable to a program or service provider (other than for evaluation activities) and/or in the execution of direct service provision.

Evaluation costs. Costs incurred by a First 5 commission in the evaluation of funded programs based on their accountability framework and data collection and evaluation for required reporting to the state and local stakeholders.

2. Allocation of Administrative Costs

First 5 Alameda County allocates administrative costs in the attached Schedule A. Indirect costs will be allocated to Programs using appropriate methods. Direct costs are not allocated to Programs.

3. Limit on Administrative Costs

The upper limit to be spent on administrative costs is up to 15% of the operating budget.

4. Monitoring of Administrative Costs

The limit on administrative costs will be reviewed annually at the time of budget adoption. Administrative costs will be monitored throughout the year and will be reported on during the mid-year and year-end budget reports.

Administrative Cost Policy - Schedule A

<i>Expense</i>	<i>Cost Center</i>	<i>Allocable or Direct</i>	<i>Rationale/Allocation Method</i>
Communications	Admin	Direct and Allocable	Costs are direct when bills are linked to programs. Where bills are not linked to individuals, costs are allocable by head count.
Copying/Printing	Admin	Allocable	Head count
Equipment Leases, Rentals, Maintenance	Admin	Direct and Allocable	If the equipment is purchased for program use, it is direct. Equipment for general or shared use is allocable by head count.
Equipment Purchase	Admin	Allocable	Head count
Insurance	Admin	Allocable	Head count
Memberships, Dues	All	Direct	Charged directly to division
Postage	Admin	Direct and Allocable	When postage is for a specific program, it is direct. If shared, it is allocable by head count
Professional Services	Admin	Allocable	Head count
Space Rental	All	Direct	Based on Square Footage
Supplies	Admin	Direct and Allocable	If employees order supplies for specific program use, it is direct; otherwise it is allocable by head count
Travel	Admin	Direct	Charged directly to division
Depreciation	Admin	Allocable	Percentage of budget



To: First 5 Alameda County Commission

From: Lyssa DeGolia, Human Resources Administrator

Date: December 12, 2019

Subject: Salary Guidelines Revisions

REQUESTED ACTION

To review the proposed revisions to the First 5 Alameda County Employee Salary Guidelines.

BACKGROUND

First 5 Alameda County has Employee Salary Guidelines to guide and systematize setting salaries and granting salary increases. The salary scale was originally developed in 2003, in preparation for First 5's separation from Alameda County. The 2003 salary ranges were developed based on a market-based salary survey that compared First 5 job descriptions and salaries with comparable positions in the Bay Area.

To ensure that First 5 salaries remain competitive, an updated market-based analysis was commissioned in December 2006 and was completed in May 2007 by Social Entrepreneurs, Inc. (SEI), the same vendor that conducted the original survey. Revisions to the classification levels, salary ranges, and general document updating was done and approved by the Commission in June 2007. The guidelines were revised in March 2011; no changes to the salary ranges were made as part of those revisions as the labor market had been relatively stable during that time period. Updates to the procedure were made in December 2013. Updates to salary ranges were made following a Classification and Compensation Study completed by Koff & Associates in 2016. A new comprehensive Classification and Compensation study will be conducted in 2020.

The following changes are part of a legal review of the Employee Salary Guidelines by Joan Pugh Newman at Wiley Price & Radulovich and represent edits that clarify policy and current agency practices in accordance with employment law. The edits include clarifications and enhanced language around current policy and procedure.

PROPOSED REVISIONS TO EMPLOYEE SALARY GUIDELINES

- General document clean-up, reformatting changes, updates to terminology, and clarification of procedures that do not affect policy (throughout)
- Remove references to COO and replace with CEO’s designee (throughout)
- Combine the Salary Levels and Salary Ranges tables and remove Job Levels list (Page 2). Titles are managed internally and recommended to be left off this document due to frequent updates and changes
- Add CEO level; remove language about Leadership Teams and supervisory details for classification levels (Pages 4, 5)
- Remove section on previous Classification and Compensation Study (Page 6)
- Remove section about Administrator levels (Page 7)
- Simplify and update section determining individual employee compensation to allow for more flexibility in recruiting and hiring (Pages 7-9)
- Update language and clarify Supervision Differential (Page 9)
- Simplify Temporary Employee Salaries language (Page 9)
- Modify Cost of Living Adjustments (COLA) section to clarify COLA payment timing (Page 10)
- Simplify and clarify Merit Increase Process, allow for retroactive Merit Increases, allow more flexibility on increase timing, remove language on reminders (Pages 10, 11)
- Update Job Classification Changes to clarify the process (Pages 11, 12)
- Separate and refine section on Lateral Moves & Changes in the Same Job Description (Page 12)
- Revise and simplify Job Descriptions, Salary Range Revisions Compensation Guidelines Changes sections (Page 13)

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

That the Commission approve the above revisions to the Salary Guidelines.

Submitted by:

Reviewed by:

Lyssa DeGolia,
Human Resources Administrator

Kristin Spanos,
Chief Executive Officer

Employee Salary Guidelines

Purpose and Goals

The First 5 Alameda County (F5AC) Salary Guidelines were developed to achieve three overall goals:

- Provide competitive market-based salaries to attract and retain high quality staff
- Provide a fair and equitable system where compensation is commensurate with the responsibility level and qualifications
- Keep the compensation structure simple so it is clear, understandable and easy to administer

Job Classification System

F5AC uses a job classification system to offer a coherent salary structure where compensation progression is tied directly to the responsibility level and qualifications required for each position.

- The job classification system is a hierarchy of jobs grouped by job level.
- Job levels are not determined by specific duties, but rather by overall responsibility level, job duty complexity and qualifications required.
- This structure was originally developed through an independent third-party assessment of all positions and has evolved with organizational changes and program/functional requirements.

F5AC's job levels and general descriptions are below. Salary ranges have been standardized for all positions in a level except at the Director & Administrator levels. The current salary ranges for each level are shown below.

Level	Description	Salary Range
CEO	Responsible for managing the entire Agency including resource deployment. Requires significant organizational planning and development duties. Manages any level employee.	\$133,520 - \$180,251
Director	Responsible for managing an entire operating unit (including the entire Agency) or multiple major Agency-wide programmatic or functional areas, including resource deployment within those areas. Requires significant organizational planning and development duties. Salary ranges in the Director level vary to accommodate different levels of responsibility.	Director of Operations & Technology \$121,106 - \$163,493 Director \$101,879 - \$140,911

Finance	Responsible for Finance Department planning, management and oversight, including professional level employee supervision. This classification differs from Director because it does not exercise director-level management duties and oversight responsibilities are fewer.	\$102,909 - \$141,232
Senior Administrator	Responsible for planning, managing and oversight of multiple program or functional areas, including professional level employee supervision. This classification differs from Directors because it does not exercise director-level management duties and oversight responsibilities are fewer.	\$92,618 - \$128,101
Administrator	Responsible for overall planning, management and support of at least one program or functional area. When employee supervision is a responsibility of the position, strong management experience is required.	Administrator, Finance & Evaluation \$83,356 - \$116,192 Administrator \$75,021 - \$105,389
Manager II & Family Service Specialist II	Responsible for supervising the day-to-day activities of at least one program or functional area, involving significant program and/or administrative responsibilities, including planning and supervisory duties. This level may also include positions that provide direct services to families requiring specific licenses. Employee Supervisory responsibilities are not required for this level.	\$67,517 - \$95,591
Manager	Responsible for supervising day-to-day activities of at least one program or functional area, involving hands-on duties requiring specific technical or content knowledge. Supervisory duties are generally limited.	\$61,167- \$82,575
Family Service Specialist	Provides direct services to families without a requirement for specific licenses.	\$52,838- \$71,332

Senior Associate	Responsible for Associate level and Manager level responsibilities. Manager level responsibilities have a defined, limited scope typically not more than one-third of working time. Senior Associates must meet the minimum qualifications of the comparable Manager position.	\$50,322- \$67,934
Associate	Responsible for coordinating and performing day-to-day program or functional area activities, requiring a moderate skill-level and some prior experience.	\$45,643- \$61,619

Individual Compensation Guidelines

The guidelines for determining individual employee compensation include:

- Determining starting salaries
 - Supervision Differential
 - Temporary Employee Salaries
- Cost of living adjustments (COLA)
- Merit Increases
- Job Classification Changes
- Lateral Moves & Changes in the Same Job Description

Determining Starting Salaries

Open positions are posted with a salary range for the job classification level. The decision about the specific starting salary is based on the candidate's experience and qualifications, along with consideration for internal equity. Starting salaries must be approved by the CEO or designee prior to extending an employment offer.

- **Supervision Differential**
At minimum, a newly hired supervisor will generally be paid at least 5% more than their direct reports, even when the employees are classified in the same job level. This differential may not necessarily be maintained over time, depending on the merit increases.
- **Temporary Employee Salaries**
The CEO or designee approves temporary employee's compensation and may approve an augmentation above a salary level. They are not eligible for merit increases or COLAs. Any adjustment to a temporary employee's salary is handled on a case by case basis at the supervisor's recommendation to Human Resources. The CEO or designee must approve any salary change for a temporary employee.

Cost of Living Adjustments (COLA)

There is no guarantee that a COLA will be available each year. The Commission considers whether or not to approve COLAs in any particular year based on economic and budgetary factors.

Generally, COLAs are recommended and set annually. The Director of Operations and Technology and the CEO develop a proposed COLA based on local consumer price index (CPI)

changes and submits the proposal to the Commission for consideration. No COLA is provided without the Commission's approval.

Any Commission approved COLA will be applied to all regular staff, in all salary levels, effective the first full pay period in January each year.

Merit Increases

Employees are eligible to be considered for merit-based salary increases, typically on an annual basis as part of the performance review process. Merit increases, if any, may be awarded in recognition of excellent job performance. Typically, employees are not eligible for a merit increase at their initial six-month review.

Merit increases may be awarded up to 5% per year. The specific merit increase, if any, is largely based on the performance review results. The supervisor conducting the performance review may propose, an increase and documents it on the performance review. The CEO or designee reviews and considers all merit increase proposals.

If granted, the merit increase is effective on the employee's review date and processed in the first payroll following CEO or designee's approval, Supervisors are responsible for conducting timely performance reviews and submitting merit increase recommendations as appropriate.

Employees who have reached the top of the salary range for their job classification level are not eligible for further merit increases but remain eligible to receive COLAs.

The ability to provide merit increases may be restricted or suspended based on budgetary considerations and Commission decisions.

Job Classification Changes

Job classification changes include promotions, reclassifications (to a higher or lower position) and demotions.

Promotions are based on an employee applying for an open position and being selected for that position.

A reclassification is atypical and requires a significant increase in job responsibilities. To be considered for reclassification to the next level, an employee must meet the qualifications for the position at the next level and be in the job for more than a year. Reclassification to the next level does not necessarily guarantee a salary increase.

After a promotion or reclassification to a higher level that results in a salary increase, the employee will receive a 6-month performance evaluation. Typically, no merit increase is available at this time. The employee receives a performance review one year from the promotion or reclassification effective date and annually thereafter.

For Example, classification changes involving a demotion to a lower job level may occur due to:

- Poor performance
- An employee's request
- Reclassification of a job based on an evaluation of the level of responsibility currently required for the position

When a demotion occurs, the employee's salary is reassessed relative to the salary range for the lower position. Generally, if the reclassification is due to poor performance or employee's

request, and the employee's current salary is higher than the top of the range of the lower position, the salary is reduced to the new range. If the reclassification is due to other reasons, the employee's salary is generally "red-circled" and no salary increase (other than COLAs) is granted until such time as the salary range for the new position exceeds the employee's current salary. The CEO or designee, in conjunction with Human Resources, has the discretion for determining when an employee's salary is "red-circled."

All classification and salary changes are documented in writing and subject to approval by the CEO or designee.

Lateral Moves & Changes in the Same Job Description

Generally, employees making a lateral move are not eligible for a salary increase unless the new position has a significant increase in responsibility level and an increase is approved by the CEO or designee.

Periodically, a substantial change in duties in the same job description may warrant a salary change. In such event, the supervisor typically proposes in writing a change to Human Resources and any such changes are subject to approval by the CEO or designee. Any such proposals must have CEO approval prior to offering or discussing with the employee.

Other Salary-related Guidelines

Job Descriptions

Changes in job descriptions are expected as duties and responsibilities change over time. F5AC's job descriptions are structured broadly to allow changes. Supervisors review job descriptions with employees annually and document the process on the performance review. Any proposed job description revisions must be approved by HR.

Salary Range Revisions

F5AC management typically reviews all salary ranges approximately every three to four years to keep competitive with local market compensation levels. Any changes to salary range is proposed to the Commission for consideration.

Subject to Commission approval, employee salaries below the bottom of the revised range receive an increase to come within the low end of the range. Employees who were at the top of the salary range before the adjustment may be eligible for a merit increase at the time of their next performance review.

Compensation Guidelines Changes

The Commission reserves the right to amend these guidelines at any time and for any reason. All approved changes made to the guidelines will be communicated in writing to all employees in a timely manner.

No oral statements or representations can in any way change or alter the written policies and procedures presented in these guidelines.



To: First 5 Alameda County Commission
From: Mojgan Vijeh, Director of Operations & Technology
Date: December 12, 2019
Subject: 2020 Cost of Living Adjustment Recommendation

REQUESTED ACTION

That the Commission review and discuss the recommendation for a 2020 Cost of Living Adjustment (COLA) of 3.0%.

BACKGROUND

Per the Salary Guidelines approved by the Commission it is the Commission's responsibility to grant a COLA to employees. If awarded, COLAs are granted to all regular employees, both full and part-time, at the beginning of the calendar year. Typically, COLAs are implemented to ensure that employees' wages do not lose real value due to increases in the costs of goods and services. Competitive salaries are an important recruitment and retention strategy; the ability to consider a COLA is particularly important for retention purposes considering that many of our employees' salaries are capped and, as a relatively small agency, promotional opportunities are limited. If approved, COLA adjustments will be applied to our salary ranges.

DISCUSSION

Consumer Price Index:

The Bureau of Labor Statistics determined that the Consumer Price Index (CPI) for the San Francisco – Oakland – San Jose metropolitan area has increased 3.03% over the last 12 months (October 2018 – October 2019). This year's increase was driven by higher food and energy costs.

Alameda County COLAs:

As a partner, we have always looked at the County's COLA practices in an attempt to provide comparable benefits to remain a competitive employer.

SEIU, representing the majority of non-exempt employees at Alameda County, will receive a COLA of 3.5% effective 6/30/20.

ACMEA, representing the majority of management and professional level employees at Alameda County, will receive a 3.25% COLA on 12/20/19.

An average of the above factors results in a COLA recommendation of 3.0%. We would anticipate applying the COLA so that it is reflected in the paychecks received on January 24, 2020.

FISCAL IMPACT

The fiscal impact of granting a 3.0% COLA for the six month period of the current fiscal year is \$91,132 which was included in the budget approved in June 2019.

RECOMMENDATION

That the Commission approve and grant a 3.0% employee Cost of Living Adjustment (COLA) to take effect for the coming year of 2020.

Submitted by:

Reviewed by:

Mojgan Vjeh,
Director of Operations & Technology

Kristin Spanos,
Chief Executive Officer



To: First 5 Alameda County Commission
From: Lisa Forti, Director of Policy, Planning & Evaluation
Date: December 12, 2019
Subject: FY 2018-19 First 5 Annual Report to First 5 California

ACTION REQUESTED:

To approve the F5AC FY 2018-19 Annual Report to First 5 California.

BACKGROUND:

Each year First 5 Alameda County is required to submit an annual report to First 5 California. The report contains information on clients served and financial data, and a narrative summary of evaluations completed in FY 2018-19. The report was due and submitted on October 31, 2019.

RECOMMENDATION:

That the Commission approve the FY 2018-19 Annual Report submitted to First 5 California.

Submitted by:

Reviewed by:

Lisa Forti
Director of Policy, Planning &
Evaluation

Kristin Spanos
Chief Executive Officer



Annual Report AR-1
Alameda Revenue and Expenditure Summary
July 1, 2018 - June 30, 2019

Revenue Detail

Category	Amount
Tobacco Tax Funds	\$12,132,459
First 5 Impact Funds	\$1,111,754
Small Population County Augmentation Funds	\$0
DLL Pilot Funds	\$0
Other First 5 California Funds	\$0
Other First 5 California Funds Description	
Other Public Funds	\$881,273
Other Public Funds Description	
Alameda County Office of Education, \$532,056, for QRIS and Inclusive ELC. Alameda County Public Health/Health Care Services, \$325,717, for data system hosting, Fathers Corps, and food program. Alameda County Behavioral Health, \$15,000, for Parent Voices. First 5 Contra Costa, \$8,500, for evaluation of Children with Developmental Vulnerabilities services	
Donations	\$112,340
Revenue From Interest Earned	\$79,509
Grants	\$2,205,589
Grants Description	
County Social Services pass through \$294,071 for CalWORKs Roundtable. County Public Health/Health Care Services pass through \$1,039,652 for LAUNCH, Healthy Teeth Healthy Families, Linkage Line, and Fathers Corps. CA Dept of Ed \$130,441 for Infant Toddler 2 and QCC Block Grant. Long Foundation \$300,000 for Help Me Grow. Sunlight Giving \$200,000 for Neighborhoods Ready for School. C SSP, \$100,000 for DULCE. SF Children's Council \$85,425 for Impact Hub. CA Wellness Foundation \$45,000.	
Other Funds	\$3,239,577
Other Funds	
Medi-Cal Administrative Activities (MAA), \$1,873,678. Investments, \$1,346,666. Rental income, \$18,265. Refunds, \$968.	
Total Revenue	\$19,762,501

Improved Family Functioning

Service	Grantee	Program(s)	Children	Caregivers	Providers	Amount
General Family Support	CBO/Non-Profit	• FRCs Core Support	1486	3183	88	\$1,612,058
General Family Support	County Health & Human Services	• FRCs Core Support	134	108	0	\$372,611
General Family Support	County Office of Education/School District	• FRCs Core Support	1579	1736	44	\$570,331
General Family Support	First 5 County Commission	• Not Applicable	0	0	739	\$1,339,875
General Family Support	Higher Education	• Not Applicable	0	0	21	\$3,500
General Family Support	Resource and Referral Agency (COE or Non-Profit)	• Not Applicable	46	25	0	\$97,519
General Family Support	Research/Consulting Firm	• Not Applicable	0	0	379	\$222,312
					Total	\$4,218,206

Improved Child Development

Service	Grantee	Program(s)	Children	Caregivers	Providers	Amount
Quality Early Learning Supports	CBO/Non-Profit	<ul style="list-style-type: none"> Quality Counts California 	37	37	264	\$191,852
Quality Early Learning Supports	Child Care Centers	<ul style="list-style-type: none"> Quality Counts California 	0	0	147	\$122,258
Quality Early Learning Supports	Family Child Care	<ul style="list-style-type: none"> Quality Counts California 	0	0	111	\$52,750
Quality Early Learning Supports	First 5 County Commission	<ul style="list-style-type: none"> Quality Counts California 	10530	0	1518	\$1,341,561
Quality Early Learning Supports	Other Public	<ul style="list-style-type: none"> Quality Counts California 	285	295	235	\$383,061
Quality Early Learning Supports	Resource and Referral Agency (COE or Non-Profit)	<ul style="list-style-type: none"> Quality Counts California 	0	0	795	\$731,494
Quality Early Learning Supports	Research/Consulting Firm	<ul style="list-style-type: none"> Quality Counts California 	0	0	474	\$121,319
					Total	\$2,944,295

Improved Child Health

Service	Grantee	Program(s)	Children	Caregivers	Providers	Amount
Oral Health Education and Treatment	First 5 County Commission	<ul style="list-style-type: none"> • Not Applicable 	551	551	0	\$648,970
Early Intervention	CBO/Non-Profit	<ul style="list-style-type: none"> • Care Coordination • Mild-to-Moderate Supports 	761	1020	0	\$675,696
Early Intervention	County Health & Human Services	<ul style="list-style-type: none"> • Care Coordination 	0	0	252	\$95,000
Early Intervention	Hospital/Health Plan	<ul style="list-style-type: none"> • Care Coordination • Mild-to-Moderate Supports 	44	57	28	\$134,513
Early Intervention	First 5 County Commission	<ul style="list-style-type: none"> • Care Coordination 	4215	4206	0	\$1,502,068
Perinatal and Early Childhood Home Visiting	First 5 County Commission	<ul style="list-style-type: none"> • Not Applicable 	1226	0	0	\$648,970
Perinatal and Early Childhood Home Visiting	County Health & Human Services	<ul style="list-style-type: none"> • Healthy Families America • Nurse Family Partnership 	197	105	0	\$863,456
Prenatal and Infant/Toddler Pediatric Support	CBO/Non-Profit	<ul style="list-style-type: none"> • DULCE 	40	0	0	\$50,939
Prenatal and Infant/Toddler Pediatric Support	Research/Consulting Firm	<ul style="list-style-type: none"> • DULCE 	17	0	0	\$14,160
Prenatal and Infant/Toddler Pediatric Support	Hospital/Health Plan	<ul style="list-style-type: none"> • DULCE 	160	384	0	\$93,085
					Total	\$4,726,857

Improved Systems Of Care

Service	Grantee	Program(s)	Amount
Policy and Public Advocacy	Resource and Referral Agency (COE or Non-Profit)	<ul style="list-style-type: none"> • Early Learning 	\$18,053
Policy and Public Advocacy	Research/Consulting Firm	<ul style="list-style-type: none"> • Child Health 	\$72,358
Policy and Public Advocacy	First 5 County Commission	<ul style="list-style-type: none"> • Child Health • Early Learning • Resilient Families and Communities 	\$1,046,876
Programs and Systems Improvement Efforts	CBO/Non-Profit	<ul style="list-style-type: none"> • Family Strengthening Systems 	\$89,506
Programs and Systems Improvement Efforts	First 5 County Commission	<ul style="list-style-type: none"> • Family Strengthening Systems 	\$1,232
Programs and Systems Improvement Efforts	Other Public	<ul style="list-style-type: none"> • Not Applicable 	\$234,616
Programs and Systems Improvement Efforts	Research/Consulting Firm	<ul style="list-style-type: none"> • Family Strengthening Systems 	\$1,506,029
Programs and Systems Improvement Efforts	Other Private/For Profit	<ul style="list-style-type: none"> • Family Strengthening Systems 	\$72,741
Total			\$3,041,411

Expenditure Details

Category	Amount
Program Expenditures	\$14,930,769
Administrative Expenditures	\$2,537,378
Evaluation Expenditures	\$654,890
Total Expenditures	\$18,123,037
Excess (Deficiency) Of Revenues Over (Under) Expenses	\$1,639,464

Other Financing Details

Category	Amount
Sale(s) of Capital Assets	\$0
Other	\$0
Total Other Financing Sources	\$0

Net Change in Fund Balance

Category	Amount
Fund Balance - Beginning	\$34,087,782
Fund Balance - Ending	\$35,727,246
Net Change In Fund Balance	\$1,639,464

Fiscal Year Fund Balance

Category	Amount
Nonspendable	\$133,232
Restricted	\$0
Committed	\$8,429,861
Assigned	\$27,164,153
Unassigned	\$0
Total Fund Balance	\$35,727,246

Expenditure Note

No data entered for this section as of 12/4/2019 2:27:38 PM.

Small Population County Funding Augmentation

Category	Amount	Comment
Administration	\$0	
Evidence Based Programs	\$0	
Evidence Informed Programs	\$0	
Funded Programs	\$0	
Professional Development, Training and Technical Assistance	\$0	
Evaluation	\$0	
Other (Please Explain)	\$0	
Total	\$0	
If unspent funds occurred during the FY, please list amount and provide explanation.	\$0	



Annual Report AR-2
Alameda Demographic Worksheet
July 1, 2018 - June 30, 2019

Population Served

Category	Number
Children Less than 3 Years Old	7,161
Children from 3rd to 6th Birthday	10,517
Children – Ages Unknown (birth to 6th Birthday)	2,825
Primary Caregivers	10,630
Providers	4,878
Total Population Served	36,011

Primary Languages Spoken in the Home

Category	Number of Children	Number of Adults
English	6,886	594
Spanish	4,225	599
Cantonese	507	84
Mandarin	237	43
Vietnamese	124	0
Korean	37	0
Other - Specify with text box Arabic, Punjabi, Tagalog, Japanese, Russian, ASL	1,456	58
Unknown	7,031	9,252
Totals	20,503	10,630

Race/Ethnicity of Population Served

Category	Number of Children	Number of Adults
Alaska Native/American Indian	17	6
Asian	2,466	411
Black/African-American	2,693	618
Hispanic/Latino	5,828	1,310
Native Hawaiian or Other Pacific Islander	123	16
Two or more races	1,056	34
White	1,587	247
Other – Specify with text box	135	129
Unknown	6,598	7,859
Totals	20,503	10,630

Duplication Assessment

Category	Data
Degree of Duplication	15%
Confidence in Data	Moderately confident
Additional Details (Optional)	<p>We have tried to minimize duplication. There is no duplication within the HMG child count of 4,215 or within the QRIS child count of 10,518. However, there is likely duplication of HMG numbers and other interventions (e.g., QRIS and NRFS [FRC/place-based] children). There is some duplication within ECE providers (training, QRIS, stipends).</p>



Annual Report AR-3

Alameda County Evaluation Summary and Highlights

July 1, 2018 - June 30, 2019

County Evaluation Summary

Evaluation Activities Completed, Findings, and Policy Impact

(1) First 5 Alameda County contracted with Applied Survey Research to conduct a telephone survey of Help Me Grow clients in summer 2018 to help assess HMG strengths, challenges, and opportunities for quality improvement. The surveys were conducted with 135 HMG clients in English, Spanish, and Cantonese. Results indicated that the benefits of increased understanding of child issues, greater advocacy, improved access to services, and emotional and social supports were felt by almost all participants interviewed. In addition to the ASR evaluation, we compared health care access and usage patterns from our county's Medi-Cal managed care plan among children served by Help Me Grow and those who were not. Help Me Grow clients had earlier interventions by approximately 2 years, greater utilization of mental and behavioral health services, as well as better compliance with HEDIS measures for well child visits, immunizations, etc. Based on these and other positive outcomes, First 5 Alameda County is in conversation with systems leaders to scale and sustain HMG, including exploring state and federal funding streams. (2) The Quality Counts program served 230 rated sites with 9,862 children. Sites actively enrolled in Quality Counts receive support that may include on-site coaching and consultation, professional development and training, assessments and rating, and incentives for quality improvement. Of the 230 sites served, 96% (n=221) had an active rating. Seventy three percent of the 183 center-based sites and 32% of the 38 family child care homes achieved the highest quality rating (tiers 4 and 5). Of those sites with active ratings, 74% (n= 164) had been re-rated. Upon re-rating, 65% of these sites maintained their earlier rating, while 26% moved up at least 1 tier. Ninety percent of the 145 re-rated centers had maintained or improved ratings, and 100% of the 19 re-rated family child care homes maintained or improved ratings. The diversity and high needs of the children enrolled are notable and include 3,991 dual language learners, 553 children with IEPs or IFSPs, 117 homeless and 81 foster children. In addition to quality, we have been focusing on access to child care, particularly for vulnerable families. The CARE program imbeds a child care navigator specifically for families experiencing homelessness at one of the R&Rs in our county; CARE has connected close to 40 families and 60 children to child care over the past year. Our child care work has an opportunity to scale across the county, dependent on the outcome of a local child care ballot initiative, of which First 5 is the named administrator, that would increase children's access to high quality child care. The ballot initiative is in part informed by our prior research on Kindergarten Readiness. (3) In collaboration with Applied Survey Research, a longitudinal study was conducted in Oakland and Hayward school districts, matching the kindergarten readiness scores of 1,168 children to the children's Math and English Language Arts skills in 3rd grade. The study found that kindergarten readiness skills are correlated with later achievement and that skill gaps observed in kindergarten between different subgroups generally persisted, and in some cases widened, into third grade. Upon kindergarten entry, the strongest predictors of third grade proficiency include being healthy, well-rested, well-fed, and coming from a family with higher socioeconomic status. The schools with a higher than average percentage of children who "beat the odds" in third grade were more socioeconomically advantaged. Our strategic investments recognize the interplay between equity, place, socioeconomics, health, and child well-being. Building on our history of K readiness research and to inform a local and state policy agenda, we are partnering with our county's Office of Education on a stakeholder engagement process to identify universal K readiness assessment tools.

County Highlights

County Highlight

First 5 Alameda County uses Results-Based Accountability to measure our contribution to two population-level results: (1) children enter kindergarten ready to learn and (2) children are free from abuse and neglect. To achieve these results, we focus on creating a more user-friendly early childhood system that addresses structural inequality and socio-economic challenges for families, leverages parent leadership, and supports capacity building for family service providers. Likewise, our strategies recognize the interplay between equity, place, adult health, and child well-being, and our investments represent a whole-family approach to improving outcomes for children, families, and neighborhoods. 1. Neighborhoods Ready for School served more than 2,610 children and caregivers, added or improved more than 9,880 square feet in family-friendly spaces, and added or enhanced nearly 40 early childhood programs or services. 2. Help Me Grow helped facilitate nearly 34,000 developmental screenings in pediatric practices, ECE settings, and CBOs, nearly a 60% increase from 2017 to 2018. 3. 230 Quality Counts ECE sites served over 10,500 children. 100% of the nearly 140 State Preschool Program sites participated in Quality Counts. 4. The DULCE project, a collaboration with the CSSP, served nearly 610 children, parents, and other family members 5. To help address families' basic needs, a diaper pilot at two sites distributed 1,350 diaper kits to the families of 230 children. Of children who experienced at least one diaper rash before enrolling in the pilot, nearly 70% had no or less frequent diaper rashes after enrollment. 6. More than 600 people attended the Fatherhood Summit at Merritt College 7. Nearly 70 trainings were attended by 1,040 unique providers from the early childhood workforce. Nearly 80% of respondents reported implementing best or promising practices 8. A longitudinal study found that K readiness scores are important predictors of 3rd grade achievement



Neighborhoods Ready for School (NRFS) Overview

- Background
- First 5 Alameda County Supports Provided
- Results
- Looking Ahead
- Grantee Presentations
- Grantee Q & A



Presentation for:

First 5 Alameda County Commission

December 12, 2019

NRFS BACKGROUND

- Adopted by First 5 Commission as part of 2017-2021 Strategic Plan
- NRFS Strategy Aligns Existing Investments
- As we learn and gather data, we intend to lift the successes, gaps and barriers to inform policy.

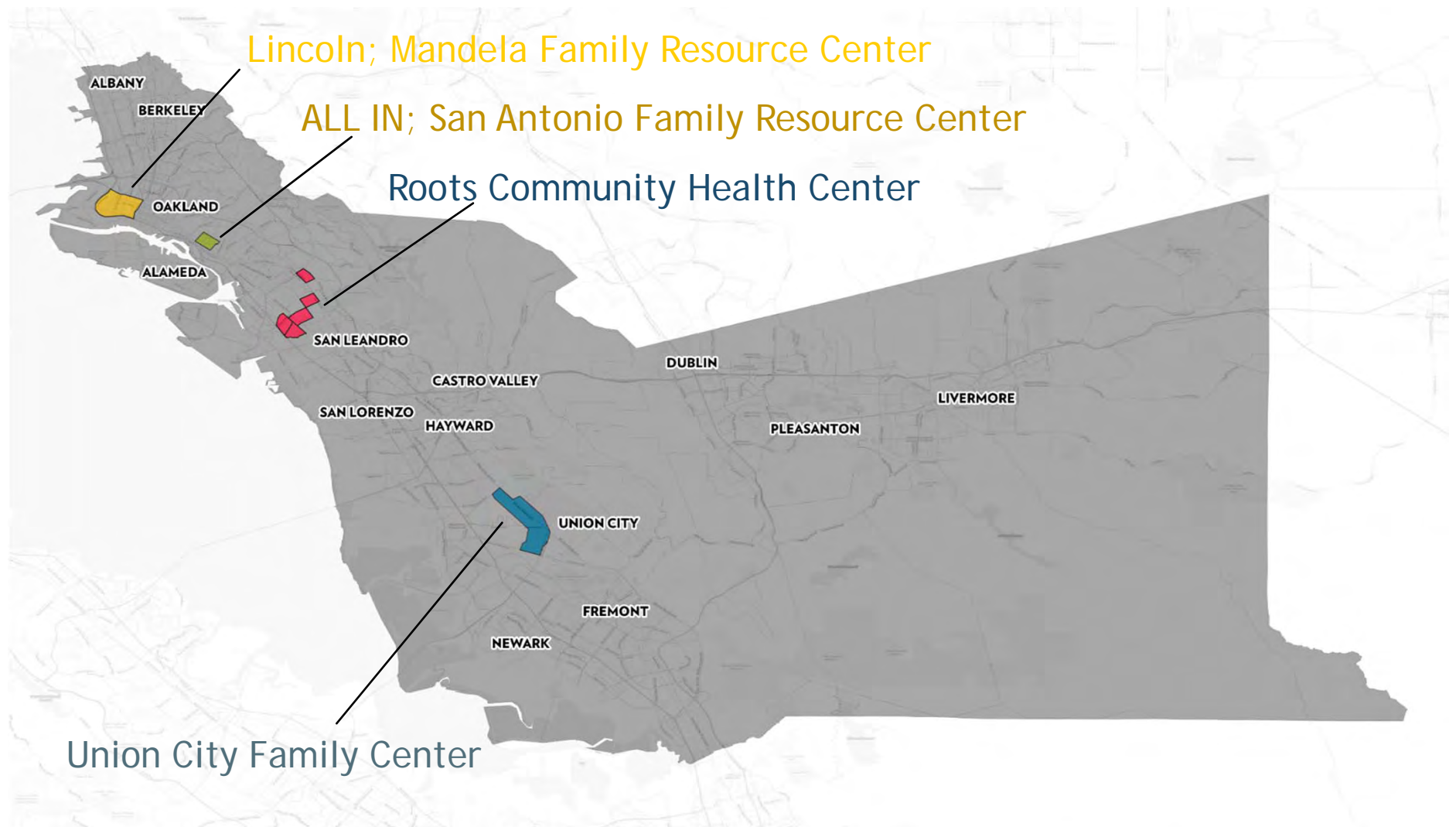


NRFS BACKGROUND BY THE NUMBERS



- Grant Term: March 2018 through June 2021
- Four Sites
- First 5 Funding: \$5,451,584
- Leveraged funds: \$2,503,201

NRFS BACKGROUND: NEIGHBORHOOD LOCATIONS



NRFS BACKGROUND: THE MODEL

Figure 1: Components of a Successful NRFS model



FIRST 5 SUPPORTS PROVIDED



- Learning Community

- Peer to Peer Learning, opportunity for sites to replicate the successes of other sites
- Quarterly sessions based on the NRFS framework

- Customized Technical Assistance from First 5, including:

- Fatherhood Initiative
- Help Me Grow
- Training @ First 5
- Policy, Evaluation, Data



FACILITIES FUNDS

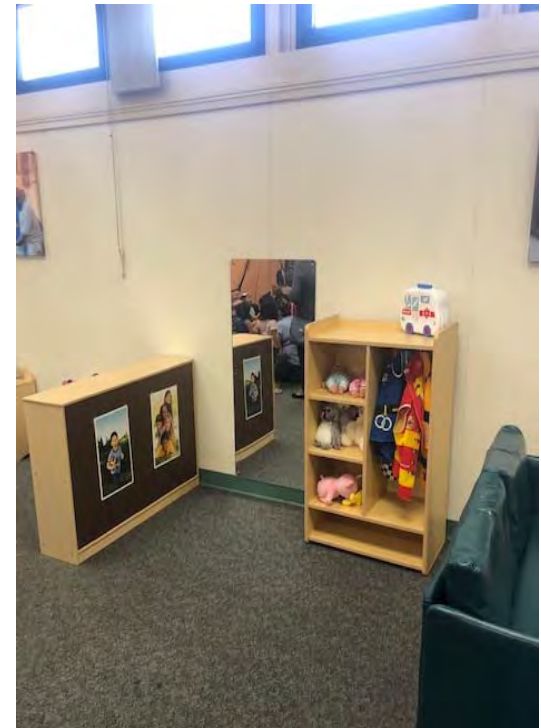


Union City Family Center

BEFORE



AFTER



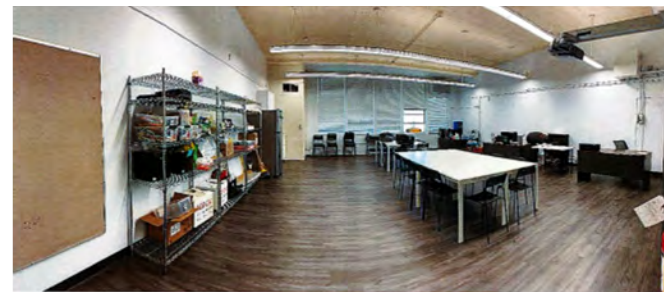
FACILITIES FUNDS

San Antonio Family Resource Center

BEFORE

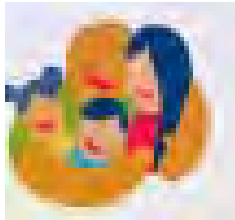


AFTER



RESULTS

NRFS Data: March 2018-June 2019



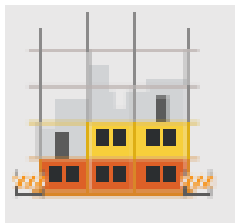
2,171 Parents/Caregivers and Children 0-5 Served



599 Parents/Caregivers Enrolled in at Least One Support



38 New or Enhanced Early Childhood Programs/Services



9,884 Square Feet Improved to Serve Families with Children 0-5

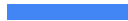
LOOKING AHEAD

- Cross Site Evaluation
- Piloting electronic data collection
- Continued partnering on policy
- Continued collaboration between First 5 programs and grantees



Grantee Presentations





We strive to build community by engaging and preparing youth and adults to participate in transforming their communities, so that every child, family, and community member will have at their fingertips high-quality services and opportunities needed in order to thrive.



Meet the UCFC/NRFS Team

- **Nancy George**, Executive Director
- **Jennifer Hawkins**, Manager & NRFS Grant Administrator
- **Imelda Rivas**, Early Childhood Community Specialist/NRFS Coordinator
- **Alexandra Cardenas**, Early Childhood Family Services Assistant
- **Maria Lazo**, Early Childhood Family Services Assistant
- **Edgar Pacheco**, Family Services Assistant (Fatherhood Initiative)



Economic Resources & Financial Supports

SparkPoint

- Satellite location at the Union City Family Center
- Financial coaching, and other economic supports; Job Training & Career Exploration
- Workshops (Credit Repair, Peer lending, Savings & Spending Plan, Increase Income & Savings, Debtor Rights); ex. SparkPoint University/High Expectations

Tiburcio Vasquez

- Case management, referrals, healthcare, parent leadership & engagement; health & wellness workshops

Ollin Consulting

- Parent leadership & engagement workshops

Help Me Grow

- Early childhood development access through support and workshops

East Bay Regional Park

- Health & Wellness opportunities through healthful recreation and environmental education

Alameda County Community Food Bank

- Distribution of healthy food

Vision to Learn, Big Smiles, Healthy Teeth Healthy Communities

- Dental & Vision services and resources

High Expectations

High Expectations Family Programs provide Parent Education Workshops equipping parents with tools and Professional Development that help to build effective relationships between teachers and parents; to include Parent Literacy Program that give parents the tools to support their children at home; and Financial Planning (SparkPoint).

Workshop Topics an 8 week workshop series:

- Ages & Stages
- Stress Management
- Making the Vision a Reality
- Communication
- Family Expectations
- A Roadmap to Kindergarten Success or Learning to Read
- SparkPoint University
- We're on our Way (Graduation)



“Little Hands Learn n’ Play Room”



Little Hands Learn 'n Play Room

The "Little Hands Learn n' Play Room" is a special space where children ages 0-5 and their families can play, learn, and begin to get ready for kindergarten.

- Dads, Moms, Grandparents and Caretakers are able to participate in story time, art and outdoor activities with their little ones.
 - Increased to two bilingual sessions due to popularity and participation.

Raising Readers: Storytime for Kids 0-5

Provides wrap-around supports to increase Family Protective Factors and support school readiness.

- At Searles & Hillview Crest Elementary Schools, Raising Readers introduces parents to new ways of engaging with their child, regardless of their age level
- Infants/toddlers are exposed to a school environment, bridging home and school
- Pre-academic behaviors are modeled and encouraged
- Parents learn about child development, while learning to navigate community resources and the school system
- Families are connected to needed services



Reading is Fun!



Family

Family of four: Mom, Dad, 13 y/o daughter, 2 y/o daughter

"The services of this program have revolutionized my life and that of everyone in my family: my husband, my teenage daughter and my little girl. I am applying everything I have learned in Tot-Time, parent workshops and Family Game Night like reading every night to my girl; my husband and I take turns every night.

Now before bed, we have family-share-time, each family member gets 5 minutes to share about their day. I'm amazed at all the things my teenage daughter is sharing and how much we are learning from each other, including my husband. This way our little one learns how to self regulate her emotions and be better prepared for kindergarten even if she is only two years old. I know better now. My husband enjoys attending Family Game Night, the games and Story Time are providing him a new mindset on how to enjoy our family time.

I have met a beautiful community of parents and staff at the UCFC's early childhood programs. I have an open window to a new world of possibilities and learning for myself and my family which I apply today at every step in my daily life. Thank you so much for the gifts and wonderful opportunities for growth for my family."

Grantee Presentations



EAST OAKLAND READY FOR SCHOOL



SCHOOL
READINESS
&
FAMILY
SUPPORT

For Families with Children ages 0-5

Key Partners:



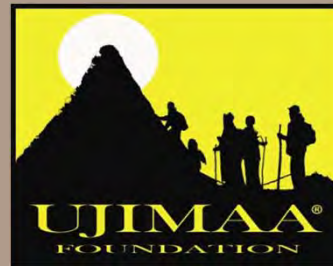
Roots Community Health Center

Noha Aboelata, MD
Chief Executive Officer
Jamaica Sowell, Director
Andria Batise,
Program Coordinator
LaRonda Sullivan,
Family Navigator
Coordinator



Healthy Black Families, Inc.

Rahwa Neguse,
Executive Director
Ayanna Davis,
Director of Programs
Kameka Goodwin
Program Coordinator
Ajura Smith,
Thirsty for Change! Program
Coordinator
Raheemah Nitoto,
SSB Coordinator



Ujimaa Foundation

Blu Pride,
Executive Director



Village Connect

Gaylon Logan,
Executive Director
Gary Blodger
Outreach Specialist

Highlights



Mothers Support Group: Motherhood Circles

Key Partner:
Healthy Black Families

Frequency:
4th Thursday of the Month

Location:
9925 International Blvd



Motherhood Leadership

Skill-Building Workshops

Incentive/Financial
Support



Fathers Support
Group:
THE BROTHAS!

Key Partner:
Village Connect

Frequency:
*1st and 3rd Wednesday of
the Month*

Location:
9925 International Blvd



Men & Fathers
Support Group

Skill-Building Workshops

Incentive/Financial
Support



Pop-Up Markets & Community Resource Gatherings

Key Partner:

**Healthy Black Families
Ujimaa Foundation**

Frequency:

4th Thursday of the Month

Location:

9925 International Blvd



Food Access/
Interactive Food Demos

Child Engagement

Community Engagement

Family Experience



- Medical Support
- Dental Support
- Mental Health
- Food Access
- Emergency Housing
- Employment Resources
- Trauma-Informed Support
- Immediate Needs Support

Grantee Presentations





Neighborhoods Ready for School West Oakland

Letitia Henderson, MSW
Director of Strategic Partnerships
Thursday, December 12, 2019



LINCOLN

STRENGTHENING FAMILIES
CHANGING LIVES

LINCOLN'S MISSION

“Lincoln disrupts the Cycle of Poverty and Trauma, Empowering Families, to build Strong Futures”

- Providing Services for 150 Years (since 1883)
- Over 16 School and Community-Based Programs focused on:
Education, Family Strengthening, and Well-Being
- Offices in Alameda (North & South County); and East Contra Costa County
- **29,120** Lives Positively Impacted through programs, training, policy advocacy, and outreach

WELCOME TO THE WEST OAKLAND ZONE OF EXCELLENCE (W.O.Z.E)

“Children and families in West Oakland are prepared for early childhood academic success and have the resources, supports, and networks in their neighborhood to thrive”



LINCOLN'S W.O.Z.E TEAM



Partnerships & Initiative Management

- Letitia Henderson, Director of Strategic Partnerships
- Crystal Lewis, Administrative Assistant

Direct Services

- Dynell Garron-Lewis, Director of Community Programs
- Chris Nguon, Program Manager
- Kerry Stimpson, Family Navigator

Data Collection/Evaluation/ Reporting

- Erik Nix, Evaluation Analyst

Finance

Bing Estrada, Chief Financial Officer



W.O.Z.E PARTNERS

Tier I: Government

1. Alameda County Board Supervisor Keith Carson
2. City of Oakland Councilmember Lynette McElhaney

Tier II: Neighborhood Providers

1. Defermery Park
2. Oakland Public Library- West Oakland Branch
3. Acorn Community Town Center
4. St. Vincent Day Home
5. Mandela Foods Cooperative
6. Prescott- Joseph Center
7. Bridge Housing
8. Self-Help Credit Union
9. Olivet Institutional Missionary Baptist Church
10. Jewish Family Community Services
11. Oakland Natives Gives Back



W.O.Z.E. SUCCESS – YEAR 1



Direct Services

Early Childhood Development Playgroups –

Families and their birth-to-5 children were introduced to art and craft activities, reading time, fine motor skills exercises, and the benefit of play engagement between caregiver and infant.

Valued Input and Participation –

Formal and informal engagement with West Oakland birth to 5 families to understand their interest in early childhood programs and activities.

Family Engagement Activities and Events-

Field trips to Fairland; Public Library; Prescott Clowns; Spring Festival; Harvest Festival; and financial literacy workshop.

Family Navigation Resource and Referral -

Opening of the Mandela FRC– 75 percent of the families’ birth-to-5 at Mandela Gateway Apartments reached out for some measure of resource and referral assistance.

W.O.Z.E. SUCCESS – YEAR 1



Neighborhood Partnerships

Formal Partnership Agreements

9 West Oakland Based Cross-Sectoral Providers

Healthy and Consistent Gathering Spaces

Increased Participation in the West Oakland Community Collaborative (WOCC) by 50 percent

Collective Impact: Mutually Reinforcing Activities

More than 500 attendees at Unity Day Event (July 2019) organized by the WOCC

Shared Knowledge about Early Childhood Success-

Training's provided to WOZE Partners on Early Childhood Development; Fatherhood Engagement; and Parent Focus Group.



NRFS: WEST OAKLAND ZONE OF EXCELLENCE

YEAR 1- IMPACT



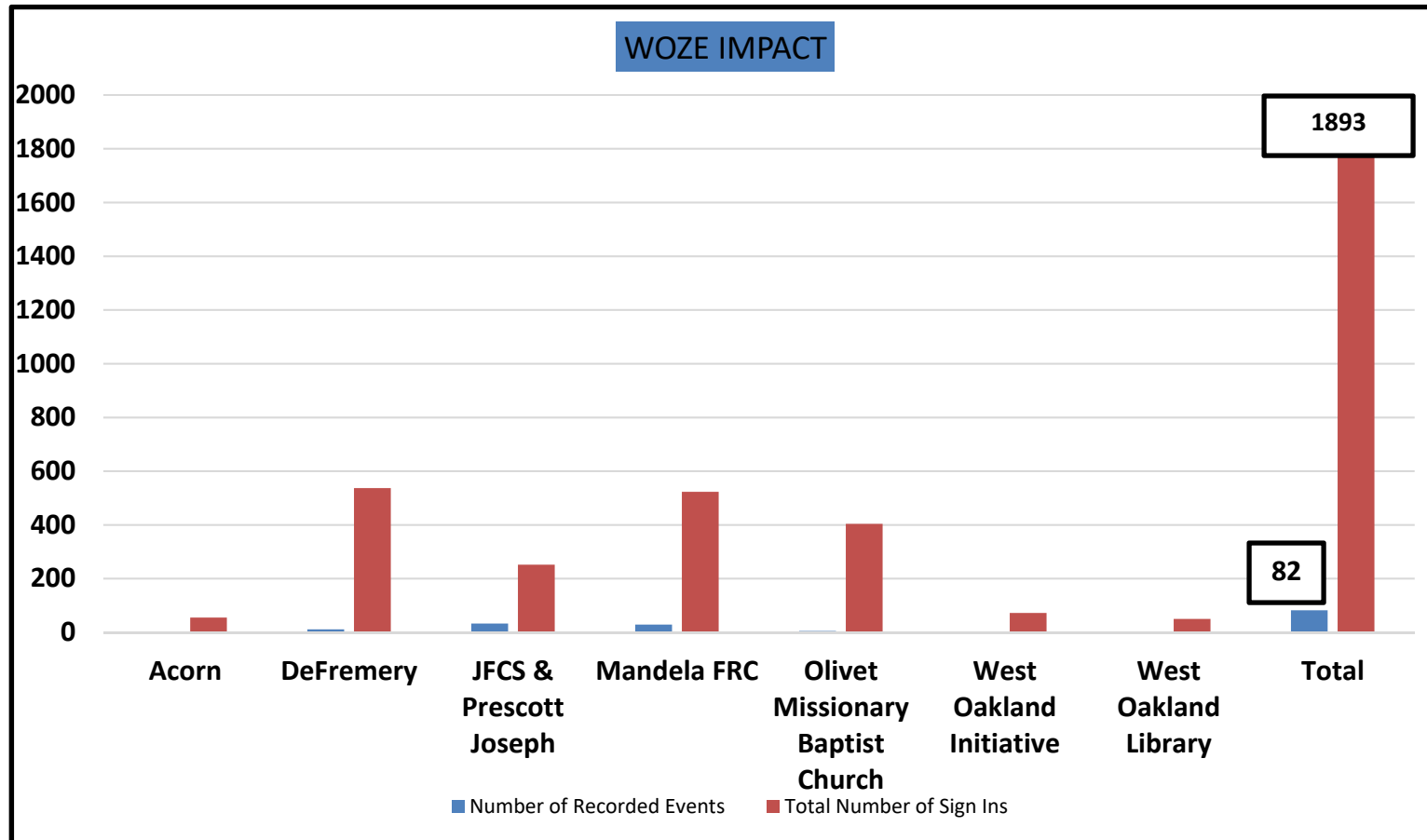
Results Based Accountability (RBA):

R4. Increased coordination, navigation, and location of programs and services for families with children 5 years and under.

R5. New enhanced early childhood programs and services are developed and implemented.

Strategy	# of Events	# Families Served
R4. Direct Services	29	523
R5. Neighborhood Partnerships	53	1,370
Total	82	1893

NRFS: WEST OAKLAND ZONE OF EXCELLENCE YEAR 1- IMPACT



LESSONS LEARNED

Knowledge of Early Childhood Development –

- Families are welcoming and open to learning about new practices and opportunities to engage with their birth-to-5 children.
- Parent explained that the playgroup concept of parent-and-children duo play was a rather foreign concept in their household that had never been practiced before.
- Need for more awareness of Results-Based Accountability on a community level.
- Need for fund development awareness building and community capacity for service providers indigenous to the West Oakland community.



WEST SIDE SUCCESS STORIES



Family Navigation- Mandela FRC
Family Economic Development

Neighborhood Partnerships-
Early Childhood Resource
Empowerment





LINCOLN

STRENGTHENING FAMILIES
CHANGING LIVES

Grantee Presentations





San Antonio Family Resource Center
Neighborhood Ready for School



San Antonio Family Resource Center Team

◀ **Carla Jasso**
SAFRC Site Director Lotus
Bloom

◀ **Karen Heida**
SAFRC Parent Outreach
Coordinator | TRYBE

◀ **Jessica Blakemore** ALL IN

◀ **Nicole Wright**
SAFRC Parent Leader





What is the San Antonio Resource Center?



- Mission.** The SAFRC provides a safe space for children and families to feel supported and inspired. So that every household is engaged and has increased capacity in continued support for their child’s learning foundation. Ensuring parent and community leadership based in justice and equity that fosters self-healing and resiliency.

Community driven

Love in action

No judgement

Ready for school



SAFRC Programs and Services



Playgroups

- 4 days of playgroup (3 days of multicultural playgroup, 1 day developmental playgroup)

Parents Connected to On-Site Resources

- La Clinica Dental Screenings
- Food Distributions/Emergency Food Pantry
- Parent Meetings/Parent Trainings
- ASQ screenings and referrals to appropriate developmental services
- Housing Applications and Navigation
- Support in Pre-school/TK/K/CDC enrollment

Family Cafe

- Will begin in Jan 2020

Cooking Classes (Collab w/ Healthy Food Champions)

Parent Outreach Team

Parent-led projects include:

- Community Outreach
- Tot Time
- Food Recovery and Delivery to SA CDC's
- Emergency Food Pantry
- First Friday Events
- Second Saturdays



Pop-Up Playgroups – Tot Time



Second Saturdays



Food Pantry/ Emergency Food Pantry



First Friday Events



San Antonio Family Resource Center
Parent Stories

Grantee Q & A

