



COMMISSIONERS

Anna Domek – District 1	Sally Brown – District 2	Jenn Rexroad – District 3
Heidy Kellison – District 4	Melissa Roberts – District 5	Garth Lewis – YCOE
Karleen Jakowski – County of Yolo	Jim Provenza, Chair – Board of Supervisors	Nichole Arnold – Children with Special Needs
	Lucas Frerichs, Alternate Chair-Board of Supervisors	

AGENDA

January 10, 2024
3:00pm-5:00pm
International House
10 College Park, Davis, CA 95616

ADMINISTRATIVE AGENDA

1. Chair Call to Order
2. Chair Roll Call
3. Chair Consider Approval of the Agenda
4. Chair Opportunity for Commissioners to state Conflict and Recusal
5. Public Public Comment

CONSENT AGENDA

Executive Director recommends approval of Consent Agenda Items 6-7

General Administrative Function

6. Chair Approve First 5 Yolo Commission Meeting Minutes from 10/25/2023
7. Chair Receive Sponsorship Fund Allocations Report (West Sacramento Home Run Dia de Los Ninos Dia de los Libros and College Savings Workshop, CommuniCare+OLE Breastfeeding Training for Home Visitors, CommuniCare+OLE Human Milk Drive)

REGULAR AGENDA Presentation/Discussion/Possible Action

- | | | |
|---|---|------------|
| 8. Executive Director/ Systems Integration and Implementation Officer | Receive Presentation of UC Davis Evaluation Report on First Year of First 5 Yolo's Welcome Baby | 30 minutes |
| 9. Management Services Officer | Hold Public Hearing: Receive First 5 Annual Local Evaluation Report FY22/23 | 10 minutes |
| 10. Executive Director | Adopt First 5 Yolo Annual Local Evaluation Report FY22/23 | 5 minutes |

11.	Deputy Director	Accept Quarter 1 FY2023/2024 Revenue and Expenditure Summary Report	10 minutes
12.	Executive Director	Executive Director Report	5 minutes
13.	Commissioners	Commissioner Reports	5 minutes
14.	Chair	Adjournment	

Next meeting scheduled:
 Commission Meeting
 March 13, 2024
 International House
 10 College Park, Davis, CA 95616

I declare under penalty of perjury that the foregoing agenda was posted **January 4, 2024**, by 5:00 PM at the following places:

- 1) On the bulletin board at the East entrance of the Erwin Meier Administration Center, 625 Court Street, Woodland, California 95695
- 2) At www.first5yolo.org the website for First 5 Yolo, 2779 Del Rio. Place, Unit A, Davis, CA 95618

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact First 5 Yolo for more information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should telephone or otherwise contact the First 5 Yolo as soon as possible and preferably at least 24 hours prior to a meeting. First 5 Yolo may be reached at telephone number 530-669-2475 or at the following address: **First 5 Yolo, 2779 Del Rio. Place, Unit A, Davis, CA 95618.**

**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Attachments

Agenda Item- Approve First 5 Yolo Commission Meeting Minutes from 10/25/23
<i>Background</i>
Final minutes from the First 5 Yolo Commission Meeting.
<i>Deputy Director Overview</i>
First 5 Yolo Children and Families Commission held a regularly scheduled meeting on October 25, 2023 at International House from 3:00-5:00 pm.
<i>Additional Information and Attachments</i>
Draft meeting minutes are attached to this item as Attachment A . The next regularly scheduled Commission meeting will be held March 13, 2024 at International House, 10 College Park, Davis 95616 from 3:00-5:00PM.
<i>Action Requested</i>
Approve First 5 Yolo Commission meeting minutes from 10/25/23 as submitted or propose edits.



The First 5 Yolo Children and Families Commission met on the 25th day of October, 2023 at International House, 10 College Park, Davis, CA 95616.

Commissioners in Attendance:

Anna Domek, Sally Brown, Garth Lewis, Nichole Arnold, Lucas Frerichs

Absent: Jenn Rexroad, Heidy Kellison, Melissa Roberts, Kareen Jakowski, Jim Provenza

Staff in Attendance:

Victoria Zimmerle, Rachel McFarland

Public in Attendance:

None

ADMINISTRATIVE AGENDA

Item #1: Call to Order

Vice Chair called the meeting to order at **3:02 pm**.

Item #2: Roll Call

L. Frerichs took a voice roll call.

Absent: J. Rexroad, H. Kellison, M. Roberts, K. Jakowski, J. Provenza

Late: none

Item #3: Consider Approval of the Agenda

Motion: N. Arnold **Second:** G. Lewis

Motion carried unanimously.

Item #4: Opportunity for Commissioners to state Conflict and Recusal

None.

Item #5: Public Comment

None.

Item #6: Approve First 5 Yolo Commission Meeting Minutes from 09/13/2023

Item #7: Approve First 5 Yolo Finance Meeting Minutes from 10/16/2023

Item #8: Authorize from California Collaborative for Pandemic Recovery and Readiness Research (CPR3) Grant Funding, a \$1,000 Increase to VA Consulting Contract for a New Maximum Compensation of \$4,000

Approve consent agenda items 6-8.



Motion: G. Lewis **Second:** S. Brown

Motion carried unanimously.

Item #9: Accept Revised Fiscal Year 2022-2023 Year-End Revenue and Expenditure Report

V. Zimmerle presented the Revised Fiscal Year 2022-2023 Year-End Revenue and Expenditure Report. First 5 Yolo had one outstanding receivable related to the Quarter 4 IMPACT 2020 reimbursement from First 5 California. Because it was received after September 30, 2023, the funds must be recognized as revenues for Fiscal Year 2023-2024 and as a deferred inflow of resources in Fiscal Year 2022-2023. There is a net zero impact on the Commission's projected closing fund balance on June 20, 2024, and no other year-end adjustments were required.

Accept Revised Fiscal Year 2022-2023 Year-End Revenue and Expenditure Report.

Motion: A. Domek **Second:** S. Brown

Motion carried unanimously.

Item #10: Public Hearing: Fiscal Year 2022-2023 First 5 Yolo Annual Report to the Legislature and First 5 CA

First 5 Yolo reports annually to First 5 California and the State Legislature on First 5 Yolo's activities. The Annual Report includes three sections, AR1 which focuses on financial information, AR2 which focuses on demographic information, and AR3 which is a narrative section for Counties to share highlights.

For Fiscal Year 2022-2023, the Commission modified how it reports siblings of target children in the home to more accurately capture the full breadth of those served in its programs and balance administrative burden for program staff. In prior fiscal years, First 5 Yolo collected detailed demographic information on all children ages 0-5 in the home however, to reduce burden, this year detailed demographics were collected on the "target child" only. For sibling children ages 0-5, F5Y collected counts only. Additionally, for FY2022-23 reporting, F5Y elected to report children in the home ages 6-18. The State does not maintain a separate reporting category for children in the home ages 6-18 and allows County Commissions to choose whether to include or exclude these children when reporting numbers served. When County Commissions choose to include these children in the Annual Report to First 5 CA, they are included in the Primary Caregiver Category per the State's guidance. This year, different from previous years, F5Y is reporting siblings ages 6-18. In local evaluation reporting, F5Y splits the adult primary caregivers from the children 6-18 into Primary Caregivers and Other Family Members for more accurate public reporting.

As a result, F5Y is reporting a greater number of "unknowns" in its demographic detail as is expected with these changes. While the number of "unknowns" within each demographic category has increased, the agency is now better able to present the full breadth of those served in its programs.

The narrative portion of the Annual Report highlights the cross-sector collaboration between First 5 and county agencies. First 5 Yolo has also increased its commitment to using outside evaluators in analyzing and presenting outcomes for First 5 programs.



Commissioners asked questions and discussed.

Public Hearing opened at 3:14 pm.

No public comment.

Public Hearing closed at 3:14 pm.

Item #11: Accept Fiscal Year 2022-2023 First 5 Yolo Annual Report to the Legislature and First 5 CA

Detail on the Annual Report to the Legislature was provided during the Public Hearing.

Accept Fiscal Year 2022-2023 First 5 Yolo Annual Report to the Legislature and First 5 CA.

Motion: N. Arnold **Second:** G. Lewis

Motion carried unanimously.

Item #12: Public Hearing: Fiscal Year 2022-2023 Independent Financial Audit

V. Zimmerle presented highlights from the Fiscal Year 2022-2023 Independent Financial Audit. For the fiscal year ending June 30, 2023 there were no findings from the Commission's Financial, Federal Single, and Compliance Audits. The Commission continues to remain in good health and realized a modest decrease in Net Position. This is largely due to the planned draw on Fund Balance to support multi-year initiatives aligned to both the Strategic Plan and the Long Term Financial Plan as well as an increase in Pension Liability. With the conclusion of this Audit period, First 5 Yolo will close its 7-year engagement with its current audit firm, JensenSmith Certified Public Accountants per best practice. Staff are preparing to release an Request for Proposals/Applications in early 2024 to solicit a new Auditor. V. Zimmerle has been in conversation with other First 5's to identify potential bidders with a history of working with other First 5 Commissions and expects the Commission will receive multiple bids.

Public Hearing started at 3:21 pm.

No public comment.

Public Hearing ended at 3:21 pm.

Item #13: Approve and Adopt Fiscal Year 2022-2023 Independent Financial Audit

Approve and Adopt Fiscal Year 2022-2023 Independent Financial Audit.

Motion: S. Brown **Second:** G. Lewis

Motion carried unanimously.

Item #14: Commissioner Reports

G. Lewis shared that this Friday YCOE will hold its Transitional Age Youth Summit as part of the Roadmap to the Future activities. This summit intends to further identify areas of focus for 16-24 year-olds. An area of focus is the creation of a network of professional navigators, including job counselors, to support



transitional age youth in Yolo County. The Summit is scheduled from 9:00am-5:30pm Friday, October 27. Lunch will be provided.

L. Frerichs, K. Jakowski, and G. Lewis will be presenting at the Breaking Barriers conference in November on the Roadmap to the Future.

N. Arnolds attended the Yolo Crisis Nursery groundbreaking and complimented the ceremony and presenters. L. Frerichs shared specifics about the new Yolo Crisis Nursery facility.

Item #15: Adjournment

Meeting adjourned at 3:26 pm.

Next Commission Meeting scheduled:

January 10, 2024
International House
10 College Park, Davis, CA 95616

DRAFT

**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Attachments

Agenda Item- Receive Sponsorship Fund Allocations Report (West Sacramento Home Run Dia de Los Ninos Dia de los Libros and College Savings Workshop, CommuniCare+OLE Breastfeeding Training for Home Visitors, CommuniCare+OLE Human Milk Drive)

Background

The Sponsorship Fund, established in FY17/18, allows First 5 Yolo’s continued involvement in community activities, public awareness of the mission of First 5 Yolo, and support of a variety of organizations with a limited cost in dollars and staff/commission time. Up to \$250 may be allocated per qualifying event, not to exceed a total of \$5,000 per year.

Per the Sponsorship Policy adopted by the Commission on May 10, 2017, the Executive Director and staff review, approve, and process requests on a rolling basis throughout the year. All recent, approved allocations are submitted to the Commission on the Consent Calendar at each regularly scheduled Commission meeting.

Executive Director Overview

Six Sponsorships have been approved since the start of Fiscal Year 2023-2024. The total allocation of Sponsorships for the 2023-2024 fiscal year-to-date is as follows:

Fiscal Year 2023-2024			
Event	Agency	Event Date	Allocated Amount
Breastfeeding Training for Home Visitors	CommuniCare+OLE	11/28/2023	\$250
Human Milk Drive	CommuniCare+OLE	11/29/2023	\$250
Dia de Los Ninos Dia de los Libros and College Savings Workshop	West Sacramento Home Run	1/23/2024 and 4/27/2024	\$250
		Total	\$750

Additional Information and Attachments

Sponsorships in **bold/highlighted** are new as of the last Commission meeting. Promotional flyers are submitted with the applications when available at time of application.

Action Requested

Receive list of allocated sponsorships and ask questions or provide comments.

**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Attachments

Agenda Item- Receive Presentation of UC Davis Evaluation Report on First Year of First 5 Yolo's Welcome Baby

Background

Understanding that the COVID-19 pandemic has taken a devastating toll on families in countless ways, including lapses in healthcare, declines in mental health, financial strain, parental stress, and social isolation, First 5 Yolo proposed “Welcome Baby,” an ARP project directed at every Medi-Cal or uninsured baby born (across 3 years) to residents of Yolo County. Welcome Baby offers 1 home visit by a nurse more immediately postpartum (generally within the first two weeks of hospital discharge after birth) and 1-2 visits by a community healthcare worker within the following weeks for those assessed as requiring further assistance.

At their meeting on September 28, 2021, the Yolo County Board of Supervisors (BOS) unanimously approved First 5 Yolo’s “Welcome Baby” ARP Proposal as a “priority project,” identifying it as a program ready to meet immediate needs and fast-tracking the required contract and agreements to begin the effort. In November 2021, the County executed a contract with First 5 Yolo to begin the planning, launch, and execution of Welcome Baby. All three larger, local cities—Davis, West Sacramento, and Woodland—followed suit with match funding.

First 5 Yolo and direct service partners CommuniCare Health Centers (now CommuniCare+OLE) and Yolo County Children’s Alliance launched Welcome Baby services at the beginning of March 2022. Welcome Baby attaches to First 5 Yolo’s existing, successful CHILD Project: Road to Resilience infrastructure.

Executive Director Overview

Welcome Baby has shown inspiring results for families served and has identified those who might otherwise have been invisible to the system of care. Having been phased in according to planned design, hospitals and medical systems serving Yolo County families have now been networked to Welcome Baby, providing leading-edge improvement in maternal-child health coordination across 9 different medical systems.

In partnership with First 5 Yolo, The UC Davis Heal Equity Across the Lifespan (HEAL) Lab is providing in-kind evaluation and data support services for Welcome Baby. Led by Dr. Leigh Ann Simmons, the HEAL Lab has finalized the Year 1 Report, and Dr. Simmons will share insights and data from the Report in the presentation at the meeting.

Additionally, First 5 Yolo’s Integration and Implementation Officer, Dr. Sarah Hartman, will briefly update the status of Welcome Baby, now having served nearly 800 families.

First 5 Yolo thanks and commends its implementation partners, CommuniCare+OLE Federally Qualified Health Care Center and Yolo County Children's Alliance, for providing their invaluable, compassionate care for Welcome Baby patients. First 5 Yolo also values Welcome Baby's medical systems partners, Sutter Davis Hospital, Dignity Woodland Hospital, Elica Health Centers, Northern Valley Indian Health, Capital OB/GYN, Kaiser Permanente, Winters Health Care, and UC Davis Health, and thanks them for enthusiastically joining the effort to transform the system of care for maternal and child health.

Additional Information and Attachments

Action Requested

Receive Presentation and ask any questions or provide comments.

**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Attachments

**Agenda Item- Hold Public Hearing: Receive First 5 Yolo Annual Local Evaluation Report
FY22/23**

Background

Per Statute, First 5 holds public hearings prior to adopting annual audits and reports. The First 5 Yolo Local Evaluation Report is an annual report summarizing the evaluation of funded programs and services and highlighting expected future work.

First 5 Yolo contracts with LPC Consulting, Inc. to provide local evaluation assistance. This is the fourth year of LPC's service to First 5 Yolo, after selection in a competitive RFQ process. LPC works with First 5 Yolo staff and funded partners to provide outside review of program level evaluation data, and First 5 Yolo staff works with funded partners on performance measures and analysis. First 5 Yolo staff summarizes overall agency results and shared measures across individual programs, as well as features some program highlights for each fiscal year. The Commission receives a Local Evaluation Report and a summary public presentation on the impact of First 5 Yolo investments near the beginning of each calendar year.

Executive Director Overview

The Local Evaluation Report highlights FY22/23 evaluation outcomes for First 5 Yolo's funded programs. This data is gathered from regular reports from partner agencies, as well as from additional local evaluation efforts. The Report reflects the progress and success of investments in First 5 Yolo Priority Areas as identified in the Strategic Plan and addressed by First 5 Yolo programs.

The FY22/23 Local Evaluation Report contains information from programs funded under the First 5 Yolo Children and Families Commission Strategic Plan Fiscal Year 2023/2024-2027/2028. Investments reflect First 5 Yolo's focus on better coordinating systems investments across its three major initiatives—The CHILD Project: Road to Resilience (R2R)/ Welcome Baby, Help Me Grow (HMG), and IMPACT. Each effort includes multiple contracts and may include multiple programs/services.

F5Y staff partnered with LPC to co-create a plain language infographic that helps make data more accessible and inclusive, and better communicates the mission and vision of F5Y in tangible terms. The approach also creates efficiencies with standardizing the local evaluation process.

This year, in the "Systems Change Makers" section of The Report, features a powerful statement from a Welcome Baby and R2R participant on how home visiting services helped to reduce their sources of stress and empower them on their parenting journey. F5Y highlights data to show how investments continue to lift family voices and drive equitable systems change for children 0 to 5 and their families.

First 5 Yolo collects and analyzes much more data than is contained in the summary Local Evaluation Report, and some evidence-based or national program models are also required to collect data beyond both the Evaluation Report and First 5 requirements. First 5 Yolo staff regularly review more data than contained in presentation documents.

The Local Evaluation Report is a *summary document* meant to clearly communicate key evaluation findings for First 5 Yolo investments and work. A final draft copy is presented as **Attachment A** to this item for Commission adoption during the following Agenda Item 10.

Notes:

- As F5 Yolo has intentionally moved to serving younger, prenatal-3 populations, as well as serving higher need/risk populations, the overall numbers served are lower, though services are often more targeted and/or intensive. Prenatal families are only counted under parents/unique families served, with the child contributing to counts at birth.
- F5 Yolo staff and evaluation teams have focused on making performance management improvements in recent years to capture more reliable and consistent data. This can affect numbers in a given program but yields more accurate information.
- F5 Yolo staff have worked with outside evaluator LPC Consulting Associates to develop a more responsive demographic reporting template. This will help partners report their data and identify trends in demographics. Not only will this help with more equitable outreach strategies, but it will allow validations to catch common errors noted in past reporting to improve data quality and enable timely course corrections.

Additional Information and Attachments

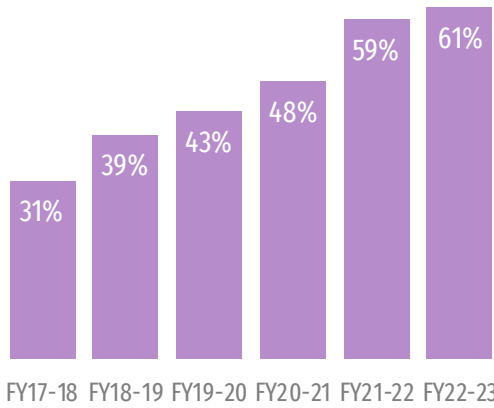
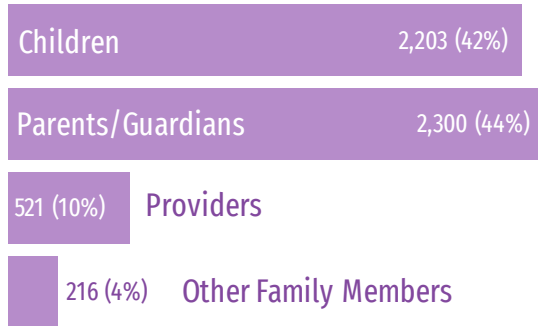
The First 5 Yolo FY22/23 Local Evaluation Report follows this Item as **Attachment A**.

Action Requested

Hold Public Hearing and Receive First 5 Yolo Local Evaluation Report for FY22/23.

HOW MUCH DID WE DO?

First 5 Yolo served 5,240 participants countywide.



First 5 Yolo continued increasing services for prenatal through age 2, a critical time for early support.
61% of children served were under 3 years old

Our Mission

First 5 Yolo will assist our community in raising children who are **healthy, safe, and ready to learn**. We will ensure that our resources are effectively used, and all community voices are heard.

What We Do

First 5 engages community partners to design, improve, advocate for, and fund critical services to support the needs of children and their families prenatally through age five by administering Proposition 10 (tobacco tax) and other funds.

First 5 helps build a coordinated system of care to achieve more equitable outcomes for young children and their families.

First 5 Yolo Distributions



246,800 diapers to providers and families



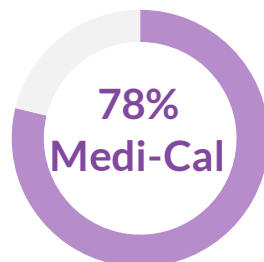
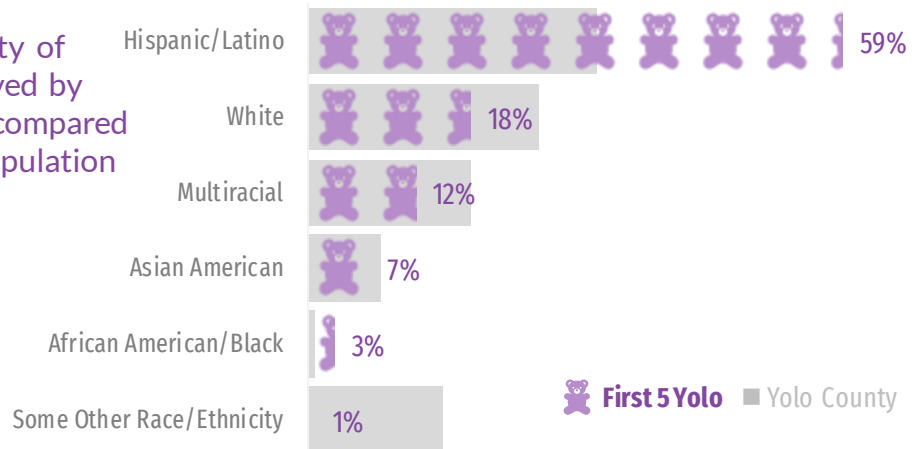
1,348 toys



2,483 First 5 New Parent Kits

WHOM DID WE SERVE?

Race/ethnicity of children served by First 5 Yolo compared to county population averages



While 98% of children served had health insurance coverage, **a majority relied on Medi-Cal**

HOW WELL DID WE DO IT? & IS ANYONE BETTER OFF?

First 5 Yolo and Funded Partners focused on keeping children healthy, safe and connected

The following indicators represent the work from First5 Funded Partners in Road to Resilience initiative (R2R) and the Yolo Crisis Nursery.



86% of children were up to date on immunizations



98% of families avoided the need for entry or re-entry into Child Welfare Services



100% of parents completing ABC improved sensitivity



100% of refugee families met at least one of their goals by exit

First 5 Yolo Initiatives



The Child Project Road To Resilience (R2R): Centrally coordinated, home visiting and navigation services connecting prenatal and postpartum families in greatest need, to culturally responsive services so children get the best start in life.



97% of children enrolled in R2R home visiting received their last recommended well-child visit



98% of clients reported their home visitor worked with them on what mattered most to them

Welcome Baby expands R2R with Nurses and Community Health Workers to connect all Yolo MediCal and uninsured families to postpartum care and community support.



100% of families screened for depression/anxiety and received Baby Basics (health literacy) books



82% of families accepted Welcome Baby when offered



IMPACT2020 Coordination of Quality Counts California system including coaching for licensed and licensed exempt childcare providers and trainings to increase access to quality early learning.



25 Family, Friend, Neighbor (FFN) providers working towards licensure



100% FFN and Licensed providers Talk, Read, and Sing with children more often / intentionally



100% of FFN and Licensed Providers achieved at least 1 Goal



159 providers awarded Childcare Recovery Package Funding



Help Me Grow a universal, trauma-informed early childhood mental health access and linkage program expanding developmental screening and supports.



1,093 developmental screens completed



100% of caregivers reported increased knowledge of appropriate activities to facilitate their child's development

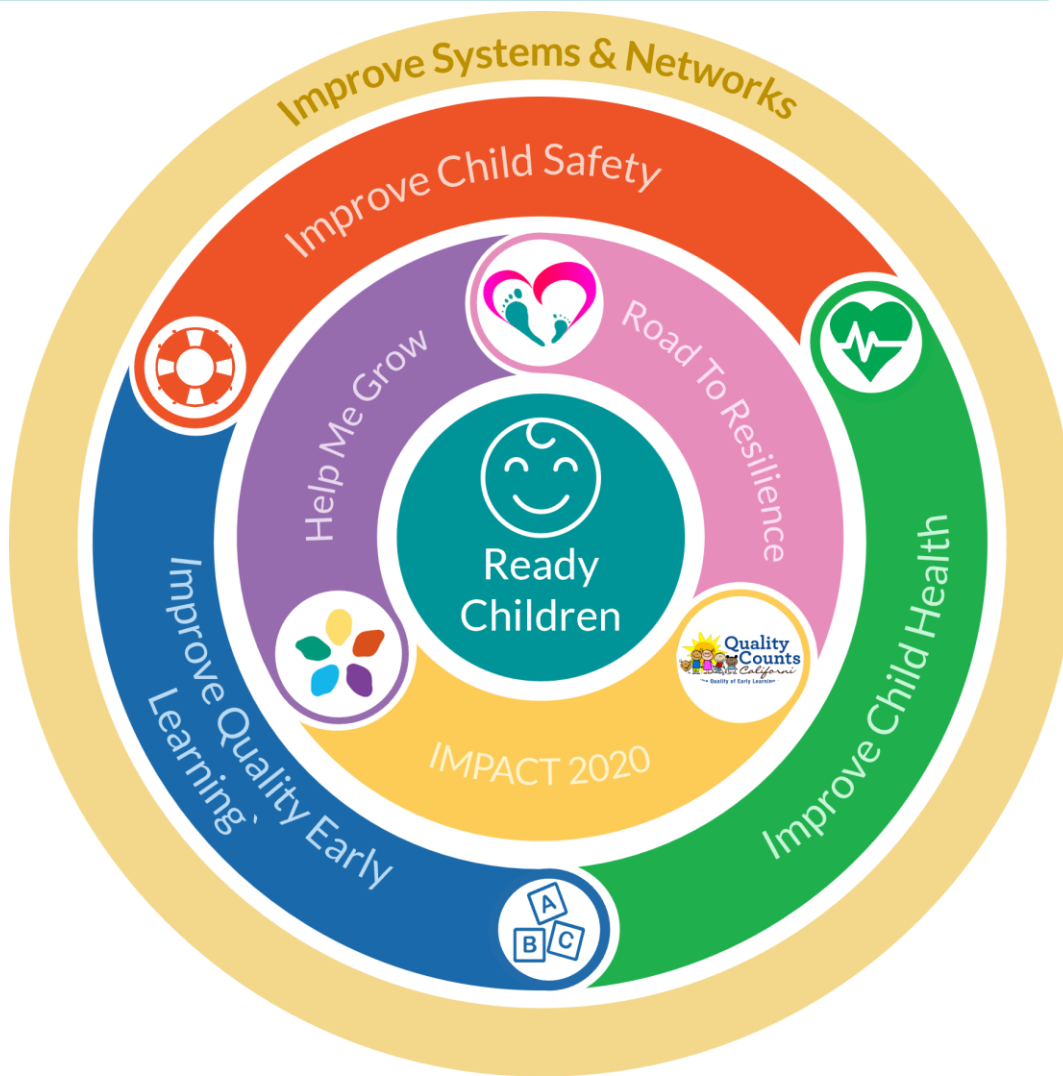


70% of children at risk of delays, connected to at least one service



88% of caregivers reported improved functioning and mental health assessment scores

Systems Change: It's All About Relationships!



First 5 Yolo's three main initiatives (R2R, IMPACT 2020, and Help Me Grow) and other Funded Partners, address our four Strategic Priority Areas, all of which work together to support healthy children, ready to reach their optimal development.

Strategic Priority Areas (Supported by three main initiatives)



Improve Systems & Networks

Support and enhance a system of care that is coordinated, responsive, and delivered by effective providers.



Improve Child Safety

Support and strengthen parents, caregivers, and families to provide safe environments and relationships to allow children 0-5 to thrive.



Improve Child Health

Provide prevention and early intervention so that children prenatal through 5 are supported in reaching their optimal developmental outcomes.



Improve Quality Early learning

Improve access and opportunity for quality early learning so that children enter kindergarten ready to learn.

Systems Change Makers: Home visits mitigate toxic stress and guide parents to find their own power

"I used to feel like I was running on cortisol, struggling to juggle the challenges of being a mom with two young children. But thanks to the First 5 Yolo programs, R2R and Welcome Baby, I found a lifeline. These programs provided me with a foundation of support, stability for my mental health, and a sense of reassurance. ... **these programs helped me**...navigate life with newfound confidence. I'm grateful every day for the transformation... brought into my life." – WB/R2R Parent

Moving Forward First 5 Yolo will continue:

- Addressing systemic barriers to care
- Improving the quality of services for more equitable outcomes and sustainability
- Bridging prenatal care to primary care with Welcome Baby program
- Building provider capacity to promote nurturing care for children and families



**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Attachments

Agenda Item- Adopt First 5 Yolo Annual Local Evaluation Report FY 22/23

Background

Per Statute, First 5 holds public hearings prior to adopting annual audits and reports. The First 5 Yolo Local Evaluation Report is an annual report summarizing the evaluation of funded programs and services and highlighting expected future work.

The First 5 Yolo Commission adopts the Local Evaluation Report annually, following a Public Hearing.

Executive Director Overview

The Public Hearing and staff report on the final draft of the Fiscal Year 2022/2023 Local Evaluation Report has been noticed as the preceding item, Item #09, to this Agenda. It is anticipated the Commission will hold the Public Hearing and receive the Report prior to the final vote on adoption in this item.

Additional Information and Attachments

Action Requested

Adopt First 5 Yolo Annual Local Evaluation Report FY 22/23.

**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Attachments

Agenda Item- Accept Quarter 1 FY2023/2024 Revenue and Expenditure Summary Report

Background

Quarterly, the Commission reviews a Revenue and Expenditure Year-to-Date Summary Report tracking actual and projected revenues and expenditures against the current approved budget, and First 5 Yolo staff recommends changes to the budget based on the projections, if necessary.

Executive Director Overview

The Q1 Revenue and Expenditure Summary Report includes all funds received and expended from July 1, 2023-September 30, 2023, as well as expenses incurred and revenues earned in the defined period which were received within the period of availability, though funds may have been received or expended after September 30.

Of note are the following items:

1. Funds related to F5CA Prop 10 Grants are projected to be approximately 26% higher than budgeted as the Commission received its final IMPACT 2020 payment from the state after the close of the FY2022-23 period of availability, September 30, 2023. Because funds were received after the close of the period of availability, the final IMPACT 2020 reimbursement is recognized in FY2023-24.
2. Proposed budget revisions contained throughout The Revenue and Expenditure Report reflect correction to the Children's Home Society's allocation under the Childcare Recovery Package to correct for an error which understated the remaining balance of awards to childcare providers to be paid in Fiscal Year 2023-24, and to correct for an increase to both budgeted revenues and program expenditures related to the PRACTICE Initiative Grant from CommuniCare+OLE which allowed the extension of the project for an additional two months with additional funding to support initiative activities.
3. As of the close of Quarter 1, the Commission is projected to realize a contribution to Fund Balance of ~\$172K at the close of the Fiscal Year. Aligned with First 5 Yolo's Strategic Plan, these funds have been allocated to the Commission's Sustained Initiative Funding Reserve to support its largest multi-year initiatives in future periods as the Commission seeks to identify and secure additional funding to sustain its largest initiatives through the life of the current Plan.

Additional Information and Attachments

The Quarter 1 Revenue and Expenditure YTD Summary Report is included as **Attachment A** to this item.

Action Requested

Accept Q1 FY23/24 Revenue and Expenditure Summary Report.



Q1FY23-24 Revenue and Expenditure Summary Report

Report Period: July 1, 2023- September 30, 2023

Descriptions	Current Budget	Proposed Revisions	Revised Budget	Actual through 9/30/23	Total Projected	Favorable (unfav.) Variance	%Proj. Budget Variance
SOURCES OF FUNDS							
A. Revenues							
Prop 10- State Tobacco Tax Allocation	1,107,364		1,107,364	94,230	1,107,364	-	0.00%
Prop 10- First 5 California	441,460	-	441,460	117,938	554,172	112,711	25.53% ¹
Non-Proposition 10	3,751,605	19,952	3,771,557	71,746	3,771,557	(0)	0.00%
Interest	20,000		20,000	5,648	20,000	-	0.00%
Total Revenues	5,320,429	19,952	5,340,382	289,562	5,453,093	112,711	2.11%
EXPENDITURES							
B. Personnel							
Salaries (Regular, Grant-Funded, and EH)	668,941	-	668,941	146,747	668,941	-	0%
Benefits	445,184	-	445,184	98,152	445,184	-	0%
Unemployment Insurance	2,362		2,362		2,362	-	0%
General Liability	12,093		12,093		12,093	-	0%
Workers Comp Insurance	5,798		5,798		5,798	-	0%
Total Personnel	1,134,378	-	1,134,378	244,899	1,134,378	-	0%
C. Program Funding							
Help Me Grow	718,864	-	718,864	154,560	718,864	-	0%
The CHILD Project: Road to Resilience	1,250,007	-	1,250,007	249,200	1,250,007	-	0%
Welcome Baby	1,079,771	-	1,079,771	181,165	1,079,771	-	0%
CalWORKS Home Visiting Program	179,353	331	179,684	2,230	179,684	-	0%
Childcare Recovery Package	290,395	-	290,395	111,285	305,764	(15,369)	-5% ²
Refugee Family Support	132,685	-	132,685	64,758	132,685	-	0%
ACES Aware Network of Care	35,807	9,057	44,864	24,682	44,864	-	0% ³
IMPACT Legacy	192,885	-	192,885	-	192,885	-	0%
Attachment & Biobehavioral Catch Up	157,500		157,500	25,235	157,500	-	0%
Crisis Nursery Mobile Client Navigator	40,000		40,000	10,082	40,000	-	0%
Event Sponsorships	5,000		5,000	500	5,000	-	0%
Partner Reporting Platform- Clear Impact	10,200		10,200	2,550	10,200	-	0%
Total Program Funding	4,092,466	9,388	4,101,854	826,245	4,117,223	(15,369)	0%
D. Operating Expenses	104,364	-	104,364	13,631	104,364	-	0%
E. Professional Services	60,243	-	60,243	8,059	60,243	-	0%
F. Contingency Funds (2% Projected P10)	22,147		22,147		22,147		0%
G. Less Indirect Received on Contracts	(156,263)	(1,087)	(157,350)	-	(157,350)	-	0%
Total Expenses	5,257,335	8,301	5,265,636	1,092,834	5,281,006	(15,369)	0% ⁴
Net Income/(Loss)	63,094		74,745		172,087		
Beginning Fund Balance: July 1, 2023	2,278,521						⁵
Projected Ending Fund Balance: June 30, 2024	2,450,608						⁶
Unassigned Balance	-						⁷
Restricted Fund Balance (non-formal reserve)	65,205						⁸
Sustained Initiative Funding	1,135,403						⁹
Cashflow Reserve	500,000						¹⁰
Catastrophic Reserve	750,000						¹¹

(see notes on next page)



Q1 Fiscal Year 2023-2024 Revenue and Expenditure Summary Report Notes:

1. Funds related to First 5 CA Prop 10 Grants are projected to be approximately 26% higher than budgeted as the Commission received its final IMPACT 2020 payment from the State after September 30, 2023. Because this final IMPACT 2020 reimbursement was received outside of the period of availability for Fiscal Year 2022-2023, this final reimbursement will be recognized in the current fiscal year.
 2. The Commission contracts with Children's Home Society for the disbursements of Childcare Recovery Package funding to childcare providers awarded grants under the program. CHS's contract was increased slightly to correct for an error which understated the remaining balance of awards to childcare providers to be paid in Fiscal Year 2023-2024. All Childcare Recovery Package expenses are reimbursable.
 3. In November 2023, CommuniCare+OLE, the fiscal agent for the PRACTICE Grant (second round of ACES Aware Network of Care Funding), received authorization from the funder to extend the term of their agreement through January 31, 2024, and the option for extension was offered to all lower-tier subcontractors. First 5 Yolo elected to extend the Agreement and additional funds were allocated to First 5 Yolo to continue work in the grant. Program expenditures as well as revenues are updated to reflect this extension.
 4. As of 9/30/2023, the Commission is projected to realize a contribution to Fund Balance of \$172,087 at June 30, 2024. As the fiscal year continues to unfold, the Commission expects year-end projections to improve as additional information and actual expenditures becomes available.
 5. The Beginning Fund Balance at July 1, 2023 was updated to match the audited ending fund balance at June 30, 2023.
 6. As of the close of the first quarter of Fiscal Year 2023-2024, the Commission's projected ending Fund Balance at June 30, 2024 is \$2,450,608.
- 7-11. The Commission's Fund Balance is allocated into four established reserves, each serving a different purpose. The Catastrophic Reserve is allocated to cover F5Y expenses for a short period should Prop 10 funding become significantly delayed or end, and/or a catastrophic event occur that disrupts business operations of F5Y. The Cashflow Reserve intended to smooth operations by ensuring adequate cash flow and stabilize program funding through each strategic plan despite month-to-month and year-to-year Prop 10 revenue fluctuation and/or delays in other funding sources, particularly those from state grants. The target balance for this account is \$500,000. The Cashflow Reserve also protects First 5 Yolo's funded partners who may not be able to withstand delayed reimbursements. The Sustained Initiative Funding Reserve supports the Commission's intended and committed leveraging activities in F5Y's largest multi-year grant-funded programs (e.g., The CHILD Project: Road to Resilience, and Welcome Baby). Through Fiscal Year 2023-2024, any excess funds over expenditures will be allocated to the Sustained Initiative Funding as the Commission seeks to capture and identify additional funding to support its largest multi-year initiatives through the life of the current Strategic Plan. Restricted Fund Balance is a non-formal reserve that reflects funds that are contractually restricted. Funds held in the Restricted Fund Balance Reserve reflect the committed Prop 10 match funds for Welcome Baby. The Unassigned Balance reflects any portion of Fund Balance that is unallocated to a specific purpose and can be allocated at the Commission's discretion without negatively impacting future commitments.

**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Attachments

Agenda Item- Executive Director Report
<i>Background</i>
The Executive Director updates the Commission on activities and developments.
<i>Executive Director Overview</i>
Updates: <ul style="list-style-type: none">○ Status of CDSS Office of Child Abuse Prevention Road to Resilience RFA Response and Local Match Funding○ Status of Child Youth Behavioral Health Initiative (CYBHI) Grant○ Pending Satisfactory Annual Review, Report of Salary Step Movement for Management Services Officer and Systems Improvement and Implementation Officer○ First 5 Association Advocacy Day and State Budget Request
<i>Additional Information and Attachments</i>
<i>Action Requested</i>
Receive Executive Director's Report.

**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Attachments

Agenda Item- Commissioner Reports
<i>Background</i>
Commissioners have the opportunity to provide updates on activities and events relating to their role as First 5 Yolo Commissioner and/or professional capacity in the County.
<i>Deputy Director Overview</i>
<i>Additional Information and Attachments</i>
<i>Action Requested</i>
Receive Commissioner reports.