COMMISSIONERS

Anna Domek – District 1 Barbara Boehler – District 4 Tony Kildare – County of Yolo Behavioral Health Director	Sally Brown – District 2 Carol Souza Cole – District 5 Lucas Frerichs, Chair – Board of Supervisors Sheila Allen, Alternate Chair – Board of Supervisors	Jenn Rexroad – District 3 Garth Lewis – YCOE Nichole Arnold – Children with Special Needs

COMMISSION MEETING AGENDA

September 9, 2026
3:00 – 5:00 PM
International House
10 College Park, Davis, CA 95616

Members of the public who wish to participate remotely may use the Zoom link or phone numbers below

https://us02web.zoom.us/j/81149641135?pwd=S24cTyZGf1mtpnQV6TpuL3pgeybPmC.1

Meeting ID: 811 4964 1135
Passcode: 169692

• +1 669 900 6833 US (San Jose)
• +1 669 444 9171 US
• +1 253 215 8782 US (Tacoma)

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

Chief Executive Officer recommends approval of Consent Agenda Items 6-10

General Administrative Function

6.	Chair	Approve First 5 Yolo Finance Committee Meeting Minutes from 05/27/26	
7.	Chair	Approve First 5 Yolo Commission Meeting Minutes from 05/28/26	
8.	Chair	Approve First 5 Yolo Executive Committee Meeting Minutes from 07/23/26	
9.	Chair	Approve First 5 Yolo Special Commission Meeting Minutes from 08/03/26	
10.	Chair	Receive Sponsorship Fund Allocations Report (The Wonder Grove- Worldwide Day of Play)	

REGULAR AGENDA   Presentation/Discussion/Possible Action

11.	Chief Executive Officer	Review and Adopt Fiscal Year 2026-2027 Evaluation Plan	5 minutes
12.	Chief Executive Officer	Accept Fiscal Year 2025-2026 Year-End Revenue and Expenditure Summary Report	10 minutes
13.	Chief Executive Officer	Approve First 5 Yolo Finance and Operations Manager Position	5 minutes
14.	Chief Executive Officer	Approve First 5 Yolo Director of Programs and Evaluation Position	5 minutes
15.	Chief Executive Officer	Review and Adopt Fiscal Year 2026-2027 Revised Budget	10 minutes
16.	Chief Executive Officer	Receive Ralph M. Brown Act Refresher Training from County Counsel Staff	20 minutes
17.	Chief Executive Officer	Chief Executive Officer Report	10 minutes
18.	Commissioners	Commissioner Reports	5 minutes
19.	Chair	Adjournment	

Next meeting scheduled:
Commission Meeting
October 28, 2026
3:00 – 5:00 PM

International House
10 College Park, Davis, CA 95616

I declare under penalty of perjury that the foregoing agenda was posted September 6, 2026, 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

Chelsea Tracy
Executive Assistant, First 5 Yolo

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.**

Agenda Item #06
09/09/2026

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☒

Agenda Item- Approve First 5 Yolo Finance Committee Meeting Minutes from 05/27/26
Background
Final Minutes from the First 5 Yolo Finance Committee Meeting.
Chief Executive Officer Overview
The First 5 Yolo Children and Families Commission Finance Committee held a meeting on 05/27/2026 at 9:30am at the First 5 Yolo office (2779 Del Rio Pl, Unit A, Davis CA 95618).
Additional Information and Attachments
Draft Meeting Minutes are attached to this item as **Attachment A**.
Action Requested
Approve First 5 Yolo Finance Committee Meeting Minutes from 05/27/26 as submitted or propose edits.

FINANCE COMMITTEE Meeting Minutes

May 27, 2026

The First 5 Yolo Finance Committee met on the 27th day of May 2026 at 9:30 AM at the First 5 Yolo office (2779 Del Rio Pl, Unit A, Davis, CA 95618).

Finance Committee Member in Attendance: Sally Brown, Jenn Rexroad
Commissioners in Attendance: Carol Souza Cole
Staff in Attendance: Gina Daleiden (remote), Victoria Zimmerle
Public: None

I. **Call to Order**
S. Brown called the meeting to order at 9:39am.

II. **Public Comment**
None.

III. **Review and Approve FY25/26 Budget for Adoption by Full Commission**
V. Zimmerle reviewed the 3-year Comparison Budget and the FY2026-27 Budget for Commissioner consideration noting that the budget includes a planned draw on Fund Balance aligned with both the Long Term Financial Plan and Strategic Plan to strategically utilize Fund Balance, across the life of the Strategic Plan, to maintain levels of programming and leveraged funding commitments in First 5 Yolo's main initiative, Welcome Baby: Road to Resilience. V. Zimmerle also noted that Prop 10 Revenues (tobacco tax) are projected to decline an additional 10% over FY 2025-2026 levels. She highlighted that for Fiscal Year 2026-2027, aligned to the current Strategic Plan, core components of all First 5 Yolo programs will be maintained at their base service levels though minor adjustments will be made to reflect the sunset of grants that temporarily increased some program FTE (e.g., reduction of .5FTE nurse that was temporarily increased). Operational and professional service expenditures are projected to remain relatively flat in the coming year. Commissioners discussed and asked questions about County charges and revenue sources for FY27.

Approve FY26/27 Budget for Adoption by Full Commission
Motion: J. Rexroad **Second:** S. Brown **Motion carries unanimously**

IV. **Review and Approve Fiscal Year 23/24-27/28 Long Term Financial Plan Update for Adoption by Full Commission**
V. Zimmerle reviewed the minimal updates to the Long Term Financial Plan noting the plan was updated to reflect the most up to date Prop 10 Revenue projections, to clarify the intent of the Commission to review and update the plan annually, and to update the Plan to reflect FY2024-2025 actuals, FY2025-26 projections, and FY2026-27 to FY2027-28 estimates.

Approve Fiscal Year 23/24-27/28 Long Term Financial Plan Update for Adoption by Full Commission
Motion: J. Rexroad **Second:** S. Brown **Motion carries unanimously**

V. **<u>Adjourn</u>**
The meeting was adjourned at 10:49AM.

Agenda Item #07
09/09/2026

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☒

Agenda Item- Approve First 5 Yolo Commission Meeting Minutes from 05/28/26
Background
Final Minutes from the First 5 Yolo Commission Meeting on 05/28/2026 for approval by First 5 Yolo Commission.
Chief Executive Officer Overview
First 5 Yolo Children and Families Commission held a regularly scheduled meeting on May 28, 2026, at International House-Davis, 10 College Park, Davis, CA 95616 from 3:00-5:00 pm.
Additional Information and Attachments
Draft Meeting Minutes from the May Commission Meeting are attached to this item as **Attachment A**. The next regularly scheduled Commission meeting will be held October 28, 2026, at International House-Davis, 10 College Park, Davis 95616 from 3:00-5:00 PM.
Action Requested
Approve First 5 Yolo Commission Meeting Minutes from 05/28/26 or propose edits.

The First 5 Yolo Children and Families Commission met on the 28th day of May, 2026, at International House, 10 College Park, Davis 95616.

Commissioners in attendance: Jenn Rexroad, Nichole Arnold, Carol Souza Cole, Barbara Boehler, Anna Domek, Lucas Frerichs, Tony Kildare, Sally Brown, Garth Lewis (arrived at 3:10pm)

Staff in attendance: Gina Daleiden, Victoria Zimmerle
Absent: None

Public in attendance:

<u>ADMINISTRATIVE AGENDA</u>

<u>Item #1: Call to order</u>

L. Frerichs called meeting to order at 3:03pm.

<u>Item # 2: Roll Call</u>

L. Frerichs took a voice roll call.

Absent:

Late: G. Lewis arrived at 3:10pm

<u>Item #3: Consider approval of the agenda</u>

Approve Meeting Agenda
Motion: C. Souza Cole **Second:** S. Brown
Motion carried unanimously

<u>Item #4: Opportunity for Commissioners to State Conflict and Recusal</u>

L. Frerichs welcomed Tony Kildare as First 5 Yolo's newest Commissioner. T. Kildare introduced himself, sharing his background working with his children and families, including his current role as Behavioral Health Director for Yolo County.

<u>Item # 5: Public Comment</u>

None.

<u>CONSENT AGENDA</u>
Executive Director recommends approval of Consent Agenda Items 6 – 10.

<u>Item #6: Approve First 5 Yolo Commission Meeting Minutes from 03/11/2026</u>

FIRST 5 YOLO

Item #7: Receive Sponsorship Fund Allocations Report (Yolo County CASA- Runway of Hope Fashion Show, Yolo County Library- Summer Reading Program, and Yolo County Office of Education-Roadmap to the Future Parent Cafes)

Item #8: Accept Health and Safety Fiscal Half Year 1 2025-26 Program Performance Measure Progress Report

Item #9: Adopt Update to First 5 Yolo Sponsorship Policy Effective July 1, 2026

Item #10: Adopt Commission Meeting and Budget Process Calendar for Fiscal Year 2026-2027

Approve Consent Agenda Items 6-10 including a Change on Item 10 to Correct the June 2027 Meeting to Reflect June 9, 2027.
Motion: N. Arnold **Second:** S. Brown
Motion carried unanimously

REGULAR AGENDA

Item #11: Accept Quarter 3 Fiscal Year 2025-2026 Revenue and Expenditure Year-to-Date Summary Report

V. Zimmerle presented the Quarter 3 Fiscal Year 2025-2026 Revenue and Expenditure Year-to-Date Summary Report. She noted that variances are beginning to emerge across budget categories, and that notes in the report explain the cause for each category. She indicated additional variance may materialize toward year-end, primarily due to potential underspending by funded partners, and noted that budget adjustments would not typically be made at this stage for partners tracking behind.

V. Zimmerle highlighted that Prop 10 revenues are projected to come in approximately 3% below budget, with receipts trending lower than expected. She explained that the overall decline in tobacco tax revenues statewide is the underlying driver, and that even recent projections received from First 5 California are lower than estimates from a year ago. G. Daleiden noted that the First 5 Association has been working with CDTFA to better understand the methodology behind revenue projections. Commissioners acknowledged the challenging revenue environment and the importance of the long-term financial plan in providing a framework for managing these trends.

Accept Quarter 3 Fiscal Year 2025-2026 Revenue and Expenditure Year-to-Date Summary Report
Motion: G. Lewis **Second:** C. Souza Cole
Motion carried unanimously

Item #12: Review and Accept Proposed Fiscal Year 2026/27 Funding Plan

G. Daleiden presented the proposed FY 2026/27 Funding Plan. V. Zimmerle noted that the Plan is incorporated into the annual Strategic Plan update each year and reflects First 5 Yolo's total investment across programs, including both contracted and in-house components as well as grant-funded personnel. She noted that this document is intentionally structured differently from the budget and the contract list, each of which serves a distinct purpose, and encouraged new Commissioners to review all three in concert.

Discussion included questions regarding notation of the Welcome Baby: Road to Resilience program, specifically why it is broken into two funding lines, one for "core" program and one for CalWORKs. G. Daleiden explained that the separation reflects the CalWORKs Home Visiting program as a distinct funding stream and collaborative effort with the County providing ParentChild+ home visiting model. She highlighted that CalWORKs Home Visiting has grown substantially and has a waitlist. V. Zimmerle also noted that all funding figures are based on best estimates, as state planning allocations have, in recent years, not been confirmed until after the start of the fiscal year. T. Kildare offered context from the County's perspective on the timing and variability of state allocations.

Accept Fiscal Year 2026/27 Funding Plan
Motion: J. Rexroad **Second:** S. Brown
Motion carried unanimously

<u>Item #13: Public Hearing: Review and Adopt First 5 Yolo Fiscal Year 2023/24-2027/28 Strategic Plan Annual Update</u>

G. Daleiden presented the annual update to the Strategic Plan, noting that changes this year are minor and largely ministerial, with the primary update being a revision to reflect the continued decline in Prop 10 revenue projections.

Public Hearing Open: 3:27pm

No public comment.

Public Hearing Close: 3:27pm

Approve First 5 Yolo Fiscal Year 2023/24-2027/28 Strategic Plan Annual Update
Motion: G. Lewis **Second:** N. Arnold
Motion carried unanimously

<u>Item #14: Public Hearing: Review and Adopt Long Term Financial Plan Update</u>

V. Zimmerle presented the Long-Term Financial Plan update, noting minor revisions to reflect updated Prop 10 revenue projections and to update the financial tables with current-year actuals, projections, and estimates for the remaining years of the plan. She noted that all planning principles remain intact.

Public Hearing Open: 3:28pm

No public comment.

Public Hearing Close: 3:28pm

Adopt Long Term Financial Plan Update
Motion: C. Souza Cole **Second:** A. Domek
Motion carried unanimously

Item #15: Consider, Determine, and Approve Cost of Living Adjustment (COLA) for First 5 Yolo Employees for Fiscal Year 2026-2027

G. Daleiden introduced the item as listed on the Agenda, noting that typically the Chair presents this Item rather than the Chief Executive Officer, but that no conflict was present this year as she is retiring. She provided context, including that, aligned with historical practice, a 2% COLA had been built into the proposed budget based on prior guidance from the County. She noted the Commission has authority to approve 2%, 3%, or any other amount, including no COLA in any given year, dependent on the fiscal situation for F5Y. She explained that the all-in cost of a 2% COLA is approximately $23,000, with a 3% COLA coming to approximately $36,000.

Commissioners discussed the current fiscal environment, staffing considerations, and the upcoming schedule for meetings with the Board of Supervisors. L. Frerichs noted that county employees broadly are receiving COLAs in the 2–3% range. V. Zimmerle noted an important consideration is that for Fiscal Year 2026-2027, a smaller share of COLA costs will be grant-reimbursable. Commissioners discussed the importance of employee retention, as well as the cost of disruption to programming when staff are not retained.

Approve a 3% COLA for all First 5 Yolo Employees for Fiscal Year 2026-2027
Motion: T. Kildare **Second:** S. Brown
Motion carried unanimously

Item #16: Review 3-Year Comparison Budget and Review and Adopt Fiscal Year 2026-2027 Annual Budget

V. Zimmerle presented the 3-year comparison budget and the proposed FY 2026-27 annual budget. She noted that the 3-year view is provided for trend context, and that the Commission's action is on the single-year budget only. Key highlights included: Prop 10 revenues projected to decline approximately 10% from the current year projection; interest apportionment budgeted conservatively to avoid reliance on interest income for operations; a slight reduction in total personnel costs reflecting the sunset of a grant-funded FTE; and core program components for all initiatives maintained in the coming year with the exception of a slight reduction in nurse FTE within Welcome Baby: Road to resilience related to the sunset of the Commission's Child Youth Behavioral Health Initiative Grant.

V. Zimmerle noted a planned draw on fund balance of $709,000 from the Sustained Initiatives Funding Reserve, aligned with the Long-Term Financial Plan and Strategic Plan. The projected closing fund balance at June 2027 is approximately $2 million. Commissioners discussed the rationale for the planned fund balance draw, with V. Zimmerle reminding that the Strategic Plan was designed to build reserves in early years and draw them down in later years to maintain programming continuity and maintain commitments in multi-year leveraged projects, specifically Welcome Baby: Road to Resilience. She also noted the ongoing need to identify approximately $200,000 in additional revenue for the final year of the plan. Commissioners expressed appreciation for the detailed presentation and commended staff for their planning approach.

Adopt Fiscal Year 2026-2027 Annual Budget with the Change to Include a 3% COLA for all First 5 Yolo Employees
Motion: J. Rexroad **Second:** S. Brown
Motion carried unanimously

Item #17: Review and Authorize Funded Program Contracts, Sole Source Procurements, and Professional Services for Fiscal Year 2026-27

G. Daleiden presented the list of funded program contracts, sole source procurements, and professional services for FY 2026-27. She noted that all contracts are continuations from the prior year and that sole source forms are not required for continuing contracts. She reminded the Commission that all amounts are not-to-exceed and are subject to adjustment based on contract negotiations, performance, or programmatic changes, with any increases above authorized amounts requiring Commission approval.

Commissioners discussed and clarified how previously authorized amounts and new authorizations are displayed. V. Zimmerle explained previously authorized amounts are reflective of previous actions of the Commission that authorized expenditures in future periods. G. Daleiden also clarified that contracts are “up to the amount listed” and may be proposed as a term shorter than one year for individual agencies, as appropriate.

Authorize Funded Program Contracts, Sole Source Procurements, and Professional Services for Fiscal Year 2026-27 with the correction to reflect total FY2026-27 funding for Northern California Children’s Therapy Center of up to $654,995.
Motion: L. Frerichs **Second:** N. Arnold
Motion carried unanimously

Item #18: Authorize Chief Executive Officer to Accept Commission for Behavioral Health Innovation Partnership Fund Grant, if Awarded

G. Daleiden noted that First 5 Yolo applied for a Commission for Behavioral Health (CBH) Innovation Partnership Fund grant and that an award decision is anticipated in June 2026. Because the signing window may open before a Commission meeting can be convened, she requested explicit authorization for the CEO to execute the grant agreement, if awarded. She noted that the grant is highly competitive and that the partnership with Yolo County Behavioral Health, represented by T. Kildare, was instrumental in strengthening the application.

G. Daleiden also informed the Commission that the Governor’s proposed budget includes a 50% reduction to CBH grant funding, which would likely affect this grant program if finalized. She noted that a similar proposed cut occurred in the prior year and was reversed by the Legislature, and that First 5 Association is actively engaged with legislators and state departments on this issue. T. Kildare added that the legislative response to prior proposed cuts suggests there is political support to protect these funds, and that communications with state legislators on the importance of CBH funding are ongoing.

Authorize Chief Executive Officer to Accept Commission for Behavioral Health Innovation Partnership Fund Grant, if Awarded
Motion: C. Souza Cole **Second:** T. Kildare
Motion carried unanimously

CLOSED SESSION
The Commission convened in closed session at 4:03pm.

1. Public Employee Appointment or Evaluation
   Government Code Section 54957(b)(1)
   Position Title: Chief Executive Office

RETURN TO OPEN SESSION
The Commission returned to Open Session at 4:14pm

Item #21: Appoint a Candidate to the First 5 Yolo CEO Position to Begin July 12, 2026, Upon the Retirement of First 5 Yolo CEO, Gina Daleiden Effective July 12, 2026

L. Frerichs announced that the Commission has decided to appoint V. Zimmerle as First 5 Yolo CEO, effective upon the retirement of current CEO, G. Daleiden, on July 12, 2026. V. Zimmerle expressed her acceptance of and appreciation for the appointment, noting her commitment to building on the organization's work and looking forward to continuing to serve alongside the Commission.

Appoint Victoria Zimmerle to the First 5 Yolo CEO Position to Begin July 12, 2026, Upon the Retirement of First 5 Yolo CEO, Gina Daleiden Effective July 12, 2026
Motion: J Rexroad **Second:** S. Brown
Motion carried unanimously

Item #19: Chief Executive Officer Report

G. Daleiden reported that joint guidance on home visiting is forthcoming from the state, issued collaboratively by DHCS, CDPH, and CDSS. She noted that First 5 Yolo is the only smaller to medium-sized county featured in the report, specifically for Welcome Baby: Road to Resilience and its work integrating medical care and funding. She will share the publication with the Commission when released.

G. Daleiden also noted that First 5 organizations have now been formally recognized in DHCS policy as providers of Medi-Cal services, specifically named alongside county health and medical systems. This represents a significant advance at the state level, representing approximately three years of work, and noted that it positions First 5 Yolo to take advantage of additional county-level funding opportunities going forward.

She shared, as a closing reflection ahead of her retirement, that other First 5 counties and county-wide coalitions around the state (including San Diego, Marin, Sonoma, and Alameda) have successfully advanced children's funding ballot measures. She encouraged the Commission to continue monitoring these efforts as examples of what may be possible for Yolo County in the future. G. Daleiden also noted that First 5 Yolo has received a Kaiser IPP grant, a small, but strategically important, award.

Item #20: Commissioner Reports

L. Frerichs noted that the May 28, 2026, meeting is the last official meeting at which G. Daleiden will serve in her current role before retiring on July 12, 2026. He noted that the Board of Supervisors recognize G. Daleiden at its Meeting on June 23, 2026, and all Commissioners are invited. He expressed gratitude on behalf of the Commission for G. Daleiden's 10 years leading First 5 Yolo and her broader 20+ years of service to Yolo County.

Multiple Commissioners offered remarks recognizing G. Daleiden's leadership, advocacy, and impact during her tenure. Commissioners reflected on the significant growth and transformation of First 5 Yolo over the course of her leadership, including the development of a strategic plan that shifted the organization from siloed funding to systems-level thinking, the diversification of revenue beyond Prop 10, and the recognition First 5 Yolo has earned as a model for smaller counties statewide. G. Daleiden expressed appreciation for the Commission's support and partnership and shared her enthusiasm for the organization's continued work under incoming CEO, V. Zimmerle.

Item #22: Adjournment

The meeting was adjourned at 4:33 pm.

Next meeting scheduled:
Commission Meeting
September 9, 2026
International House
10 College Park, Davis, CA 95616

Agenda Item #08
09/09/2026

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☒

Agenda Item- Approve First 5 Yolo Executive Committee Meeting Minutes from 07/23/26
Background
Final Minutes from the First 5 Yolo Executive Committee Meeting on 07/23/2026 for approval by First 5 Yolo Commission.
Chief Executive Officer Overview
First 5 Yolo Children and Families Commission held a regularly scheduled meeting on July 23, 2026, at First 5 Yolo Offices, 2779 Del Rio Pl, Unit A, Davis, CA 95618, at 2:00 PM.
Additional Information and Attachments
Draft Meeting Minutes from the July Executive Committee Meeting are attached to this item as **Attachment A**.
Action Requested
Approve First 5 Yolo Executive Committee Meeting Minutes from 07/23/26 or propose edits.

EXECUTIVE COMMITTEE MEETING AGENDA
July 23, 2026

The First 5 Yolo Executive Committee met on the 23rd of July 2026 at the First 5 Yolo Office (2779 Del Rio Pl, Unit A, Davis, CA 95618) at 2:00pm.

Executive Committee Members in Attendance: Lucas Frerichs, Nichole Arnold, Sally Brown
Staff in Attendance: Victoria Zimmerle
Public: None

I. Call to Order/Welcome/Public Comment

The meeting was called to order at 2:08pm

II. Receive Agency Updates and Discuss Organizational Planning and Staffing Capacity

V. Zimmerle provided the following updates to the Executive Committee:

- First 5 Yolo will be issuing a six-month contract to LPC Consulting Associates, Inc. for outside evaluations services for the agency. F5Y has contracted with LPC for outside evaluation services since Fiscal Year 2019-2020 and aligned with best procurement practices, will be running a solicitation process during this interim period to identify a vendor, ensuring objective program oversight, and benchmarking modern evaluation methodologies for the upcoming fiscal years. F5Y staff will also be exploring a possible expansion of its relationship with UC Davis to support ongoing evaluation efforts which would not require a formal solicitation. Exploration with UC Davis is expected to conclude with sufficient time to issue a competitive solicitation, if needed.
- With the recent appointment of V. Zimmerle into the CEO position, the Deputy Director position is currently vacant. Given the breadth of responsibilities contained in the Deputy Director description, V. Zimmerle recommends breaking the responsibilities previously carried by the Deputy Director into two new positions; One position primarily focused on Fiscal, Administration and Operations and the other a Director of Programs and Evaluation role to support high level program oversight and evaluation. While staff will request establishing two new positions, it is anticipated that the Director of Program and Evaluation will be an internal hire resulting in the addition of a total of 1.0FTE at the agency. V. Zimmerle is currently reviewing classifications, job descriptions, and market salaries across similar First 5s and Yolo County positions.
- To ensure appropriate internal fiscal controls during this transitionary period, V. Zimmerle has temporarily increased FTE for First 5 Yolo's Data Analyst to support day-to-day fiscal work until a new fiscal administrative staff is onboarded.
- On July 15, CDSS released the County Funding Letter for the CalWORKs Home Visiting Program which included an increased allocation to Yolo County for the program. Increased funding will allow for the hire of additional direct service FTE to increase program capacity and respond to service needs in the County. This increase comes after significant advocacy efforts in collaboration with Yolo County HHSA CalWORKs staff. To limit implementation delays, F5Y will move quickly to coordinate with County staff on the program budget and work with the Commission's direct service provider to begin recruitment for the additional FTE. To allow additional direct service FTE to be hired quickly, V. Zimmerle recommends including an item on the Commission's Special Commission

Meeting agenda after meeting with Yolo County HHSA staff to set the FY2026-27 CalWORKs HVP budget.

- With the issuance of the state May Revise budget, title refinements affecting Enhanced Care Management (ECM) and Community Supports (CS) were adopted. These refinements will likely result in increased requirements for ECM service delivery which will impact program caseloads and therefore Medi-Cal reimbursement revenues. Information from Partnership Health Plan is forthcoming and V. Zimmerle will be meeting with Partnership Health Plan staff and F5Y's direct service provider in the coming weeks to understand and plan for the impacts of changing requirements.

Commissioners discussed the possibility of UC Davis serving as the outside evaluator for First 5 Yolo noting it may serve as a mutually beneficial opportunity while also expressing uncertainty about the University's desire and ability to perform similar functions to a more traditional outside evaluator.

III. Adjourn
The meeting was adjourned at 2:54pm.

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☒

Agenda Item- Approve First 5 Yolo Special Commission Meeting Minutes from 08/03/26
Background
Final Minutes from the First 5 Yolo Special Commission Meeting on 08/03/2026 for approval by First 5 Yolo Commission.
Chief Executive Officer Overview
First 5 Yolo Children and Families Commission held a Special Commission Meeting on August 3, 2026, at 600 A Street Suite B, Davis, CA 95616 from 3:30-5:00 pm.
Additional Information and Attachments
Draft Meeting Minutes from the Special Commission Meeting are attached to this item as **Attachment A**.
Action Requested
Approve First 5 Yolo Special Commission Meeting Minutes from 08/03/26 or propose edits.

The First 5 Yolo Children and Families Commission met on the 3rd day of August, 2026, at 600 A St, Suite B, Davis, CA 95616.

Commissioners in attendance: Sally Brown, Jenn Rexroad, Barb Boehler, Carol Souza Cole, Tony Kildare, Lucas Frerichs, Nichole Arnhold

Staff in attendance: Victoria Zimmerle
Absent: April Rocke

Public in attendance: None

ADMINISTRATIVE AGENDA

Item #1: Call to order

L. Frerichs called meeting to order at 3:31pm.

Item # 2: Roll Call

L. Frerichs took a voice roll call.

Absent: Anna Domek, Garth Lewis

Late: T. Kildare

Item #3: Consider approval of the agenda

Approve Meeting Agenda
Motion: C. Souza Cole **Second:** N. Arnold
Motion carried unanimously

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

None.

Item # 5: Public Comment

April Rocke introduced herself as Deputy County Council attending the meeting to support and answer any questions during Closed Session.

REGULAR AGENDA

Item #06: Authorize Increase to Northern California Children's Therapy Center CalWORKs Home Visiting Program Contract for ParentChild+ Services of Up to $183,425 for a Fiscal Year 2026-27 Maximum Compensation Not to Exceed $559,816

V. Zimmerle shared that the CDSS County Funding Letter for the CalWORKs Home Visiting Program, which included FY2026-2027 funding allocations for counties implementing the program, was released in mid-July. As a result of close work with Yolo County HHSA staff over the last two years to advocate for additional funding to fully implement Yolo's proposed CalWORKs Home Visiting Program implementation as approved by the State in 2023, the allocation for Yolo County for Fiscal Year 2026-2027 was higher than anticipated and will allow for the full implementation of programming at service levels originally proposed.

Northern California Children's Therapy Center serves as First 5 Yolo's subcontractor for service delivery. The proposed contract increase will allow for the hire of an additional 1.5FTE Home Visitor(s) and increase point-in-time caseloads by approximately 16 families.

Commissioners discussed and asked questions about the program and planned expenditures related to the increased funding.

Authorize Increase to Northern California Children's Therapy Center CalWORKs Home Visiting Program Contract for ParentChild+ Services of Up to $183,425 for a Fiscal Year 2026-27 Maximum Compensation Not to Exceed $559,816
Motion: B. Boehler **Second:** C. Souza Cole
Motion carried unanimously

CLOSED SESSION

The Commission convened in closed session at 3:38pm

Item #1. Conference with Legal Counsel- Anticipated Litigation
Significant Exposure to Litigation (Government Code section 54956.9(d)(2)
One case

Item #07: Adjournment

The meeting was adjourned from closed session at 4:55pm.

Next meeting scheduled:
Commission Meeting
September 9, 2026
International House
10 College Park, Davis, CA 95616

Agenda Item #10
09/09/2026

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☐

Agenda Item- Receive Sponsorship Fund Allocations Report (The Wonder Grove – Worldwide Day of Play)

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. In Fiscal Year 2024-25, the Commission amended the policy to increase the sponsorship amount from $250 to $500 per qualifying amount, not to exceed a total of $5,000 per year. In Fiscal Year 2026-27 the Commission updated the not to exceed total to $3,000 per year.

Per the Sponsorship Policy adopted by the Commission on May 10, 2017, the Chief Executive Officer 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.

Chief Executive Officer Overview

The total allocation of Sponsorships for the 2026-2027 fiscal year-to-date is as follows:

Fiscal Year 2025-2026			
Event	**Agency**	**Event Date**	**Allocated Amount**
Worldwide Day of Play	**The Wonder Grove**	**9/26/26**	**$500**
		Total	**$500**

Sponsorships in **bold/highlighted** are new as of the last Commission meeting.

Additional Information and Attachments

Promotional flyers are submitted with the applications when available at the time of application.

Action Requested

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

Agenda Item #11
09/09/2026

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☒

Agenda Item- Review and Adopt 2026-2027 Evaluation Plan

Background

With each new Strategic Plan, First 5 Yolo, in coordination with outside evaluators, develops and implements an Evaluation Plan to align to the Strategic Plan's goals and objectives. Last year, the title of the Plan was updated to reflect best practices and elevate each major part of the performance management system: Monitoring, Evaluation, and Learning. This helps to better convey F5Y and funded partner efforts to track and monitor the performance of funded programs. The Monitoring, Evaluation and Learning Plan provides targets and expected outcomes to be achieved by each program aligned with the program purpose and F5Y's mission. This helps better support monitoring and strategic alignment. Furthermore, a Learning Agenda was developed to focus evaluation and continuous quality improvement efforts on data that supports the Strategic Plan Priority Areas and F5Y's charge to build a more coordinated comprehensive system of care for children prenatal-5.

The Plan includes a summary of tools and data collection protocols associated with First 5 Yolo's funded programs. The Plan is reviewed each year during the Strategic Plan update, or once program contracts are finalized, and updated as needed. Select outcomes achieved are planned to be incorporated in the Annual Local Evaluation Report at the end of the year.

First 5 Yolo endeavors to have well defined and meaningful outcomes that benefit children from diverse backgrounds and with diverse abilities. Assessments and data help the Commission establish priority desired results and design programs that will remove disparities and attain meaningful results.

Chief Executive Officer Overview

Annually, the Commission reviews and adopts any needed updates to the Plan for the Fiscal Year, reflective of any newly funded efforts or changes to existing programs. The Monitoring, Evaluation, and Learning Plan includes new programs and updates to current program monitoring and evaluation protocols for Fiscal Year 2026-2027.

The Monitoring, Evaluation and Learning Matrix 1, lays out the Commission's initiatives, primary Community Goal Area, target populations to be served, and expected key outcomes to be achieved aligned with the program's purpose. While individual initiatives often meet multiple Community Goal Areas, First 5 Yolo is required to identify the primary goal area for each of its investments. The larger initiatives of First 5 Yolo include multiple direct service partners. Initiatives are categorized based on three Community Goal Areas (Health, Safety, and Quality Early Learning); however, all of First 5 Yolo's initiatives are also Systems Improvement efforts.

Data Collection Summary Matrix 2, is a description of the methods utilized, including the type of data collected, mode of data collection, and frequency for reporting.

All funded programs report on Performance Measures guided by Friedman Results Based Accountability principles and tied to the Monitoring, Evaluation and Learning Plan. This approach allows funded partners and First 5 Yolo to reflect on what is working and areas for improvement to support quality improvement efforts throughout the year. As part of the technical assistance that First 5 Yolo provides, partners are supported to analyze their data and improve data quality, thereby strengthening outcomes and providing meaningful data an insights to support continued advocacy for children and families in the county.

Staff continue to clarify internal and external roles and responsibilities for performance management and refining measures for better decision-making. Notably, database systems were newly implemented or refined in the past year to support implementation of Enhanced Care Management and expanded Medi-Cal billing. The current data collection systems allow F5Y to coordinate a continuum of prevention and early intervention support across F5 initiatives and strengthen referral networks and partnerships in the broader community. Investments in data capacity and relationship building have helped secure funding and co-develop more efficient processes for staff and families.

Additional Information and Attachments

First 5 Yolo's evaluation is supported by an outside independent evaluator with some projects having additional external evaluation support from University of California, Davis and/or an evidence-based model developer.

The Monitoring, Evaluation and Learning Plan proposed for FY26-27 is included with this item as **Attachment A**.

Action Requested

Review and Adopt 2026-2027 Evaluation Plan

Item 11-Attachment A

First 5 Yolo Fiscal Year 2026-27 Monitoring, Evaluation and Learning Plan

Purpose and Key Questions

The Monitoring, Evaluation, and Learning Plan for First 5 Yolo examines program-level changes and measures whether clients served are "**better off**," using evidence-based, best-practice, and First 5 Yolo-tailored data collection tools. These tools reflect current best practices in performance measurement, evaluation, and early childhood development and education. The plan builds on prior evaluation work and moves toward cross-cutting indicators and outcomes for key First 5 Yolo-funded programs and services.

First 5 Yolo staff, in collaboration with the agency's outside evaluator, will collect and analyze programmatic and population-level data to understand who receives services, measure program impact on children ages 0-5 and their families, and ensure the agency's efforts are meeting identify opportunities for learning and improvement.

First 5 Yolo collaborates with its partners in developing contracts and work plans aligned to the Strategic Plan and Friedman's Results Based Accountability principles. Workplans and contracts are regularly reviewed and updated, as needed, to ensure clear roles and responsibilities inclusive of monitoring and evaluation measures. Together, these lay the foundation for quality data collection, informed decision making, and coordination of multiple agencies. This ultimately drives systems change through a clearer focus around shared community goals and priorities, and more well defined, measurable objectives.

To advance the priorities outlined in First 5 Yolo's Strategic Plan, a **Learning Agenda** was developed to guide continuous quality improvement and support collaborative efforts throughout the community. With growing momentum and commitment across the community to strengthen collective impact approaches and align resources to improve coordination and collaboration, the questions posed serve as a guide for facilitating collaboration and coordination.

This Monitoring, Evaluation, and Learning Plan is grounded in First 5 Yolo's mission and aligned with Proposition 10's purpose to create and implement a comprehensive, collaborative, and integrated system of care to promote, support, and optimize early childhood development for children prenatal to five and their families.

Item 11-Attachment A

First 5 Yolo 2026-27 Annual Monitoring, Evaluation, and Learning Plan

F5 Yolo Mission: Assist our community to raise children who are healthy, safe, and ready to learn. We will ensure that our resources are effectively used and that all community voices are heard.

Vision: In alignment with Proposition 10, create and facilitate a more integrated, coordinated, and effective system of care for children 0-5 and their families.

Monitoring, Evaluation, and Learning Plan Matrix 1

Program Contract	Funded Partner Agency	Strategic Plan Community Goal	Whom and How Many will we Serve?	Are Children and Families Better Off? Expected Outcome Target Tied to Program Purpose
Welcome Baby: Road To Resilience*- RN Visits	CommuniCare+OLE Winters HealthCare Foundation Northern Valley Indian Health	Health/Safety	450 Medi-Cal/uninsured or high-risk births. Families may be enrolled prenatally and up to 1-month post-partum.	90% of Mothers/Birthing Parents receive a medical postpartum visit 80% of infants receive their 1-month and 2-month well-child visits 50% of infants are exclusively breastfeeding at 3 months 90% of caregivers with depression/anxiety symptoms are connected to Behavioral health within 30 days by the RN
Welcome Baby: Road to Resilience*- Navigation and Long-term home visiting	OLE Health (dba CommuniCare+Ole) Yolo County Children's Alliance Yolo Crisis Nursery	Health/Safety	130 families with prenatal-24 months old children at their first home visit. Target population includes families with substance use, mental health needs, and those at risk of entering CWS.	90% or more families who receive home visits for 6 months or more, avoid entry into CWS 90% or more families who receive home visiting for 6 months or more report reduced substance use or remain abstinent 90% of more families who receive home visits for 6 months or more report improved parenting skills 90% or more of enrolled children are up-to-date on well child visits per AAP schedule

				70% or more of enrolled children are up-to-date on immunizations per AAP schedule
Attachment & Biobehavioral Catch-up Home Visiting Joint Project	Yolo Crisis Nursery	Safety	40 families with children ages 3 months-4 years old involved with Child Welfare Services or who are at risk of entry, as approved by CWS.	85% or more parents who completed the ABC program and their improved responsiveness to their child.
CalWORKS Home Visiting Program: Parent Child+*	Northern California Children's Therapy Center	Health/Quality Early Learning	75 CalWORKs eligible families with a child 16 months-36 months old at enrollment/first home visit.	85% of children enrolled in home visiting, with a timely screen for development/behavior using a validated, parent-completed tool
Help Me Grow (HMG)*	Northern California Children's Therapy Center, Yolo County Children's Alliance, RISE Inc., Bonterra Database (Electronic Health Record)	Health	825 Yolo children birth-5years old with Medi-Cal insurance, no insurance or barriers to care	75% of children enrolled in Care Coordination/Enhanced Care Management with a concern result on an ASQ were referred and connected to intervention services in a timely manner (Part B within 60 days; Part C or Home Visiting within 45 days) 70% of children receiving Care Coordination/Enhanced Care Management completed all goals or transitioned to ongoing early intervention services at exit
Help Me Grow (HMG)- In Home Therapy for Caregivers	CommuniCare+OLE	Health/Safety	18 Caregivers of prenatal-5 children identified by HMG providers as experiencing barriers to accessing Mental health services	85% of Caregivers report reduced depression scores and improved functioning after completing 6 sessions or more, based on validated screening/assessment tools and feedback surveys
IMPACT Legacy	Yolo County Office of Education, Yolo Crisis Nursery, Yolo County Children's Alliance, RISE Inc.,	Quality Early Learning	200 formal and informal childcare providers who reside in Yolo County or provide care to children in Yolo County who are 5 or younger	Increased number of FFNs achieving licensure 100% of Childcare Providers are connected to Help Me Grow 80% of providers meet at least 1 goal set in their Quality Improvement Plan (QIP)

	UC Davis Center for Child and Family Studies			

Note: Some programs such as home visiting meet multiple Community Goals in the current Strategic Plan. In these cases, the community goal area to which they are most closely tied is bolded.

*Programs marked with an asterisk have more detailed program specific quality assurance, monitoring, and evaluation plans and/or external research or evaluations conducted by third parties.

Data Collection Summary Matrix 2

Data Collection Instrument/ report	Type of Data Collected	Data Collection Mode	Frequency of collection	Reviewed by First 5:
Performance Measure Report	Programs report on meaningful indicators measuring "how much," "how well," and the extent to which clients served are "better off." This includes all data necessary for Medi-Cal billing and care coordination. Note some programs such as WBR2R and HMG report data on a quarterly basis for other funders. F5Y has tried to align reporting, using common performance measures and definitions and timelines across funding streams where feasible. This helps to reduce the administrative burden of data on funded partners and produces higher quality data.	Template provided by F5Y or case management system (SalesForce/Bonterra/DAISY)	By January 15th/July 15th following the close of the Fiscal Half Year or Fiscal year depending on contract terms	Quarterly/ Biannually/ Annually depending on data availability and outcome type
Client Demographic Data	First 5 California demographics for children birth-6th birthday and their caregivers which includes: age of children, race/ethnicity for children and their caregivers, primary language spoken in the home, total count of providers, unique families served. First 5 Yolo local data: city of residence (or zip code) of children and families served, health insurance of children birth-6, gender of caregiver, count of siblings 6-18* served indirectly	Collected at client intake	Start of services for any new client	Aggregate data reviewed quarterly

Item 11-Attachment A

Data Collection Instrument/ report	Type of Data Collected	Data Collection Mode	Frequency of collection	Reviewed by First 5:
Help Me Grow National Indicators	Help Me Grow affiliates are required to collect and report data on a common set of indicators developed by the National Center and State HMG. Indicators include demographics, trainings, use of the centralized access point (call center & web platform), nature of presenting issues, screenings, referrals to service/programs, gaps and barriers, and outcomes. HMG will also collect all data necessary for Medi-Cal billing and patient care.	Bonterra, Brookes ASQ online	Ongoing for individual clients	Aggregate data reviewed biannually
WB:R2R Parenting Survey (Retrospective pre/post)	The WB:R2R Parenting Survey measures changes in parenting behavior and knowledge related to parenting skills as well as substance use. Survey questions and formatting were refined for FY 2021-2022, based on client and staff feedback with support from outside evaluator, to be more inclusive of the pregnant population and use plain language.	Paper or electronic surveys administered during home visits	6 months post 1st home visit, every 6 months thereafter, and at program exit	Aggregate data reviewed biannually
WB:R2R Family Feedback survey	The WB:R2R Family Feedback survey measures customer satisfaction, goal-concordance/shared-decision making, relationship quality with the home visitor and areas for improvement.	Electronic survey collected by the assigned home visitor	4th -6th home visit	Aggregate data reviewed biannually
Patient Health Questionnaire	Depression risk screening tool completed to assess early risk and symptom improvement over time	Paper or electronic surveys administered during home visits	Nurse home visit and in long-term HV at second home visit and at program exit or when child turns 12 months old	Annually, included in WBR2R Infographic
Home Visiting Record Form	The Home Visiting Record Form is utilized by the Program to track activities during home visits including curriculum covered, resources given, and program progress	Record form completed by assigned home visitor after each client visit	Collected after each home visit	Aggregate data reviewed biannually

Data Collection Instrument/ report	Type of Data Collected	Data Collection Mode	Frequency of collection	Reviewed by First 5:
ABC Play Assessment	Standardized play assessment that allows coach to assess nurturing/responsive interactions between parent and child.	Coach observation/video recording coded	At entry and exit	Aggregate data reviewed biannually
IMPACT Legacy Coach Logs	Coach Logs are utilized by Early Learning Coaches to track activities during 1:1 and group coaching session including supports provided, resources given, and goal attainment	Record form completed by Early Learning Coaches after each provider coaching session	Collected after each coaching session	Coach Logs reviewed bi-weekly
IMPACT Provider Feedback Survey	The Provider Feedback Survey is collected twice annually for ongoing IMPACT Legacy Communities of Practice (CoP) and at the close of each discrete CoP for Topic-Based CoPs. The survey gathers provider feedback on the relevancy and applicability of information shared, provider satisfaction with services provided, and provider outcomes for those working toward licensure.	Collected via online survey from distributed anonymous survey links	Every 6 months or at the close of each discrete CoP for Topic-Based CoPs	Data reviewed biannually

Learning Agenda to Improve Access and Quality, Together

Key Questions F5Y plans to explore with F5 Funded Partners and Partnership Network in FY 26-27

1) Are more families able to find and receive the help they need?
2) What works to improve access to preventive health care services for the Medi-Cal and uninsured population? (i.e. well child visits, immunizations, postpartum visits, developmental screening)
3) How might existing programs and services such as home visiting, medical homes, childcare, and Help Me Grow partners better align funding and responsibilities so that families experience less duplication and fragmentation?
4) What supports do families and providers need to improve developmental screening and follow up?
5) Who is **not** accessing prenatal-5 services available to them and why? Disaggregate enrollment and retention data by race/ethnicity, gender, age, language, insurance and geographic location

Agenda Item #12
09/09/2026

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☒

Agenda Item- Accept Fiscal Year 2025-2026 Year-End Revenue and Expenditure Summary Report

Background

Quarterly, the Treasurer and First 5 Yolo financial staff provide a year-to-date Revenue and Expenditure Report Summary to the Commission. The Year End Revenue and Expenditure report is presented after the close of every fiscal year and reflects the prior fiscal year's actual revenues and expenditures, budgeted revenues and expenditures, and summary of the administrative, program, and evaluation cost incurred by the Commission.

Chief Executive Officer Overview

The presented report includes all receipts and expenditure of funds for the entirety of Fiscal Year 2025-26. Revenues and expenditures are reported on a modified accrual basis and as such, FY2025-26 expenditures reflect all incurred expenses and earned revenues as of 06/30/2026, though cash funds may or may not have been expended or received prior to 06/30/2026. In compliance with the Commission's fiscal policies, the Commission recognizes a 90-day period of availability. The Commission believes all reported receivables are collectable within the period of availability, and should any receivables be received after the close of the period of availability, the report will be revised and brought back to the Commission in October 2026. Any receivables received outside of the period of availability will be reported in the subsequent Fiscal Year (i.e., Fiscal Year 2026-27) resulting in a net zero impact to the Commission's projected Fund Balance at June 30, 2027.

Of note are the following variances:

- Actual revenues were 3.4% higher than budgeted at the close of the fiscal year. This variance reflects the net impact of lower than budgeted grant-revenues (related to funded partner underspending) and higher than budgeted Prop 10 revenues, Medi-Cal reimbursements, and interest apportionments as well as FY24-25 grant reimbursements which were recognized in FY25-26.
- Total program expenditures were 6.5% lower than budgeted due to funded partner underspending as a result of staff vacancies and lower than projected program and operational expenditures.

- Operating and Professional services expenditures were 34% and 12.7% lower than budgeted related to lower than budget County A-87 charges, travel and training expenditures, office expenses, Yolo County IT-ERP charges, managed IT and website services, and Yolo County legal services. Decreased utilization of professional services is primarily a result of shifting some service components in-house to existing staff.
- The Commission's ending Fund Balance at June 30, 2026 was $2,942,499 which reflects a planned draw on the Sustained Initiative Funding Reserve of $1,263 aligned with its intended use and the Strategic Plan.
- The Commission's administrative cost rate for Fiscal Year 2025-26 was 9%, well under the Commission's adopted 15% cap.

As of this report, First 5 Yolo has several receivables still outstanding. Staff assess these receivables as collectable within the period of availability and they are therefore, included in this report. In the event any anticipated reimbursements are not received within the 90 day period of availability, an amended report will be brought to the Commission at the October meeting.

Additional Information and Attachments

The Year End Revenue and Expenditure Summary Report is included as **Attachment A** to this item.

Action Requested

Accept Fiscal Year 2025-2026 Year-End Revenue and Expenditure Summary Report.

Item 12- Attachment A

FIRST 5 YOLO

FY25-26 Year-End Revenue and Expenditure Summary Report[1]

Report Period: July 1, 2025- June 30, 2026

Descriptions	Original Budget	Final Budget	Actual through 6/30/26	Variance	%Proj. Budget Variance	
SOURCES OF FUNDS						
A. Revenues						
Prop 10- State Tobacco Tax Allocation	966,567	966,567	976,761	10,194	1%	
Prop 10- First 5 California	252,351	252,351	320,932	68,581	27%	
Non-Proposition 10	3,895,034	3,768,311	3,800,704	32,393	1%	
Interest	20,000	20,000	81,214	61,214	306%	2
Total Revenues	**5,133,952**	**5,007,229**	**5,179,611**	**172,382**	**3.4%**	3
EXPENDITURES						
B. Personnel						
Salaries (Regular, Grant-Funded, and EH)	865,659	908,084	908,494	410	0%	
Benefits	609,592	633,546	608,343	(25,203)	-4%	
Unemployment Insurance	429	429	429	-	0%	
General Liability	17,762	17,762	17,547	(215)	-1%	
Workers Comp Insurance	15,769	15,769	15,769	-	0%	
Total Personnel	**1,509,211**	**1,575,590**	**1,550,582**	**(25,008)**	-1.6%	4
C. Program Funding						
Help Me Grow	978,425	850,383	820,638	(29,745)	-3%	
Welcome Baby: Road to Resilience	2,195,820	2,211,919	2,002,951	(208,968)	-9%	
CalWORKS Home Visiting Program	422,368	420,605	421,717	1,112	0%	
IMPACT Legacy	199,716	201,979	186,652	(15,328)	-8%	
Attachment & Biobehavioral Catch-Up	157,500	157,500	157,500	-	0%	
Yolo Crisis Nursery Mobile Client Navigator	40,000	40,000	39,994	(6)	0%	
Event Sponsorships	5,000	5,000	3,250	(1,750)	-35%	
Partner Reporting Platform- Clear Impact	11,220	11,220	11,220	-	0%	
Total Program Funding	**4,010,049**	**3,898,606**	**3,643,922**	**(254,684)**	-6.5%	5
D. Operating Expenses	**123,959**	**121,469**	**63,750**	**(57,719)**	-47.5%	6
E. Professional Services	**98,450**	**110,625**	**96,585**	**(14,040)**	-12.7%	7
F. Contingency Funds (2% Proj P10 Alloc)	19,331	19,331	-	(19,331)	-100.0%	
G. Less Indirect Received on Contracts	*(155,437)*	*(179,258)*	*(173,964)*	*(5,294)*	3.0%	
Total Expenses	**5,605,563**	**5,546,363**	**5,180,875**	**(365,489)**	-6.6%	
Net Income/(Loss)	(471,611)	(539,134)	(1,263)			
Beginning Fund Balance: July 1, 2025	$ 2,943,762					
Ending Fund Balance: June 30, 2026	$ 2,942,499 [8]					
Unassigned Balance	- [9]					
Restricted Fund Balance (non-formal reserve)	14,038 [10]					
Sustained Initiative Funding	1,678,461 [11]					
Cashflow Reserve	500,000 [12]					
Catastrophic Reserve	750,000 [13]					

FIRST 5 YOLO

FY2025-2026 Cost Allocation Summary

All First 5 Commissions are required to monitor Administrative costs as a proportion of total expenditures and adopt an administrative cost cap. First 5 Yolo's administrative cost cap, as determined by the Commission is 15%. Annually, during budget adoption, staff review the Cost Allocation Plan and expected percentage of Administrative costs as a proportion of total agency expenditure. With the Year End Revenue and Expenditure Report, staff report to the Commission the actual proportionate share of agency expenditures across Administrative, Program, and Evaluation activities. The Cost Allocation Summary for FY2025-2026 is as follows:

Budget Category	Admin (200000)	Program (mult. CCs)	Eval (200002)	Total (all CCs)
Personnel	398,827	998,049	146,843	1,543,720
Program Funding		3,295,994		3,295,994
Operating Expense	34,508	196,143	9,640	240,291
Consulting/Contracting	42,896	26,470	31,504	100,870
Total Expenditures by Cost Center	$ 476,231	$ 4,516,656	$ 187,987	$ 5,180,875
% of Expenditures by Cost Center	9%	87%	4%	100%

Fiscal Year 2025-2026 Year End Revenue and Expenditure Summary Report Notes:

1. The Year End Revenue and Expenditure Summary Report is presented in whole dollars. As such, totals are subject to rounding and may reflect immaterial differences as a result.

2. Interest revenues at the close of the fiscal year were 306% higher than budgeted. The stated total is reflective of the realized interests across the fiscal year (~100.3K) and the unrealized Fair Market Valuation adjustment required annually per GASB 31 which includes a ~19.1K loss.

3. Revenues at the close of Fiscal Year 2025-26 were 3.4% higher than budgeted which reflects the net impact of higher than budgeted Medi-Cal revenues, interest income, and FY25 grant reimbursements recognized in FY26 as well as underspending by funded partners in some grant programs which resulted in lower than budgeted grant revenues across some grants. Where possible, First 5 Yolo will roll forward unspent funds allocated to Fiscal Year 2025-26 into Fiscal Year 2026-27, allowing grant funds to be fully expended for multi-year or cross-year grants. Revenues received outside of the Commission's period of availability will be recognized in Fiscal Year 2026-27 and have no net impact on the Commissions Fund Balance at June 30, 2027.

4. Personnel Expenditures were 1.6% lower than primarily related benefit savings associated with a grant-funded position vacancy.

5. Aligned to Note #3, program expenditures were lower than budgeted by 6.5% due to funded partner underspending as a result of funded partner staff vacancies and lower than projected expenditures. Additionally, some First 5 Yolo administered program expenditures were lower than budgeted due.

6. Operating Expenses were 34% lower than budgeted related to lower than budgeted actual costs associated with Yolo County A-87 charges, training and travel, office expense, and Yolo County IT-ERP charges.

7. Professional Services were 12.7% lower than budgeted at Fiscal Year End as a result of the net impact of reduced actual costs across managed IT and Website services, remote Executive Assistant services, Yolo County Satellite Finance services, and Yolo County legal services and higher than budgeted grant-writing consulting services.

8. The Commission's ending Fund Balance at June 30, 2026 was $2,942,499 which is comprised of all the Commission's formal and informal reserves. Note: The Commission's full Fund Balance is "Restricted" as defined by GASB 54 however, to provide additional transparency and clarity, the Commission's Fund Balance is further defined to communicate the Commission's intended use of its Fund Balance.

9-13. The Commission's Fund Balance is allocated into four established reserve funds, 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 is 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., Welcome Baby: Road to Resilience). Beginning with Fiscal Year 2025-2026 the Commission will utilize funds in the Sustained Initiative Funding Reserve to support the Commission’s intended and committed leveraging activities. Restricted Fund Balance is a non-formal reserve that reflects funds that are contractually restricted (e.g., Welcome Baby Match Funds). 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- Approve First 5 Yolo Finance and Operations Manager Position

Background

All First 5 Yolo employees are at-will County of Yolo employees under the direction of the First 5 Yolo Commission. In accordance with First 5 Yolo Policy, the First 5 Yolo Commission is charged with recruiting, hiring, and if necessary, terminating the First 5 Yolo Chief Executive Officer, and the First 5 Yolo Chief Executive Officer is responsible for recruiting, hiring, and if necessary, terminating staff at First 5 Yolo.

First 5 Yolo defines its own positions, maintains its own salary scales, and position titles are historically unique to First 5 Yolo. First 5 Yolo employees receive health benefit packages tracked with County benefit packages based on position type, as maintained by Human Resources. Not all authorized positions will be filled at any given point in time and positions may be filled or changed based on the Chief Executive Officer's assessment of the needs of the agency within the authorized positions of the agency. The Commission is responsible for authorizing new positions.

Per First 5 Yolo Policy, the Chief Executive Officer is charged with ensuring that, subject to budget constraints, "sufficient trained resources are available and guided in carrying out the work of the organization," and communicates needs to the Commission.

Chief Executive Officer Overview

First 5 Yolo is built as a management agency, providing leadership and "backbone" support to the creation and linkage of systems initiatives, complex programming, continuous quality improvement and on-going program support, technical assistance, and evaluation. The Chief Executive Officer is responsible not only for daily operations, but also overall policy and strategic work locally and in close coordination with the First 5 Network (all 58 county First 5 agencies, First 5 Association, and First 5 CA).

Over the last several years, the work of First 5 Yolo continued to grow, evolve and is increasingly more connected and complex. Over the last 5 years, finance, administration, operations, and program and evaluation oversight have been carried by the Deputy Director along with responsibility related to grant and fund development. Given the complex fiscal, operational, and funding landscape for First 5 Yolo, the CEO recommends establishing a new Finance and Operations Manager position to lead finance, administration and operations for the agency in close collaboration with the CEO. In the next item, Item 14, the Commission will also consider establishing a new Director of Programs and Evaluation position to lead agency program implementation, evaluation, and grant writing activities as well as support the CEO with fund development. With these recommended actions, the Deputy Director position would remain vacant and result in a net savings to First 5 Yolo in future years while also supporting increased organizational capacity to take on some activities that are currently grant-funded; allowing for more coordination across initiatives for data collection, evaluation, and reporting; and allowing for increased capacity to pursue new grants and revenues.

The CEO recommends approval of a Finance and Operations Manager position for First 5 Yolo which will be filled with a new staff member identified through an open recruitment. Over the course of Fiscal Year 2026-2027, the CEO will continue to review First 5 Yolo's organizational structure, sustainability of current efforts, and other organizational needs.

Additional Information and Attachments

The proposed Finance and Operations Manager Job Description is included as **Attachment A** to this item and aligns with similar positions at First 5 Sacramento, Humboldt, Placer, and similar Yolo County classifications. Ministerial additions may be made by Yolo County Human Resources which will not impact the stated components of the position (responsibilities, requirements, salary range).

Action Requested

Approve First 5 Yolo Finance and Operations Manager Position.

FINANCE AND OPERATIONS MANAGER, FIRST 5 YOLO CHILDREN AND FAMILIES COMMISSION

JOB TYPE: Regular, Full-time (40hrs/week)

SALARY RANGE: $97,780.80-$118,872 annually

BENEFITS PACKAGE: Management

DEFINITION

Under general direction and supervision of the Chief Executive Officer, the Finance and Operations Manager holds primary responsibility for the full range of fiscal and administrative operations of First 5 Yolo. The incumbent will serve as the designated Finance Officer and HR Generalist for the agency under the direction and oversight of the Chief Executive Officer. This position is characterized by the high level of management responsibility for administration of diverse agency operations, with a focus on fiscal and administrative functions, including development and maintenance of the agency's budget, long-term Financial Plan, development of Annual Financial Statements, and maintenance of Policies and Procedures. The Incumbent also serves as primary point of contact and coordination with other County of Yolo Departments (Financial Services, Human Resources, General Services, IT), consultants, and vendors; administers contracts to support agency operations; and processes routine fiscal transactions including claims, deposits, journal entries, payroll allocations, and Medi-Cal invoices. The Finance and Operations Manager is charged with monitoring and communicating necessary and regular information to the Chief Executive Officer and relaying information to other staff, as appropriate.

DISTINGUISHING CHARACTERISTICS

The Finance and Operations Manager is an at-will appointment that serves at the pleasure of the Chief Executive Officer (CEO). The incumbent will perform highly complex assignments and oversee and administer the agency's operations, and/or perform other assignments that require an advanced level of knowledge and skills, as well as the use of highly independent judgment. In addition, the incumbent may be assigned to lead or supervise other professional, technical and clerical support staff as an ancillary responsibility of the position.

ESSENTIAL FUNCTIONS:

Fiscal Management:

- Coordinate fiscal and administrative operations including but not limited to internal controls, budgeting, accounting, Medi-Cal billing, purchasing, personnel administration, contract administration, and capital improvements.

- Prepare the agency's annual budget and long-term financial plan including analysis of relevant factors influencing First 5 Yolo’s short and long-term sustainability, revenue and expenditure projections, and allocation of funds to support program initiatives and agency operations
- Prepare a variety of detailed accounting, statistical and/or financial statements or reports; including those to various County, State, and other outside agencies.
- In coordination with the CEO and First 5 Yolo’s external auditor, produce the agency’s annual financial statements and lead annual independent Financial Audit and Single Audit by compiling all requested documents and serving as the primary point of contact
- Regularly report to the First 5 Yolo Commission and Finance Committee during public meetings
- Monitor and ensure compliance with local, state, and federal laws, rules, and regulations as well as contract-specific or funder-specific requirements.
- Manage external grant contracts and MOUs, including invoicing, reconciliations, and fiscal reporting
- Complete regular billing for reimbursable CalAIM and other Medi-Cal reimbursable services and manage revenue cycle for billed activities
- Analyze and initiate changes in accounting practices, procedures, and techniques necessary to meet reporting and regulatory requirements; evaluates the adequacy of internal accounting controls, systems, records, and procedures
- Provide technical assistance to grantees around fiscal sustainability, leveraging of funds, and general financial operations as appropriate

Contracts, Compliance and Risk Management

- Draft and review funded organization/agency contracts, budgets, and invoices; conduct site visits/audits as necessary; and improve or implement contracting system in collaboration with Program Managers.
- Draft, review, interpret and analyze administrative policies and procedures; recommend updates and ensure compliance with applicable laws and regulations.
- Reviews and analyzes complex legislation, state mandated regulations and procedures, and relevant court decisions to determine impact on agency operations, including fiscal and procurement practices; makes recommendations for necessary actions
- Maintain awareness of and participate in external professional environment and resources to ensure the highest level of professional standards are applied to agency operations.

Administrative Operations

- Coordinate administrative operations, including personnel administration, contract administration, purchasing, facilities, and capital improvement projects; Gather, compile and analyze data regarding complex agency operations; review and analyze organizational studies, policies, procedures, budgetary requirements, personnel management practices, and other aspects of agency operations; prepare reports and make recommendations on departmental policies, procedures, and operations.

- Coordinate, monitor and direct the acquisition, allocation, disposition, and use of equipment, supplies, telecommunication systems, office and facility space, records storage and retrieval systems, and forms; conducts research and develop procedures to improve efficiency and cost-effectiveness; monitor and maintain established systems.
- Participate in grant proposal development and ensure compliance with fiscal, reporting, and operational requirements for awarded grants
- Support staff onboarding and off boarding and serve as the agency's designated HR generalist.
- Conduct or participate in studies of new and existing programs and special projects to determine feasibility, resolve problems, and increase efficiency; develop recommendations; and implement and monitor changes.
- Represent First 5 Yolo and the CEO in various county and community meetings and public settings in a positive and productive manner.
- Other duties as assigned

EMPLOYMENT STANDARDS/MINIMUM QUALIFICATIONS

Education: A Bachelor's Degree from an accredited college or university in public or business administration, finance, auditing, economics, or a closely related field; **AND**

Experience: Four (4) years of experience in the 3 major function areas described above. Work in a public or governmental agency is highly preferred.

SUBSTITUTION: An advanced degree in a related field from an accredited college or university may be substituted for up to two (2) years of work experience.

LICENSE: Possess and maintain a valid California driver's license, Class C or higher.

KNOWLEDGE & ABILITY

Knowledge of: advanced principles of public and business administration; agency organization and relationships; agency programs goals; advanced methods and procedures of governmental budget preparation and control; professional accounting theory, principles, and practices; advanced statistical analysis methods; financial statement preparation; auditing principals and techniques; advance purchasing principles and practices; laws and regulations related to public contracting and purchasing; application and operation of computerized accounting and office systems; principles of cost accounting, budgeting systems accounting; office procedures, methods, and equipment including computers and applicable software applications.

Ability to: communicate effectively verbally and in writing to prepare and present a variety of complex reports, correspondence, and other instruments; establish and maintain effective working relationships, including those with management staff, executive staff, and community partners; interpret and apply legal and procedural regulations to fiscal and procurement operations; gather and analyze data, draw logical conclusions, and make effective recommendations across assigned functional areas; read, understand, and interpret complex rules, regulations, and laws as they apply to agency's operations; balance multiple projects and deadlines easily and independently; identify problems and issues; use initiative and independent knowledge within established guidelines; convey the vision, mission, commitment to equity and purposes of the Commission; demonstrate enthusiasm and commitment to improving the lives of young children and their families.

ENVIRONMENTAL & FUNCTIONAL FACTORS

Incumbents in this class are expected to work inside buildings; to work either alone or closely with others; to drive a car; to lift and carry objects weighing up to 15 pounds; to move about; possess enough dexterity to operate a keyboard and handle computer printouts; communicate verbally with co-workers and clients; be able to decipher color coded files, forms and computer instructions and hear well.

MEDICAL CLASS

This class includes administrative or clerical positions requiring light physical effort, which may include frequent lifting of up to ten pounds and occasional lifting of up to twenty-five pounds. Some bending, stooping, and/or squatting may be required. Considerable walking may be involved.

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☒

Agenda Item- Approve First 5 Yolo Director of Programs and Evaluation Position

Background

All First 5 Yolo employees are at-will County of Yolo employees under the direction of the First 5 Yolo Commission. In accordance with First 5 Yolo Policy, the First 5 Yolo Commission is charged with recruiting, hiring, and if necessary, terminating the First 5 Yolo Chief Executive Officer, and the First 5 Yolo Chief Executive Officer is responsible for recruiting, hiring, and if necessary, terminating staff at First 5 Yolo.

First 5 Yolo defines its own positions, maintains its own salary scales, and position titles are historically unique to First 5 Yolo. First 5 Yolo employees receive health benefit packages tracked with County benefit packages based on position type, as maintained by Human Resources. Not all authorized positions will be filled at any given point in time and positions may be filled or changed based on the Chief Executive Officer's assessment of the needs of the agency within the authorized positions of the agency. The Commission is responsible for authorizing new positions.

Per First 5 Yolo Policy, the Chief Executive Officer is charged with ensuring that, subject to budget constraints, "sufficient trained resources are available and guided in carrying out the work of the organization," and communicates needs to the Commission.

Chief Executive Officer Overview

First 5 Yolo is built as a management agency, providing leadership and "backbone" support to the creation and linkage of systems initiatives, complex programming, continuous quality improvement and on-going program support, technical assistance, and evaluation. The Chief Executive Officer is responsible not only for daily operations, but also overall policy and strategic work locally and in close coordination with the First 5 Network (all 58 county First 5 agencies, First 5 Association, and First 5 CA).

Over the last several years, the work of First 5 Yolo continued to grow, evolve and is increasingly more connected and complex. Over the last 5 years, finance, administrations, operations, and program and evaluation oversight have been carried by the Deputy Director along with responsibility related to grant and fund development. Given the complex fiscal, operational, and funding landscape for First 5 Yolo, the CEO recommends establishing a new Director of Programs and Evaluation position to lead agency program implementation, evaluation, and grant writing activities as well as support the CEO with fund development.

In the preceding item, Item 13, the Commission will consider establishing a new Finance and Operations Manager position to support fiscal, administration, and operations for First 5 Yolo. With these recommended actions, the Deputy Director position would remain vacant and result in a net savings to First 5 Yolo in future years while also supporting increased organizational capacity to take on some activities that are currently grant-funded; allowing for more coordination across initiatives for data collection, evaluation, and reporting; and allowing for increased capacity to pursue new grants and revenues.

The CEO recommends approval of a Director of Programs and Evaluation position for First 5 Yolo to be filled by a current employee. The resulting vacant position at First 5 Yolo would then remain *unfilled* through Fiscal Year 2026-2027. Over the course of Fiscal Year 2026-2027, the CEO will continue to review First 5 Yolo's organizational structure, sustainability of current efforts, and other organizational needs.

Additional Information and Attachments

The proposed Director of Programs and Evaluation Job Description is included as **Attachment A** to this item and aligns with similar positions at First 5 Sonoma, Monterey, Contra Costs, and similar Yolo County classifications. Ministerial additions may be made by Yolo County Human Resources which will not impact the stated components of the position (responsibilities, requirements, salary range).

Action Requested

Approve First 5 Yolo Director of Programs and Evaluation Position.

DIRECTOR OF PROGRAMS AND EVALUATION, FIRST 5 YOLO CHILDREN AND FAMILIES COMMISSION

JOB TYPE: Full-time (40hrs/week)

SALARY RANGE: $116,636.83 - $141,772.80 annually

BENEFITS PACKAGE: Management

DEFINITION

Under general direction and supervision of the Chief Executive Officer (CEO), the Director of Programs and Evaluation holds primary responsibility for the implementation, oversight, and evaluation of First 5 Yolo's portfolio of systems initiatives and programmatic work including the development of an agencywide Evaluation Plan, production of an annual Local Evaluation, and regular reporting to the Commission, First 5 California, and other funding partners. The incumbent also works closely with the CEO to identify and implement innovative strategies to improve agency outcomes, secure new funds, and establish and maintain new partnerships; develops, modifies and implements program policies and procedures; coordinates with other public agencies, outside agencies, community-based organizations, and the general public; and represents the CEO in meetings, as assigned.

DISTINGUISHING CHARACTERISTICS

The Director of Programs and Evaluation is an at-will appointment that serves at the pleasure of the CEO. The incumbent will perform the most complex assignments related to implementation of First 5 Yolo's programs including evaluation, grant development, systems-building initiatives, and strategic partnerships that require an advanced level of knowledge, skills, and experience.
This position requires the incumbent to exercise a high degree of independent judgment and initiative in managing complex programs and projects, developing and evaluating strategies, supervising staff, building cross-sector partnerships, and making recommendations to the CEO and Commission.

ESSENTIAL FUNCTIONS:

Program Leadership & Oversight

- Support the development and lead implementation of First 5 Yolo's programmatic strategy
- Oversee agency programs, funded initiatives, and special projects, including program development, implementation, performance, continuous quality improvement, and sustainability.

- Oversee programmatic aspects of contracts, grants, Memoranda of Understanding, and other agreements with funded agencies, consultants, providers, and partners; monitor performance and provide strategic guidance and technical assistance to strengthen implementation and outcomes.
- Supervise assigned staff, including establishing priorities and performance expectations, assigning and monitoring work, providing guidance and coaching, supporting professional development, and conducting performance management.
- Provide leadership across programs and staff to promote coordination, shared accountability, effective program management, use of data and evaluation, and alignment with agency-wide priorities.

Data & Evaluation

- Lead agency-wide and program-level monitoring, evaluation, learning, and continuous quality improvement, including development of evaluation frameworks, performance measures, indicators, and data collection strategies.
- Direct the analysis and synthesis of quantitative and qualitative data across programs and initiatives, and oversee data quality and reporting processes to assess performance, outcomes, equity, and impact and identify opportunities for improvement.
- Translate data and evaluation findings into strategic recommendations for the CEO and Commission regarding agency priorities, program improvement, funding decisions, and systems-building efforts.
- Oversee agency and program evaluation activities and products, including evaluation reports, dashboards, data summaries, and other communications of First 5 Yolo's outcomes and impact, as well as the work of external evaluators, researchers, consultants, and academic partners.
- Maintain current knowledge of emerging research, peer-reviewed literature, evidence-based and promising practices, and relevant trends in maternal and child health, perinatal and birth outcomes, early childhood development, family well-being, health equity, and related areas; translate emerging evidence into recommendations for agency strategy and provide subject matter expertise as appropriate.

Systems Building & Strategic Partnerships

- Lead First 5 Yolo's systems-building strategies to strengthen coordination, integration, access, and outcomes across systems serving young children and families.
- Develop and maintain strategic partnerships with healthcare systems, county agencies, community-based organizations, early childhood and behavioral health providers, educational institutions, and other organizations to advance shared priorities and strengthen systems serving children and families.

- Lead the development, maintenance, and expansion of First 5 Yolo's medical and healthcare network, including strategic relationships with hospitals, health systems, health plans, clinics, medical providers, public health, and other healthcare partners.

Grant Development & Sustainability

- Support agency grant development activities, including identifying and assessing local, state, federal, foundation, and other funding opportunities aligned with First 5 Yolo's mission and strategic priorities and make recommendations to the CEO on viability and alignment.
- Working closely with the CEO, lead development of competitive grant proposals, including project design, narratives, goals and objectives, evaluation plans, performance measures, work plans, and other programmatic components, in collaboration with agency staff and external partners.
- Provide programmatic oversight for awarded grants, including implementation, deliverables, performance measures, outcomes, compliance, and reporting requirements.
- Oversee preparation of programmatic reports required by grantors, First 5 California, and other governmental or philanthropic funding agencies.

Agency Leadership & Representation

- Work closely with the CEO in the development of the agency's Strategic Plan using evaluation findings, research, community needs, systems information, program performance, and funding opportunities to inform recommendations for organizational priorities and decision-making.
- Monitor and assess relevant local, state, and federal policy, funding, and systems developments affecting young children and families and advise the CEO regarding potential implications and opportunities for First 5 Yolo.
- Present program, evaluation, systems, and other relevant findings, updates, and recommendations to the Commission, CEO, staff, and external stakeholders as appropriate.
- Represent First 5 Yolo in community, healthcare, county, regional, and state meetings, collaboratives, committees, and systems-building initiatives and develop strategic relationships that advance agency priorities, as assigned.
- Represent First 5 Yolo to the public in a positive and productive manner.
- Other duties as assigned.

EMPLOYMENT STANDARDS/MINIMUM QUALIFICATIONS

Education: A Bachelor's Degree from an accredited college or university in public health, human development, social sciences, education, or a closely related field; **AND**

Experience: Six (6) years of progressively responsible experience in the major function areas described above. Experience in a public or governmental agency, healthcare or human services system, or other complex multi-agency environment is highly preferred.

SUBSTITUTION: A Master's Degree from an accredited college or university may be substituted for up to two (2) years of work experience.

LICENSE: Possess and maintain a valid California driver's license, Class C or higher.

KNOWLEDGE & ABILITY

Knowledge of:

- Principles and practices of program planning, development, administration, and evaluation of multi-partner, cross-sector early childhood system initiatives
- Principles and practices of personnel management, including employee supervision, evaluation, development and training
- Applicable Federal, State, and local laws, rules and regulations related to health and human services programs relevant to children 0-5 and their families.

Ability to:

- Lead, direct, and oversee complex programs, initiatives, grants, and systems-building strategies.
- Resolve and respond to sensitive community and organizational issues, concerns, and needs
- Analyze and synthesize research, scientific literature, and quantitative and qualitative data and translate findings into strategic recommendations and/or public facing presentations/collateral
- Communicate clearly and concisely, both verbally and in writing
- Develop and maintain effective, constructive, and cooperative working relationships with cross-sector partners and maintain them over time
- Manage multiple programs, projects, grants, partnerships, organizational priorities, and deadlines simultaneously.
- Work collaboratively as a member of the agency leadership team while independently leading assigned areas of responsibility.
- Represent First 5 Yolo effectively with partners, public agencies, community stakeholders, funders, and other external audiences.
- Convey the vision, mission, commitment to equity, and purposes of the Commission.

ENVIRONMENTAL & FUNCTIONAL FACTORS

Incumbents in this class are expected to work inside buildings; to work either alone or closely with others; to drive a car; to lift and carry objects weighing up to 15 pounds; to move about; possess enough dexterity to operate a keyboard and handle computer printouts; communicate verbally with co-workers and clients; be able to decipher color coded files, forms and computer instructions and hear well.

MEDICAL CLASS

This class includes administrative or clerical positions requiring light physical effort, which may include frequent lifting of up to ten pounds and occasional lifting of up to twenty-five pounds. Some bending, stooping, and/or squatting may be required. Considerable walking may be involved.

Agenda Item #15
09/09/2026

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☒

Agenda Item- Review and Adopt Fiscal Year 2026-2027 Revised Budget

Background

Annually, prior to July 1, the Commission approves a budget for the coming fiscal year. Over the course of the year, the Commission reviews the current budget and authorizes changes to the budget based on actions taken by the Commission and availability of new information that impacts the fiscal operations of First 5 Yolo.

Chief Executive Officer Overview

Since the Commission's adoption of the FY2026-2027 Budget in May 2026, First 5 Yolo has reviewed actuals for Fiscal Year 2025-2026, reviewed funded partner program rollover requests, and received additional information related to Fiscal Year 2026-2027 grant funding. An updated FY2026-2027 Budget reflective of previously approved Commission actions and other recommended budget revisions is included as Attachment A to this item. Of note are the following updates:

- Revenue has been updated to reflect an increased allocation for the CalWORKs Home Visiting Program and approved and/or anticipated approvals for rollover requests for some multi-year grants.
- Enhanced Care Management Medi-Cal revenues have been reduced by 40% in anticipation of increased service delivery requirements from Partnership Health Plan and DHCS. Impacts of the pending updated requirements are unfolding and it is unclear to what degree this will impact ECM revenue projections. Staff recommend this reduction to ensure adequate resources to sustain program funding.
- Total revenues are anticipated to be ~89K higher compared to the originally adopted budget.
- Budgeted personnel expenditures have been updated to reflect the Commission action to provide First 5 Yolo staff a 3% COLA, higher than originally budgeted leave buy out for prior staff, reduced employer CalPERS contributions as adopted by Yolo County, and proposed staffing updates. Personnel expenditures are anticipated to be ~15k lower than originally adopted.
- Program expenditures have been updated to reflect the increased allocation for the CalWORKs Home Visiting Program, additional available grant-program funding related to reduced personnel costs, and unexpended grant

funds rolled forward to Fiscal Year 2026-2027. Total program expenditures are budgeted ~235K higher than originally adopted.

- Operating and Professional Services expenditures have been reduced by a combined ~8K primarily related to a reduction in Remote Executive Assistant services and other cost savings measures.
- The Commission anticipates drawing on its Sustained Initiative Funding Reserve in Fiscal Year 2026-2027 in alignment with the Strategic Plan and the Long-Term Financial Plan. At the close of Fiscal Year 2026-2027, the Commission anticipates a draw on this reserve of $712,744 which is $73,531 higher than the Original Adopted Budget. This is reflective of the combined revenues and expenditure shifts outlined above.
- The Commission's anticipated Fund Balance at June 30, 2027 is $2,229,755. This is $148,712 higher compared to the originally adopted budget and is reflective of increased revenues and lower than budgeted expenditures in Fiscal Year 2025-2026.

Additional Information and Attachments

The Revised FY2026-27 Budget is included as **Attachment A** to this item. In the event the closing Fund Balance at June 30, 2026 is updated through the audit process, the opening Fund Balance at July 1, 2026 as stated on this budget will be administratively updated.

Action Requested

Review and Adopt Fiscal Year 2026-2027 Revised Budget.

FIRST 5 YOLO

Item 15- Attachment A

Annual Budget
Fiscal Year 2026-27

Descriptions	Proposed Budget	Cost Allocations: Admin	Cost Allocations: Program (Mult. Cost Centers)	Cost Allocations: Eval	
					1
SOURCES OF FUNDS					
A. Revenues					
Prop 10- State Tobacco Tax Allocation	858,210	858,210			2
Prop 10- First 5 California	252,351		252,351	-	3
Non-Proposition 10	3,252,056		3,252,056	-	4
Interest	40,000	40,000			
Total Revenues	**4,402,618**	**898,210**	**3,504,408**	**-**	
EXPENDITURES					
B. Personnel					5
Salaries (Regular, Grant-Funded, and Extra Help)	855,332	231,022	529,183	95,127	
Benefits	511,743	132,372	324,864	54,506	
Unemployment Insurance	318	135	127	56	6
General Liability	19,672	8,361	7,869	3,443	6
Workers Comp Insurance	19,663	8,357	7,865	3,441	6
Total Personnel	1,406,727	380,247	869,908	156,572	
C. Program Funding					7
Help Me Grow	767,214	-	767,214	-	
Welcome Baby: Road to Resilience	1,913,015	-	1,913,015	-	
CalWORKS Home Visiting Program	642,842	-	642,842	-	
IMPACT Legacy	167,118	-	167,118	-	
Attachment & Biobehavioral Catch-Up	157,500	-	157,500	-	
Event Sponsorships	3,000	-	3,000	-	
Total Program Funding	3,650,689	-	3,650,689	-	
D. Operating Expenses	70,953	37,186	23,490	10,277	8
E. Professional Services	102,680	47,228	24,662	30,790	9
F. Contingency Funds (2% Projected P10 Allocation)	17,164	7,295	6,866	3,004	
G. Less Indirect Received on Contracts	*(132,851)*	-	*(132,851)*	-	10
Total Expenses	**5,115,362**	**471,956**	**4,442,763**	**200,643**	
Net Income/(Loss)	(712,744)	9.23%	86.85%	3.92%	11A/B
Beginning Fund Balance: July 1, 2026	2,942,499 [12]				
Projected Ending Fund Balance: June 30, 2027	2,229,755 [13]				
Unassigned Balance	- [14]				
Sustained Initiative Funding	979,755 [15]				
Cashflow Reserve	500,000 [16]				
Catastrophic Reserve	750,000 [17]				

(see notes on next page)

Fiscal Year 2026-2027 Budget Notes

1. Aligned to best practices, First 5 Yolo's accounting structure includes an ability to assign expenditures to their specific grant-related projects. As such, revenues and expenditures listed as "Program" include multiple cost centers within First 5 Yolo's accounting structure.

2. Prop 10 Revenues projections are based on projections received from First 5 California in June 2026 which are informed by data from CA Department of Finance.

3. "Prop 10- First 5 California" revenues are inclusive of all grant funding from First 5 California or derived from First 5 CA via a pass through. For Fiscal Year 2026-27, the only Prop 10 Grant included in the Commission's Budget is for the Commission's early learning efforts under IMPACT Legacy.

4. "Non-Proposition 10" revenues are inclusive of all other state, federal, local, and private sources of funding including grants, funding MOUs, donations and other miscellaneous revenues.

5. Expenditures included in B. Personnel are inclusive of both regular and grant-funded staff time. Grant-funded FTE costs are applied as a direct cost to their appropriate accounting units. Non-grant funded personnel costs are allocated across Administration, Program and Evaluation in accordance with the Commission's Cost Allocation Plan.

6. First 5 Yolo participates in the County's risk pool and costs associated with Worker's Compensation, Unemployment and Liability Insurance are based on First 5 Yolo' proportional share of County Costs.

7. Expenditures included in C. Program Funding reflect all grant-funded non-personnel expenditures related to each program including both contracts to direct service providers, contracts for professional services specifically billable to single programs, program components administered by First 5 Yolo for specific programs (e.g., program specific training, program specific supplies, etc.) and specific program evaluation efforts.

8. D. Operating Expenses include all budgeted First 5 Yolo operational expenditures to support daily agency functions including but not limited to the following: County system use charges, internet connectivity, software licenses, household expenses associated with the First 5 Yolo office space, training and development, minor equipment, etc.

9. First 5 Yolo maintains a modest budget for professional services which include the First 5 Yolo annual Independent Financial Audit, legal counsel, agencywide evaluation, accounting support, managed IT and Website services, and remote executive support. The Commission strategically utilizes professional services to support capacity of key staff and mitigate risk for the agency (e.g., system security, legal counsel, etc.).

10. First 5 Yolo charges a de minimis indirect rate on several of its Agreements from other funders to account for charges that are incurred for shared purposes but not easily assignable, and therefore not

billed as a direct charge for reimbursement (“Indirect Costs”). Indirect received on Agreements helps to offset some operational expenditures for First 5 Yolo.

11. A. At the close of Fiscal Year 2026-27, First 5 Yolo anticipates realizing a planned draw on its Fund Balance, specifically its Sustained Initiative Funding Reserve, in the amount of $712,744. In alignment with the Commission’s the Long-Term Financial Plan and the Strategic Plan, the Commission will utilize fund balance in the late years of the Strategic Plan to ensure continuity of programs and services at levels to ensure continued and meaningful impact while also ensuring the Commission is able to fulfill its contractual obligations within its multi-year initiatives.

    B. Per First 5 California requirement, all First 5 Commissions are required to maintain a cap on administrative expenditures, not to exceed 15% of total budgeted expenditures. The current First 5 Yolo administrative cost cap is 15%. For Fiscal Year 26-27, First 5 Yolo administrative cost rate is projected to be 9.23%.

12. The Beginning Fund Balance at July 1, 2026 is based on current projections. Upon the close of Fiscal Year 2025-26 and compilation of the Financial Statements, the Beginning Fund Balance will be administratively updated to reflect actual fund balance at July 1, 2026.

13. The Projected Ending Fund Balance at June 30, 2027 is estimated at $2,229,755 and is inclusive of all established reserves. The Commission’s Fund Balance Reserves include the Sustained Initiative Funding Reserve, the Cashflow Reserve, and the Catastrophic Reserve which for FY2026-27 have a combined target balance of $2,229,755.

14. The Unassigned Balance is reflective of non-restricted and non-reserve Fund Balance. Funds in the Unassigned Balance could be allocated by the Commission without impacting the financial position of First 5 Yolo through Fiscal Year 2027-28. The projected balance for this reserve at June 30, 2027 is $0.

15. “Sustained Initiative Funding” reserve includes current Prop 10 fund balance designated for multi-year systems efforts which will be strategically spent down across the life of the Strategic Plan to maintain First 5 Yolo agency operations and initiatives at levels to ensure continued and meaningful community impact.

16. The Cashflow Reserve is intended to smooth First 5 Yolo operations by ensuring adequate networking capital despite timing delays in the revenue cycle which can interrupt cashflow. This is increasingly critical as systems improvement investments are highly leveraged, given the decline in Proposition 10.

17. The Catastrophic Reserve includes funds to cover First 5 Yolo expenses for a short period of time should Prop 10 funding become significantly delayed or end, and/or a catastrophic event occur that disrupts business operations of First 5 Yolo.

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☐

Agenda Item- Receive Ralph M. Brown Act Refresher Training from County Counsel Staff
Background
As a local governmental entity, the Commission is subject to the Ralph M. Brown Act which requires the Commission to conduct its business openly and transparently to allow the public to remain informed and participate in local governance. The act requires regulates how the Commission provides notice to the public for meetings, allows public comment, and regulates communications among Commissioners outside of public meetings, among other items related to conducing business transparently. Violations of the Brown Act can lead to significant impacts for the organization and individuals and periodic training supports staff, Commissioners, and the agency as a whole as well as ensure the public has access for meaningful participation and transparency in the governance of First 5 Yolo.
Chief Executive Officer Overview
County Counsel staff will present a re-fresher training on the Ralph M. Brown Act covering relevant components to support Commissioners and staff in their capacity as appointed Commissioners and/or First 5 Yolo staff. Additionally, County Counsel staff will review newer updates to the Act and answer any questions.
Additional Information and Attachments
Action Requested
Receive Ralph M. Brown Act Refresher Training from County Counsel Staff.

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☐

Agenda Item- Chief Executive Officer Report
Background
The Chief Executive Officer updates the Commission on activities and developments.
Chief Executive Officer Overview
• DHCS CalAIM ECM Utilization Review Potential Impacts • Planning for 0-5 Community Event in West Sacramento • First 5 CA Summit 8/31-9/2 • October 8 Joint Meeting (First 5 Association, First 5 Yolo, and CDSS) to discuss HMG's intersection with CWS-involved families • Anticipated Comstock's Magazine article in October 2026 including pieces from short interview with CEO • SB 827 Fiscal & Financial Training 12/4 • Update on CEO activities •
Additional Information and Attachments
Action Requested
Receive Chief Executive Officer Report.

Agenda Item #18
09/09/2026

First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet

Attachments ☐

Agenda Item- Commissioner Reports
Background
Commissioners have the opportunity to provide updates on activities and events relating to their roles as First 5 Yolo Commissioners and/or professional capacities in the County.
Chief Executive Officer Overview
Additional Information and Attachments
Action Requested
Receive Commissioner Reports.