



**COMMISSIONERS**

Anna Domek – District 1  
Heidy Kellison – District 4  
Karleen Jakowski – County of Yolo

Sally Brown – District 2  
Melissa Roberts – District 5  
Lucas Frerichs, Chair – Board of Supervisors  
Jim Provenza, Alternate Chair – Board of Supervisors

Jenn Rexroad – District 3  
Garth Lewis – YCOE  
Nichole Arnold – Children with Special Needs

**COMMISSION MEETING AGENDA**

September 11, 2024

3:00 – 5:00 PM

International House

10 College Park, Davis, CA 95616

This meeting will also be held remotely via Zoom

Zoom link: <https://us02web.zoom.us/j/82520104664?pwd=CasYbyWV2eTpHUxbBNz3IOE9Bvkrax.1>

Meeting ID: 825 2010 4664

Passcode: 523886

+1 669 444 9171

**ADMINISTRATIVE AGENDA**

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

**CONSENT AGENDA**

Executive Director recommends approval of Consent Agenda Items 6-10

General Administrative Function

- 6. Chair Approve First 5 Yolo Commission Meeting Minutes from 06/12/24
- 7. Chair Approve First 5 Yolo Special Commission Meeting Minutes from 07/24/24
- 8. Chair Receive Sponsorship Fund Allocations Report (Yolo County HHSA: Yolo County CalAIM Connects Events and Resource Fair)
- 9. Chair Approve Update for the First 5 Yolo Sponsorship Policy to Raise the Maximum Per Event Award to \$500



- 10. Chair Authorize Increase to Ten2Eleven Managed Database Services Contract up to \$30,000 for a Fiscal Year 2024-25 Maximum Compensation Not to Exceed \$40,000

**REGULAR AGENDA**                      **Presentation/Discussion/Possible Action**

- 11. Systems Integration and Implementation Officer and Management Services Officer      **Presentation:** Merger and Launch of Welcome Baby: Road to Resilience in FY24/25      15 minutes
- 12. Executive Director      Update on Managed Care Plan Strategy and Progress with Enrollment as a Provider for Partnership Health Plan of California      5 minutes
- 13. Deputy Director      FY2023-24 Year End and FY2024-25 Budget Briefing      5 minutes
- 14. Executive Director      Approve Contract for up to \$40,000 to CommuniCare+OLE Perinatal Clinics for Welcome Baby: Road to Resilience Partnership      5 minutes
- 15. Management Services Officer      Review and Adopt FY2024-2025 Evaluation Plan      5 minutes
- 16. Executive Director      Executive Director Report      10 minutes
- 17. Commissioners      Commissioner Reports      5 minutes

**CLOSED SESSION AGENDA** (Closed session is anticipated to begin at 4:00PM)

- 1. Public Employee Evaluation  
Government Code Section 54957(b)(1)  
Executive Director

Conference with Labor Negotiator (§ 54957.6):  
Unrepresented Employee: First 5 Executive Director

**RETURN TO REGULAR SESSION**

- 18. Chair      Adjournment      5 minutes



Next meeting scheduled:  
Commission Meeting  
October 30, 2024  
3:00 – 5:00 PM  
International House  
10 College Park, Davis, CA 95616

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I declare under penalty of perjury that the foregoing agenda was posted September 8, 2024 by 3:00 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](http://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.**

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

Attachments 

<b>Agenda Item- Approve First 5 Yolo Commission Meeting Minutes from 06/12/24</b>
<b><i>Background</i></b>
Final Minutes from the First 5 Yolo Commission Meeting on 06/12/2024 for approval by First 5 Yolo Commission.
<b><i>Executive Director Overview</i></b>
First 5 Yolo Children and Families Commission held a regularly scheduled meeting on June 12, 2024, at International House-Davis, 10 College Park, Davis, CA 95616 from 3:00-5:00 pm.
<b><i>Additional Information and Attachments</i></b>
Draft Meeting Minutes from the June Commission Meeting are attached to this item as <b>Attachment A.</b>  The next regularly scheduled Commission meeting will be held October 30, 2024, at International House-Davis, 10 College Park, Davis 95616 from 3:00-5:00 PM.
<b><i>Action Requested</i></b>
Approve First 5 Yolo Commission meeting minutes from 6/12/2024 or propose edits.



The First 5 Yolo Children and Families Commission met on the 12<sup>th</sup> day of June 2024, at International House, 10 College Park, Davis, CA 95616.

**Commissioners in Attendance:**

Jim Provenza (Alternate), Garth Lewis, Sally Brown, Anna Domek (virtual), Nichole Arnold, Karleen Jakowski, Jenn Rexroad

Absent: Melissa Roberts, Lucas Frerichs (Chair)

**Staff in Attendance:**

Gina Daleiden, Victoria Zimmerle, Melina Ortigas

**Public in Attendance:** Dr. Leon Schimmel

**ADMINISTRATIVE AGENDA**

Item #1: Call to Order

Chair Provenza (Alternate) called the meeting to order at **3:04** p.m.

Item #2: Roll Call

Chair took a voice roll call.

**Absent:** Lucas Frerichs, Melissa Roberts

Item #3: Consider Approval of the Agenda

***Deemed approved***

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

None.

Item #5: Public Comment

None.

Item #6: Approve First 5 Yolo Commission Meeting Minutes from 5/13/2024

Item #7: Approve First 5 Yolo Finance Committee Meeting Minutes from 6/7/2024

Item #8: Receive Sponsorship Fund Allocations Report

Item #9: Adopt Commission Meeting and Budget Process Calendar for Fiscal Year 2024-2025

Item #10: Authorize Contract with Regional Government Services Agency in an Amount Not to Exceed \$39,200 for Administrative Fiscal Support

**Approve consent agenda items 6-10**

**Motion:** H. Kellison      **Second:** G. Lewis

Motion carried unanimously.

Item #11. Authorize Acceptance of County of Yolo American Rescue Plan (ARP) Act Subaward and Partnership Health Plan Incentive Payment Program (IPP) Grant funds

G. Daleiden noted that First 5 Yolo (F5Y) is working towards becoming a Medi-Cal provider which requires additional investment in staffing and developing data and fiscal and operational capacity to bill Medi-Cal. It is anticipated that revenues from Medi-Cal will cover some of the investments made, but there will be some time needed before those gains are realized. The American Rescue Plan Act funding will be leveraged with Partnership Health Plan Incentive Payment Program grant to allow F5Y to build internal capacity and systems needed to more quickly bill Medi-Cal and participate in CalAim.

**Accept Yolo County American Rescue Plan (ARP) Act Subaward and Partnership Health Plan Incentive Payment Program (IPP) Grant**

**Motion:** N. Arnold      **Second:** S. Brown

Motion carried unanimously.

Item #12: Receive update on First 5 Yolo Sustainability Strategy

G. Daleiden encouraged Commissioners to elevate their role as ambassadors for First 5 and the sustainability policy work of the Agency in the community. More than 70% of First 5 Yolo's revenue is now non- Prop 10 dollars, or external funding, as Proposition 10 continues to decline. The Commission has valued sophisticated and impactful systems-change work aligned to the intent of Proposition 10, and State and local funding partners have valued this as well and invested external dollars. F5Y acts as the facilitator and hub for early childhood efforts, leveraging and braiding multiple public funding sources, and the agency is proud of the work that's been done to triple revenues. However, this can present challenges for families when funding sources have differing eligibility criteria and timelines, and an administrative burden for F5Y's staff who must manage complex braiding and leveraging of funds and diverse reporting and data management needs.

Over the next 3-5 years, a large portion of funding comes from the renewal of the Office of Child Abuse Prevention's Road to Resilience grant. It allows the integration of Welcome Baby and Road to Resilience and sustainability for this F5Y initiative, which speaks to the incredible outcomes achieved by both programs.

F5Y also has a reserve policy to hold dollars to spread evenly across funds committed to external funded/leveraged programs. F5Y works to facilitate the systems-level work with direct service partners from local implementation to program design and scaling of successful strategies. This requires significant investments in infrastructure and existing staff are currently maxed out necessitating additional staffing and investment.

For the first time, F5Y is becoming a MediCal provider and has now signed a contract with Partnership Health Plan as Supervising Provider for Community Health Worker Benefit. Managed Care Plan billing will provide a new option for cost-offsetting and sustainability for systems efforts.

Statewide, First 5 is also looking at existing state funding opportunities that can be leveraged given the public infrastructure already in place in each county with First 5 agencies. Additionally, F5 CA has a new interest in pursuing philanthropic funds that could be coordinated at the state level and pushed out to County commissions for local and statewide implementation

G. Daleiden noted that Welcome Baby: Road 2 Resilience will be the first initiative to start with Medi-Cal billing as it is already most aligned with Partnership Health goals. Partnership Health values collaboration with F5, as they see F5 as a network across counties for a variety of CalAim efforts.

The Commission discussed and thanked the staff team for their work in expanding opportunities and sustainability.

Item #13: **Public hearing:** Review and adopt F5Y 23-24 Strategic Plan Annual Update

G. Daleiden reviewed the updates to the Strategic Plan, noting that as the new Plan was adopted just last year, changes are mostly ministerial, other than tracking investments in the Funding Plan.

**Open public hearing at 3:27**

No public comment.

**Public hearing Closed at 3:28**

**Adopt First 5 Yolo Fiscal Year 2023/24-2027/28 Strategic Plan Annual Update**

**Motion:** J. Rexroad **Second:** S. Brown

Item #14: Review and Adopt Long Term Financial Plan Annual Update

V. Zimmerle reviewed the proposed Fiscal Year 2024/25 Funding Plan and reminded Commissioners that the Plan does not necessarily bind the Commission but is a look forward for planning purposes. The Plan accounts for all programmatic components, not just grants for funded partners, but also internal grant-funded staff and program components administered in-house. The Funding Plan reflects the full cost of First 5 Yolo's initiatives.

When this Plan was adopted, it included any contracts with a high likelihood of being funded. The only other updates were wording choices for flexibility and to allow the document to be evergreen. For example, "from this time period to this time period" vs "in the last 5 years."

**Public Hearing opened at: 3:31pm**

Dr. Schimmel asked about Maternal Infant Early Childhood Home Visiting (MIECHV) funding and expansion from the Federal government. G. Daleiden confirmed that MIECHV funds are not allocated to F5Y, however F5Y partners with the California Home Visiting Program CHVP, which does receive funds. CHVP funds run through county health departments via the State of California.

**Public hearing closed at:** 3:34 pm

***Adopt Long Term Financial Plan Annual Update***

**Motion:** H. Kellison **Second:** N. Arnold.

Item #15: Receive Update on Alignment with County Employee Benefits and Provide Direction for Action.

G. Daleiden thanked County Counsel for reviewing the 2002 Memorandum of Understanding (MOU) between First 5 Yolo and County of Yolo and the work to further clarify in the County Counsel Memo shared at the meeting and entered into the record. County Counsel Memo outlines clearly which items are considered “compensation,” which requires Commission action, and those that fall under “benefits,” which should be automatically applied in alignment with the County of Yolo more broadly.

First 5 Yolo is an agency of Yolo County with certain independent authorities. Per a 2002 Memorandum of Understanding (MOU) between the County of Yolo and First 5 Yolo, all First 5 Yolo employees are at-will County employees, and per First 5 Yolo policies. Each of these positions is aligned to a Benefit Unit at the County of Yolo.

All County employees (including First 5 Yolo employees) receive a Benefit Package amount and other benefits tied to their respective Benefit Units. Benefit Units are assigned when positions are adopted by the Commission. Current positions at First 5 Yolo include Department Head, Management, Supervisor, and General Unit designations.

There are some past inaccuracies with employee benefits and application of benefits, and that will require adjustments with and from County HR. G. Daleiden will work with County HR to see that these adjustments are made.

Given legal requirements as explained by County Counsel, G. Daleiden recommends adjustments going back 4 years from the point of Commission notification of errors identified in benefits compensation.

H. Kellison asked for County understanding that changes can have a larger impact at a smaller agency and requested that the County move expeditiously to make necessary adjustments.

G. Daleiden noted that there is often confusion about F5Y and thus it is important for F5Y to receive timely communication affecting Agency operations. G. Daleiden mentioned that G. Lewis suggested a communication plan for F5Y and County to support with improved communication between them, and she would like to move forward with this County Counsel Memo suggested considering adding a liaison for F5Y in County HR if capacity is available. The 2002 Mou has been interpreted differently by different people over the years. Therefore, a direct line of communication between F5Y and the County is needed to ensure accurate and up to date information for Agency decision making and HR actions.

***Direct the Executive Director to work with County human resources to implement all salary benefits adjustments necessary to address errors or omissions affecting First 5 Yolo employees for four (4) years as required by Law.***



**Motion:** G. Lewis **Second:** J. Rexroad

Item #16: Consider, Determine and Approve Cost of Living Adjustment (COLA) for First 5 Yolo Employees for Fiscal Year 2024-25

Commissioners discussed and asked questions.

***Approve a 3% Cost of Living Adjustment***

**Motion:** H. Kellison **Second:** S. Brown

Item #17: Review 3-year Comparison Budget and Review and Adopt Fiscal Year 2024-25 Annual Budget.

Related to time-limited grant-funded hiring, V. Zimmerle noted Personnel line item is a little higher than in prior years. The F5Y office support position is currently vacant. The scope of the role is greater than initially planned, thus the previous Commission action on Consent Calendar to contract with consultants to support F5Y with procurement, organizing contract compliance components, purchasing card reconciliation, and similar fiscal support pieces. Working with Regional Government Services, which primarily hires recent retirees with governmental experience, brings advantages and cost efficiencies to F5Y. F5Y will also pilot a part-time Executive Assistant position for administrative tasks and support of evolving MediCal internal capacity work. The person assigned to the MediCal project will be trained to do some project management around managed care work and work with a third-party billing agency.

By June 30, 2024, or the close of the fiscal year, F5Y expects a strategically planned draw on fund balance in the amount of \$142,307 to fund efforts across the Strategic Plan years. This supports steady funding for multi-year initiatives that yield greater community impact.

S. Brown noted at the finance meeting the Subcommittee discussed that for F5 24-25, F5Y Sponsorships could go up to \$500 per request. Currently, F5Y caps the amount at \$250.00.

G. Daleiden noted the Sponsorship Policy will be shared at the next meeting for Commission review and approval of updates, including suggested increased amounts.

***Adopt Fiscal Year 2024-2025 Annual Budget***

**Motion:** J. Rexroad **Second:** G. Lewis.

Motion carried unanimously.

***Repeal fiscal year 2024-25 Annual Budget***

***Commissioners agreed to repeal motion due to inadvertently leaving out the newly approved 3% COLA for staff positions.***

**Motion:** S. Brown **Second:** H. Kellison

Motion carried unanimously.

***Adopt Fiscal Year 2024-2025 Annual Budget with an additional COLA for all staff positions.***

**Motion:** G. Lewis **Second:** H. Kellison

Motion carried unanimously.

Item #18: Review and Authorize Funded Program Contracts, Sole Source Procurements, and Professional Services for Fiscal Year 2024-25.

G. Daleiden noted there is late-breaking news from a funded partner that may require authority for administrative flexibility in contract amounts for FY24/25 and recommended increasing CCOLE's WB:R2R contract amount up to \$120K more, with a potential corollary decrease to YCCA's WB:R2R's contract. This is due to some staffing changes at YCCA which may or may not resolve in the coming days/weeks.

For clarity in the graphic, K. Jakowski suggested an update to the Contract List to include a "previously authorized amount," an "additional amount requested," and the "total".

***Approve First 5 Yolo Funded Program Contracts with requested modifications to the table to reflect previously authorized amounts and authorize Executive Director to increase CommuniCare+OLE's Welcome Baby: Road to Resilience Contract up to \$125,000 with a corollary reduction to Yolo County Children's Alliance's Welcome Baby: Road to Resilience and Welcome Baby Contracts, as needed.***

**Motion:** J. Rexroad **Second:** N. Arnold

Motion Carried unanimously.

Item #19: Executive Director Report

G. Daleiden noted that on June 25, she will present the F5Y Annual Report to the Board of Supervisors with Dr. Leigh Ann Simmons from UC Davis to provide a spotlight on Welcome Baby: Road to Resilience data and outcomes.

First 5 Yolo's Welcome Baby American Rescue Plan Act project is featured in a new state policy brief produced by The Children's Partnership and First 5 Center for Children's Policy. This publication, Community Health Workers Advancing Child Health Equity.

G. Daleiden and County CalWORKs Director, T. Zendejas met with a team from CDSS to discuss proposed State budget cuts to the CalWORKs Home Visiting Program. Advocacy was around applying cuts with an equity lens and considering the planning and ramp-up for Yolo to restart the CW HVP and a new strategy, Parent Child+. They felt there was an understanding that in a rural county such as Yolo, home visiting becomes more critical because of transportation barriers in addition to deep poverty. The extent and impact of state budget cuts is still unfolding, but the meeting was positive.

G. Daleiden and J. Provenza explained that RCRC is also aware and working to incorporate into their advocacy efforts.

Item #20: Commissioner Reports.

H. Kellison announced the Cemetery will be hosting on September 22<sup>nd</sup>, Autumnal Equinox in memory of those who have passed due to COVID and all the impacts COVID had on the

community. There are community workshops if anyone wants to help, and this is open not just for Davis residents, but to all.

K. Jakowski noted the County is working through a major financial system shift in Mental Health Services with the passage of Proposition 1. In addition, County MHSA has 7 million less than projected, resulting in MHSA having to spend down fund balance. Local projections show a \$3 million reduction vs an initial \$6 million, which has helped soften the impact on Yolo County. Some contractors have been notified that they were no longer going to be funded based on outcomes and return on investment/revenue generation, and MHSA's priorities are to blend multiple funding sources while meeting local population needs.

MediCal matches are becoming more important for MHSA efforts. Numbers will continue to get smaller in the next 2 years, so there will be more difficult decisions to make, and it will be important for the County to be clear on priorities.

While none of the current First 5 programs receiving MHSA funds are currently impacted, F5Y may want to consider looking at Specialty Mental Health services for Developmental Screenings as a source of revenue. K. Jakowski will follow up with G. Daleiden on this possibility.

K. Jakowski also noted she was selected to participate as a representative in the State's Behavioral Health transformation with Department of Healthcare Services or Behavioral Health Services Act (formerly MHSA). This allows an opportunity to be more informed of the changes happening in the State and contributes to the local perspective.

G. Lewis noted the Road to Future Needs Assessment was finalized on May 20<sup>th</sup>. Comments have been incorporated into the document and are now open for public comment until Friday at midnight. Research question #4 is still on target to be submitted to the Board of Supervisors by the 28<sup>th</sup> of June. G. Daleiden and K. Jakowski served as advisors on the committee and have been a great source of support.

*Adjourn at 4:49pm*

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

Attachments

<b>Agenda Item- Approve First 5 Yolo Special Commission Meeting Minutes from 07/24/24</b>
<b><i>Background</i></b>
Final Minutes from the First 5 Yolo Special Commission Meeting on 07/24/2024 for approval by First 5 Yolo Commission.
<b><i>Executive Director Overview</i></b>
First 5 Yolo Children and Families Commission held a Special Commission Meeting on July 24, 2024, at Yolo County Supervisor Lucas Frerichs District 2 Office, 600 A Street, Suite B, Davis, CA 95616 from 12:00 – 12:30 PM.
<b><i>Additional Information and Attachments</i></b>
Draft meeting minutes from the June Commission Meeting are attached to this item as <b>Attachment A</b> .  The next regularly scheduled Commission meeting will be held October 30, 2024, at International House-Davis, 10 College Park, Davis 95616 from 3:00-5:00PM.
<b><i>Action Requested</i></b>
Approve First 5 Yolo Special Commission Meeting Minutes from 07/24/2024 or propose edits.



The First 5 Yolo Children and Families Commission met on the 24<sup>th</sup> day of July 2024 at 600 A Street, Suite B, Davis, CA 95616.

**Commissioners in Attendance:**

Lucas Frerichs, Nichole Arnold, Sally Brown, Garth Lewis, Jennifer Rexroad, Melissa Roberts, and Karleen Jakowski

**Absent :** Anna Domek, Heidi Kellison

**Staff in Attendance:**

Gina Daleiden

**Public in Attendance:** None

**ADMINISTRATIVE AGENDA**

Item #1: Call to Order

Chair Frerichs called the meeting to order at **12:04 pm**.

Item #2: Roll Call

L. Frerichs took a voice roll call.

In Attendance: L. Frerichs, Nichole Arnold, Sally Brown, Melissa Roberts, Karleen Jakowski

Late: Garth Lewis, Jennifer Rexroad arrived at 12:10pm.

Item #3: Consider Approval of the Agenda

***Chair deemed approved.***

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

None.

Item #5: Public Comment

None.

**Consent Agenda**

Item #6: Authorize Contract with Capitol OBGYN for Welcome Baby: Road to Resilience Referral Coordination FY24-25 Not to Exceed \$20,000

Item #7: Authorize Contract with Uptown Studios for Welcome Baby: Road to Resilience Marketing Collateral Not to Exceed \$30,000



**Approve Consent Agenda items 6-7**

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

Motion carried unanimously

**Regular Agenda**

Item #8: Approve First 5 Yolo Medi-Cal Projects Coordinator Position

G. Daleiden briefly described the grant-funded position and the importance of hiring as soon as possible, as the capacity to move forward with Medi-Cal enrollment and billing depends on this position. She mentioned that this at-will position will be an appointment based on interviews done with an applicant for another position. The candidate is well qualified.

Commissioners asked questions and discussed. G. Daleiden added that it is possible that Medi-Cal funding could extend this position or expand FTE in the future.

**Approve First 5 Yolo Medi-Cal Project Coordinator Position**

**Motion:** N. Arnold      **Second:** S. Brown

Motion carried unanimously.

Item #9: Approve First 5 Yolo Managed Care Administrative Specialist Position

G. Daleiden briefly described the grant-funded position and how it will work with the new position approved in the previous Item. It is also anticipated that funding from Medi-Cal will sustain and potentially expand this position FTE. It is not yet known how much FTE each position will ultimately require, but it is expected that this billing position will be continuing.

*Approve the First 5 Yolo Managed Care Administrative Specialist Position as proposed, with the understanding that the position may move from exempt to non-exempt in the future based on state salary requirements.*

**Motion:** M. Roberts      **Second:** G. Lewis

Motion carried unanimously.

Item #10: Approve First 5 Yolo Welcome Baby: Road to Resilience Data Analyst Position

Commissioners discussed. L. Frerichs and S. Brown noted the importance of data support in complex projects.

**Approve First 5 Yolo Welcome Baby: Road to Resilience Data Analyst Position**

**Motion:** G. Lewis      **Second:** Jennifer Rexroad

Motion carried unanimously.



Item #11: Executive Director Report

G. Daleiden provided the following updates:

1. G. Daleiden is awaiting final approval from County Counsel, and then will work with County Human Resources to complete the retroactive personnel adjustments that the Commission approved at a prior meeting.
2. F5CA will hold their Commission Meeting in San Diego on August 22 (time TBD). The First 5 Association is interested in county commissioners providing public comment to support a one-time, \$25M Sustainability ask of the State Agency. Commissioners can contact G. Daleiden for more information. G. Daleiden may travel to San Diego for the meeting, along with other executive directors statewide.
3. The Sacramento Region is working on a Regional 25 Year First 5 Celebration and Commissioner Educational Advocacy and Networking Event. This event will be focused on empowering commissioners as advocates for First 5. It is expected to be set for September or October and to feature the opportunity for commissioners to network, as well as speakers and/or panel discussions.

Item #15: Commissioner Reports

G. Lewis reported that Yolo County Office of Education is proud to have released the Roadmap to the Future Needs Assessment just today. He thanked Supervisor and First 5 Yolo Chair Lucas Frerichs and Yolo County Assessor, Clerk, Elections Jesse Salinas for their partnership in this effort, as well as gratitude for community partners and HHSAs Karleen Jakowski for support.

Item #16: Adjournment

**Meeting adjourned at 12:38 pm.**

*Next Commission Meeting scheduled:*

September 11, 2024  
3:00-5:00 pm  
International House  
10 College Park, Davis, CA 95616

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

Attachments

**Agenda Item- Receive Sponsorship Fund Allocations Report (Yolo County HHSA: Yolo County CalAIM Connects events and Resource Fair)**

***Background***

First 5 Yolo is proud to help sponsor local events, trainings, and activities that focus on young children and families, and that align with First 5 Yolo’s Mission, Strategic Plan, Guiding Principles, and Priority Areas. Sponsorship requests of **up to \$250** will be considered toward support of Community Events, Professional Development / Trainings, Family Education Events, and Fundraising Events that are offered in Yolo County.

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

***Executive Director Overview***

This is the first sponsorship of Fiscal Year 2024-2025. The total allocation of Sponsorships for the 2024-2025 fiscal year-to-date is as follows:

<b>Fiscal Year 2023-2024</b>			
<b>Event</b>	<b>Agency</b>	<b>Event Date</b>	<b>Allocated Amount</b>
Connects events and Resource Fair	Yolo County HHSA: Yolo County CalAIM	09/17/2024	\$250
		<b>Total</b>	<b>\$250</b>

***Additional Information and Attachments***

***Action Requested***

Receive Sponsorship Fund Allocations Report



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

Attachments 

**Agenda Item- Approve Update for the First 5 Yolo Sponsorship Policy to Raise the Maximum Per Event Award to \$500**

***Background***

At the March 8, 2017 meeting, the First 5 Yolo Commission voted to adopt a new Sponsorship Policy pending County Counsel review of the final language. The Commission adopted the final version in April 2017 to take effect July 1, 2017.

As per the policy, a total of up to \$5,000 has been available annually for distribution to approved applicants in amounts up to \$250 per request. The Executive Director approves requests, and then the Commission receives and accepts at the meeting following approval.

***Executive Director Overview***

At the June 2024 Commission Meeting, First 5 Yolo Commissioners discussed raising the maximum amount available for Sponsorships to \$500 per event and indicated an interest in considering such an action at a future meeting when the Policy could be brought forward for a formal vote.

As discussed in a previous meeting, Sponsorship allocation amount is often not fully expended, and the raising of the amount to \$500 would still cover the number of applicants historically received.

Staff recommends raising the maximum amount available for an individual Sponsorship to \$500 and the Executive Director is seeking a vote to update the Policy to reflect the higher dollar amount.

***Additional Information and Attachments***

The updated Sponsorship Policy is included with this Item as **Attachment A**.  
The previous Sponsorship Policy is included with this Item as **Attachment B**.

***Action Requested***

Approve Update for the First 5 Yolo Sponsorship Policy to Raise the Maximum Per Event Award to \$500.

## FIRST 5 YOLO SPONSORSHIP GUIDELINES

First 5 Yolo is proud to help sponsor local events, trainings, and activities that focus on young children and families, and that align with First 5 Yolo's Mission, Strategic Plan, Guiding Principles, and Priority Areas. Sponsorship requests of up to \$500 will be considered toward support of the following types of activities that are offered in Yolo County:

- **Community Events:** Gatherings or events that involve children 0-5 and their families, and/or community members in support of children and families, that are open to the public, provide a safe environment of learning, developmentally appropriate play and connection, or other public awareness activities connected to young children and families.
- **Professional Development/Trainings:** Opportunities to enhance the abilities and skill sets of those who work with or for young children 0-5 and their families, including, but not limited to, early child educators, other professionals and other care givers
- **Family Education Events:** Opportunities for families of children 0-5 to improve their parenting skills, for example; workshops on a variety of topics related to early childhood such as those pertaining to physical health, education, and social/emotional development.
- **Fundraising Events:** Efforts to raise funds for a non-profit agency or program providing services/programs benefiting children 0-5 and their families in Yolo County.

The following *will not* qualify for sponsorship: those that do not specifically address the needs of children ages 0-5 and their families, are not in alignment with the mission of First 5 Yolo, or that conflict with First 5 Yolo values and vision. The activity may not be used for or include advancing a religious purpose, to benefit an individual, or to promote a candidate for political office.

First 5 Yolo invites local organizations operating in Yolo County to fill out a First 5 Sponsorship application (available at <http://www.first5yolo.org>) and submitted via email to [cfc@first5yolo.org](mailto:cfc@first5yolo.org) at least two months prior to the anticipated event or activity date. Applicants will be notified approximately two weeks after submission if their request has been accepted.

Sponsorship review decisions will be based on 1) connection to First 5 Yolo County Mission and Priority Areas, 2) availability of funds, 3) impact or unique quality of event, and 4) distribution of sponsorships to a variety of organizations/groups. Funds will be allocated on a rolling basis throughout the fiscal year, until the total of \$5,000 per year has been distributed. Executive Director and assigned staff will have authority to make allocation decisions. All approved sponsorships will be reported to the Commission as consent agenda items throughout the year.

**Recognition:** All approved sponsorships must visually reflect the First 5 Yolo, via inclusion of the Commission's logo, on all promotional materials, as well as give verbal recognition if the event offers such an opportunity. In addition, First 5 Yolo welcomes and encourages the distribution of First 5 Yolo informational brochures, or materials, describing First 5 Yolo funded programs and services.

### First 5 Yolo Mission

*First 5 Yolo will assist our community to raise children who are healthy and ready to learn. We will assure that our resources are effectively used and all community voices heard.*

## SPONSORSHIP APPLICATION

1. **Date of Application:** [Click here to enter text.](#)
  
2. **Contact Information**  
Agency (organization): [Click here to enter text.](#)  
Primary contact name for Agency: [Click here to enter text.](#)  
Address: [Click here to enter text.](#)  
Email: [Click here to enter text.](#) Phone: [Click here to enter text.](#)  
Name of Event Coordinator (individual): [Click here to enter text.](#)  
Name of Organization: [Click here to enter text.](#)  
Phone: [Click here to enter text.](#) Email: [Click here to enter text.](#)
  
3. **Amount Requested (limit of \$250):** [Click here to enter text.](#)
  
4. **Type of Event (check one of the following):**
  - Community Event – activities for young children 0-5 and their families
  - Professional Development/Training– training/information for early childhood service providers
  - Family Education Event – Skill-building for parents and caregivers of children 0-5
  - Agency Fund Raiser
  - Other [Click here to enter text.](#)
  
5. **Event Information**  
Name of Event: [Click here to enter text.](#)  
Event Date/Times: [Click here to enter text.](#)  
Event Location: [Click here to enter text.](#)  
Total Expected Attendance: [Click here to enter text.](#)  
Total expected attendance of children 0-5: [Click here to enter text.](#)  
Any unique aspects of event: [Click here to enter text.](#)
  
6. **Connection to First 5 Yolo Priority Area/s (check at least one of the following)**
  - Improved Systems and Network: *Improving the system of care (programs, services, policy) for young children and their families in Yolo County.*
  - Child Health and Development: *Promoting maternal and child wellness, healthy development, and access to quality care*
  - Early Learning: *Ensuring that from birth to age five, young children have early learning opportunities to develop their minds*
  - Family Strengthening: *Supporting families to build stable, nurturing environments for children, child maltreatment prevention*

**7. Services provided for event participants (note: not a requirement for consideration); check any that apply:**

- Translation/Interpretation
- Child Care
- Continuing Education Credits (for Professional Development Events)
- Other ([Click here to enter text.](#))

**8. Event/Training/Activity Description – Briefly** respond to the following questions on this form\* or attach a separate sheet:

(\*Note: If responding on this form, hit “Shift/Enter” on your keyboard to start a new paragraph.)

Purpose and Target Audience:

[Click here to enter text.](#)

Advertising or Access Plan:

[Click here to enter text.](#)

Other groups/agencies involved in planning/hosting the event, and their roles (if relevant):

[Click here to enter text.](#)

If Professional Development or Parent Education -- Agenda Draft, subject matter, Speaker names/bios (include in text box below or attach materials to application):

[Click here to enter text.](#)

If Fundraising Event for organization, briefly describe how funds will be used and purpose of agency:

[Click here to enter text.](#)

**Signature**

Please sign and date the application below (electronic signature acceptable). The signing of this application indicates that you have read and agree to First 5 Yolo’s Sponsorship Guidelines.

**Paste Signature or Sign and Scan Application**

[Click here to enter date.](#)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

[Click here to enter text.](#)

\_\_\_\_\_  
Name (printed) and Title

**QUESTIONS?**

Feel free to contact the First 5 Yolo office at: 530-669-2475,

or via email: [cfc@first5yolo.org](mailto:cfc@first5yolo.org)



## FIRST 5 YOLO SPONSORSHIP GUIDELINES

First 5 Yolo is proud to help sponsor local events, trainings, and activities that focus on young children and families, and that align with First 5 Yolo’s Mission, Strategic Plan, Guiding Principles, and Priority Areas. Sponsorship requests of **up to \$250** will be considered toward support of the following types of activities that are offered in Yolo County:

- **Community Events:** Gatherings or events that involve children 0-5 and their families and/or community members in support of children and families. Events must be open to the public and provide a safe environment of learning, developmentally appropriate play and connection, or other public awareness activities connected to young children and families.
- **Professional Development/Trainings:** Opportunities to enhance the abilities and skill sets of those who work with or for children 0-5 and their families, including, but not limited to, early childhood educators, other professionals and caregivers
- **Family Education Events:** Opportunities for families of children 0-5 to improve their parenting skills. For example, workshops on a variety of topics related to early childhood such as those pertaining to physical health, education, and social/emotional development.
- **Fundraising Events:** Efforts to raise funds for a non-profit agency or program providing services/programs benefitting children 0-5 and their families in Yolo County.

The following *will not* qualify for sponsorship: those that do not specifically address the needs of children ages 0-5 and their families, are not in alignment with the mission of First 5 Yolo, or that conflict with First 5 Yolo values and vision. The activity may not be used for or include advancing a religious purpose, to benefit an individual, or to promote a candidate for political office.

First 5 Yolo invites local organizations operating in Yolo County to fill out a First 5 Sponsorship application (available at <http://www.first5yolo.org>) and submit via email to [cfc@first5yolo.org](mailto:cfc@first5yolo.org) at **least 3 weeks prior** to the anticipated event or activity date. Applicants will be notified approximately two weeks after submission if their request has been accepted.

Sponsorship review decisions will be based on 1) connection to First 5 Yolo County Mission and Priority Areas, 2) availability of funds, 3) impact or unique quality of event, and 4) distribution of sponsorships to a variety of organizations/groups. Funds will be allocated on a rolling basis throughout the fiscal year, until a total of up to \$5,000 per year has been distributed. The Executive Director and assigned staff will have authority to make allocation decisions. All approved sponsorships will be reported to the Commission as consent agenda items throughout the year.

**Recognition:** All approved sponsorships must visually reflect First 5 Yolo via logo on all promotional materials, as well as give verbal recognition if the event offers such an opportunity. In addition, First 5 Yolo welcomes and encourages the distribution of First 5 Yolo informational brochures or materials describing First 5 Yolo funded programs and services.

### First 5 Yolo County Mission

*First 5 Yolo will assist our community to raise children who are healthy and ready to learn. We will assure that our resources are effectively used and all community voices heard.*



## Sponsorship Application

1. **Date of Application:** \_\_\_\_\_

2. **Contact Information**

Agency (organization): \_\_\_\_\_

Primary contact name for Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name of Event Coordinator (individual): \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

3. **Amount Requested (limit of \$250):** \_\_\_\_\_

4. **Type of Event (check one of the following):**

- Community Event – activities for young children 0-5 and their families
- Professional Development/Training– training/information for early childhood service providers
- Family Education Event – Skill-building for parents and caregivers of children 0-5
- Agency Fundraising Event
- Other \_\_\_\_\_

5. **Event Information**

Name of Event: \_\_\_\_\_

Event Date/Times: \_\_\_\_\_

Event Location: \_\_\_\_\_

Total Expected Attendance: \_\_\_\_\_

Total expected attendance of children 0-5: \_\_\_\_\_

Any unique aspects of event: \_\_\_\_\_

6. **Connection to First 5 Yolo Priority Area/s (check at least one of the following)**

- Improved Systems and Network: *Improving the system of care (programs, services, policy) for young children and their families in Yolo County.*
- Child Health and Development: *Promoting maternal and child wellness, healthy development, and access to quality care*
- Early Learning: *Ensuring that from birth to age five, young children have early learning opportunities to develop their minds*
- Family Strengthening: *Supporting families to build stable, nurturing environments for children, child maltreatment prevention*

7. **Services provided for event participants (note: not a requirement for consideration); check any that apply:**

- Translation/Interpretation
- Child Care
- Continuing Education Credits (for Professional Development Events)
- Other ( \_\_\_\_\_ )

**8. Event/Training/Activity Description** – Briefly respond to the following questions on this form or attach a separate sheet:

- Purpose and Target Audience (include how event relates to children 0-5 and their families):
  
- Advertising or Access Plan:
  
- Other groups/agencies involved in planning/hosting the event, and their roles (if relevant):
  
- If Professional Development or Parent Education -- Agenda Draft, subject matter, Speaker names/bios (include in text box below or attach materials to application):
  
- If Fundraising Event for organization, briefly describe how funds will be used and purpose of agency:

**Signature**

Please sign and date the application below (electronic signature acceptable). The signing of this application indicates that you have read and agree to First 5 Yolo’s Sponsorship Guidelines.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (printed) and Title

**QUESTIONS?**

Contact the First 5 Yolo office at 530-419-2475

or via e-mail: [cfc@first5yolo.org](mailto:cfc@first5yolo.org)



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

Attachments

**Agenda Item- Authorize Increase to Ten2Eleven Managed Database Services Contract up to \$30,000 for a Fiscal Year 2024-25 Maximum Compensation Not to Exceed \$40,000**

***Background***

Ten2Eleven serves as First 5 Yolo's Managed Database Services provider for its current Salesforce Database which is used to data collection and reporting for Welcome Baby: Road to Resilience, CalWORKs Home Visiting Program, and Alternative Response.

***Executive Director Overview***

With the integration of Welcome Baby and The CHILD Project: Road to Resilience to form Welcome Baby: Road to Resilience, and as First 5 Yolo continues its efforts to prepare for Medi-Cal billing for covered services delivered in its programs, updates and additional fields are required in the program database to ensure all required data elements for billing are available and easily reportable.

The requested increase is fully grant-funded and has no impact on fund balance.

***Additional Information and Attachments***

***Action Requested***

Authorize Increase to Ten2Eleven Managed Database Services Contract up to \$30,000 for a Fiscal Year 2024-25 Maximum Compensation Not to Exceed \$40,000



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

Attachments

**Agenda Item- Presentation: Merger and Launch of Welcome Baby: Road to Resilience in FY24/25**

***Background***

July 2024, First 5 Yolo’s Welcome Baby and The CHILd Project: Road to Resilience more fully merged, becoming “Welcome Baby: Road to Resilience.” Services are more coordinated and services are more seamless for the perinatal population in Yolo County, with Welcome Baby Nurse Home Visitors extending the broader reach component to all Yolo County residents giving birth who have Medi-Cal or are uninsured, and then helping to identify those families eligible for the longer duration home visits that has been established in Road to Resilience.

***Executive Director Overview***

At the meeting, the First 5 Yolo Systems Integration and Implementation Officer and Management Services Officer will present a progress update on the merger and launch of Welcome Baby: Road to Resilience in FY 24/25. They will brief the Commission on activity highlights and provide some insights into program participant and direct service staff experience.

***Additional Information and Attachments***

***Action Requested***

Receive Presentation on the Merger and Launch of Welcome Baby: Road to Resilience in FY24/25.

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

Attachments

**Agenda Item- Update on Managed Care Plan Strategy and Progress with Enrollment as a Provider for Partnership Health Plan of California**

***Background***

Through Medi-Cal Transformation, the multi-year California Advancing and Implementing Medi-Cal (CalAIM) initiative and Community Health Worker Benefit, the Department of Health Care Services (DHCS) envisions community providers like First 5's and Managed Care Plans working closely together to provide a coordinated and broadly delivered system that goes beyond traditional medical clinics and hospitals to offer more whole person-centered, data-driven, and equitable health care.

In alignment with this public health goal and to support sustainability of proven system and program efforts in Yolo County, First 5 Yolo pursued a closer relationship with Partnership Health Managed Care Plan. This was a new direction for First 5 statewide and for First 5 Yolo locally. Relationship building, performance metric alignment, and internal capacity building to implement Medi-Cal billing has been unfolding over the last 3 years, resulting in the positioning of First 5 Yolo to become a Supervising Provider for the newer Medi-Cal Community Health Worker (CHW) Benefit and CalAIM opportunities.

***Executive Director Overview***

After finalizing the contracting and credentialing process, First 5 Yolo is now a fully credentialed Supervising Provider with Partnership Healthplan of California. As Supervising Provider, First 5 Yolo will take on administrative, coordination, evaluation, and billing responsibilities specific to coordination with Partnership to help sustain and scale Welcome Baby: Road to Resilience.

First 5 Yolo has also been accepted as an Enhanced Care Management Provider under CalAIM and is in-process to finalize contracting.

As enrollment and contracting are accomplished, F5Y will proceed with the necessary preparation to begin billing to offset costs in Welcome Baby: Road to Resilience in FY24/25 and is beginning to explore options with Help Me Grow as well.

At the Meeting, Executive Director and newly hired MediCal Projects Coordinator will provide further detail.

***Additional Information and Attachments***

First 5 Yolo was awarded an IPP grant from Partnership HealthPlan to support the hire of dedicated FTE at First 5 Yolo to manage this process, as well as support with technological needs related to implementation.

***Action Requested***

Review the Update on Managed Care Plan Strategy and Progress with Enrollment as a Provider for Partnership Health Plan of California

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

Attachments

**Agenda Item- FY2023-24 Year End and FY2024-25 Budget Briefing**

***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. Typically, the Year End Revenue and Expenditure Report is presented during the September meeting and returns to the Commission in October if any adjustments are needed after completion of the First 5 Yolo Annual Financial Audit.

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. Historically, staff have presented a revised Annual Budget for Commission consideration during the September Commission meeting, as typically, when the budget is first adopted in June, not all revenue sources, grant application, Prop 10 Revised Projections, etc. are known and additional information becomes available over the summer which impacts the Annual Budget.

***Executive Director Overview***

**Year End Revenue and Expenditure Summary Report:**

First 5 Yolo typically finds that all material receivables are known and/or received by the September Commission Meeting, and all closing (e.g., fair market valuation) adjustments have been made. However, to date, there are still pending closing entries and outstanding receivables, which, due to delays at the state level, may not be received within the period of availability. To avoid bringing incomplete and changing information, Staff will bring the Year End Revenue and Expenditure Summary Report during the October Commission Meeting, once the F5Y Audit is complete and all numbers are known.

Though the Report will be finalized and presented at the October Meeting, the following trends are of note:

- Fiscal Year 2023-24 Prop 10 allocation is slightly higher than budgeted (June allocation amount is still pending)
- Several F5Y funded partners (contractors) were underspent in their program budgets, leading to lower than budgeted revenues from external, leveraged funding sources. Where possible, unspent grant funds will simply be spent in FY2024-25. Due to FY2024-25 declining revenue projections at the local and state level, as well

as restrictions on source of funds in First 5 Yolo's grant funded programs, certain unspent grant funds cannot be rolled over into future periods.

- Operation and Professional Service expenditures were lower than budgeted.

**FY2024-25 Budget:**

Typically, by the September Commission meeting, revenue confirmations have been received from all revenue sources, including external or non-Proposition 10 funding. To date, however, allocation amounts for some revenues sources (e.g., CalWORKs Home Visiting Program) which were anticipated months ago are still unconfirmed, and thus an accurate, updated estimate cannot be made. The fall Budget update will also be moved to the October Meeting for greater accuracy. At the October Commission Meeting, Staff will make budget revision recommendations for Commission discussion during its consideration of the Quarter 1 Fiscal Year 2024-25 Revenue and Expenditure Summary Report into the FY2024-25 Budget.

***Additional Information and Attachments***

***Action Requested***

Receive FY2023-24 Year End and FY2024-25 Budget Briefing

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

*Attachments X*

**Agenda Item- Approve Contract for up to \$40,000 to CommuniCare+OLE Perinatal Clinics for Welcome Baby: Road to Resilience Partnership**

***Background***

CommuniCare+OLE (CC+OLE) is a funded partner in First 5 Yolo’s Welcome Baby: Road to Resilience initiative (WB:R2R). For more than 5 years, Road to Resilience has been grounded at the Perinatal Clinics of CommuniCare (now CC+OLE) across Yolo County. The Perinatal Department has worked closely with R2R personnel to provide coordination and warm hand-offs for services and served as the department of record for CommuniCare personnel leading the direct service efforts in R2R. Social services staff serving in R2R have been co-located at CommuniCare+OLE Perinatal Clinics as well.

Over the years, CommuniCare determined that Primary Care would be the department of record for internal lead on the First 5 Yolo work for multiple reasons to expand and connect the efforts. Perinatal remained a critical partner with staff continuing co-location.

***Executive Director Overview***

With the addition of Welcome Baby, it has also become important to have seamless communication around the birth of infants and care coordination between departments and the staff team in Welcome Baby: Road to Resilience, including First 5 Yolo. The Perinatal Department (PN) contributes time and attention of their staff to manage this coordination, and it is a part of CC+OLE’s broader Scope of Work. Over time, it has become somewhat more challenging for PN to fully participate as staffing shortages and turnover and patient acuity and demand remain.

As there are some limited available funds in the Welcome Baby ARP Grant, the Executive Director recommends dedicating up to \$40,000 specifically to PN to help that department, which has comparatively few external grants, to assist in supporting expected deliverables and expand and enhance partnership in Welcome Baby: Road to Resilience over the next two years.

It should be noted that First 5 Yolo extends modest grants to smaller medical partners in Welcome Baby: Road to Resilience for similar purposes.

***Additional Information and Attachments***

Sole Source documentation CommuniCare+OLE Perinatal Clinics is included as **Attachment A** to this item.

There is no General Fund impact with this funding approval.

***Action Requested***

Approve Contract for up to \$40,000 to CommuniCare+OLE Perinatal Clinics for Welcome Baby: Road to Resilience Partnership



**SOLE SOURCE PROCUREMENT AND CONTRACTING JUSTIFICATION FORM**

**Name of Potential Provider/Contractor:** CommuniCare+OLE Perinatal Clinics

**Name of Project:** Welcome Baby: Road to Resilience Partnership

**Project Dates:** October 1, 2024-September 30, 2026

**Description of Service to be provided:** Fuller integration of Perinatal Clinic staff with Welcome Baby: Road to Resilience staff and processes, warm hand-offs, referrals, care coordination.

**Amount:** Up to \$40,000

**Justification:**

Sole source procurement will only be used when competitive procurement procedures are deemed infeasible for at least one of the following reasons: (check the boxes that apply)

- There is only one viable provider of the required service in the community.
- After solicitation of a number of sources, competition is determined to be inadequate.
- A local provider is the only provider with the required expertise, skills and capacity to provide the service.
- All local providers of a particular service will receive funding.
- The Commission is contemplating an effort that has not previously been done in the community and is therefore unable to either develop an RFP with sufficient specificity or to identify potential providers.
- The contract is with a state, federal or local government.
- The contract is for a continuation or augmentation of a project or service previously performed by the contractor.
- Other (describe):

Whenever sole source procurement is used, the rationale will be fully justified in writing and approved by the Commission or its designated agent (e.g., Executive Director) before a contract is signed. The documentation justifying a sole source procurement include the following:



The effort made to solicit competitive bids or proposals, if any.

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A summary outlining the reason for the sole source, based on the allowable exceptions set forth above.

F5Y's CHILD Project: Road to Resilience, now transformed to Welcome Baby: Road to Resilience, was seeded over 5 years ago at CommuniCare Perinatal Clinics (PN) and PN has been an on-going partner. This contract augments services.

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Special factors affecting the cost under the contract.

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**Other Comments:**

This is a professional service, deliverables based contract over 2 years.

---

**Approval and Signature:**



Executive Director

9/6/2024

Date

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

Attachments 

**Agenda Item- Review and Adopt FY2024-2025 Evaluation Plan**

***Background***

With each new Strategic Plan, First 5 Yolo, in coordination with outside evaluators, develops and implements an Evaluation Plan to track and monitor the performance of funded programs. The Evaluation Plan provides a summary of tools and protocols associated with contracts in First 5 Yolo’s funded programs. This Plan is reviewed each year during the Strategic Plan update, or once program contracts are finalized, and updated as needed.

The Evaluation Plan provides an overview of evaluation for funded initiatives/programs and data reporting that is program specific (e.g., individualized performance measures) and select measures will be incorporated into the Local Evaluation Report at the end of the year.

First 5 endeavors to have well defined and meaningful outcomes that benefit children from diverse backgrounds and with diverse abilities. Assessments and data help the Commission to establish priority desired results and to design programs that will remove disparities and attain meaningful results. Program data is compiled in a Local Evaluation Report each year.

***Executive Director Overview***

Annually the Commission reviews and adopts any needed updates to the Evaluation Plan for the Fiscal Year reflective of any newly funded efforts or changes to existing programs. The Evaluation Plan includes new programs and updates to current program evaluation protocols for Fiscal Year 2024-2025, including programs that are pending or are under data collection planning.

Evaluation Matrix 1, the evaluation framework, lays out the Commission’s initiatives, primary Community Goal Area, and corresponding evaluation activities. 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 strongly tied to Systems Improvement.

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

Clear Impact is First 5 Yolo’s tracking and reporting software. All funded programs report Performance Measures, in a Friedman Results Based Accountability format, in Clear

Impact. The data gathered for this reporting and for the annual Local Evaluation Report emanates from the variety of tools and sources detailed in Matrix 2.

Funded Partner Reporting is intricately tied to the Evaluation Plan as it allows funded partners and First 5 Yolo to reflect on what is working, what is not, and make course corrections throughout the year. As part of the technical assistance that First 5 Yolo provides, partners are supported in analyzing their data and improving data quality and performance measures to continuously improve the quality of services and advocacy for children and families in the county.

#### ***Additional Information and Attachments***

First 5 Yolo is focused on systems improvement for children ages 0-5, and continuously moves toward better aligned, deeper, and more impactful investments. To this end, staff have been working on identifying and strengthening common indicators across funded programs that will be designed to increase linkage and access to quality support services, empower those doing the work to learn from each other, and share actionable data with stakeholders (including families). Focus on common metrics also fosters a culture of learning and builds trust. This planning effort is a step by First 5 Yolo to build a more coordinated, responsive System of Care by establishing a common, inclusive language and common indicators to promote optimal child development in Yolo County.

This work continues in Fiscal Year 24-25 to align with the Strategic Plan and efforts by First 5 Association to build a framework for defining, assessing, and documenting local systems change efforts statewide. This will also incorporate better understanding and articulation of the role and impact of local First 5's systems change work and leadership across the state.

First 5 Yolo's evaluation consultant is LPC Consulting Associates, Inc.

The Evaluation Plan proposed for FY24/25 is included with this item as **Attachment A**.

#### ***Action Requested***

Review and Adopt FY2024-2025 Evaluation Plan.

## **First 5 Yolo ■ Fiscal Year 2024-25 Evaluation Plan**

### **Purpose and Key Questions**

The evaluation plan for First 5 Yolo is designed to examine program level changes, ultimately measuring the extent to which clients served are “better off,” using data collection instruments that are part of an evidence-based or best practice program, as well as those that have been tailored for First 5 Yolo. Evaluation tools are based on current best practices in the fields of evaluation and early childhood development and education. The evaluation also builds from previous evaluation work and moves toward looking at cross-cutting indicators and outcomes for key programs and services funded by First 5 Yolo.

First 5 Yolo staff, in collaboration with the agency’s outside evaluator, will collect and analyze information to understand who receives services from First 5 Yolo, measure the impact of First 5 Yolo funded programs on families with young children, or on children 0-5, and identify opportunities for learning and improvement.

First 5 Yolo collaborates with its partners in developing contracts and workplans aligned to the Strategic Plan. Workplans and contracts are regularly reviewed and updated, as needed, to ensure clear roles and responsibilities inclusive of monitoring and evaluation measures which 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.

As the First 5 Yolo Commission has shifted from siloed to integrated investments, First 5 Yolo’s three central initiatives, and most of the funded programs within or closely related to them, support all community goals and priority areas in the Strategic Plan.

FY24/25 Evaluation Matrix 1 is formatted to reflect the main community goal under which each program falls according to the most recent Strategic Plan.

Evaluation Matrix 2, the data collection summary, is a description of the methods, including the type of data collected, mode of data collection, and collection frequency. Annually, the Commission reviews Matrix 1 and 2 after program contracts are finalized and makes updates, as appropriate.

### Evaluation Matrix 1: First 5 Yolo 2024-25 Evaluation Framework

Evaluation Plan			
Program Contract	Partner Agency	Strategic Plan Community Goal	Data Collection tools
Help Me Grow (HMG)- Core	Northern California Children’s Therapy Center Yolo County Children’s Alliance RISE Inc.	Child Health	<ul style="list-style-type: none"> <li>• HMG intake checklist and referral form</li> <li>• Ages and Stages Questionnaires (development and social emotional/behavior), Safe Environment for Every Kid, Modified Checklist for Autism in Toddlers, Satisfaction survey</li> </ul>
Help Me Grow (HMG)- In Home Therapy for Caregivers	CommuniCare+OLE	Child Safety	<ul style="list-style-type: none"> <li>• Patient Health Questionnaire/Edinburgh Postnatal Depression Scale</li> <li>• Programmatic Data Collection and Review</li> </ul>
Crisis Nursery Mobile Client Navigator	Yolo Crisis Nursery	Child Safety	<ul style="list-style-type: none"> <li>• Crisis Nursery Parent Survey</li> <li>• Administrative Data (CWS)</li> </ul>
Welcome Baby: Road to Resilience*- Navigation and Long-term home visiting	CommuniCare+OLE Yolo County Children’s Alliance Winters HealthCare Foundation	Child Safety	<ul style="list-style-type: none"> <li>• Administrative Data Screen</li> <li>• New Baby Questionnaire</li> <li>• HFA Family Resilience and Opportunities for Growth Scale/FROG/ in-depth psychosocial assessment based on 5 protective factors</li> <li>• BH in-depth Biopsychosocial Assessment</li> <li>• OCAP Pre/Post Protective Factors Survey</li> <li>• OCAP Client and Program characteristics</li> <li>• Retrospective Pre/Post Parenting Survey</li> <li>• HMG developmental/behavioral screening</li> <li>• Home Visiting Record/sessions</li> <li>• PHQ-9/ EPDS depression screening</li> <li>• HFA national programmatic Data collection and review</li> <li>• Quality Assurance client feedback Survey</li> <li>• Administrative Data linkage (CWS)</li> <li>• Programmatic Data collection and review</li> </ul>
Welcome Baby: Road To Resilience*- Postpartum Nurse visits	CommuniCare+OLE Winters HealthCare Foundation Northern Valley Indian Health Elica Health Centers	Child Health	<ul style="list-style-type: none"> <li>• Administrative Data Screen</li> <li>• RN Home visit and follow up records</li> <li>• PHQ-9/ GAD-7</li> </ul>

Alternative Response	Yolo County Children's Alliance	Child Safety	<ul style="list-style-type: none"> <li>• CWS Evaluation, family goal plan, New Baby Questionnaire, in-depth assessment (FROG), Developmental/behavioral screening tools</li> </ul>
CalWORKS Home Visiting Program: Healthy Families America	Yolo County Children's Alliance	Child Safety	<ul style="list-style-type: none"> <li>• CDSS Evaluation, family goal plan, New Baby Questionnaire, in-depth assessment (FROG), Developmental/behavioral screening tools</li> </ul>
Attachment & Biobehavioral Catch-up Home Visiting Joint Project with Child Welfare Services	Yolo Crisis Nursery	Child Safety	<ul style="list-style-type: none"> <li>• ABC Play Assessment</li> </ul>
IMPACT Legacy	Yolo County Office of Education Yolo Crisis Nursery Yolo County Children's Alliance RISE Inc.	Quality Early Learning	<ul style="list-style-type: none"> <li>• Provider Quality Improvement Plans</li> <li>• Common Data File</li> <li>• Provider Feedback Survey</li> <li>• Coach Logs</li> </ul>

Note: Matrix 1 is focused on the evaluation activities required/embedded in each individual contract and therefore, programs are categorized based on the community goal area to which they are most closely tied.

\*Programs marked with an asterisk have additional/more robust external evaluations conducted by third parties. Welcome Baby's evaluation is conducted by UC Davis while R2R's evaluation is conducted by LPC Consulting Associates.

### Evaluation Matrix 2: Data Collection Summary

Data Collection Instrument	Type of Data Collected	Data Collection Mode	Frequency of collection	Reviewed by First 5:
Performance Measures	Programs report on select indicators measuring "how much," "how well," and the extent to which clients served are "better off." <b>In progress:</b> collaboratively working on common indicators to establish shared language and measure system-wide impact in Yolo County.	Clear Impact Software	Biannually	Biannually
Client Demographic Data	<b>First 5 California</b> demographics for children birth-6 <sup>th</sup> birthday and their caregivers which includes: age of children, race/ethnicity, primary language spoken in the home, total count of providers, unique families served. <b>First 5 Yolo local data:</b> city of residence of children and families served, health insurance of children birth-6, gender of caregiver, siblings 6-18* served indirectly	Collected at client intake	Start of services for any new client	Aggregate data reviewed quarterly
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.	YesYolo	Ongoing for individual clients	Aggregate data reviewed biannually

Data Collection Instrument	Type of Data Collected	Data Collection Mode	Frequency of collection	Reviewed by First 5:
R2R Parenting Survey (Retrospective pre/post)	The 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 R2R staff feedback with support from outside evaluator so are more inclusive of the prenatal, first time-parent population, and are easier to understand/ use plain language.	Paper or electronic surveys administered during home visits	6 months post 1 <sup>st</sup> home visit, every 6 months thereafter, and at program exit	Aggregate data reviewed biannually
R2R Quality Assurance Client Feedback survey	The R2R QA Client Feedback survey measures customer satisfaction, goal-concordance/shared-decision making, relationship quality with the home visitor and areas for improvement.	Electronic survey collected by in-clinic navigators or supervisors/ <b>not</b> the assigned home visitor	4 <sup>th</sup> -5 <sup>th</sup> home visit	Aggregate data reviewed biannually
Patient Health Questionnaire	Depression risk screening tool completed as part of pre post assessment for Office of Child Abuse Prevention's Evaluation	Paper or electronic surveys administered during home visits	At second home visit and at program exit or when child turns 12 months old	Annual 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
Crisis Nursery Parent Satisfaction Survey	The Crisis Nursery Parent Survey is collected at program exist and gathers information about how satisfied parents are with the services they received, and progress on health and wellbeing of the child. Data on rates of entry into CWS is collected and verified with CWS at 3, 6, and 12 months after service.	Collected via email	At participant program exit	Aggregate data reviewed biannually
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

Data Collection Instrument	Type of Data Collected	Data Collection Mode	Frequency of collection	Reviewed by First 5:
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 Topic 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 topic for Topic-Based CoPs	Data reviewed biannually



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

Attachments

<b>Agenda Item- Executive Director Report</b>
<b><i>Background</i></b>
The Executive Director updates the Commission on activities and developments.
<b><i>Executive Director Overview</i></b>
<ul style="list-style-type: none"><li>• First 5 CA August 22 Meeting and First 5 Association Sustainability Request</li><li>• Regional 25 Year First 5 Celebration and Commissioner Educational Advocacy and Networking Event November 14, Time TBD</li><li>• Recruitment for F5Y Managed Care Administrative Specialist</li></ul>
<b><i>Additional Information and Attachments</i></b>
<b><i>Action Requested</i></b>
Receive Executive Director Report.

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

Attachments

<b>Agenda Item- Receive Commissioner Reports</b>
<b><i>Background</i></b>
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.
<b><i>Executive Director Overview</i></b>
<b><i>Additional Information and Attachments</i></b>
<b><i>Action Requested</i></b>
Receive Commissioner Reports.