

FIRST 5 FRESNO COUNTY
ADMINISTERED BY CHILDREN & FAMILIES COMMISSION OF FRESNO COUNTY
FINANCE AND PROGRAM REVIEW COMMITTEE

DATE: Tuesday, June 13, 2023

Lighthouse for Children

2405 Tulare Street

TIME: 3:00 p.m.

Fresno, CA 93721

AGENDA

ITEM	SUBJECT	PRESENTER
1.	CALL TO ORDER	H. Morales, Committee Chair
2.	POTENTIAL CONFLICTS OF INTEREST Any Commission Member who has potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter.	H. Morales, Committee Chair
3. Action Pg. 1	MINUTES FOR MAY 19, 2023 COMMITTEE MEETING	H. Morales, Committee Chair F. González, E.D.
4. Action Pg. 3	2023-2024 PROPOSED BUDGET AND LONG RANGE FINANCIAL PLAN Supporting Documents	F. González, E.D. A. Hillis, Staff
5. Action Pg. 29	AGREEMENT RENEWAL WITH READING AND BEYOND FOR DIRECT SERVICES	F. González, E.D. A. Hensley, Staff
6. Action Pg. 31	AGREEMENT RENEWAL WITH FRESNO ECONOMIC OPPORTUNITIES COMMISSION FOR THE COMMUNITY LEARNING CENTER'S OPERATION	F. González, E.D. K. Rangel, Staff
7. Action Pg. 33	AGREEMENT WITH BLACK WELLNESS & PROSPERITY CENTER FOR THE FRESNO GROWS - BEST BABIES ZONE INITIATIVE TRANSITION	F. González, E.D. K. Rangel, Staff
8. Action Pg. 35	AGREEMENT WITH FRESNO COUNTY SUPERINTENDENT OF SCHOOLS FOR COACHING AND SUPPORT TO CHILD CARE PROVIDERS	F. González, E.D. L. Salcedo, Staff
9. Action Pg. 37	ACCEPTANCE OF FUNDS FROM FIRST 5 CALIFORNIA'S - IMPACT LEGACY INITIATIVE AND AGREEMENTS WITH PROPOSED HUB SUBCONTRACTORS	F. González, E.D. L. Salcedo, Staff
10. Action Pg. 40	ACCEPTANCE OF FUNDS FROM FIRST 5 KERN FOR THE LAUNCH OF THE GLOW! GROUP PRENATAL CARE AND SUPPORT PROGRAM IN KERN COUNTY	F. González, E.D. L. Ramírez, Staff
11.	PUBLIC COMMENT Limit two minutes per speaker. Public Comment is also taken on individual agenda items throughout the meeting at the conclusion of each agenda item.	H. Morales, Committee Chair
12.	ADJOURNMENT	H. Morales, Committee Chair

NOTE: If you need disability modification(s) and/or other accommodation(s) in order to participate in this meeting, please contact the Commission office at (559) 558-4900 at least 48 hours prior to the start of the meeting. Government Code Section 54954.2(a).

FIRST 5 FRESNO COUNTY
ADMINISTERED BY CHILDREN & FAMILIES COMMISSION OF FRESNO COUNTY

FINANCE AND PROGRAM REVIEW COMMITTEE MEETING

June 13, 2023 – 3:00 p.m.

2405 Tulare Street
Fresno, CA 93721

AGENDA ITEM NO. 3

RECOMMENDED ACTION:

Approve the May 19, 2023 Finance and Program Review Committee Meeting Minutes.

ACTION SUMMARY MINUTES

May 19, 2023— 12:30 p.m.

Present: Hugo Morales, Sabrina Beavers

Absent: Susan Holt

Staff: Fabiola González, Cindy Jurado Hernandez, Ashley Hensley, Alix Hillis, Luis Magallanes, Hannah Norman, Lupita Ramírez, Karen Rangel

1. CALL TO ORDER

2. POTENTIAL CONFLICTS OF INTEREST: Any Commission Member who has a potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter.

None heard.

3. MINUTES FOR APRIL 17, 2023 COMMITTEE MEETING

Public Comment: None heard.

Motion by: Beavers Second by: Morales

Ayes: Beavers, Morales

Noes: None heard.

4. THRIVING FAMILIES PARTNERSHIPS – NEW AGREEMENTS

Public Comment: None heard.

Motion by: Beavers Second by: Morales

Ayes: Beavers, Morales

Noes: None heard.

5. PUBLIC COMMENT

Public Comment: None heard.

No action required.

6. ADJOURNMENT

Public Comment: None heard.

Motion by: Beavers Second by: Morales

Ayes: Beavers, Morales

Noes: None heard.

FIRST 5 FRESNO COUNTY
ADMINISTERED BY CHILDREN & FAMILIES COMMISSION OF FRESNO COUNTY

FINANCE AND PROGRAM REVIEW COMMITTEE MEETING

June 13, 2023 – 3:00 p.m.

2405 Tulare Street
Fresno, CA 93721

AGENDA ITEM NO. 4

TO: Children & Families Commission of Fresno County
FROM: Fabiola González, Executive Director
SUBJECT: 2023-2024 Proposed Budget and Long-Range Financial Plan

RECOMMENDED ACTION

Approve, for full Commission consideration, the First 5 Fresno County (F5FC) 2023-2024 Proposed Budget and Long-Range Financial Plan.

BACKGROUND

With the 2023-2024 Proposed Budget, the Commission will continue implementing its 2020-2025 Strategic Plan by setting aside funds to invest in programs and services designed to positively impact the lives of families with young children ages 0 to 5 in Fresno County. This budget is the funding framework for the Commission’s Strategic Plan. Included in the 2023-2024 Proposed Budget is a comparison of the past year’s projected expenditures, encumbrances, and revenues.

Key Points of 2023-2024 Proposed Budget:

A. Revenues

Anticipated revenues total approximately **\$8.19 million** including the following projections:

Proposition 10 Revenue	\$7.07 million
External Grant Revenue	\$840,628
Other Revenue	\$131,700
Interest Revenue (County Treasury)	\$133,559
Investment Earnings	\$25,000

B. Fund Balance

The Fund Balance is essentially the balance that remains unspent when the annual Audit Report is completed. The Commission’s practice is to begin a new budget year with a zero Fund Balance. In October 2023, the Audit Report on the prior year will be finalized showing any unspent funds which will be incorporated in the mid-year budget revision that will come before the Commission in January 2024.

C. Interest Revenue

This line item includes only the interest earned from Proposition 10 funds held in the County Treasury Pool.

D. Investment Income

The amount of Interest/Profit earnings on the Commission’s investment portfolio designated for future program allocation.

E. *Operational*

Non-salary administrative costs are projected to be approximately 8% of the budget. The Proposed Budget includes a maximum of 11 FTE staff positions to support the Commission’s work. Details are outlined in the Cost Analysis section of the document.

F. *Program Allocations*

The 2020-2025 Strategic Plan identifies the Commission’s priorities and approaches to community investments. All known funding is informed by the Strategic Plan. Those priorities have been identified and detailed in the Cost Analysis section.

Long-Range Financial Plan:

With the creation of each new budget, the Long-Range Financial Plan (“the Financial Plan”) is updated with actual financial data and assumptions are reviewed for continued projections.

Financial Planning Model Assumptions: The Financial Plan is based on a model that provides actuals and projections and estimated revenues and expenses from FY 2022-2023 through FY 2030-2031. For brevity, the numbers in the Financial Plan are shown in thousands. The calculations are based on the following assumptions:

1. **Proposition 10 Revenues** – Based on trends from prior years, projections from the State, First 5 CA, First 5 Association, and with consideration of future legislation or events that would affect incoming revenue, the proposed decrease of Proposition 10 Revenues, year over year, is projected at approximately 5% annually. The exception to this is FY2024-25 which shows 15% decrease, from the prior year, to account for the ban on flavored tobacco which was written into law in November 2022.
2. **Investment Income** – Interest/profit earnings on the Commission’s investment portfolio are commensurate with market performance, thus a minimal and waning amount is included in forecasts of unrealized gains.
3. **External Revenue** – Revenue from external sources including contracts with First 5 California for IMPACT (Improve and Maximize Programs so All Children Thrive) efforts- focused on building regional capacity for childcare providers, the Refugee Family Support grant from First 5 California, and dollars from the Fresno County Department of Public Health, First 5 Merced, And First 5 Kern to enhance and expand the Glow! Group Prenatal Care program.
4. **Operating Expenses** – The financial planning model uses actuals from FY 2022-2023 as the baseline to project operating expenses for subsequent years.

First 5 Fresno County Begins FY 2023-2024 with a(n):

- Beginning Fund Balance of zero
- Anticipated annual Proposition 10 revenue of \$7.07 million
- Projected Administrative Rate of approximately 8%
- Proposed Strategic Plan Investment allocation of \$6.06 million

The Financial Plan allows First 5 Fresno County to use current year Proposition 10 funds and other income to support future Strategic Plan Investments. Over the 9 years of the Financial Plan, the Commission is expected to receive \$61.9 million in revenue and allocate approximately \$52.6 million in Program Investments (made up of Program and Technical Assistance Support, Strategic Plan Investment Areas, & Externally Funded Programs).

FISCAL IMPACT:

The Financial Plan serves as a long-term guide for the management of resources and program investments as allocated by the Commission in accordance with the 2020-2025 Strategic Plan. The Proposed Budget

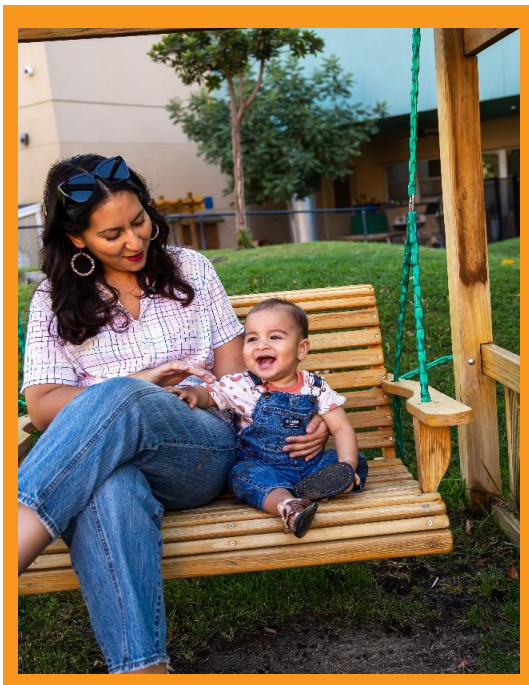
provides a financial framework to allocate funds and cover operational costs for the Commission in the upcoming year.

CONCLUSION:

Upon approval, staff will present, for full Commission consideration, the 2023-2024 Proposed Budget and the Long-Range Financial Plan at the next Commission meeting.



2023-2024 PROPOSED BUDGET



2405 Tulare Street, Suite 200 | Fresno, CA 93721
(559) 558-4900 | www.first5fresno.org

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FY 2023-2024 BUDGET EXECUTIVE SUMMARY

BACKGROUND

At First 5 Fresno County (F5FC) we are committed to honoring and supporting families throughout our county. We envision a future where all children and their families are healthy, loved, and nurtured. By the age of five, 90% of a child's brain is developed. Rooted in this fact, California voters passed Proposition 10, the California Children and Families Act, in 1998. As a result, a 50-cent tax on all tobacco products was established 'to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development.' Proposition 10 funds are distributed to California counties based on the county's birthrate.

Legislation Impact on Proposition 10 – We advocate for and expect a healthy California and the complicated connection between tobacco consumption and our main form of revenue exists. Over time, Proposition 10 revenue has declined as legislation has been enacted to deter people from smoking. This has included additional taxes on tobacco products and electronic cigarettes which raise the costs of products for consumers, the increase to the legal smoking age in California to 21 years old, and, most recently, a ban on the sales of flavored tobacco.

In November 2022, California voters made the ban on flavored tobacco (Prop 31) official, causing the sale of any tobacco product containing flavor illegal in the state. With the passage of Prop 31, First 5s throughout the state have seen a decrease in funding and continue to watch what the reduction in sales of tobacco products will look like on Proposition 10 revenue. At the publishing of this budget, the effect has been an 11% decline compared to the prior fiscal year, year to date. Estimates from the state anticipate an eight percent decrease. First 5 Fresno County has chosen to account for a 15% decrease in FY 2023-24 as there is not enough data to be sure of the effects of Proposition 31.

FY 2022-2023 BUDGET

The Commission recognizes that the needs of Fresno County's 78,000 children under age five surpass existing private and public funding required to support them. First 5 Fresno County has and continues to secure other revenue sources as we prioritize leveraging dollars and efforts for the important work for families' strong start. In order to adjust to our fiscal reality, we remain committed to being efficient, strategic, and effective in carrying out our mission.

The development of the FY 2023-2024 Budget focused on honoring our commitment to the 2020 – 2025 Strategic Plan which was drawn up by our time with the community where we learned about the key challenges facing families with young children. Since then, our efforts have been focused on addressing the needs we heard.

As our community and our Community-Based Organizations are still feeling the effects of the economic wake the COVID-19 pandemic brought on, this budget demonstrates our continued focus on supporting the early childhood system of care in Fresno County in innovative ways to support young children and their families while keeping long-term sustainability in mind. We invite our community to envision new ways of addressing the needs of children and families – and creating the early childhood system of care of the future, today.

The budget document details the strategies for our investment and complements the 2020 - 2025 Strategic Plan. For details on the agency's vision, mission and more, refer to the full Plan on our website www.first5fresno.org.

REVENUES

REVENUE BUDGET \$8,199,396

Proposition 10 Revenue \$7,068,509

The State collects the state tobacco tax revenue and distributes each proportionate share to the 58 California counties based on birth-rate, in accordance with the Children and Families Act of 1998.

External Revenue \$840,628

First 5 CA IMPACT Revenue \$613,164

These funds allow First 5 Fresno County (F5FC) to serve as the Lead Fiscal Agency and the Regional Hub Lead for the IMPACT Legacy project and partner with other counties in the Central Valley Region to provide ongoing coordination and targeted support to neighboring counties working to raise the quality of early care and education in their communities to ensure children have the skills, knowledge, and disposition necessary to be ready for school and life.

First 5 CA Refugee Family Support Grant \$93,622

These funds were awarded by the First 5 California for First 5 Fresno County to be the fiscal lead agency for the new created Refugee Family Support project. First 5 Fresno County (F5FC) will subcontract with refugee family serving agencies and community partners to support refugee children and their families transition to life within seven Central California counties.

County DPH Babies First - Healthy Start Revenue \$117,000

The Fresno County Department of Public Health (DPH) received multi-year funding from the U.S. Department of Health & Human Services to provide group prenatal care services as part of an integrated prenatal care system including curriculum and wrap-around services, in partnership with medical provider offices, to enhance supports for pregnant women. Due to the direct alignment with this grant and Glow!, DPH entered into a partnership with the Commission to support the current Glow! Group Prenatal Care and Support program.

Glow! - First 5 Merced County Expansion Grant \$12,275

To ensure a successful expansion of Glow!, the group prenatal care program, into surrounding counties, our staff will provide coaching on program coordination, program facilitation and technical assistance to other Central Valley First 5 Commissions.

Glow! - First 5 Kern County Expansion Grant \$4,567

To ensure a successful expansion of Glow!, the group prenatal care program, into surrounding counties, our staff will provide coaching on program coordination, program facilitation and technical assistance to other Central Valley First 5 Commissions.

Other Revenue \$131,700

This includes rents collected from Lighthouse for Children (LFC) tenants (approximately \$10,700/month) used to offset operating costs, minimal revenue from use of conference space at the building by external partners at the LFC facility, and other outside revenue not captured above.

Interest Revenue - County Treasury \$133,559

Interest collected from the Proposition 10 funds held on deposit in the County of Fresno's Treasury account.

Investment Earnings \$25,000

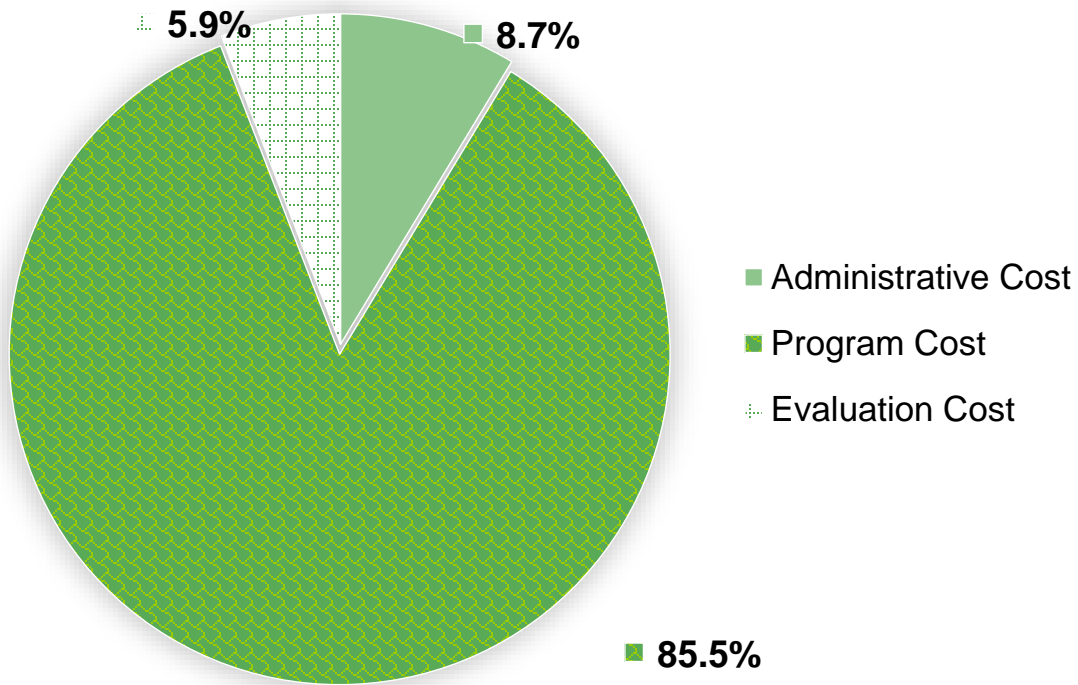
Anticipated unrealized, net investment income (interest, dividends, gains, and losses) from F5FC investments managed by the Commission's Investment firm for future program allocation.

FIRST 5 FRESNO COUNTY

FY 2023-2024 BUDGET ACTIVITY SUMMARY

Based on its strategic plan, First 5 Fresno County invests in three areas: Families, Communities, and Systems through established strategies: Communication, Advocacy, Collaboration, Skill-building, and Innovation & Learning.

The breakdown of expenses by cost category, as outlined in the Cost Analysis portion of this budget, is as follows:



Line Items	%	Budget Amounts
Administrative Cost	8.7%	\$710,810
Program Cost	85.5%	\$7,007,719
Evaluation Cost	5.9%	\$480,867
	100%	\$8,199,396

FIRST 5 FRESNO COUNTY 2023-2024 PROPOSED BUDGET SUMMARY

	2022-2023 Projected Actuals	2023-2024 PROPOSED Budget	Variance
Fund Balance			
Fund Balance for Commitments in FY2022-23	\$1,818,312	\$0	\$1,818,312
	\$1,818,312	\$0	\$1,818,312

Revenue			
Proposition 10 Revenue	\$8,212,905	\$7,068,509	(\$1,144,396)
External Revenue			
First 5 CA IMPACT	\$1,214,107	\$613,164	(\$600,943)
First 5 CA Refugee Family Support Grant	\$570,357	\$93,622	(\$476,735)
County DPH - Babies First Healthy Start Glow! Revenue	\$156,000	\$117,000	(\$39,000)
Glow! - First 5 Merced County Expansion Grant	\$0	\$12,275	\$12,275
Glow! - First 5 Kern County Expansion Grant	\$0	\$4,567	\$4,567
Other Revenue	\$129,704	\$131,700	\$1,996
Interest Revenue - County Treasury	\$145,173	\$133,559	(\$11,614)
Investment Earnings (Unrealized)	\$45,000	\$25,000	(\$20,000)
Total Revenue	\$10,473,245	\$8,199,396	(\$2,273,849)

Fund Balance & Revenue			
Total Fund Balance & Revenue	\$12,291,557	\$8,199,396	(\$4,092,161)

Operating Expenses			
Salaries & Benefits			
Salary Expense	\$736,511	\$734,649	(\$1,862)
Payroll Tax Expense	\$73,283	\$70,589	(\$2,694)
Retirement Expense	\$64,371	\$64,208	(\$163)
Employee Benefits Expense	\$242,550	\$264,510	\$21,960
Worker's Compensation Expense	\$5,748	\$6,208	\$460
Total Salaries & Benefits Expenses	\$1,122,462	\$1,140,165	\$17,702
Services & Supplies			
Audit Expense	\$26,000	\$23,920	(\$2,080)
Capital Equipment Expense	\$18,500	\$20,500	\$2,000
Commissioner/Advisory Expense	\$3,200	\$3,200	\$0
Dues & Subscriptions Expense	\$34,339	\$34,338	(\$1)
Equipment Rental/Maintenance Expense	\$47,974	\$48,070	\$96
General & Administrative Expense	\$17,700	\$19,470	\$1,770
Insurance Expense	\$151,006	\$151,945	\$939
Local Travel Expense - Local Mileage	\$4,000	\$3,500	(\$500)
Materials & Supplies Expense	\$11,000	\$8,600	(\$2,400)
Overhead Expense	\$270,000	\$92,000	(\$178,000)
Professional Services Expense	\$99,180	\$93,184	(\$5,996)
Program Development/Strategic Planning Expense	\$5,000	\$5,000	\$0
Staff Training & Conference Expense	\$23,000	\$20,000	(\$3,000)
Telephone Expense	\$22,224	\$24,224	\$2,000
Total Services & Supplies Expenses	\$733,123	\$547,951	(\$185,172)
Total Operating Expenses	\$1,855,586	\$1,688,116	(\$167,470)

FIRST 5 FRESNO COUNTY 2023-2024 PROPOSED BUDGET SUMMARY

	2022-2023 Projected Actuals	2023-2024 PROPOSED Budget	Variance
Strategic Plan Investment Areas			
Strategic Plan Investments			
Help Me Grow Fresno County	\$300,000	\$350,000	\$50,000
Thriving Families Service Programs	\$5,100,000	\$815,000	(\$4,285,000)
Community Learning Center	\$334,845	\$360,510	\$25,665
Patient-Centered Prenatal Care	\$110,000	\$182,665	\$72,665
African American Infant Mortality Prevention	\$215,325	\$1,044,130	\$828,805
QRIS - Local High Quality Training & Technical Assistance	\$1,635,338	\$1,997,847	\$362,509
Innovation & Learning Partnerships and Communications	\$350,000	\$470,500	\$120,500
Strategic Plan Investments Total	\$8,045,508	\$5,220,652	(\$2,824,856)
Accountability and Evaluation			
Accountability Contract Management System	\$150,000	\$150,000	\$0
Evaluation Services	\$300,000	\$300,000	\$0
Accountability and Evaluation Total	\$450,000	\$450,000	\$0
Externally Funded Programs			
First 5 CA IMPACT Grant	\$1,214,107	\$613,164	(\$600,943)
First 5 CA - Refugee Family Support Grant	\$570,357	\$93,622	(\$476,735)
County DPH - Glow! Enhancement Grant	\$156,000	\$117,000	(\$39,000)
Glow! - First 5 Merced County Expansion Grant	\$0	\$12,275	\$12,275
Glow! - First 5 Kern County Expansion Grant	\$0	\$4,567	\$4,567
Total Externally Funded Programs	\$1,940,464	\$840,628	(\$1,099,836)
Total Strategic Plan Investment Areas	\$10,435,972	\$6,511,280	(\$1,598,729)
Budget Total			
Total First 5 Fresno County Budget	\$12,291,557	\$8,199,396	(\$4,092,161)
Reserve			
Operations Contingency Fund	\$1,000,000	\$1,000,000	\$0
Strategic Reserve Fund	\$2,000,000	\$2,000,000	\$0

COST ANALYSIS

BUDGET LINE ITEM DETAIL

OPERATING EXPENSES

Salary Expense **2023-2024 Proposed Budget**

Original Justification: \$734,649

Salaries for a total of 8.3 FTE operating positions for the administration of Commission business. Salary expense for 2.7 additional program staff FTE (shown below in grey) are presented under the Strategic Plan Investments (0.7 FTE) and the Externally Funded Programs (2 FTE) accounted for in the Strategic Plan Investments portion of the budget for a total of 11 FTE. All vacant positions are captured within this budget document. If the Commission requires additional or different staffing, this would be noted in the budget revision that occurs mid-year. Any salary increases are budgeted, recommended by supervisors, and are based on First 5 Fresno County's Employee Compensation Policy. Potential salary increase amounts are based on number of staff eligible and annual performance reviews. Additionally, the budgeted amount includes compensated absences, the liability of employee banked Personal Time Off (PTO), potential overtime budget, and a portion for potential future salary increases are included here.

<u>Operating FTE</u>	<u>Program FTE</u>	<u>Position</u>	<u>Operating Budget</u>	<u>Program Budget</u>
1		Executive Director	\$137,500	\$0
0.9	0.1	Director	\$84,310	\$9,368
0.85	0.15	Director	\$75,327	\$13,293
0.75	0.25	Manager	\$57,005	\$19,002
0.6	0.4	Manager	\$42,532	\$28,355
0.9	0.1	Manager	\$59,889	\$6,654
0.4	0.6	Manager	\$26,617	\$39,926
0.0	1	Manager	\$0	\$70,349
1		Manager	\$66,543	\$0
0.9	0.1	Manager	\$59,175	\$6,575
1		Manager/ Specialist - Vacant	\$65,750	\$0
8.3	2.7		\$674,649	\$193,522 **
		Salaries Total	\$674,649	
		Compensated Absences & Salary Increase	\$60,000	
		Total Operating	\$734,649	

While some positions approved within the Commission structure are not /may not be reflected in the current budget, the use of these approved position levels are based on the need within the Commission's evolving work. This budget does not include two of those position levels (italicized). Future budget iterations and Commission needs may consider unused position levels.

Positions: Executive Director | *Deputy Director* | Project Director | Project Manager | Project Specialist | *Project Assistant*

**Represents the total amount of salaries for program staff, funded by external revenue or program dollars only.

Total Evaluation Expense	734,649	x	2%	14,693
Total Program Expense	734,649	x	61%	448,136
Total Administration Expense	734,649	x	37%	271,820

COST ANALYSIS BUDGET LINE ITEM DETAIL

					2023-2024 Proposed Budget	
Payroll Tax Expense					\$70,589	
Original Justification:						
Federal Unemployment Tax Act (FUTA). Estimated 6% on first \$7,000 earned by each employee at 8.3 FTE. The remaining 2.7 FTE is accounted for in Externally Funded Programs and						
A.	in Strategic Plan Investments (captured in the program portion of the budget) to total 11 FTE.					
	FTE	8.3	x	\$7,000	x 6% =	\$3,486
B.	Medicare Employer Tax. The employer's share is set by the federal government at 1.45% of each gross salary.					
	\$734,649		x	1.45%	=	\$10,652
C.	Social Security Employer Tax. The employer's share is set by the federal government at 6.2% of each gross salary.					
	\$734,649		x	6.2%	=	\$45,548
D.	CA State Unemployment Insurance - Estimated 6.2% on first \$7,000 earned by each employee at 8.3 FTE. The remaining 2.7 FTE is accounted for in Externally Funded Programs and Strategic Plan Investments (captured in the program portion of the budget) to total 11 FTE. (Rates subject to change)					
	FTE	8.3	x	\$7,000	x 6.2% =	\$3,602
				Other Taxes/ Unexpected Expense		<u>\$7,300</u>
				Total		\$70,589
Total Evaluation Expense		70,589			x	2% 1,412
Total Program Expense		70,589			x	61% 43,059
Total Administration Expense		70,589			x	37% 26,118
Retirement Expense					\$64,208	
Original Justification:						
The cost of retirement benefits for full-time, permanent employees is calculated at 8.74% of each gross salary.						
	<u>\$734,649</u>		x	8.74%	=	<u>\$64,208</u>
	<u>Salaries Amount</u>			<u>Percentage</u>		<u>Total Amount</u>
Total Evaluation Expense		64,208			x	2% 1,284
Total Program Expense		64,208			x	61% 39,167
Total Administration Expense		64,208			x	37% 23,757

COST ANALYSIS

BUDGET LINE ITEM DETAIL

Employee Benefits Expense						2023-2024 Proposed Budget
Original Justification:						\$264,510
<p>The Commission's contracted insurance benefits broker recommended a conservative 10% increase to the projected actuals assuming no large plan changes are made. The calculation shows the cost breakdown and includes the deduction of the benefits expense for Externally Funded program staff. Benefits for full time, permanent staff include dental, life, medical, and vision insurance and a health savings account and health reimbursement account. This line item also includes the auto allowance, up to \$400/month, for the Executive Director for the wear-and-tear and other travel-related expenses of their personal vehicle for business use in lieu of mileage reimbursement based on the County of Fresno's policy of use.</p>						
\$236,100	x	10%	+	\$4,800	=	\$264,510
<u>FY 2022-23 Projected Actuals</u>		<u>Rate Increase</u>		<u>Auto Allowance</u>		<u>Budget Amount</u>
Total Evaluation Expense				264,510	x	2% 5,290
Total Program Expense				264,510	x	61% 161,351
Total Administration Expense				264,510	x	37% 97,869
Worker's Compensation Expense						2023-2024 Proposed Budget
Original Justification:						\$6,208
<p>The budgeted amount for worker's compensation is based on the prior year amount provided by the Commission's contracted insurance firm which defines staff within the salesman category for contract managers' responsibility to execute county-wide site visits and in-person annual contract reviews. The Commission's insurance firm included a conservative increase of 10% to the prior full-year actual amount each fiscal year in their estimate.</p>						
	\$5,644	x	10%	=		\$6,208
	<u>FY22-23 Premium</u>		<u>Est. Annual Rate Increase</u>			<u>Budgeted Amount</u>
Total Evaluation Expense				6,208	x	2% 124
Total Program Expense				6,208	x	61% 3,787
Total Administration Expense				6,208	x	37% 2,297
Audit Expense						2023-2024 Proposed Budget
Original Justification:						\$23,920
<p>Expenses for mandatory independent audit services for the Commission are projected to be \$23,920 for the fiscal year. The estimate is based on the proposal provided by the contracted auditing firm in their awarded submission resulting from the Commission's Request for Quotations procurement in 2020 for auditing services.</p>						
Total Evaluation Expense				23,920	x	0% 0
Total Program Expense				23,920	x	0% 0
Total Administration Expense				23,920	x	100% 23,920

COST ANALYSIS

BUDGET LINE ITEM DETAIL

2023-2024 Proposed Budget																		
Capital Equipment Expense																		
Original Justification:				\$20,500														
Currently, the Commission owns 13 staff workstations (computer, monitor, printer, keyboard, etc.). Staff recommends setting aside \$12,000 for possible replacement of six computers (estimated at \$2,000 per computer with taxes included) that are reaching their useful life, \$5,000 to replace an aging server and an additional \$3,500 for unforeseen replacement or repairs of other equipment and/or furniture.																		
Total Evaluation Expense	20,500	x	2%	410														
Total Program Expense	20,500	x	61%	12,505														
Total Administration Expense	20,500	x	37%	7,585														
Commissioner/Advisory Expense																		
Original Justification:				\$3,200														
This line item is budgeted for a maximum of seven Commissioners for potential meeting-related equipment or expenses, trainings/workshops, meeting-related, etc., associated with the agency's business. Examples include but are not limited to the F5 State Annual Conference attendance, mileage reimbursement, etc. The estimated annual amount is budgeted at \$300 per Commissioner, maximum seven.																		
<table style="margin: auto; border: none;"> <tr> <td style="padding: 0 10px;">\$1,100</td> <td style="padding: 0 10px;">+</td> <td style="padding: 0 10px;">7</td> <td style="padding: 0 10px;">x</td> <td style="padding: 0 10px;">\$300</td> <td style="padding: 0 10px;">=</td> <td style="padding: 0 10px;">\$3,200</td> </tr> <tr> <td style="padding: 0 10px;"><u>Misc. Expense</u></td> <td></td> <td style="padding: 0 10px;"><u>Commissioners</u></td> <td></td> <td style="padding: 0 10px;"><u>Average Cost</u></td> <td></td> <td style="padding: 0 10px;"><u>Annual Amount</u></td> </tr> </table>					\$1,100	+	7	x	\$300	=	\$3,200	<u>Misc. Expense</u>		<u>Commissioners</u>		<u>Average Cost</u>		<u>Annual Amount</u>
\$1,100	+	7	x	\$300	=	\$3,200												
<u>Misc. Expense</u>		<u>Commissioners</u>		<u>Average Cost</u>		<u>Annual Amount</u>												
Total Evaluation Expense	3,200	x	0%	0														
Total Program Expense	3,200	x	0%	0														
Total Administration Expense	3,200	x	100%	3,200														
Dues and Subscriptions Expense																		
Original Justification:				\$34,338														
The cost associated with dues and subscriptions for the twelve-month period comprises required dues to the First 5 Association and the First 5 Association Policy Fund (each county pays a proportionate share of the cost of maintaining the Association) plus the allotment of \$5,000 for the cost of miscellaneous subscriptions, publications, and dues (i.e. Government Finance Officers Association, Fresno Bee, Zoom Meetings, etc.).																		
<table style="margin: auto; border: none;"> <tr> <td style="padding: 0 10px;">FY 22-23 F5 Assoc. Dues</td> <td style="padding: 0 10px;">\$26,671</td> </tr> <tr> <td style="padding: 0 10px;">Potential F5 Assoc. Dues Increase (10%)</td> <td style="padding: 0 10px;">\$2,667</td> </tr> <tr> <td style="padding: 0 10px;">Miscellaneous Subscriptions</td> <td style="padding: 0 10px;">\$5,000</td> </tr> <tr> <td style="padding: 0 10px;">Total</td> <td style="padding: 0 10px;">\$34,338</td> </tr> </table>					FY 22-23 F5 Assoc. Dues	\$26,671	Potential F5 Assoc. Dues Increase (10%)	\$2,667	Miscellaneous Subscriptions	\$5,000	Total	\$34,338						
FY 22-23 F5 Assoc. Dues	\$26,671																	
Potential F5 Assoc. Dues Increase (10%)	\$2,667																	
Miscellaneous Subscriptions	\$5,000																	
Total	\$34,338																	
Total Evaluation Expense	34,338	x	2%	687														
Total Program Expense	34,338	x	61%	20,946														
Total Administration Expense	34,338	x	37%	12,705														

COST ANALYSIS BUDGET LINE ITEM DETAIL

Equipment Rental/Maintenance Expense					2023-2024 Proposed Budget
Original Justification:					\$48,070
Equipment Maintenance: The Commission's equipment maintenance for their copier/scanner. The estimated cost breakdown is:					
<u>Monthly</u>				<u>Annual Total</u>	
\$405	x	12	=	\$4,860	
					Copier/Scanner Maintenance
					\$4,860
					Equipment Maintenance Sub-total
					\$4,860
Computer & Information Technology Maintenance: The Commission contracts out Information Technology (IT) support for workstation/desktop management, server management, anti-virus software, support for Adobe products and supports and deploys hosted email and storage via Office 365.					
<u>Monthly</u>				<u>Annual Total</u>	
\$1,825	x	12	=	\$21,900	
\$100	x	12	=	\$1,200	
					IT Support
					\$21,900
					Hosted Email & Storage
					\$1,200
					Adobe
					\$360
					Computer Maintenance Sub-total
					\$23,460
Software Maintenance: Monthly and annual estimated costs for each software type as quoted by the Commission's IT contractor or are based on actuals from the prior budget year. The Commission pays a flat rate for its accounting system software on an annual basis of \$14,750. Lastly, staff recommends allocating \$5,000 for unforeseen costs associated with this line.					
					Accounting System Maintenance
					\$14,750
					Software Sub-total
					\$14,750
					Unforeseen Expense
					\$5,000
					Equipment Rental/ Maintenance Expense Total
					\$48,070
Total Evaluation Expense	48,070	x	2%	961	
Total Program Expense	48,070	x	61%	29,323	
Total Administration Expense	48,070	x	37%	17,786	

General and Administrative Expense					2023-2024 Proposed Budget
Original Justification:					\$19,470
Costs associated with management, finances, and other expenses which are incurred by or allocated to the Commission for general management and administration of the Commission that cannot be assigned to a specific line item. Costs include bank charges, operational advertising costs, dependent care plan, etc. Bank charges average \$1,000 per month. This expense line item is based on prior year expenses.					
	<u>FY 22-23 Projected Actuals</u>	\$17,700	+	10%	<u>FY 2023-24 Amount</u>
			=		\$19,470
Total Evaluation Expense	19,470	x	0%	0	
Total Program Expense	19,470	x	0%	0	
Total Administration Expense	19,470	x	100%	19,470	

COST ANALYSIS BUDGET LINE ITEM DETAIL

				2023-2024 Proposed Budget
Insurance Expense				
Original Justification:				\$151,945
The Commission is required to carry liability insurance, types described below. Insurance costs typically increase year-over-year; therefore, staff is recommending the following based on actuals from the prior year and on the maximum estimated increases provided by brokers.				
	Special Property Insurance Policy	\$ 140,099		
	Special Liability Insurance Policy	\$ 8,926		
	Cyber Crime Insurance	\$ 2,920		
	Total	\$ 151,945		
Total Evaluation Expense	151,945	x	2%	3,039
Total Program Expense	151,945	x	61%	92,686
Total Administration Expense	151,945	x	37%	56,220
Local Travel Expense - Local Mileage				2023-2024 Proposed Budget
Original Justification:				\$3,500
Annually, Commission Staff or contract managers are required to administer Annual Contract Reviews to all funded Service Providers which may require traveling locally on behalf of the Commission throughout Fresno County. Additionally, staff occasionally travels for the Commission for various reasons including off-site technical assistance to Service Providers and various Community Partner convenings. Estimated costs are projected based on past expense trends. Currently, the IRS mileage rate is 65.5¢ per mile.				
Total Evaluation Expense	3,500	x	2%	70
Total Program Expense	3,500	x	61%	2,135
Total Administration Expense	3,500	x	37%	1,295
Materials and Supplies Expense				2023-2024 Proposed Budget
Original Justification:				\$8,600
This line item includes costs associated with general office supplies, postage costs, in-house and outside printing, and other expenses required for operating the Commission's business. Cost break down includes \$300 per month x 12 months for a total of \$3,600 per year. Staff recommends setting aside an additional \$5,000 for any unexpected materials costs, such as mandatory document printing, signage, etc.				
Total Evaluation Expense	8,600	x	2%	172
Total Program Expense	8,600	x	61%	5,246
Total Administration Expense	8,600	x	37%	3,182

COST ANALYSIS BUDGET LINE ITEM DETAIL

				2023-2024 Proposed Budget
Overhead Expense				
Original Justification:				\$92,000
<p>The Commission occupies 15% of the leasable space within the Lighthouse for Children facility and so is responsible to pay its proportionate share of the overhead costs. Overhead costs include utilities (water, waste, gas & electricity, etc.), facility contracted services (security, janitorial, landscaping, etc.), insurance and taxes and a facility management services contract. The remaining amount for the facility is budgeted within the Strategic Plan Investments for the Child Development Center and Community Learning Center.</p>				
Total Evaluation Expense	92,000	x	2%	1,840
Total Program Expense	92,000	x	61%	56,120
Total Administration Expense	92,000	x	37%	34,040
				2023-2024 Proposed Budget
Professional Services Expense				
Original Justification:				\$93,184
<p>The Commission utilizes this line item to obtain a specific technical or unique function performed by independent contractors or consultants whose occupations are not fulfilled by Commission staff. Examples of professional services include attorneys, business consultants, business development managers, law firms, human resources, payroll services, investment custodial services and other specialized administrative roles. Budget amounts are based on past trends, average monthly rates and quotes multiplied by 12 months. Staff recommends including \$20,000 for other miscellaneous professional services to include services for consultants, translators (services when needed), administrative cost for health savings accounts (average cost per month = \$125), human resources coaching and other short-term consultants.</p>				
<u>Monthly</u>		<u>Add'l Services</u>		
\$2,500	x 12 =	\$30,000	+ \$11,000 =	\$41,000
\$400	x 12 =	\$4,800	+ \$5,000 =	\$9,800
\$990	x 12 =	\$11,880	=	\$11,880
\$292	x 12 =	\$3,500	=	\$3,500
\$167	x 12 =	\$2,004	+ \$5,000 =	\$7,004
				Legal Services \$41,000
				H.R. Services \$9,800
				Investment Services \$11,880
				Custodial Services \$3,500
				Payroll Services \$7,004
				Misc. Professional Services \$15,000
				Professional Services Total \$88,184
Total Evaluation Expense	93,184	x	0%	0
Total Program Expense	93,184	x	0%	0
Total Administration Expense	93,184	x	100%	93,184

COST ANALYSIS BUDGET LINE ITEM DETAIL

Program Development Expense/Strategic Planning Implementation					2023-2024 Proposed Budget
Original Justification:					\$5,000
This line item exists for additional or unforeseen costs for program development, the implementation of the Strategic Plan, and/or printing materials to showcase the Commission's Strategic Plan. Staff recommends budgeting \$5,000.					
Total Evaluation Expense	5,000	x	0%	0	
Total Program Expense	5,000	x	100%	5,000	
Total Administration Expense	5,000	x	0%	0	
Staff Training, Travel & Conference Expense					2023-2024 Proposed Budget
Original Justification:					\$20,000
Estimated cost for Commission staff to attend local and out of town trainings/conferences on behalf of the Commission. All trainings & conferences attended are required to be aligned with the Strategic Plan per the Commission's Travel Policy and Procedures Manual. Trainings/conferences include, but are not limited to, collaborative meetings, the First 5 State annual conference, First 5 Association quarterly meetings and summits, annual planning days, Government Finance Officer Association trainings, Early Care & Education meetings/conferences, legislative visits, State Conferences, etc. Average cost of travel for one staff on one trip is \$200 which includes transportation, lodging, registration, per diem, etc. With the relaxation of pandemic protocols and travel restrictions, travel has increased.					
Total Evaluation Expense	20,000	x	2%	400	
Total Program Expense	20,000	x	61%	12,200	
Total Administration Expense	20,000	x	37%	7,400	
Telephone Expense					2023-2024 Proposed Budget
Original Justification:					\$24,224
Telephone expenses include the Commission's phone landlines and data lines (internet) for accessibility all to aid in the operations of the agency. That monthly cost is now included in the calculations below. Staff recommends \$2,000 for unforeseen expenses.					
	<u>Monthly Amount</u>			<u>Annual Amount</u>	
Landlines & Data lines	\$1,852	x	12	=	\$22,224
Unforeseen Phone Expenses					\$2,000
			Telephone Expense Total		\$24,224
Total Evaluation Expense	24,224	x	2%	484	
Total Program Expense	24,224	x	61%	14,777	
Total Administration Expense	24,224	x	37%	8,963	

COST ANALYSIS
BUDGET LINE ITEM DETAIL

STRATEGIC PLAN INVESTMENT AREAS

		2023-2024 Proposed Budget
Strategic Plan Investments		
Help Me Grow Fresno County		
<p>Help Me Grow Fresno County is a nationally utilized model of doing collaborative work for young children that promotes collaboration across sectors to build a more efficient and effective system for young children and their families. Locally, it is called Help Me Grow Fresno County (HMGFC). This is the over-arching investment that binds all our work together and this investment area can also be referred to as the early childhood system of care. Acting as convener and connector, the Commission brings the community and stakeholders together in support of changing the way our systems work for better outcomes for our children. A successful approach to addressing the key challenges facing Fresno County families requires systemic change. The amount allocated is for the future of this investment to continue to build on the early childhood system of care work that is already taking place. Recent developments have included conversations regionally with surrounding First 5s to explore a regional approach to the Help Me Grow Model. With this exciting potential to create a more seamless system to connect young-child-facing services and those providing services, the Commission has set aside funds to invest in the future of this model beyond just a local iteration of the model.</p>		
	Help Me Grow Fresno County	<u>\$350,000</u>
Thriving Families Service Programs		
<p>This long-standing area of investment is a compilation of community- based partnerships that provide direct support to families across the county. Under this area, contracts with local Community-Based Organizations and grassroots entities, the Commission remains committed to funding a navigable, effective, and culturally responsive network of direct services to fill gaps in the early childhood system of care. In May 2023, the Commission awarded 20 organizations contracts which were the results of the Thriving Families RFP. The funds for those contracts were committed from the prior budget in order to secure multi-year funding for these partners, a best practice in grant making.</p> <p>This portion of the budget also includes dollars set aside for things like funded partner training costs (\$7,500), collaborative meeting expenses (\$4,500) and translation services (\$5,000), a small amount to allow for community storytelling from families, what we call Community Scientists, (\$10,000), and funds to purchase Ages & Stages Questionnaires (ASQ) kits for funded partners and potential ASQ trainings. This area is also where development of programs, that align with the Commission's Strategic Plan, would originate.</p>		
	Thriving Families Service Programs	<u>\$815,000</u>

COST ANALYSIS

BUDGET LINE ITEM DETAIL

**2023-2024 Proposed
Budget**

Strategic Plan Investments Cont'd

Community Learning Center

The Lighthouse for Children Community Learning Center (CLC) is a network of community partners working together to provide classes and workshops that encourage and foster healthy relationships between young children and their caregivers all while increasing early literacy, language, and school readiness skills. Along with family services, the CLC supports professionals working with young children. In June 2022, via a Request for Proposals, Fresno Economic Opportunities Commission became the CLC Operator. They are tasked with coordinating use of space and the local agencies who provide services to families with young children. This section of the budget contains the 0.3 FTE for a First 5 Fresno staff who is the liaison for the CLC Operator contract along with the overhead and operating costs (phones, internet, utilities, program supplies, etc.) of the CLC space and the other partner space at the Lighthouse for Children.

CLC Salaries - First 5 Fresno Staff Liason (0.3 FTE F5FC)	\$21,266
Staff Benefits, Payroll Taxes, Leave Accrual - F5FC	\$18,593
Overhead & Operating Expense	\$320,651
Community Learning Center	\$360,510

Patient-Centered Prenatal Care

Resources are allocated for the group prenatal care project which is leveraging a four-year \$5.6 million grant awarded to University of California, San Francisco's Preterm Birth Initiative-California (UCSF-PTBi) from the Patient-Centered Outcomes Research Institute (PCORI). The grant's intent is to research an enhanced prenatal care model (group prenatal care named Glow!) compared to traditional prenatal care in the Central Valley. This project is called the EMBRACE Study. As one of three findings from the African American Infant Mortality Needs Assessment (2016), the Glow! group prenatal care project was piloted from 2017 to 2020 via a grant from UCSF to focus on maternal wellness and support for women in Fresno County. In this current form, Glow! includes partnerships with three Community-Based Organizations (Reading & Beyond, West Fresno Family Resource Center, & Fresno EOC) to act as Glow! satellite sites (known as the Glow! Contracted Network) for the EMBRACE Study. The Commission sees this Study as a win for Fresno County and the region. The Study follows a sampling of pregnant people, half enrolled in Glow! group prenatal care and half enrolled in traditional care. The Commission has committed to contracts with the Contracted Network via prior budgets. These funds are to maintain the Network with its proper trainings, and expansion efforts as outlined below.

Glow! Facilitation Sub-Contracts	Glow! Contracted Network Contracts	\$100,000
	Glow! Future Expansion Post EMBRACE Study	\$50,000
Glow! Coordination Expense	Glow! Programmatic Materials (Curriculum Materials, Site Licenses, etc.)	\$20,000
	Trainings: CenteringPregnancy Curriculum, Equity Trainings, Materials	\$12,665
	Patient-Centered Prenatal Care	\$182,665

COST ANALYSIS

BUDGET LINE ITEM DETAIL

2023-2024 Proposed
Budget

Strategic Plan Investments Cont'd 2

African American Infant Mortality Prevention

The Commission remains committed to working with the community and its professionals to tackle the high rates of infant mortality among Fresno's African American community. Embracing our unique role as a county-wide convener and coordinator in the early childhood system, the Commission will continue to explore innovative and collaborative ways to address societal issues that contribute to infant mortality through investment and partnerships. Combined with portions of some investments listed above including direct service contracts and Patient-Centered Prenatal Care, it is the Commission's goal to dedicate approximately 25% of its total program investments to African American infant mortality prevention work. Some innovative projects include a valley-wide safe sleep media campaign, organizational capacity building to support those serving Fresno's African American 0-5 population, and the local development of the Black Child Legacy Campaign, a community-driven movement working to reduce deaths of African American children. There is potential within this portion of the budget to support innovative pilot efforts and community-driven grant making to reduce African American infant mortality and preterm birth. This portion of the budget also includes 0.3 FTE of F5FC staff.

African American Infant Mortality Prevention \$1,044,130

QRIS - Local High Quality Training & Technical Assistance

The Commission's investments like the Quality Rating and Improvement System (QRIS) leverages dollars received from First 5 California's IMPACT project to increase technical assistance and training opportunities for early childhood providers throughout the county. This portion of the budget sets aside funds for a contract extension, to not have a gap in services, as the First 5 California procurement unfolds. Staff will work with partners and evaluate how the Commission's funds (\$905k in this budget) can continue to complement First 5 California's investment in improving the quality of childcare in the county. This portion of the budget also includes the overhead expense (\$208k) for the LFC Child Development Center, a high-quality demonstration childcare site that stands as a model for center-based childcare. The Office of the Fresno County Superintendent of Schools Early Care and Education Department operates the space that the Commission provides.

Additionally, this section includes funds (\$150k) for the possibility of supporting organizations with LFC-like childcare scholarships, along with funds set aside (\$500,000) for the Commission to potentially explore supporting the childcare infrastructure in Fresno County. This could take shape possibly through convening partners to collaborate on policy, incentivizing more providers to provide care, supplementing high quality care costs for families, or possibly a joint local measure, etc.

QRIS - Local High Quality Training & Technical Assistance \$1,997,847

COST ANALYSIS

BUDGET LINE ITEM DETAIL

Strategic Plan Investments Cont'd 3				2023-2024 Proposed Budget
Innovation & Learning Partnerships and Communications				
<p>Lasting improvements to the health and development of the county's youngest residents are possible when community organizations, businesses, policy makers, families and the Commission find innovative ways to collaborate and create a more integrated and comprehensive support system for young children and their families. The Commission will invest in emerging, innovative partnerships that directly align with the Strategic Plan and the agency's mission along with communication strategies to further convey the importance of the early childhood development.</p>				
Innovation & Learning Partnerships Subtotal				\$254,000
<p>The Commission engages in communication and community relations efforts to connect with community leaders, stakeholders, businesses, elected officials, and the broader Fresno County audience. By engaging with Fresno County residents and leaders alike, the Commission has the opportunity to promote and enhance our message of the importance of the first 5 years of life. To this the Commission will invest in the following:</p>				
Annual Child-Friendly Business Awards				\$75,000
Community Relations Expense				\$30,000
Outreach & Communications Efforts/ Materials				\$10,000
Communicating Families Stories				\$10,000
Other Communication Efforts (Photos, Website, Community Outreach Materials, etc.)				\$91,500
Communications Subtotal				\$216,500
Innovation & Learning Partnerships and Communications Total				\$470,500
Strategic Plan Investment Areas Total				\$5,220,652
Total Evaluation Expense	5,220,652	x	0%	0
Total Program Expense	5,220,652	x	100%	5,220,652
Total Administration Expense	5,220,652	x	0%	0

COST ANALYSIS

BUDGET LINE ITEM DETAIL

Accountability and Evaluation				2023-2024 Proposed Budget
				\$450,000
Accountability Contract Management System				
Organizations that receive Commission funds report financial, programmatic, and evaluation data to ensure compliance with the agency's contractual obligations. The fiscal reporting structure of the Commission is modeled after the First 5 Financial Management Guide. The Commission is in contract with Social Solutions, Inc., for data management system & services, for use of their system Apricot 360. This system collects programmatic data and allows for fiscal reporting to ultimately be able to report to the state each year as per our requirements.				
Contract Management System				\$150,000
Evaluation Services				
The effectiveness of the Commission's investments is monitored regularly by staff along with a contracted evaluation firm. With evaluation being mandatory, the contracted evaluator works with the Commission, staff, and grantees to inform ongoing program practices and to evaluate progress towards the Commission's desired outcomes in line with the strategic plan. The Commission uses accountability and evaluation data to inform its decision-making; ensuring that funds are used as efficiently and effectively as possible. The Commission is in contract with Harder+Company for evaluation services.				
Evaluation Services				\$300,000
Accountability and Evaluation Total				\$450,000
Total Evaluation Expense	450,000	x	100%	450,000
Total Program Expense	450,000	x	0%	0
Total Administration Expense	450,000	x	0%	0

Externally Funded Initiatives				2023-2024 Proposed Budget
				\$840,628
<i>These externally funded initiatives create strong partnerships while furthering the Commission's impact in the community. Funding for these projects, as detailed below, comes from revenue streams separate from the Proposition 10 Revenue received by the Commission.</i>				
IMPACT Legacy - Regional Fiscal Agent				
The Commission is also serving as the Fiscal Lead Agency (Fiscal Lead) for the IMPACT Legacy Regional Hub grant from First 5 California. The Fiscal Lead receives the grant award funding from First 5 CA on behalf of the region and distributes the funds to counties via subcontracts. The Fiscal Lead will be tasked with reviewing and recording expenditures made by the Hub and requesting reimbursement from First 5 CA on a quarterly basis. The Commission will receive funding to cover employee costs related to the tasks noted above, approximately 0.5 FTE. This is a two-year grant, 2024-25, being the first year.				
First 5 CA - IMPACT Subtotal				\$48,000
IMPACT Legacy - Regional Hub Program				
IMPACT Legacy Regional Hub (called the Hub) serves as the training and technical assistance (T&TA) coordination leads for IMPACT Legacy grant from First 5 California. The Hub's goal is to strengthen the early learning and care system across the region by providing regional coordination, professional development, and high-quality trainings to seven counties across the central valley. As the Regional Hub Lead agency, F5FC will serve as the coordinator to fulfill reporting requirements and ensure First 5 CA's goals for the program are being met. The Commission will receive funding to cover employee costs related to the tasks noted, approximately 0.6 FTE. This is a two-year grant, 2024-25, being the first year.				
First 5 CA - IMPACT Regional Hub Subtotal				\$565,164
Total IMPACT Funding:				\$613,164

COST ANALYSIS

BUDGET LINE ITEM DETAIL

				2023-2024 Proposed Budget
Externally Funded Initiatives Cont'd				
First 5 California - Refugee Family Support Grant				
<p>First 5 Fresno County in partnership with seven Central California First 5 Commissions including First 5 Stanislaus, First 5 Merced, First 5 Madera, First 5 Kings, First 5 Tulare, First 5 Kern and First 5 San Luis Obispo counties aim to support refugee families as they transition to life in Central California. The workplan and budget for the First 5 CA grant are products of a series of community planning sessions and conversations with First 5 Commissions, refugee family serving agencies and community partners invested in serving young children and their families. The California Refugee Family Support aims to assist refugee children and their families with: System Navigation Support, Peer Connection/Social Support, Regional Refugee Family Support Collaboration and Basic Family Needs. The dollars include approximately 0.1 FTE for F5FC staff time through August 2023.</p>				
First 5 CA - Refugee Family Support Subtotal				\$93,622
County Department of Public Health - Babies First Healthy Start Grant				
<p>In May 2021, the Commission accepted funds from the Fresno County Department of Public Health (DPH) in a total amount of \$468,000 over three years. These funds come from a grant awarded to DPH. Their grant alignment with the Commission-funded Glow! Group Prenatal Care project made this an ideal partnership. These funds partially offset the Commission's investment in Glow! and its contracted network of Community-Based Organizations. The expenses outlined in this section include 0.8 staff FTE to coordinate the service delivery of the Glow! Contracted Network as it pertains to the EMBRACE Study along with other expenses necessary to carryout Glow!</p>				
DPH Healthy Start Grant Subtotal				\$117,000
Glow! - First 5 Merced County Expansion Grant				
<p>The Commission is excited for the expansion of Glow! Group Prenatal Care (Glow!) into surrounding Central Valley Counties. Glow! started solely in Fresno County as part of the EMBRACE study to determine which type of prenatal care, group or individual, was best to improve birthing outcomes for soon to be moms. Since the inception of the Glow! program, the Commission's staff have lead the coordination and implementation in Fresno County. To ensure a successful expansion of Glow!, our staff will provide program coordination coaching, program facilitation coaching and technical assistance to other Central Valley First 5s. The Commission will receive funding to cover employee costs related to the tasks noted above, approximately .05 FTE. This is a one-year agreement.</p>				
Glow! - Merced County Subtotal				\$12,275
Glow! - First 5 Kern County Expansion Grant				
<p>The Commission is excited for the expansion of Glow! Group Prenatal Care (Glow!) into surrounding Central Valley Counties. Glow! started solely in Fresno County as part of the EMBRACE study to determine which type of prenatal care, group or individual, was best to improve birthing outcomes for soon to be moms. Since the inception of the Glow! program, the Commission's staff have lead the coordination and implementation in Fresno County. To ensure a successful expansion of Glow!, our staff will provide program coordination coaching, program facilitation coaching and technical assistance to other Central Valley First 5s. The Commission will receive funding to cover employee costs related to the tasks noted above, approximate .05 FTE. This is a one-year agreement.</p>				
Glow! - Kern County Subtotal				\$4,567
Externally Funded Initiatives Total				\$840,628
Total Evaluation Expense	840,628	x	0%	0
Total Program Expense	840,628	x	100%	840,628
Total Administration Expense	840,628	x	0%	0

COST ANALYSIS
BUDGET LINE ITEM DETAIL

RESERVE

Operations Contingency Fund				2023-2024 Proposed Budget
				\$1,000,000
<p>The Operations Contingency Fund was established to guard against possible losses and meet unforeseen and unavoidable requirements that may arise during the budget year. Parameters of usage are outlined in the agency's Accounting Policies and Procedures Manual. This fund will remain at \$1,000,000, being deobligated and then reobligated at the start of each fiscal year.</p>				
Total Evaluation Expense	1,000,000	x	0%	0
Total Program Expense	1,000,000	x	0%	0
Total Administration Expense	1,000,000	x	100%	1,000,000

Strategic Reserve Fund				2023-2024 Proposed Budget
				\$2,000,000
<p>The Strategic Reserve Fund is a separate fund to guard against any future immediate and unanticipated Proposition 10 revenue deficits or shortfalls that may arise during the budget year. Parameters of usage are outlined in the agency's Accounting Policies and Procedures Manual. This fund will remain at \$2,000,000, being deobligated and then reobligated at the start of each fiscal year.</p>				
Total Evaluation Expense	2,000,000	x	0%	0
Total Program Expense	2,000,000	x	100%	2,000,000
Total Administration Expense	2,000,000	x	0%	0



First 5 Fresno County Long Range Financial Plan

Dollars in Thousands

	2020-2025 Strategic Plan									TOTAL
	2022/23 Projected Actuals	2023/24 Proposed Budget	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
Reserved Fund Balance (Obligated)	1.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Revenue										
Annual Prop 10. Projected Allocation	8,213	7,068.5	6,616.1	6,285.3	5,971.0	5,672.5	5,388.9	5,119.4	4,863.4	55,198.0
Revenue A - County Treasury Interest	145.0	133.6	130.0	130.0	100.0	100.0	100.0	90.0	80.0	1,008.6
Revenue B - Investment Earnings	45.0	25.0	30.0	40.0	50.0	50.0	50.0	50.0	50.0	390.0
Revenue C - Other Revenue	130.0	131.7	128.9	128.9	135.0	135.0	135.0	135.0	135.0	1,194.5
Revenue D - External Program Revenue	1,940.4	840.6	728.6	156.0	156.0	156.0	156.0	0.0	0.0	4,133.6
Total Revenue	10,473.3	8,199.4	7,633.6	6,740.2	6,412.0	6,113.5	5,829.9	5,394.4	5,128.4	61,924.7
Expenses										
Administrative Expenses	791.0	710.0	720.5	717.6	719.9	691.1	677.3	670.5	657.1	6,355.2
Program and Technical Assistance Support	274.8	193.4	191.4	189.2	193.5	178.0	167.3	157.3	147.8	1,692.7
Accountability and Evaluation	400.0	400.0	400.0	350.0	300.0	300.0	300.0	300.0	250.0	3,000.0
Strategic Plan Investment Areas	7,468.7	6,055.4	5,593.1	5,327.4	5,042.6	4,788.3	4,529.2	4,266.6	4,073.5	47,144.8
Externally Funded Programs	1,538.8	840.6	728.6	156.0	156.0	156.0	156.0	0.0	0.0	3,732.0
Total Expenses	10,473.3	8,199.4	7,633.6	6,740.2	6,412.0	6,113.4	5,829.8	5,394.4	5,128.5	61,924.6
Contingency Fund	0.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0
Strategic Reserve	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0
Ending Fund Balance (Unobligated)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	

Long Range Financial Plan Key:	
County Treasury Interest:	Anticipated interest earned on dollars held in the County Treasury.
Investment Earnings:	Earnings on the Commission's investment portfolio.
Other Revenue:	Revenue not accounted for in the above categories.
External Program Revenue:	Dollars received from externally funded contracts.
Administrative Expenses:	Cost associated with operations of Commission business.
Program and Technical Assistance Support:	Dollars associated with functions of programmatic contracts and Funded Partner assistance.
Accountability and Evaluation:	Costs include database and evaluator.
Strategic Plan Investment Areas:	Program dollars in contract with community-based organizations and public entities to further the Strategic Plan.
Externally Funded Programs:	Dollars from externally-funded contracts.

FIRST 5 FRESNO COUNTY
ADMINISTERED BY CHILDREN & FAMILIES COMMISSION OF FRESNO COUNTY

FINANCE AND PROGRAM REVIEW COMMITTEE MEETING

June 13, 2023 - 3:00 p.m.

2405 Tulare Street
Fresno, CA 93721

AGENDA ITEM NO. 5

TO: Children & Families Commission of Fresno County

FROM: Fabiola González, Executive Director

SUBJECT: Agreement Renewal with Reading and Beyond for Direct Services

RECOMMENDED ACTION:

Approve, for full Commission consideration, a one-year no-cost extension agreement renewal with Reading and Beyond to continue providing direct services to families under the original Thriving Families Support Network funding opportunity.

BACKGROUND:

On May 27, 2020 the Commission approved agreements with eight agencies to support Fresno County families through direct service programs under the first Thriving Families funding opportunity. These agreements were approved for one year and subsequently renewed for a third year terming June 30, 2023. Reading and Beyond is one of these original eight agencies, funded to launch a new program focused on high quality Science, Technology, Engineering and Mathematics (STEM) workshops for preschool-aged children and their families.

The unanticipated and catastrophic onset of the COVID-19 pandemic forced all agencies to respond and shift rapidly to support staff, families and the community at large. Commission staff worked individually with each funded partner to prioritize and promote the health and safety of partners and families, including adapting contract budgets and deliverables while still aligning with Commission requirements and funding parameters.

Due to the impact of the COVID-19 pandemic and the design of the program to support families attending Reading and Beyond's in-person preschool programs, the project was put on hold with no expenses or activities during the first full year. In the second and third fiscal years Reading and Beyond launched initial cohorts, while also experiencing staff transitions and ongoing impacts of the pandemic on the program model resulting in additional unspent funds.

Now in 2023 and a post-pandemic stage, Reading and Beyond has the opportunity to fully launch and pilot this new STEM-based program for families with young children. Based on the original intent of the Thriving Families funding and contract discussions with Reading and Beyond, Commission staff is recommending a one-year no-cost extension to provide this unique two-generation learning and engagement opportunity for Fresno County families.

Procurement: In December 2019 Commission staff released the Thriving Families Support Network Request for Proposals. Following the Commission’s approved Procurement Policies and Procedures, Community Reviewers reviewed, scored and discussed all qualifying submissions and subsequently recommended eight agencies including Reading and Beyond.

Alignment with Strategic Plan: Direct Service Programs is one of the five core investment areas in the Commission’s 2020-2025 Strategic Plan. Funding allocated for this partnership will support Fresno County families primarily through the strategic plan strategies of Skill-Building (Supporting parents to ensure they have knowledge and resources) and Innovation and Learning (Confronting persistent community challenges through unconventional approaches).

Short-term goal(s) and long-term outcomes: If approved, staff will work with Reading and Beyond to execute a contract amendment extending the term of the agreement through June 30, 2024. The ultimate goal of this investment is to provide quality, culturally responsive and accessible services to support the well-being of children and families across the county.

Fiscal Impact: Funding for this agreement was previously allocated from the Commission’s FY 2021-2022 Approved Agency Budget under Strategic Plan Investments: Thriving Families Service Programs for a total contract amount not to exceed \$226,614. No additional funds would be allocated to Reading and Beyond for the proposed no-cost extension agreement renewal.

CONCLUSION:

If approved, this item would move forward to the full Commission at its June 2023 meeting. Approving a no-cost extension agreement renewal would allow Reading and Beyond to implement a full year of program services, engaging families with STEM focused learning activities and providing the opportunity to pilot, test and ideally scale a new program model to support Fresno County families with early STEM education. If the Commission does not approve the contract extension, the current contract would term June 30, 2023.

FIRST 5 FRESNO COUNTY
ADMINISTERED BY CHILDREN & FAMILIES COMMISSION OF FRESNO COUNTY

FINANCE AND PROGRAM REVIEW COMMITTEE MEETING

June 13, 2023 - 3:00 p.m.

2405 Tulare Street
Fresno, CA 93721

AGENDA ITEM NO. 6

TO: Children & Families Commission of Fresno County

FROM: Fabiola González, Executive Director

SUBJECT: Agreement Renewal with Fresno Economic Opportunities Commission for the Community Learning Center's Operation

RECOMMENDED ACTION:

Approve, for full Commission consideration, an agreement renewal with Fresno Economic Opportunities Commission (Fresno EOC) to continue operating the Lighthouse for Children's Community Learning Center in an amount not to exceed \$150,000 for one year with the option to renew for one additional year based on performance and availability of funds.

BACKGROUND:

On June 22, 2022, the Commission awarded a contract to Fresno EOC to operate the Community Learning Center at the Lighthouse for Children in an amount not to exceed \$150,000 for one year with the option to renew for two additional years based on performance and availability of funds.

Based on community input, the Community Learning Center (CLC) on the second floor of the Lighthouse for Children facility was designed to bring together a network of community partners to offer free services for young children, their families, and early childhood professionals offering the unique opportunity for collaboration between community-benefit organizations, educational institutions, public and government agencies, and health providers. Since inception, the CLC has hosted an array of services and programming including, but not limited to vaccination clinics, group prenatal care sessions, parent-child developmental learning and socialization groups, parenting education, parent focus groups, speech therapy, and numerous trainings for early learning professionals. At the onset of the COVID-19 pandemic, the CLC, then operated by Commission staff, minimized operations only opening on a case-by-case basis, at community partners' requests for limited in-person services.

Since fully reopening the CLC in October 2022, Fresno EOC manages programming for children and families including: case management and wrap around services and support for pregnant people and new parents, socialization groups for parents with infants and toddlers and resource events for families. New partnerships have been established with community organizations to offer fresh produce distributions, nutrition/cooking classes, COVID-19 and flu vaccine clinics, socialization/play groups, financial and digital literacy workshops. Partners using the CLC include: Access Plus Capital, Asian Business Institute Resource Center, EPU Children's Center, Fresno Unified School District, Fresno Metro Ministry, Hope/Vision View and UCSF-Fresno.

If approved, Fresno EOC aims to establish additional community partnerships to further build the variety of services offered at the CLC including, but not limited to: car seat check-ups, CPR/First Aid and emergency preparedness workshops, parenting education, and employment training.

Staff is satisfied with Fresno EOC's performance to date and recommends funding for year two (Fiscal Year 2023-2024) of the approved term.

Procurement: A Request for Proposals (RFP) was released in February 2022 and Fresno EOC moved forward for funding recommendation based on their expertise, proven track record and existing community partnerships to facilitate a variety of services within the CLC.

Alignment with Strategic Plan: The proposed recommendation directly aligns with the Lighthouse for Children core investment area of the Commission's current Strategic Plan. The CLC is foundational to the Lighthouse for Children's vision to be an innovative community hub for Fresno County families and early childhood professionals offering services, resources and opportunities to transform the first five years of a child's life.

Short-term goal(s) and long-term outcomes: The short-term goal of this proposed agreement renewal is to further strengthen the infrastructure Fresno EOC has created for the CLC and identify additional partners who can provide needed services to children and families at the CLC on an ongoing basis. The long-term goal is to create a continuum of care for young children and families through a network of professionals leveraging existing resources and working collaboratively in one convenient location.

Fiscal Impact: Total funding for this agreement has been allocated from the Commission's Fiscal Year 2022-2023 Approved Revised Budget under the Community Learning Center - Strategic Plan Investments Area in an amount not to exceed \$150,000 for one year, with the option to renew for one additional year based on performance and availability of funds.

CONCLUSION:

Partnering with an outside agency is an opportunity for the Commission to leverage existing services and partnerships to ensure the CLC continues to be a resource for Fresno County families. If approved by the Committee and subsequently the full Commission, staff will work with Fresno EOC to execute a contract with an anticipated start date of July 1, 2023. Should the Commission not approve this agreement renewal, the Commission would need to re-absorb the operation the CLC with limited staff capacity to maximize the space for the community and potentially disrupting services to families.

FIRST 5 FRESNO COUNTY
ADMINISTERED BY CHILDREN & FAMILIES COMMISSION OF FRESNO COUNTY

FINANCE AND PROGRAM REVIEW COMMITTEE MEETING

June 13, 2023 - 3:00 p.m.

2405 Tulare Street
Fresno, CA 93721

AGENDA ITEM NO. 7

TO: Children & Families Commission of Fresno County

FROM: Fabiola González, Executive Director

SUBJECT: Agreement with BLACK Wellness & Prosperity Center for the Fresno GROWS - Best Babies Zone Initiative Transition

RECOMMENDED ACTION:

Approve, for full Commission consideration, an agreement with BLACK Wellness & Prosperity Center to support the continued implementation of the community initiative called Fresno GROWS (Growing Real Opportunities in West Fresno) - Best Babies Zone, in an amount not to exceed \$189,267 (\$77,325 from First 5 Fresno County and \$111,942 from Cradle to Career - Blue Meridian Funding).

BACKGROUND:

On October 27, 2021, the Commission approved an agreement with Fresno Economic Opportunities Commission (Fresno EOC), to serve as the backbone organization addressing adverse birth outcomes in Southwest Fresno through a Best Babies Zone Initiative, known locally as Fresno GROWS BBZ. Launched in 2019, the Fresno GROWS BBZ Initiative is committed to drive place-based anti-racism work that will lead to the reduction of African American preterm birth and infant mortality in four census tracts (2, 7, 9.02 and 10) in the 93706-zip code, representing approximately 2,700 African American Southwest Fresno residents.

In the Spring of 2023, Fresno EOC began conversations with BLACK Wellness & Prosperity Center (BWPC) about the next phase of the Fresno GROWS BBZ Initiative. The mission of the BWPC is to be a catalyst to improve well-being and prosperity in the Black community with sustained efforts to improve Black Maternal and Child Health outcomes, and effectively unite and elevate the Black voice, and build sustainable infrastructure to strengthen Black capacity. Both entities agreed that the Fresno GROWS BBZ work should merge within BWPC given their existing infrastructure and ability to grow and provide sustainability. This shift would also close alignment with the initiative's focus on policy and systems change.

As of June 1st, 2023, BWPC has absorbed the existing Fresno GROWS BBZ staff and is providing key administrative and organizational support to merge, sustain and enhance the work of the Fresno GROWS BBZ into BWPC's infrastructure. Fresno EOC has notified First 5 Fresno County regarding the transition and requesting to term their existing contract on May 31st, 2023. This agreement is to

re-allocate unspent funds from the current contract with Fresno EOC to a new agreement with BWPC.

Procurement: As the Commission represents one of various community partners in the Fresno GROWS BBZ Initiative, it is critical to align funding with the transition to continue support to this critical effort. The Commission's procurement policies and procedures allow the Commission to select a vendor via sole source if only one product is available to reasonably meet the Commission's needs. In this case, BWPC is the agency that agreed to continue and sustain the goals if the initiative as discussed and agreed upon by the Fresno GROWS BBZ Steering Committee.

Alignment with Strategic Plan: This agreement aligns directly with one of our core investments – African American Infant Mortality Prevention, as a community-driven project, in partnership with others, to tackle the high rates of infant mortality among our African American neighbors in Fresno County. The proposed agreement also aligns with the recommendations detailed in the Commission's African American Infant Mortality Needs Assessment and supports the implementation of innovative strategies to drive down the preterm birth and infant mortality rates in one of our county's most vulnerable neighborhoods.

Short-term goal(s) and long-term outcomes: In this next phase of the initiative, BWPC aims to merge, sustain and enhance the existing work of the Fresno GROWS BBZ into its infrastructure with a focus on civic engagement efforts, capacity building and elevating the voices of Black residents in West Fresno to advocate for innovative solutions to advance birth equity. The long-term outcomes include: 1) improve the health, education, social and emotional development of African American women and their families living in Southwest Fresno and 2) reduce preterm birth and infant mortality rates in the four census tracts within the 93706-zip code.

Fiscal Impact: Of the \$189,267, \$77,325 will be allocated from the Commission's Fiscal Year 2022-2023 Approved Revised Budget under the African American Infant Mortality Prevention – Strategic Plan Investment Area and \$111,942 will be allocated from Commission funds received from the Fresno Cradle to Career Partnership in support of the Fresno GROWS Best Babies Zone Initiative. Details of the use of funds will be outlined in the approved scope of work for the one-year contract term and will incorporate activities undertaken by BWPC as of June 1st, 2023. The actual contract amount will take into account the reimbursement of activities that took place in quarter 4 of Fiscal Year 2022-2023, prior to the transition to BWPC.

CONCLUSION:

If approved, this item will move forward for full Commission consideration at the June 2023 Commission meeting. Approving this agreement builds upon the Commission's African American Infant Mortality prevention investment area and offers the opportunity for the Commission to minimize duplication of work by aligning efforts and strengthening partnerships with key Fresno County partners to have a larger, more sustainable impact in our community. If the Commission chooses not to approve this agreement, staff would need to return unspent funds to the Fresno Cradle to Career Initiative, severely limiting the opportunity for this important work to continue.

FIRST 5 FRESNO COUNTY
ADMINISTERED BY CHILDREN & FAMILIES COMMISSION OF FRESNO COUNTY

FINANCE AND PROGRAM REVIEW COMMITTEE MEETING

June 13, 2023 – 3:00 p.m.

2405 Tulare Street
Fresno, CA 93721

AGENDA ITEM NO. 8

TO: Children & Families Commission of Fresno County

FROM: Fabiola Gonzalez, Executive Director

SUBJECT: Agreement with Fresno County Superintendent of Schools for Coaching and Support to Child Care Providers

RECOMMENDED ACTION:

Approve, for full Commission consideration, an agreement with Fresno County Superintendent of Schools (FCSS) for coaching and support to child care providers to increase the quality in early learning and care settings in an amount not to exceed \$950,000 for one year with the option to renew for an additional year based on performance and availability of funds.

BACKGROUND:

The Commission’s 2020-2025 Strategic Plan highlights five crucial areas of investment including Quality Counts California (QCC), a state-wide Quality Rating and Improvement System (QRIS) providing support for families and early childhood educators to assess, improve, and communicate the level of quality in early and school-age care and education programs. On May 27, 2020 the Commission approved an agreement with FCSS to serve as the coordinating body for the QRIS system in Fresno County, convening and collaborating with system partners to develop and implement a countywide plan to uniquely tailor support to child care providers, aligned with QCC.

For over a decade, FCSS has led the county’s local QRIS (Fresno County Early Stars). Through a blended funding model, including funding from California Department of Education to support state funded child care providers, First 5 California IMPACT and local Commission funds, Fresno County Early Stars is able to support both formal (e.g. licensed child care centers and family child care homes) and informal (i.e. family, friend and neighbor) child care providers. There are currently more than 260 sites participating in Fresno County Early Stars. The goal of the Commission’s investment is to fill gaps that exist in the state’s quality early care and education system and provide additional, quality coaching, training, and individualized support services to local early childhood educators. FCSS achieves this goal by partnering with Central Valley Children’s Services Network, WestEd PITC, Fresno County Department of Public Health, and Fresno Unified School District who specialize in these services.

Accessing quality child care continues to be a key challenge for Fresno County families, amplified even further during the COVID-19 pandemic. The current funding for this agreement will term on June 30, 2023. To continue building on the current blended funding system and support both formal and informal providers, it is staff’s recommendation to continue the partnership with FCSS.

Procurement: The Commission’s procurement policies and procedures allow the Commission to select a vendor via sole source if, among other things, the vendor capabilities and experiences are so unique that no other vendor may comparably meet the Commission’s needs. FCSS continues to serve as the sole lead agency for Fresno County Early Stars, the local QRIS system on which QCC is based, and recipient of state quality improvement funding (e.g. California Department of Education and First 5 California).

Alignment with 2020-2025 Strategic Plan: This agreement aligns directly with the 2020-2025 Strategic Plan as Quality Counts California is one of five core investments that F5FC is committed to leverage, sustain, and increase its impact over the next five years. This includes the Quality Rating and Improvement System (QRIS) which provides support to early childhood educators to assess, improve, and communicate the level of quality in early care.

Short-term goal(s) and long-term outcomes: If approved, staff will work with Fresno County Superintendent of Schools to execute contracts with a start date of July 1, 2023. The long-term outcome is to increase the effectiveness and scope of Fresno County Early Stars’ early learning and care quality improvement efforts countywide.

Fiscal Impact: Total funding will be allocated from the Commission’s FY 2022-2023 Approved Revised Budget under Strategic Plan Investments: QRIS Line Item in an amount not to exceed \$950,000 for one year, with the possibility to renew agreements for an additional year. Renewals are based on performance and availability of funds. To maximize both impact and available funding, this funding recommendation would leverage and complement similar early childhood and family-focused local and state funding streams funneling to Fresno County.

CONCLUSION:

If approved, this item will move forward for full Commission consideration at the next regular Commission Meeting. Subsequently, if the Commission chooses not to approve this agreement, there will be gaps in the state’s quality early care and education system to provide quality coaching, training and individualized support services to local early childhood educators.

FIRST 5 FRESNO COUNTY
ADMINISTERED BY CHILDREN & FAMILIES COMMISSION OF FRESNO COUNTY

FINANCE AND PROGRAM REVIEW COMMITTEE MEETING

June 13, 2023 - 3:00 p.m.

2405 Tulare Street
Fresno, CA 93721

AGENDA ITEM NO. 9

TO: Children & Families Commission of Fresno County

FROM: Fabiola González, Executive Director

SUBJECT: Acceptance of Funds from First 5 California's - IMPACT Legacy Initiative and Agreements with Proposed Hub Subcontractors

RECOMMENDED ACTION:

Approve, for full Commission consideration, the acceptance of approximately \$5.9 million from First 5 California (F5CA) for First 5 Fresno County Commission to serve as the Fiscal Lead Agency and Regional Hub Lead Agency for the final phase of the Improve and Maximize Programs so All Children Thrive (IMPACT) project and authorize execution of nine subcontracts for up to \$5,539,876 for two years.

BACKGROUND:

First 5 Fresno County (F5FC) currently serves as the local lead agency for the F5CA Improve and Maximize Programs so All Children Thrive (IMPACT) project and the Commission partners with Fresno County Superintendent of Schools as the implementation lead to increase the number of high-quality early learning settings locally by providing stipends and professional development to providers. F5FC also serves as the Regional Hub Lead agency for the IMPACT Regional Coordination and Training and Technical Assistance Hub (Hub) which focuses on strengthening the early learning and care system across the region by providing coordination, high quality trainings, and technical assistance to 7 counties. This 2-year IMPACT phase will term on June 30, 2023.

On May 1st, First 5 California (F5CA) released the IMPACT Legacy Request for Applications (RFA) as the final phase of the IMPACT project. The RFA is designed for First 5 Commissions to apply on behalf of multi-county regions. funding. With approval from our regional First 5 and County Office of Education partners (Region 5) First 5 Fresno County has applied to serve as the newly created IMPACT Legacy Fiscal Lead Agency (i.e. lead grantee and fiscal agent) and continue serving as the Regional Hub Lead Agency (i.e. coordinator of regional IMPACT projects) for Region 5's application which represents 7 counties across the Central Valley. This grant would provide approximately \$5.9 million dollars over two years to support the regional and local systems that implement Quality Counts California by expanding access and resources to early learning and care educators serving high need communities and populations not already receiving quality support.

Based on feedback from Region 5 partner counties, it is staff recommendation to accept these funds for the region and to serve as the Fiscal Lead Agency and Regional Hub Lead Agency for this grant. As Fiscal Lead Agency the Commission would be responsible for executing sub agreements, receiving, and distributing IMPACT Legacy funds to the six regional partners listed in Table #1.

Table #1

IMPACT Legacy Local Leads Allocations FY 23-24 and FY 24-25		
Local Lead Agency		2-Year Amount
#1	First 5 Kern	up to \$1,100,743
#2	First 5 Madera	up to \$387,151
#3	Fresno County Superintendent of Schools	up to \$1,030,724
#4	Merced County Office of Education	up to \$764,062
#5	Tulare County Office of Education	up to \$908,806
#6	Kings County Office of Education	up to \$602,790
Total Amount for Two Years:		up to \$4,794,276

In addition, based on feedback from Region 5 partner counties, staff recommends to continue partnering with and executing new agreements with the three current Regional Hub subcontractors listed in Table #2. These subcontractors will help to carry out essential components of the Hub.

Table #2

Proposed IMPACT Hub 2023-2024 Subcontractors				
	Agency	Program	Description	2-Year Amount
#1	Early Quality Systems	iPinwheel Database System	A database system to support the required data collection for 7 regional Hub counties	up to \$555,600
#2	Teachstone Training	CLASS Program	The Classroom Assessment Scoring System (CLASS) is a tool that measures and helps improve the quality of teacher-child interactions	up to \$70,000
#3	Fresno County Superintendent of Schools	Region 5 Coordination, Data & Coaching Support	Provides coordination, coaching support, and technical assistance to the Hub partners	up to \$120,000
Total Amount for Two Years:				up to \$745,600

Procurement: First 5 Fresno County was originally nominated by its regional partners, represented by First 5 Commissions and County Offices of Education in Merced, Mariposa, Madera, Kern, Kings, and Tulare counties to apply as the Fiscal Lead Agency for the Hub funding opportunity in 2016. In March 2021, the Hub counties agreed for First 5 Fresno County to continue being the lead Fiscal Agency for the new funding period. Last month, the Region 5 partners agreed for First 5 Fresno County to take on the Fiscal Lead agency and Regional Hub Lead agency roles for this final IMPACT Legacy funding.

The Commission’s procurement policy allows the Commission to select a vendor via sole source if, among other things, the vendor’s capabilities and experiences are so unique that no other vendor may comparably meet the Commission’s needs. Each of the IMPACT Legacy Local Lead Agency subcontracts is based on recommendation and approval between each individual county and First 5 California. The three proposed Regional Hub subcontractors were originally procured using a sole source process in accordance with the Commission’s approved procurement policies.

Alignment with 2020-2025 Strategic Plan: This agreement aligns directly with the 2020-2025 Strategic Plan as Quality Counts California is one of five core investments that F5FC is committed to leverage, sustain, and increase its impact over the next five years. This includes the Quality Rating and Improvement System (QRIS) which provides support to early childhood educators to assess, improve, and communicate the level of quality in early care.

Short-term goal(s) and long-term outcomes: To meet the RFA requirements, staff submitted an application to First 5 California by the due date of June 12, 2023. If approved by First 5 California and the full Commission, staff will continue to work with Region 5 partners and Hub subcontractors to execute agreements with a start date of aligned with the execution of the partnership between First 5 California and First 5 Fresno County (anticipated this summer 2023). The long-term desired outcome is to build a more integrated and effective statewide, regional, and local early learning quality improvement system. This includes a growing focus on key topics such as safe, stable, and nurturing relationships and environments, multilingual learner support, family engagement, serving the highest impact populations, engaging families, and creating connections to other services, such as home visiting, to strengthen and align quality improvement efforts.

Fiscal Impact: F5CA funding covers the entirety of these agreements, and no local Proposition 10 revenues would be utilized. \$4,794,276 will be allocated to the Local County Leads, \$1,075,990 to the Regional Hub (up to \$745,600 for subcontractors and \$330,390 for First 5 Fresno and regional activities) and \$72,000 will be allocated to First 5 Fresno County, to take on the Fiscal Lead Role for this project, for a total amount of \$5,942,266. A portion of these funds are used to fund First 5 Staff members time to serve in the fiscal and regional roles and the Commission collects a percentage for indirect costs.

CONCLUSION:

If approved, this item will move forward for full Commission consideration at the next regular Commission Meeting. Subsequently, if the Commission chooses not to accept funding from F5CA, the Region will have to nominate another agency to serve in these roles to ensure state funding is able to reach each regional county.,

FIRST 5 FRESNO COUNTY
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FINANCE AND PROGRAM REVIEW COMMITTEE MEETING

June 13, 2023 – 3:00 p.m.

2405 Tulare Street
Fresno, CA 93721

AGENDA ITEM NO. 10

TO: Children & Families Commission of Fresno County

FROM: Fabiola González, Executive Director

SUBJECT: Acceptance of Funds from First 5 Kern County for the launch of the Glow! Group Prenatal Care and Support Program in Kern County

RECOMMENDED ACTION:

Approve for full Commission consideration, the acceptance of funds from First 5 Kern County to support the launch of the Glow! Group Prenatal Care and Support Program in Kern County in an amount of \$6,470 for one year.

BACKGROUND:

Since 2019, First 5 Fresno County has been overseeing the coordination and implementation of the Glow! Group Prenatal Care and Support Program (Glow!). Glow! is an innovative and comprehensive model that brings together 8-12 pregnant patients with similar due dates to receive their prenatal medical care and education in a group setting and provides wrap-around services such as childcare, take-home food support, transportation stipends and information to community resources through presentations. The Glow! Program is rooted in a deep sense of community where patients can feel supported and learn from one another while also learning from their medical provider and receiving respectful prenatal care in a facilitative manner.

The Glow! Program is currently being implemented as part of the EMBRACE (*Engaging Mothers and Babies; Reimagining Antenatal Care for Everyone*) Prenatal Care Study in partnership with California State University, Fresno’s Central Valley Health Policy Institute (CVHPI) and the University of California, San Francisco’s Preterm Birth Initiative (UCSF-PTBi-CA). This study is comparing pregnant patients who are being randomized into two types of enhanced prenatal care models (Glow! - Group Prenatal Care and Comprehensive Perinatal Services Program or CPSP - Individual Prenatal Care) with hopes to determine which type of care addresses maternal mental health stressors such as depression and anxiety, high rates of preterm birth and satisfaction of care.

In an effort to increase patient recruitment, the research team, including First 5 Fresno County, has been working together to expand the study and Glow! Program into other counties within the Central Valley. On December 7, 2022, the First 5 Kern County Commission voted to award First 5 Fresno County \$6,470 to provide coaching and technical assistance to their staff as they prepare to lead the coordination and facilitation of the Glow! Program in Kern County.

Fiscal Impact: If approved, the total funding amount of \$6,470 would be allocated to the Commission's budget. The acceptance of these dollars ensures that no Fresno County Prop 10 funds are used for the expansion of the Glow! Program into Kern County.

CONCLUSION:

If approved, this item would move for full Commission consideration at the June 21st Commission meeting. The acceptance of funds from First 5 Kern County will support the goal of expanding the EMBRACE Study and Glow! Program into other counties within the Central Valley as a strategy to help increase the recruitment of patients. This also supports the Commission's commitment to improve birth outcomes and reduce the number of preterm births. In addition, this partnership increases sustainability options for the future of the Glow! program.