

**\* PUBLIC HEARING MEETING NOTICE\***  
**FIRST 5 SAN MATEO COUNTY (F5SMC)**  
**COMMISSION MEETING**

**DATE:** Monday, September 24, 2018  
**TIME:** 4:00 PM – 6:00 PM  
**ADDRESS:** San Mateo County Office of Education  
101 Twin Dolphin Drive, 1st Floor Conference Room  
Redwood City, CA 94065

AGENDA		
Call to Order and Preliminary Business		
1	Roll Call	4:00 PM
2	Public Comment	
3	<b>Action to Set Agenda for September 24, 2018 Meeting and Approve Consent Agenda Item</b> <i>(This item is to set the final consent and regular agenda, and for the approval of the items listed on the consent agenda. All items on the consent agenda are approved by one action.)</i>	
4	Commission Announcements	
5	Storytelling: First 5 Work / Impact: Sandra Phillips-Sved, F5SMC Commissioner	
Discussion Items		
6	<b>Strategic Planning Indicators and Outcome Presentation</b> by Jenifer Clark, Evaluation Program Specialist, First 5 San Mateo County	4:10 PM
7	<b>School Readiness Presentation</b> by Dr. Jaime Peterson, Postdoctoral Fellow, Clinical Instructor, General Pediatrics, Stanford University School of Medicine, and Dr. Neel Patel, Pediatrics, Palo Alto Foundation Medical Group and F5SMC Commissioner	4:25 PM
Action Items		
8	<b>Approval of Contract to Community Gatepath for Watch Me Grow Clinic-Based Services in an amount not to exceed \$545,000 for services from July 1, 2018 to June 30, 2020</b> <i>(See Attachments 8)</i>	5:10 PM
9	<b>Approval of Recommendation of the Help Me Grow Centralized Access Point and Family &amp; Community Outreach Component Provider and Authorization for Staff to Negotiate and Approve Contract</b> <i>(See Attachments 9)</i>	5:20 PM
Informational Items		

<b>10</b>	<b>Communications Update</b> (See Attachments 10)	<b>5:30 PM</b>
<b>11</b>	<b>Report of the Executive Director</b> (See Attachments 11)	
<b>12</b>	<b>Committee Updates</b> (See Attachments 12)	

**\* Public Comment:** This item is reserved for persons wishing to address the Commission on any Commission-related matters that are as follows: 1) Not otherwise on this meeting agenda; 2) Listed on the Consent Agenda; 3) Executive Director's Report on the Regular Agenda; or 4) Subcommittee Members' Reports on the Regular Agenda. Public comments on matters not listed above shall be heard at the time the matter is called.

Persons wishing to address a particular agenda item should speak during that agenda item. If you wish to speak to the Commission, please fill out a speaker's slip located in the box on the sign in table as you enter the conference room. If you have anything that you wish to be distributed to the Commission and included in the official record, please hand it to Myra Cruz who will distribute the information to the Commissioners and staff. Speakers are customarily limited to two minutes, but an extension may be provided to you at the discretion of the Commission Chair.

The identified times are approximate and are intended to serve as a guide to the public and all First 5 meeting attendees regarding the approximate start times for any one section of the Agenda. The actual start and end times for an agenda item may differ from the noted times.

Public records that relate to any item on the open session agenda for a regular Commission meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Commission. The Commission has designated the First 5 San Mateo County office located at 1700 S. El Camino Real, Ste. 405, San Mateo, CA, 94402, for making those public records available for inspection. The documents are also available on the First 5 Internet Web site at [www.first5.smcgov.org](http://www.first5.smcgov.org).

**IN COMPLIANCE WITH THE CALIFORNIA GOVERNMENT CODE AND THE AMERICANS WITH DISABILITIES**

**ACT:** First 5 San Mateo County Commission meetings are accessible to individuals with disabilities. Contact Myra Cruz at (650) 372-9500 ext. 232, or at [ecruz@smcgov.org](mailto:ecruz@smcgov.org) as soon as possible prior to the meeting, if (1) you need special assistance or a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting; or (2) you have a disability and wish to receive the meeting notice, agenda packet or other writings that may be distributed at the meeting in an alternative format. Notification in advance of the meeting will enable First 5 San Mateo County to make reasonable arrangements to ensure full accessibility to this meeting and the materials related to it.

First 5 San Mateo County Commission Meeting

**CONSENT AGENDA**

September 24, 2018

All items on the consent agenda are approved by one roll call motion unless a request is made at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda. Any item on the regular agenda may be transferred to the consent agenda.

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- 3.1 Approval of the August 27, 2018 Commission Meeting Minutes  
(See Attachment 3.1)

**First 5 San Mateo County (F5SMC)  
COMMISSION MEETING MINUTES  
August 27, 2018  
San Mateo County Office of Education**

**Call to Order & Roll Call**

**1. Roll Call**

Commission Members: Anne Campbell, Rosanne Foust, Pam Frisella,  
Neel Patel, Nicole Pollack, Louise Rogers

Absent: David Canepa, Michael Garb, Sandra Phillips-Sved

Staff: Kitty Lopez, Michelle Blakely, Khanh Chau, Jenifer Clark, Emily Roberts,  
Myra Cruz

County Counsel: Jenifer Stalzer Kraske

A quorum was present. Commissioner Chair Frisella called the meeting to order at 4:05 PM; roll call was taken.

**2. Public comments on items not included in the agenda:**

- Heather Cleary, CEO of Peninsula Family Service, invited everyone to the Peninsula Family Service Thought Leader Series, Early Learning Summit on October 17, 2018 from 9:00 am – 12 Noon at Mercy Conference Center in Burlingame. Cleary acknowledged F5SMC for supporting the event.
- David Fleishman, Executive Director of 4C's of San Mateo County, announced that the Build Up for San Mateo County Early Childhood Initiative hired a new Director, Christine Padilla, to help organize the coalition and continue leading the Build-Up Initiative. In addition, Fleishman invited everyone to the 2018 Leadership Awards on October 10<sup>th</sup> at Devil's Canyon Brewing. First 5 San Mateo County (F5SMC) will be receiving the Community Partnership Award and Commissioner Anne Campbell will be receiving the Mary Petsche Visionary Leadership Award.

**3. Action to Set Agenda for August 27, 2018 Meeting and Approve Consent Agenda Items**

MOTION: FOUST/ SECOND: PATEL  
 AYES: CAMPBELL, FRISELLA, POLLACK, ROGERS  
 NOES: NONE  
 ABSTAIN: NONE  
 Motion approved.

**4. Commission Announcements**

- Commissioner Campbell introduced the new elected San Mateo County School Superintendent, Nancy Magee.
- Commissioner Patel shared he and a group of pediatricians met and discussed the importance of early childhood developmental screening and aligning with the Help Me Grow Initiative.

**5. Storytelling: First 5 Work/Impact**

F5SMC's Executive Director, Kitty Lopez introduced Jana Kiser, Executive Director of Redwood City 2020. Kiser shared one of their collaborative efforts, Socios for Success. It is a family engagement initiative to support partnerships between educators, other practitioners and family members. She described their Community

Mobilization Team. These are formed by parents and caregivers of young students who gather together to build a welcoming community. Kiser thanked F5SMC for the grant to make this possible.

#### **6. Presentation on Persimmony**

F5SMC Evaluation Specialist, Jenifer Clark, provided an update on the F5SMC's grant management software, Persimmony. F5SMC has been using Persimmony for the last 18 months, and it is also being used by other twenty First 5 Counties. The annual budget of this software program is \$96,896. She discussed successes, challenges and ongoing development of this program.

Public Comments: None

The PowerPoint presentation can be found on the [August 27<sup>th</sup> Commission Meeting Presentation](#).

#### **7. First 5 San Mateo County Accomplishments – Fiscal Year 2017 -2018**

Kitty Lopez presented the F5SMC accomplishments for fiscal year 2017 – 2018. She emphasized that F5SMC had many accomplishments, but the presentation would only focus on the top ten, such as an increase in F5SMC communications, the securing of \$687,000 additional revenue for various programs and initiatives, increased advocacy and etc. Commissioners made suggestions on how to spread the word about these accomplishments, such as including them when doing outside community presentations and having them available online.

Public Comments: None

The PowerPoint presentation can be found on the [August 27<sup>th</sup> Commission Meeting Presentation](#).

#### **8. Review and Clarification of FY 2018 – 2020 Contract Funding Reductions and Long-Term Financial Plan**

Kitty Lopez presented the Long-Term Financial Plan from FY 2018 – 2019 through FY 2024 – 2025 at the June 25, 2018 Commission Meeting. There was a question regarding the average funding reduction of 3%. Lopez clarified the 3% average funding reduction was accurate. She explained that in the packet attachment [8B Master Strategic Implementation Plan \(SPIP\) Funding Allocations for 2018 – 2020](#) shows the actual contract award amount for each program. The Finance Committee reviewed these documents at their Committee meeting.

Public Comments: None

#### **9. Strategic Plan 2020**

Christina Bath Collosi, Managing Partner from VIVA Strategy and Communications, and Michelle Blakely, F5SMC's Program and Planning Director presented the Strategic Plan 2020 Strategies:

- Collosi reminded the Commission that the vision, mission, desired outcomes, Commission roles in the community, and focus area framework will remain the same. The primary changes in the revision process are strategies within focus areas, and indicators to Measure Progress.
- Collosi acknowledged the Strategic Planning Ad Hoc Committee and F5SMC Staff for their time working on the Strategic Planning Revision process.
- Collosi reminded the Commission that F5SMC is looking at an average 39% reduction in community investment starting fiscal year 2020.
- Blakely showed a video of children in San Mateo County.
- Blakely informed that a conservative estimate for community investment amount for 2020-2025 is \$3,780,00.
- Collosi emphasized that the amounts indicated in Annual Community Investment Estimates are not actual figures that would be allocated to these focus areas.
- Blakely discussed the proposed 2020 – 2025 strategies for each of the focus areas:

- a. Early Learning
  - b. Child Health and Development
  - c. Family Engagement
  - d. Partnership, Advocacy and Communications
- Collosi captured the questions from the Commissioners and public.
- Collosi informed the audience that the adoption of the 2020 – 2025 Strategic Planning will be presented in the October 2018 Commission Meeting.

Public Comments: The Commissioners and public asked questions and made comments on each of the proposed strategies presented.

#### **10. Communications Update**

A Communication's written report was included in the [August 27, 2018 Commission Meeting Packet](#). Lopez highlighted the following:

- The 20 Years of Community Investment Celebration is on Thursday, November 1<sup>st</sup>, 2018 at San Mateo Central Park. Senator Jerry Hill will be performing a magic show for community members, families and children.
- F5SMC communication firm, RSE, is developing an educational brochure for marijuana/cannabis education campaign.

#### **11. Executive Director's Report**

Kitty Lopez's written report was included in the [August 27, 2018 Commission Meeting Packet](#), and she highlighted the following:

- Comments letter was submitted to Department of Commerce urging them to remove the citizenship question from the 2020 Census form.
- Get Healthy San Mateo County website links shared by Commissioner Rogers, which provide "heat maps" and data on key indicators for youth success in San Mateo County
- Michelle Blakely and Emily Roberts presented the recommendation for the Trauma- and Resiliency-Informed Systems Initiative to the Trauma Learning Collaborative on August 8<sup>th</sup>.
- The Friday's CAFÉ (Community and Family Engagement) will be on August 31<sup>st</sup> from 9:00 – 11:00 AM at The Village Hub.
- Save-the-Dates: First 5 San Mateo County 20 Years of Community Investment Celebration, Thursday, November 1<sup>st</sup> from 10:00 AM – 1:00 PM at San Mateo Central Park, and December 17, 2018 from 6:00 – 8:00 PM at San Mateo County City Hall Atrium. Everyone is invited to attend.

#### **12. Committee Updates**

- A. Finance Committee: written report is included the packet.
- B. Early Childhood Evaluation Advisory: Commissioner Rogers reported that the Committee discussed Census 2020 Outreach and First 5's role; Network Analysis and Systems Change Survey - a new approach to survey by splitting it in two; Study on Access to Child Care for Children with Special Needs and/or Challenging Behaviors.

Commissioner Pollack shared that Human Services Agency is looking at negotiations of the Farm Bill, which affects the supplemental program CalFresh. Commissioner Pollack is concerned that the bill that would impact the nutrition program for children 0 – 5. Lopez asked if there are any letters that F5SMC can submit to help advocate for this program.

Commissioner Rogers motioned to adjourn the meeting and seconded by Commissioner Pollack. Motion approved. The meeting was adjourned at 5:50 PM.

**Date:** September 24, 2018

**To:** First 5 San Mateo County Commission

**From:** Kitty Lopez, Executive Director

**Re:** Approval of Contract to Community Gatepath for Watch Me Grow Clinic-Based Services in an amount not to exceed \$545,000 for services from July 1, 2018 to June 30, 2020

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## **ACTION REQUESTED**

Approval of Contract to Community Gatepath for Watch Me Grow Clinic-Based Services in an amount not to exceed \$545,000 for services from July 1, 2018 to June 30, 2020

## **BACKGROUND**

For the past few years, as part of the Watch Me Grow (WMG) Initiative, First 5 San Mateo County (F5SMC) has funded services to support early detection of developmental concerns for children who receive their primary care within the San Mateo Medical Center (SMMC) clinic system. The services include onsite screening, care coordination, and linkages to services for children with concerns provided by Community Gatepath; and a mid-level assessment (rapid developmental evaluation) for children with more specific concerns who would otherwise be referred out to other specialty clinics far from home with long waitlists, provided by Stanford Children's Health. These services have served hundreds of children across the county each year, and have been viewed as a critical support and resource for primary care providers, their patients, and their families.

For over a year, leadership from F5SMC, SMMC, and Gatepath have been meeting regularly to identify a plan to sustain these services beyond June 30, 2018, given the knowledge that F5SMC investments would be reduced at that time. This collaborative partnership has resulted in SMMC agreeing to fund the cost of these services for half of fiscal year 2018-19 and all of 2019-2020. First 5 SMC will continue to provide funding for a half-year worth of services for fiscal year 2018-19 through the already approved Watch Me Grow contract executed in June of 2018.

As part of the negotiated agreement, the monies for the SMMC-funded WMG Clinic-Based Services will be paid to F5SMC, who will serve as the fiscal agent to administer and support the grant to Gatepath (and via Gatepath, a subcontract to Stanford Children's Health to administer Rapid Developmental Evaluation services) as a part of the larger WMG Initiative. An MOU between F5SMC and SMMC is in process of authorization to detail this arrangement.

## **SCOPE OF WORK AND BUDGET**

The proposal submitted by Gatepath includes the following:

<b>Year</b>	<b>SOW Highlights</b>	<b>Approx. Budget \$\$</b>
Oct 2018 – June 2019	<ul style="list-style-type: none"> <li>• 3 month planning term</li> <li>• Protocol development/ training</li> <li>• Expand staffing</li> <li>• Develop outreach materials/ conduct outreach</li> <li>• Build/ enhance resource database</li> <li>• Pilot rollout of Centralized Access Point (CAP)</li> </ul>	\$182,310

July 2019 – June 2020	<ul style="list-style-type: none"> <li>• Expanded outreach to new target communities</li> <li>• Increase service delivery via CAP</li> <li>• Facilitation of provider meetings</li> <li>• Continuous updates of resource database</li> <li>• Continuous quality improvement of CAP</li> </ul>	\$255,690
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**ISSUES TO CONSIDER**

- All parties have agreed to the terms outlined in the contract document and find this arrangement mutually beneficial
- County Counsel has reviewed and approved both MOU/Contract documents
- The MOU between F5SMC and SMMC to secure the funding from SMMC has been forwarded to the SMMC Executive Team for signatures. First 5 SMC will not move forward with executing this contract until the MOU has been fully executed.
- The start date for the contract for which we are seeking approval is July 1, 2018, requiring retroactive approval by the Commission due to delays stemming from the lengthy MOU/contracting process.
- The matching funding from F5SMC for FY 2018-19 for WMG services in the clinics has already been approved and executed as part of the larger Watch Me Grow contract as of June 2018

**FISCAL IMPACT**

- No fiscal impact to F5SMC. The total amount of \$545,000 in funding for this contract is committed to F5SMC from San Mateo Medical Center through an MOU.
- F5SMC is providing in-kind support as the fiscal intermediary and grant manager for this contract per the F5SMC-SMMC MOU

**ACTION**

Approval of Contract to Community Gatepath for Watch Me Grow Clinic-Based Services in an amount not to exceed \$545,000 for services from July 1, 2018 to June 30, 2020



**AGREEMENT NO. 19500-19-D016**

**AGREEMENT BETWEEN  
FIRST 5 SAN MATEO COUNTY  
AND  
COMMUNITY GATEPATH  
(WATCH ME GROW: CLINIC-BASED SERVICES)**

**THIS AGREEMENT (“AGREEMENT”)** is effective as of July 1, 2018, by and between First 5 San Mateo County (“F5SMC” or the “Commission”) and Community Gatepath (the “Grantee”) (collectively, the “Parties”).

**W I T N E S S E T H :**

**WHEREAS**, pursuant to Health & Safety Code Section 130100 et seq., the Commission may contract with Grantees for the furnishing of such services to or for the Commission; and

**WHEREAS**, it is necessary and desirable that the parties enter into this Grant Agreement to provide the Grantee funding to ensure, to the greatest extent practicable, that identified families with young children ages 0-5 receiving care at the San Mateo Medical Center and its clinics receive care coordination and/or assessment services through the F5SMC’s Watch me Grow Clinic-Based Services program in San Mateo County, California.

**WHEREFORE**, the Commission and the Grantee agree as follows:

**1. Exhibits and Attachments**

The following exhibits and attachments are included hereto and incorporated by reference herein:

- Exhibit A – Scope of Work
- Exhibit B – Payments
- Exhibit C – Assurance of Compliance with Section 504 of the Rehabilitation Act of 1973, as amended
- Exhibit D – Intellectual Property Protocol
- Attachment A-1 – Detailed Scope of Work FY 2018-2019
- Attachment B-1 – Detailed Budget Request FY 2018-2020

**2. Services to be Performed**

In consideration of the payments hereinafter set forth in Exhibit B, the Grantee, under the general direction of the Executive Director of the Commission, or his/her authorized representative, with respect to the product or result of the Grantee’s services, shall perform services as described in Exhibit A (the “Services”).

The Grantee shall ensure compliance with all state, federal and local laws or rules applicable to performance of the Services required under this Agreement.

**3. Agreement Term and Termination**

Notwithstanding Paragraph 4(C) and Paragraph 5, each of which may require performance by the Grantee after the Agreement term is completed or the Agreement is terminated, the term of this Agreement shall be from July 1, 2018 to June 30, 2020. The Grantee further agrees that the requirements of this Agreement pertaining to indemnity in Paragraph 8, records in Paragraph 14, and intellectual property in Paragraph 15, and controlling law in Paragraph 19, shall survive the termination of this Agreement.

The Executive Director, after consultation with the Chair of the Commission, may at any time from execution of this Agreement, terminate this Agreement, with or without cause upon thirty (30) days written notice specifying the effective date of such termination. In the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and materials (collectively, “Materials”) prepared by the Grantee under this Agreement shall become the property of the Commission and shall be promptly delivered to the Commission.

In the event of termination, the Grantee shall be paid for all work satisfactorily performed until termination. Such a judgment as to whether work is satisfactorily performed shall be the sole decision of Commission, which shall exercise reasonable judgment in its decision.

In the event that the Commission makes any advance payments, the Grantee agrees to refund any amounts in excess of the amount owed by the Commission if the Agreement is terminated within ten (10) business days. Such payment shall be that portion of the full payment, which is determined by comparing the work/services completed satisfactorily to the work/services required by the Agreement.

#### 4. **Payments**

- A. **Maximum Amount** . In full consideration of the Grantee's performance of the Services, the amount that the Commission shall be obligated to pay under this Agreement shall not exceed FIVE HUNDRED FORTY FIVE THOUSAND DOLLARS (\$545,000).
- B. **Rate of Payment**. The rate of payment shall be as specified in Exhibit B. The Commission reserves the right to withhold payment if the Commission determines that the quantity or quality of the work performed as described in Exhibit A is unacceptable. In the event that any advance or unearned payments are received by the Grantee, the Grantee shall hold such payments in trust for the benefit of the Commission and shall return or refund to the Commission any and all amounts held that are in excess of the amount owed by the Commission at the time the Agreement terminated.
- C. **Time Limit for Submitting**. Grantee expenditures will be paid on a reimbursement basis only. On a quarterly basis, the Grantee shall submit actual expenses in a Financial Status Report and Reimbursement Request Form (the "Report"). This Report shall be submitted within thirty (30) days after the end of each quarter being reported on for each funded fiscal year under this Agreement in accordance with the provisions of Exhibit B. Guidelines from the Grantee Handbook for the submittal of the Report will be provided on request.
- D. **Availability of Funds**. Payment for all services provided pursuant to this Agreement is contingent upon the availability of funds under Proposition 10. In the event such funds are not provided or not available to First 5 San Mateo County, the Commission shall not be liable for any payment under this Agreement. In such event, the Commission may terminate this Agreement for unavailability of State funds. If that occurs, the Commission shall request that the Executive Director inform the Grantee of such unavailability as soon as it is known, and, to the extent Proposition 10 funds remain and it is legally possible, the Commission shall pay all outstanding amounts due. In no event will the Commission be required to make payments under this Agreement from non-Proposition 10 Commission funds.
- E. **Supplantation**. Funds pursuant to this Agreement are provided pursuant to Proposition 10 and are intended to supplement, expand upon, and enhance activities funded from existing sources. The Grantee shall not use funds under this Agreement to supplant existing resources or services.

#### 5. **Program Monitoring and Evaluation**

The Grantee shall track the achievement of program objectives and the process and outcome measures for this project as they are described in the Scope of Work in Exhibit A. As noted in the Grantee Handbook, the Annual Review process serves as an opportunity to look ahead to the new grant year and incorporate lessons learned into the Scope of Work and/or Budget, to evaluate the project's progress toward meeting objectives and activities delineated in the Scope of Work, and to discuss any changes that should be made to the Scope of Work and/or Budget in light of the above.

The Grantee shall cooperate with the Commission, the Staff and/or a Staff Designee hired to aid in the evaluation process. The Grantee shall collect client level data for each funded year and shall participate in a countywide and statewide evaluation of the effectiveness of Proposition 10 efforts, whether it occurs during or after the term of this contract. As requested by the Executive Director, his or her designee, or the Commission's Staff, the Grantee shall submit reports in the form of those included in the Grantee Handbook according to the following monitoring and evaluation dates:

- January 30, 2019;
- July 30, 2019;
- January 30, 2020;
- July 30, 2020;

6. **Acknowledgement of First 5 San Mateo County (F5SMC) Funding**

The Grantee shall acknowledge being a recipient of F5SMC funding in statements or printed Materials appropriate to the purpose of their grant. Grantee shall prominently display any appropriate acknowledgement provided by F5SMC and place the F5SMC logo and/or the following phrase, "Funding provided by First 5 San Mateo County," in all public education and outreach Materials and media communication regarding projects funded with Proposition 10 funding.

7. **Relationship of Parties**

The Grantee agrees and understands that the work/services performed under this Agreement are performed as a Grantee and not as an employee of the Commission or the County of San Mateo, and that Grantee acquires none of the rights, privileges, powers or advantages of Commission or County employees.

8. **Indemnity**

The Grantee shall indemnify and hold harmless the Commission, its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind and description, brought for, on account of: (A) injuries to or death of any person, including the Grantee, or (B) damage to any property of any kind whatsoever and to whomever belonging, or (C) any sanctions, penalties, or claims of damages resulting from the Grantee's failure to comply with the requirements set forth in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all Federal regulations promulgated thereunder, as amended, or (D) any loss or cost, including but not limited to that caused by the concurrent active or passive negligence of the Commission, its officers, agents, employees, or servants resulting from the performance of any work required of the Grantee or payments made pursuant to this Agreement, provided that this shall not apply to injuries or damage for which the Commission has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

The duty of the Grantee to indemnify and hold harmless as set forth herein, shall include the duty to defend as set forth in section 2778 of the California Civil Code.

9. **Insurance**

The Grantee shall not commence work or be required to commence work under this Agreement unless and until all insurance required under this paragraph has been obtained and such insurance has been approved by the Executive Director of the Commission. The Grantee shall use diligence to obtain such issuance and to obtain such approval. The Grantee shall furnish the Commission with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending the Grantee's coverage to include the liability assumed by the Grantee pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to the Commission of any pending change in the limits of liability or of any cancellation or modification of the policy.

A. **Worker's Compensation and Employer's Liability Insurance.** The Grantee shall have in effect during the entire life of this Agreement Worker's Compensation and Employer's Liability Insurance providing full statutory coverage. In signing this Agreement, the Grantee makes the following certification, required by section 1861 of the California Labor Code:

I am aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the Code, and I will comply with such provisions before commencing the performance of the work of this Agreement.

B. **Liability Insurance.** The Grantee shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance as shall protect him/her while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from grantee's operations under this Agreement, whether such operations be by himself/herself or by any person or entity performing the services or by anyone directly or indirectly employed by either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall be not less than the amount specified below.

Such insurance shall include:

(a)	Comprehensive General Liability	\$1,000,000
(b)	Motor Vehicle Liability Insurance	\$1,000,000

The Commission and its officers, agents, employees and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that the insurance afforded thereby to the Commission, its officers, agents, employees and servants shall be primary insurance to the full limits of liability of the policy, and that if the Commission or its officers and employees have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, the Commission at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

#### 10. **Non-Discrimination**

Grantee shall comply with the non-discrimination requirements described below:

##### A. **Section 504 of the Rehabilitation Act of 1973**

1. Pursuant to Section 504 of the Rehabilitation Act of 1973 (Public Law 93-112) as amended ("Section 504"), the Grantee agrees that no otherwise qualified disabled individual shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of this Agreement.
2. Compliance with Section 504 requires that all benefits, aids and services are made available to disabled persons on an equivalent basis with those received by non-disabled persons. The Grantee shall agree to be in compliance with Section 504 requirements by signing the Letter of Assurance, attached and incorporated herein as Exhibit C.

##### **Non-Discrimination - General**

No person shall, on the grounds of age, ancestry, creed, color, disability, marital status, medical conditions, national origin, political or religious affiliation, race, sex, sexual orientation or any non-job-related criteria be excluded from participation in, be denied the benefits, or be subjected to discrimination under this Agreement.

Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject the Grantee to penalties, to be determined by the Executive Director after consultation with the Chair of the Commission, including but not limited to: i) termination of this Agreement; ii) disqualification of the Grantee from bidding on or being awarded a Commission or County of San Mateo agreement for a period of up to 3 years; iii) liquidated damages of \$2,500 per violation; and/or iv) imposition of other appropriate contractual and civil remedies and sanctions, as determined by the Executive Director, on behalf of the Commission.

To effectuate the provisions of this paragraph, the Executive Director shall have the authority to: i) examine Grantee's employment records with respect to compliance with this paragraph; ii) offset all or any portion of the amount described in this paragraph against amounts due to the Grantee under the Agreement or any other Agreement between Grantee and the Commission or the County of San Mateo. The Grantee shall report to the Executive Director the filing by any person in any court of any complaint of discrimination or the filing by any person of any and all charges with the Equal Employment Opportunity Commission, the Department of Fair Employment and Housing or any other entity charged with the investigation of allegations within 30 days of the Grantee's receipt of such filing, provided that within such 30 days such entity has not notified Grantee that such charges are dismissed or otherwise unfounded. Such notification shall include the name of the complainant, a copy of such complaint and a description of the circumstances. The Grantee shall provide the Commission with a copy of its response to the Complaint when filed.

##### **Non-Discrimination - Employment**

The Grantee shall ensure equal employment opportunity based on objective standards of recruitment, selection, promotion, classification, compensation, performance evaluations, and management relations, for all employees under this Agreement. The Grantee's equal employment opportunity policies shall be made available to the Commission upon request.

**Equal Benefits**

With respect to the provision of employee benefits, the Grantee shall comply with the County Ordinance which prohibits contractors from discriminating in the provision of employee benefits between an employee with a domestic partner and an employee with a spouse.

**11. Child Abuse Prevention and Reporting**

The Grantee agrees to ensure that all known or suspected instances of child abuse or neglect are reported to a child protective agency as defined in Penal Code Section 11165.9. This responsibility shall include:

- A. Requiring that all employees, consultants, or agents performing services under this Agreement who are required by Penal Code Section 11166(a), to report child abuse or neglect, sign a statement that he or she knows of the reporting requirement and will comply with it.
- B. Establishing procedures to ensure reporting even when employees, consultants, or agents who are not required to report child abuse under Penal Code Section 11166(a) but who will be alone with children and/or who have supervisory or disciplinary control over children, gain knowledge of, or reasonably suspect that a child has been a victim of abuse or neglect.
- C. Establishing procedures to ensure fingerprinting, at the Grantee's sole expense, for all employees, subcontractors, assignees, volunteers, and any other persons who provide services under this Agreement who will have supervisory or disciplinary power over a minor or any person under his or her care (Penal Code Section 11105.3) in order to determine whether they have a criminal history which would compromise the safety of children with whom the Grantee's employees, subcontractors, assignees or volunteers have contact.

**12. Smoke Free Premises**

The Grantee shall prohibit smoking on its premises. "Premises" shall include all property owned, leased, or occupied by the Grantee, including its offices and day care centers, if applicable. In addition, the Grantee shall include or incorporate by reference in all subcontracts the requirements of this provision; failure to do so shall constitute a material breach of this Agreement.

**13. Assignments and Subcontracts**

- A. Without the advanced written consent of the Executive Director of the Commission or his/her designee, this Agreement is not assignable in whole or in part with the exception of subcontractors already approved as part of this Agreement. Any assignment by the Grantee without the written consent of the Executive Director of the Commission or his/her designee violates this Agreement and shall automatically terminate this Agreement.
- B. All assignees, subcontractors, or consultants approved in writing by the Executive Director of the Commission or his/her designee shall be subject to the same terms and conditions applicable to the Grantee under this Agreement, and Grantee shall be liable for the assignee's, subcontractor's or consultant's acts and/or omissions.

**14. Records**

- A. The Grantee agrees to provide to the Commission, to any Federal or State department having monitoring or reviewing authority, to Commission's authorized representatives and/or their appropriate audit agencies upon reasonable notice, access to and the right to examine and audit all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules and regulations, and this Agreement, and to evaluate the quality, appropriateness and timeliness of services performed.
- B. The Grantee shall maintain and preserve all records relating to this Agreement in its possession of any third party performing work related to this Agreement for a period of three (3) years from the termination date of this Agreement, or until audit findings are resolved, whichever is greater.
- C. The Grantee shall notify Commission staff of all instances and/or requests for data disclosure.

## 15. **Intellectual Property**

The Commission recognizes that, at times, Grantees may wish to share their findings and analysis for the benefit of the community through publication, teaching and other methods of dissemination. These activities can be viewed as beneficial to the community; therefore the Commission generally encourages them. As long as the Grantee does not receive any financial consideration for the dissemination and takes steps to protect the confidentiality of any individual who provided information, the Grantee may do so without approval from the Commission; however, any dissemination will include an acknowledgment of First 5 San Mateo County.

However, this Agreement shall otherwise preclude Grantees from using or marketing products developed or originated for the Commission hereunder commercially or in any manner that generates revenue unless and until the parties execute a marketing agreement.

All products, concepts, inventions, discoveries and improvements, however recorded, prepared or generated by the Grantee in the performance of this Agreement shall be the exclusive property of the Commission and the Commission reserves all rights, including but not limited to the copyrights. It is the parties' intention that any product or concept created by the Grantee under this agreement be a work for hire.

The phrase "products, concepts, inventions, discoveries and improvements" as used in the Agreement shall include, but will not be limited to, documentation, findings, designs, reports, forms, evaluations, analyses, methods of analysis, videos, images, diagrams, brochures, manuals, books, curricula, presentations, other writings, systems and software developed related to the work under this Agreement.

It shall be further presumed that any product, concepts, inventions, discoveries and improvements recorded, prepared or generated by the Grantee during the term of this Agreement and related to this Agreement were recorded prepared or generated in the performance of this Agreement unless Grantee is able to show by documented proof that such product, invention, discovery or improvement was developed solely with Grantee's facilities or resources and is unrelated to this Agreement. If any product, invention, discovery or improvement related to this Agreement shall be determined to be the property of Grantee, the F5SMC Commission shall be granted a nonexclusive, irrevocable, royalty free license to use said product, invention, discovery or improvement.

Failure to comply with the obligations of this provision shall constitute a Material Breach of the Agreement. Because the Grantee and the Commission agree that damages for violation of this provision would likely be difficult to ascertain and calculate, the Grantee agrees to pay the Commission liquidated damages in the amount of \$15,000 for each violation of this provision. In addition, the Grantee and the Commission agree that a violation of this provision would result in irreparable harm to the Commission.

## 16. **Compliance with Applicable Laws**

All services to be performed by the Grantee pursuant to this Agreement shall be performed in accordance with all applicable Federal, State, County and Municipal laws, ordinances, and regulations, including but not limited to appropriate licensure, certification regulations, confidentiality requirements and applicable quality assurance regulations.

## 17. **Alteration of Agreement**

This Agreement, including exhibits and attachments included herewith and incorporated by reference, constitutes the sole and entire Agreement of the parties hereto and correctly states the rights, duties, and obligations of each party as of this document's date. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications shall be in writing and executed by the parties.

## 18. **Notices**

- A. Unless First 5 San Mateo County is informed in writing, of any change as to the name and address for any notice, request, demand or other communication required or permitted, that communication shall be deemed to be properly given when deposited in the United States mail, postage prepaid, addressed:

- 1) In the case of Commission, to:  
First 5 San Mateo County  
1700 S. El Camino Real, Suite 405  
San Mateo, CA 94402  
Phone: (650) 372-9500
- 2) In the case of the Grantee, to:  
Community Gatepath  
350 Twin Dolphin Drive, Suite 123  
Redwood City, CA 94065  
Phone: (650) 259-0185

B. "Digital signature" means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature. A digital signature is a type of "electronic signature". If the Parties wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law, both boxes below must be checked. Any Party that agrees to allow digital signature of this Agreement may revoke such agreement at any time in relation to all future documents by providing notice pursuant to this Agreement.

For the Commission: ☐ If this box is checked by the Commission, the Commission consents to the use of electronic signatures in relation to this Agreement.

For the Grantee: ☐ If this box is checked by the Grantee, the Grantee consents to the use of electronic signatures in relation to this Agreement.

#### 19. **Controlling Law and Venue**

The validity of this Agreement and of its terms or provisions, as well as the rights and duties of the parties hereunder, the interpretation and performance of this Agreement shall be governed by the laws of the State of California. Any lawsuit related to this Agreement must be venued in the San Mateo County Superior Court.

**IN WITNESS WHEREOF**, the parties hereto, by their duly authorized representatives, have affixed their hands to this Agreement.

#### **Community Gatepath**

350 Twin Dolphin Drive, Suite 123  
Redwood City, CA 94065

#### **First 5 San Mateo County**

1700 S. El Camino Real, Suite 405  
San Mateo, CA 94402

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**19540-6131**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Budget Unit

\_\_\_\_\_  
Grantee's Tax ID Number

**AGREEMENT BETWEEN  
FIRST 5 SAN MATEO COUNTY  
AND  
COMMUNITY GATEPATH  
(WATCH ME GROW: CLINIC-BASED SERVICES)**

**EXHIBIT A  
SCOPE OF WORK**

Pursuant to the Agreement for Services between First 5 San Mateo County and Community Gatepath, effective as of July 1, 2018 the Grantee shall provide Services as described in this Exhibit A, over the term of this Agreement.

The Grantee commits to align their program with First 5 San Mateo County's strategic approach to collaborate with existing services. In doing so, resources are maximized with the goal of implementing comprehensive and integrated services which support the Commission's adopted Strategic Plan for children and families in San Mateo County, California.

**Description of services to be performed:**

To ensure, to the greatest extent practicable, that identified families with young children ages 0-5 within the San Mateo Medical Center and its clinics receive care coordination and/or assessment services via participation in F5SMC's Watch me Grow Clinic-Based Services program in San Mateo County, California.

1. Pursuant to the Terms and Conditions of the Agreement above, Community Gatepath and its contractor(s) agree to:
  - a. Engage in collaborative planning to implement care coordination and rapid developmental assessment at SMMC clinics.
  - b. Manage implementation of care coordination and developmental screening services through the Watch Me Grow Initiative funded by F5SMC and SMMC.
  - c. Regularly communicate with clinic staff to ensure implementation of care coordination services.
  - d. Hire and supervise Care Coordinators to provide on-site developmental screening and care coordination services.
  - e. Ensure that new Care Coordinators have passed the criminal background check (fingerprinting) and medical screening, including TB test.
  - f. Provide and administer salaries and benefits for regular full-time employees working a minimum of thirty (30) hours per week and for regular part-time employees working a minimum of twenty (20) hours per week.
  - g. Participate in the administration of data collection activities as required by the Watch Me Grow Initiative funder (F5SMC).
  - h. Provide coverage equivalent to 2.3 Full Time Employees for care coordination and developmental screening and 0.1 Full Time Employees for rapid developmental evaluation.
  - i. Manage the subcontract to Stanford Children's Health for Rapid Developmental Evaluation as part of the Watch Me Grow Clinic-Based Services agreement. (Additional details about the services provided by Stanford to SMMC are detailed in Attachment A-1).
  - j. Additional details on services provided by Community Gatepath and its contractor(s) can be found in Attachment A-1.



**AGREEMENT BETWEEN  
FIRST 5 SAN MATEO COUNTY  
AND  
COMMUNITY GATEPATH  
(WATCH ME GROW: CLINIC-BASED SERVICES)**

**EXHIBIT B**

**PAYMENTS**

Pursuant to the Agreement for Services between First 5 San Mateo County and Community Gatepath, effective as of July 1, 2018, the Commission shall pay the Grantee, as described in this Exhibit B over the term of this Agreement.

Exhibit B and its attachments reflect the budget for the Agreement term.

1. The Commission shall reimburse the Grantee for services provided not to exceed the maximum award set forth below in paragraph 3 ("Maximum Amount"), contingent upon the Grantee submitting a Reimbursement Request Form to the Commission. After review and approval of the Grantee's Reimbursement Request Form, the Grantee shall be reimbursed for reasonable costs incurred in providing services required by the Agreement.

At the end of the Agreement term, the Commission will conduct an 'Agreement closeout' which includes a reconciliation of all Commission payments and the Grantee expenditures. Any balance due to the Grantee will be paid by the Commission upon completion of the Agreement closeout process. In the event the reconciliation reveals that the Grantee was paid an amount in excess of the amount owed by the Commission, the Grantee will refund this amount upon notification from the Commission.

Under no circumstances shall total payments from the Commission to the Grantee exceed the Maximum Amount of the Agreement.

Guidelines for progress reports, program expenditure reporting, and reimbursement for services are contained in the Grantee Handbook and the Grantee's reporting shall include a descriptive narrative, tracking of the approved timeline and work plan (scope of work), and a detailed financial accounting of all grant funds spent in comparison with the approved budget.

2. Payment is contingent on the performance of the services described in Exhibit A to the full satisfaction of the Executive Director, on behalf of the Commission.
3. The amount that the Commission shall be obligated to pay for services rendered under this Agreement shall not exceed FIVE HUNDRED FORTY FIVE THOUSAND DOLLARS (\$545,000), the Maximum Amount for the Agreement term.
4. Payment is contingent upon satisfactory performance, appropriate grant management, and timely reporting.
5. Grantee shall expend funds received, in accordance with the budget as described in Attachment B-1, attached hereto and incorporated by reference herein, or as approved later by the Executive Director or his/her designee.

**AGREEMENT BETWEEN  
FIRST 5 SAN MATEO COUNTY  
AND  
COMMUNITY GATEPATH  
(WATCH ME GROW: CLINIC-BASED SERVICES)**

**EXHIBIT C**

**ASSURANCE OF COMPLIANCE WITH SECTION 504 OF THE  
REHABILITATION ACT OF 1973, AS AMENDED**

The undersigned (the "Grantee") hereby agrees that it will comply with Section 504 of the Rehabilitation Act of 1973, as amended, all requirements imposed by the applicable U.S. Department of Health and Human Services (DHHS) regulation(s), and all guidelines and interpretations issued pursuant thereto.

The Grantee gives this assurance in consideration of and for the purpose of obtaining agreements after the date of this assurance. The Grantee recognizes and agrees that agreements will be extended in reliance on the representations and agreements made in this assurance. This assurance is binding on the Grantee, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Grantee.

The Grantee: (Check a or b)

- a.     (    ) employs fewer than 15 persons
- b.     (    ) employs 15 or more persons and, pursuant to DHSS regulation (45 C.F.R. 84.7 (a)), has designated the following person(s) to coordinate its efforts to comply with the applicable DHHS regulation(s).

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Name of 504 Person – Type or Print

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Name of Grantee – Type or Print

---

Address

City

State

Zip Code

I certify that the above information is complete and correct to the best of my knowledge.

---

Date

---

Signature and Title of Authorized Official

\*Exception: DHHS regulations state that:

"If a recipient with fewer than 15 employees finds that, after consultation with a handicapped person seeking its services, there is no method of complying with (the facility accessibility regulations)...other than making a significant alteration in its existing facilities, the recipient may, as an alternative, refer the handicapped person to other providers of those services that are accessible."

**AGREEMENT BETWEEN  
FIRST 5 SAN MATEO COUNTY  
AND  
COMMUNITY GATEPATH  
(WATCH ME GROW: CLINIC-BASED SERVICES)**

**EXHIBIT D**

**INTELLECTUAL PROPERTY PROTOCOL**

The protocol provided below addresses how and when a person must obtain permission to disseminate data, findings or products emerging from First 5 San Mateo County ("F5SMC" or "Commission")-funded projects or their evaluations.

**1. Categories of Materials**

The following tiers represent the general types or categories of dissemination and the F5SMC's policy for each category.

- Tier 1** acknowledges that cleaned and reviewed data, and summaries of cleaned/reviewed data are commonly shared among individuals and/or organizations (collectively "Person"). The F5SMC encourages this practice and does not expect any advance notice, pre-approval or involvement.
- Tier 2** recognizes that data sets are commonly analyzed and findings are broadly shared through publication, teaching and other methods of dissemination. These activities can be viewed as beneficial to the community and therefore the F5SMC generally encourages them. However, prior to any publication of F5SMC-funded and produced Materials, such material shall be submitted to the F5SMC for prior approval for input and to ensure inclusion of appropriate F5SMC acknowledgment. Failure to obtain approval prior to dissemination is a violation of this protocol.
- Tier 3** acknowledges that in some instances, Persons will develop analyses, Materials or products for distribution and/or sale (e.g. software programs, CD-ROMs, brochures, manuals, curricula and books). Persons need to acknowledge that in such instances, the F5SMC owns the rights to such analyses, Materials or products. Consequently, no Person shall sell or otherwise appropriate, any analyses, Materials or products which are made possible, in whole or in part, by F5SMC funded support, without the express prior approval of the F5SMC. When presented with a request by a Person for prior approval, the F5SMC shall decide whether, and to what extent, such analyses, Materials or products may be appropriated or sold, the determination of which shall include consideration of such issues such as profit sharing, on a case by case basis. Failure to obtain approval prior to dissemination is a violation of this protocol. The decision whether to grant approval is the Commission's alone and is not subject to a requirement of good cause.

**2. Definitions and Process**

At present, F5SMC Agreements provide that F5SMC owns any products from F5SMC-funded projects. The protocol provided below addresses how/when a person must obtain permission to disseminate data, findings or products emerging from F5SMC-funded projects or their evaluations.

**Tier 1- Cleaned/Reviewed Data and Summary of Findings**

**Definition:**

This category generally includes data that is considered to be "in the public domain." This includes data from general surveys as well as specific surveys and other data collection methods utilized to identify the "results" of F5SMC-funded efforts (e.g. percentage of WIC clients who initiate breast feeding).

This data has been cleaned and reviewed for clarity and reasonable validity. This does not include "draft" data or draft summaries which have not been approved or finalized by the originator.

**Criteria/Conditions for Release of Information:**

In the spirit of cooperating/coordinating with all Persons who are working to improve the health and well being of children and families in the County, these data may be released without specific F5SMC review and approval provided that appropriate measures are taken to ensure client confidentiality AND provided that the methods used to collect the data are reasonably valid and are available for review upon request.

## **Tier 2- Analytic Reports for Public Dissemination, Publication and/or Teaching**

### **Definition:**

This category includes reports that analyze cleaned data and their significance, and which are to be used for public dissemination, publication, or teaching.

### **Criteria/Conditions for Release of Information:**

Reports for public dissemination, publication and/or teaching must (1) acknowledge F5SMC support for the intervention or evaluation effort; and (2) be submitted to F5SMC prior to distribution/publication for approval, feedback and comments. This includes reports which analyze the status of population (results) and/or those which assess the effectiveness of funded interventions.

Client confidentiality must be maintained and methods of data collection utilized must be included or available upon request. Requests for comments/feedback shall be submitted to F5SMC offices. The request shall then go to the full F5SMC for comment and/or approval. The decision whether to grant approval is the Commission's alone and is not subject to a requirement of good cause.

## **Tier 3- Products with Sales or Profit-Producing Potential**

### **Definition:**

This category includes any analyses, Materials or products wholly or partially created or produced with F5SMC support which may be sold or otherwise appropriated. This may include, but is not limited to: manuals, brochures, software programs, CD-ROMs, curricula, and books.

### **Process for Consideration and /or Approval of Product Sale:**

Any Person with a F5SMC-supported product for sale or for profit must submit a request to F5SMC for approval for sale specifying the use of profits prior to its sale. Terms of approval of such requests will be considered on a case by case basis.

Requests shall be submitted to F5SMC offices. The request shall go to the full F5SMC for comment and/or approval. The decision whether to grant approval is the Commission's alone and is not subject to a requirement of good cause.

## FIRST 5 SAN MATEO COUNTY

Scope of Work Dates: 7/1/2018 - 6/30/2020

Lead Agency Name/Program Name: SMMC Clinic-Based Watch Me Grow Services

Program Component #1: Gatepath Care Coordination Services																		
					# Parents/ Caregivers served			# Other Family Members Served			# Children Served			# Providers Served				
	Activities	Timeframe	Responsible	Documentation	Yes/No/NA*	Annual Target	Mid-Year Actual	Year-End Actual	Annual Target	Mid-Year Actual	Year-End Actual	Annual Target	Mid-Year Actual	Year-End Actual	Annual Target	Mid-Year Actual	Year-End Actual	Notes
A	Children 0-5 from the county clinic system are screened using ASQ 3 & ASQ-SE2	ongoing	Gatepath Care Coordinators	STAR								250						unduplicated
B	Provide screening in pediatric county clinics: SSF, San Mateo, Daly City, Coastside, Fair Oaks	ongoing	Gatepath Care Coordinators	STAR	Yes/No/NA*													SMMS Contract
C	Children 0-5 in the county clinic system are connected to further assessment, developmental or community-based services	ongoing	Gatepath Care Coordinators	STAR								250						Referrals to mandated and supportive services, assistance with system navigation and barriers, etc; note that some children will receive care coordination without a screening based on referrals from RDE etc; unduplicated
D	Children with complex needs receive care coordination informed by discussion at the Child Study Team	ongoing	Gatepath Care Coordinators	CST agendas								45						meet 10x year; these children are included in Activity A target
E	Families of children 0-5 will receive 1 on 1 service from Care Coordinators in their county clinic office	ongoing	Gatepath Care Coordinators	scheduling calendars		350						350						duplicated - some families will require multiple appointments due to case complexity

\*Note: If this activity does not serve clients directly, it is reported as a "Yes/No/NA" item. If you are directly serving clients, please report your target and actual numbers in the appropriate columns, and ignore the "Yes/No/NA" column.

Please enter the UNDUPLICATED number of

Captured in Persimmony as:	Yes/No/NA	# Parents/ Caregivers	# Other Family Members	# Children 0-2	# Children 3-5	# Children Age Unk	# Providers
PC #X: Mid-Year							
PC #X: Year End						300	

**FIRST 5 SAN MATEO COUNTY**

Scope of Work Dates: 7/1/2018 - 6/30/2020

Lead Agency Name/Program Name: SMMC Clinic-Based Watch Me Grow Services

Program Component #2: Developmental Behavioral Pediatric Services																		Notes
					# Parents/ Caregivers served			# Other Family Members Served			# Children Served			# Providers Served				
	Activities	Timeframe	Responsible	Documentation	Yes/No/NA*	Annual Target	Mid-Year Actual	Year-End Actual	Annual Target	Mid-Year Actual	Year-End Actual	Annual Target	Mid-Year Actual	Year-End Actual	Annual Target	Mid-Year Actual	Year-End Actual	
1	Co-locate Rapid Developmental Evaluation (RDE) services in 4 Primary Care sites across San Mateo County to enhance ability of primary care practice to support assessment and care coordination.	ongoing	DBP		Yes/No/NA*													
2	Identified children 0-5 year old will receive developmental/behavioral assessments in the RDE clinic	ongoing	DBP									80						
3	SMMC children receive expedited visits to Stanford DBP due to RDE visits.	ongoing	DBP/ NP									25						
4	Provide consultation to SMMC providers on developmental and behavioral cases.	ongoing	DBP									40						
5	Create and deliver education presentations about DBP topics for SMMC providers	ongoing	DBP												30			
6	Consult on SMMC patients via monthly Child Study Team meetings	ongoing	DBP									25						

\*Note: If this activity does not serve clients directly, it is reported as a "Yes/No/NA" item. If you are directly serving clients, please report your target and actual numbers in the appropriate columns, and ignore the "Yes/No/NA" column.

Please enter the UNDUPLICATED number of clients served

Yes/No/NA	# Parents/ Caregivers	# Other Family Members	# Children 0-2	# Children 3-5	# Children Age Unk	# Providers
Captured in Persimmony as:						
PC #X: Mid-Year						
PC #X: Year End					145	30

## FIRST 5 SAN MATEO COUNTY BUDGET REQUEST

Agency name: Community Gatepath  
Term: July 1, 2018 – June 30, 2020

<b>Item</b>	<b>Amount</b>	<b>Narrative</b>
Staff Salaries	\$64,880	includes 1.0FTE Care Coordinator plus required administrative, supervision and contract management time
Benefits	\$20,762	32%
Operational Expenses	\$4,500	includes mileage, phone, office supplies, license fees, rent & technology
General Administration	\$13,618	includes HR, IT support, finance, insurance, facilities, staff development, marketing, utilities etc
Contingency	\$9,617	unforeseen costs
<b>Total</b>	<b>\$113,376</b>	<b>Per 1.0 FTE Care Coordinator</b>

### Based on the following FTE Needs:

FOHC	
SMMC	
SSF	
Daly City	
Coastside	
<b>Total Gatepath/WMG FTEs</b>	2.30

<b>Total Fiscal Year Budget Breakdown</b>		
<b>FY 2018/2019</b>	<b>Budget</b>	<b>Total</b>
SMMC Total Screening/Care Coordination (2.3 FTE)	\$260,765.00	
SMMC Rapid Developmental Evaluation	\$102,000.00	
SMMC Total		\$181,382.50
<i>F5SMC Total (already in contract through WMG)</i>	<i>\$181,382.50</i>	
<b>FY 2019/2020</b>	<b>Budget</b>	
SMMC Total Screening/Care Coordination (2.3 FTE)	\$260,765.00	
SMMC Rapid Developmental Evaluation	\$102,000.00	
SMMC Total		\$362,765.00
<b>2-Year Contract Total (2018-2020) - Maximum</b>		<b>\$545,000</b>

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**Date:** September 24, 2018

**To:** First 5 San Mateo County Commission

**From:** Kitty Lopez, Executive Director

**Re:** Approval of Recommendation of the Help Me Grow Centralized Access Point and Family & Community Outreach Component Provider and Authorization for Staff to Negotiate and Approve Contract

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## **ACTION REQUESTED**

Approval of Recommendation of the Help Me Grow Centralized Access Point and Family & Community Outreach Component Provider and Authorization for Staff to Negotiate and Approve Contract

## **BACKGROUND**

### **Help Me Grow Model**

Early data indicate that nearly 4,000 children a year with developmental concerns in San Mateo County go unidentified and miss out on critical early intervention services. Help Me Grow San Mateo aims to provide a universal access system for all parents of young children and their providers to access information and resources about early development. This system will help to ensure that all children receive the support they need as early as possible to realize their greatest potential.

Help Me Grow is a nationally recognized model. Over the last 20 years, the Help Me Grow model has been adopted by 25 states across the US and 22 counties in California with a nearly equal number of counties in the planning stages. Given the statewide momentum toward HMG affiliation, San Mateo County has a ripe opportunity to fully implement, expand and coordinate components of the HMG model. The four core components are Child Health Provider Outreach, Family & Community Outreach, Centralized Access Point (Call Center) and Data Collection & Analysis (see attachment 9.1). Since 2016, San Mateo County has been an Affiliate of Help Me Grow California. While elements of most core components currently exist, SMC is still in the early stages of creating a seamless system for the early identification of children with special needs and linking them to developmental services. Additionally, the Help Me Grow model offers opportunities to align with other initiatives at the national, state, and local levels that promote optimal development

As you may recall from the Help Me Grow presentation delivered to the Commission in June 2018, First 5 San Mateo County (F5SMC) staff has focused on securing additional revenue streams to help fund the Help Me Grow San Mateo effort over the past year and has made strides to build the structure and leadership to help ensure a successful launch of this initiative. With funding in place for the initial launch timeframe, F5SMC staff have prioritized securing a provider for both the Centralized Access Point and Family & Community Outreach components, then identifying a provider for the Child Health Provider Outreach component shortly thereafter.

### **Procurement Process**

On July 2, 2018, First 5 SMC released a Request for Qualifications for the Help Me Grow Centralized Access Point and Family & Community Outreach Component Provider for an amount not to exceed \$438,000 for a 21-month term beginning in October of 2018. We received three non-binding letters of intent by the deadline and two full proposals were submitted by the August

30<sup>th</sup> due date. A review panel comprised of five multidisciplinary stakeholders and Help Me Grow experts from within San Mateo County and the Bay Area region met on September 13<sup>th</sup> to provide feedback on the proposals and unanimously approved moving forward with the following recommendation.

Updates on this project and the Help Me Grow process were discussed at the Program, Operations, and Planning Committee meeting on September 10, 2018.

### **Recommendation**

The Review Panel, with the support of the First 5 SMC Help Me Grow staff and consultant, recommends funding the proposal submitted by Community Gatepath for funding in the amount of \$438,000 with a term of October 8, 2018 through June 30, 2020.

Strengths of the proposal identified by the review panel include:

- Deep experience and expertise of the agency in providing services supporting early identification of developmental concerns for children and care coordination for families
- Detailed description and thoughtful proposal of project implementation
- Geographic reach of the agency and satellite resource hubs in key communities
- Commitment to employing staff who reflect the culture, geographic, and linguistic diversity of San Mateo County
- Extensive knowledge of the Help Me Grow model

### **FISCAL IMPACT**

- The \$438,000 allocated for this project is aligned with the 2018-2020 Strategic Plan Implementation Plan allocation for Help Me Grow.
- The funding for this project for the 21-month term is braided with additional funding already secured from David and Lucile Packard Foundation and Peninsula Health Care District.

### **ACTION**

Approval of Recommendation of the Help Me Grow Centralized Access Point and Family & Community Outreach Component Provider and Authorization for Staff to Negotiate and Approve Contract

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# A BETTER FUTURE FOR ALL CHILDREN BEGINS WITH **HELP ME GROW**

Advancing Developmental Promotion,  
Early Detection & Linkage to Services

[www.HelpMeGrowNational.org](http://www.HelpMeGrowNational.org)

**STRONG FAMILIES  
CONNECTED COMMUNITIES  
BUILDING HELP ME GROW SYSTEMS NATIONWIDE**

 **Help Me Grow<sup>®</sup>**  
National Center

# WHY HELP ME GROW MATTERS

Experts agree: Early detection and connection to services lead to the best outcomes for children with developmental or behavioral challenges.

Early detection is critical for the 12 to 16 percent of all American children who experience developmental or behavioral problems. Families and providers need support in navigating the complex array of community-based services and supports available to promote children's optimal health and wellness.

## HOW HELP ME GROW WORKS

The Help Me Grow system builds on existing resources to ensure communities identify vulnerable children and link families to community-based programs and services through the implementation of four Core Components:

- **Child Health Care Provider Outreach**, providing office-based training to support early detection and intervention, and use of the HMG call center.
- **Family and Community Outreach** promotes HMG, facilitates provider networking, and bolsters children's healthy development through families.
- **A Centralized Access Point** serves as the hub to link children and their families to community based services and supports, while providing seamless care coordination.
- **Ongoing Data Collection and Analysis** helps identify gaps in and barriers to the system, and continuous quality improvement processes refine all aspects of the system.

The HMG National Center provides technical assistance to a National Network of affiliates to support implementation of the model and diffuse innovative system enhancements.



### ALIGNED INITIATIVES

Early Childhood Comprehensive Systems

Reach Out & Read

Race to the Top

Strengthening Families

Early Head Start

Home Visiting

Project LAUNCH

Learn the Signs. Act Early.

### THE HELP ME GROW SYSTEM SUPPORTS CHILDREN, FAMILIES, PROVIDERS AND COMMUNITIES IN VITAL WAYS.

Providers and families have the information, resources, and support they need to help their children succeed.

Child health care, early care & education, and human service providers can identify vulnerable children and partner with families to support them.

Public officials and other stakeholders can address gaps in available services and build adequate capacity to meet the needs of children and families.

Communities can see a high rate of return for investments in quality early childhood systems through improved short- and long-term outcomes.



*"One of the most attractive characteristics of Help Me Grow is that it is elegant in its simplicity."*

—Dr. Paul Dworkin, Founder, Help Me Grow

**DATE:** September 24, 2018  
**TO:** First 5 San Mateo County Commission  
**FROM:** Kitty Lopez, Executive Director  
**RE:** Communications Update

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**ACTION REQUESTED**

None; this agenda item is for information only.

**COMMUNICATIONS**

- **20 Years of Community Investment Celebration** – First 5 San Mateo County (F5SMC) will be celebrating its 20 Years of Community Investment Celebration on Thursday, November 1<sup>st</sup>, 2018, from 10:00 am – 1:00 pm at **San Mateo Event Center** not at San Mateo Central Park as previously reported. F5SMC's communication firm, Runyon Saltzman LLC (RSE), will be developing communication materials, and Circle Communications will assist in event logistic coordination. There will be activities for kids and families. Senator Jerry Hill will be performing a magic show for this event and First 5 Express Van will be there as well.

Another celebration will be held on December 17, 2018 at San Mateo City Hall Atrium after the Commission Meeting. Everyone is invited to attend.

- **“Think Bigger” Newsletter Volume II** - Look out for the next F5SMC online newsletter coming out in a few days. The topic will be focusing on trauma-informed care.
- **Marijuana/Cannabis Education Campaign** – RSE is developing an educational brochure for families and kids ages 0 - 5 as the target audience.
- **Help Me Grow Campaign** – RSE is helping develop a campaign for this initiative.

**SOCIAL MEDIA**

- See August 2018 Social Media Report and On-Site Analytics Report (*Attachment 10.1*)



# First 5 San Mateo County August 2018



## Overview

This month Instagram saw the highest follower growth. Twitter performance was very strong with over 4K Tweet Impressions for the month. Engagement on Facebook was also good with over 226 total likes and comments. No paid campaigns ran on any platforms, which naturally decreased impressions on Facebook and Twitter.

RSE we will continue to post relevant content, participate in Twitter chats, find new ways to engage fans on Facebook and Instagram, and promote the LinkedIn page. RSE will also be recommending a new strategy for social media planning that incorporates organic and paid content on a monthly basis, as well as an increased focus on providing curated news content to followers.

## Activity by Platform

The following report provides engagement statistics by social media platform.



**1,304** Followers (+7 followers from last month)  
**226** Total Engagements – Likes and Comments  
**12%** Highest Engagement Percentage (in August)

### Facebook

Facebook organic performance was strong over the month of August. Engagement for the month remained high with 226 comments, likes, and shares. The post with highest reach reached 686 people in addition to a strong 31 post clicks. Below are the posts with the highest reach and engagement.

### Highlights:

**First 5 San Mateo County**  
Published by Mai Le [?] · August 21 at 12:28 PM · 🌐

"We're recommending that doctors write a prescription for play, because it's so important."

A new report from the American Academy of Pediatrics calls for more playtime, both at home and in school. Play has the power to buffer toxic stress, build parental relationships and improve executive functioning.

**Performance for Your Post**

**686** People Reached

**24** Reactions, Comments & Shares 🗨

14 Like	7 On Post	7 On Shares
4 Love	1 On Post	3 On Shares
1 Wow	0 On Post	1 On Shares
1 Comments	0 On Post	1 On Shares
4 Shares	4 On Post	0 On Shares

**31** Post Clicks

0 Photo Views	30 Link Clicks	1 Other Clicks 🗨
---------------	----------------	------------------

**NEGATIVE FEEDBACK**

0 Hide Post	0 Hide All Posts
0 Report as Spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

**Get More Likes, Comments and Shares**  
Boost this post for \$20 to reach up to 10,000 people.

**686** people reached

**Boost Post**

Marianne Markt, Sarah Marx Poulain and 5 others

4 Shares

Like Comment Share

**First 5 San Mateo County**  
Published by CNN [?] · August 7 at 11:49 AM · 🌐

"It is thought that as many as one in five women will suffer from some form of depression, mood or anxiety disorder during or after pregnancy."

**Performance for Your Post**

**459** People Reached

**7** Reactions, Comments & Shares 🗨

4 Like	4 On Post	0 On Shares
1 Sad	1 On Post	0 On Shares
0 Comments	0 On Post	0 On Shares
2 Shares	2 On Post	0 On Shares

**10** Post Clicks

0 Photo Views	6 Link Clicks	4 Other Clicks 🗨
---------------	---------------	------------------

**NEGATIVE FEEDBACK**

0 Hide Post	1 Hide All Posts
0 Report as Spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

**Get More Likes, Comments and Shares**  
Boost this post for \$20 to reach up to 10,000 people.

**459** people reached

**Boost Post**

Myles Cab, Lauren Gordon and 3 others

2 Shares

Like Comment Share

# First 5 San Mateo County August 2018



Twitter

**435** Followers (+7 from last month)  
**8** Total Engagements- Retweets/Likes/Mentions  
**4K** Tweet Impressions (85% more than last month)

Throughout the month of August, Twitter saw an outstanding tweet impression amount with over 4K impressions. The account continues to be mentioned in content and tweets from other influencers in the early childhood space. The most popular tweet was an infographic on workplace breastfeeding.

Some highlighted tweets from the month are shown below:



# First 5 San Mateo County August 2018

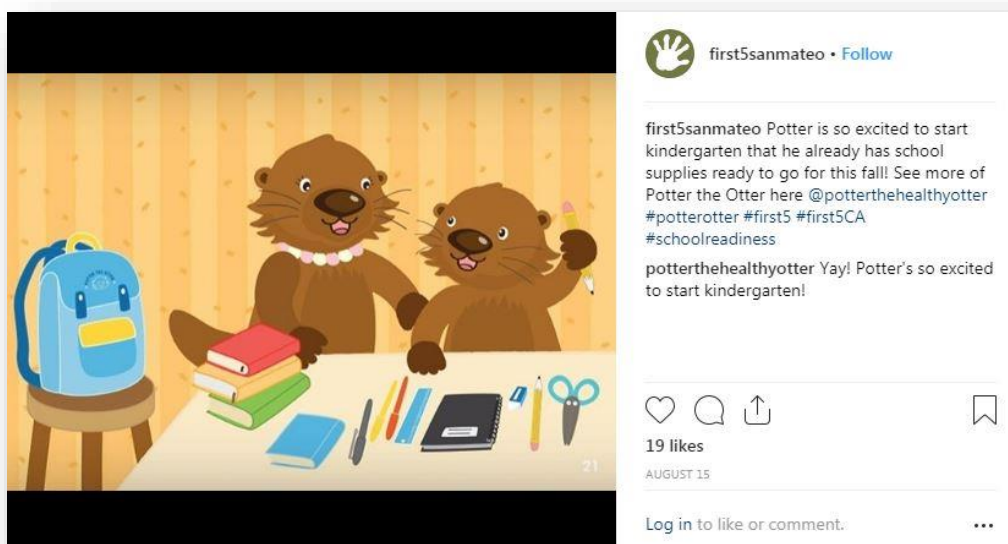


Instagram

263  
92  
75

Followers (+22 from last month)  
Total Engagements- Likes and Comments  
Following

The Instagram account saw a 22 follower increase during the month of August. Followers continue to include parents, teachers, early education and health community organizations, other First 5's and public officials. We published three posts this month, which totaled to 92 engagement including likes and comments. The two most popular posts are shown below.





# First 5 San Mateo County August 2018



## LinkedIn

RSE continued to post content during August to the First 5 San Mateo County LinkedIn business page. The post with the highest impressions is shown below. RSE and F5SMC will continue to work together to find ways to engage internal staff and other county individuals on this platform.

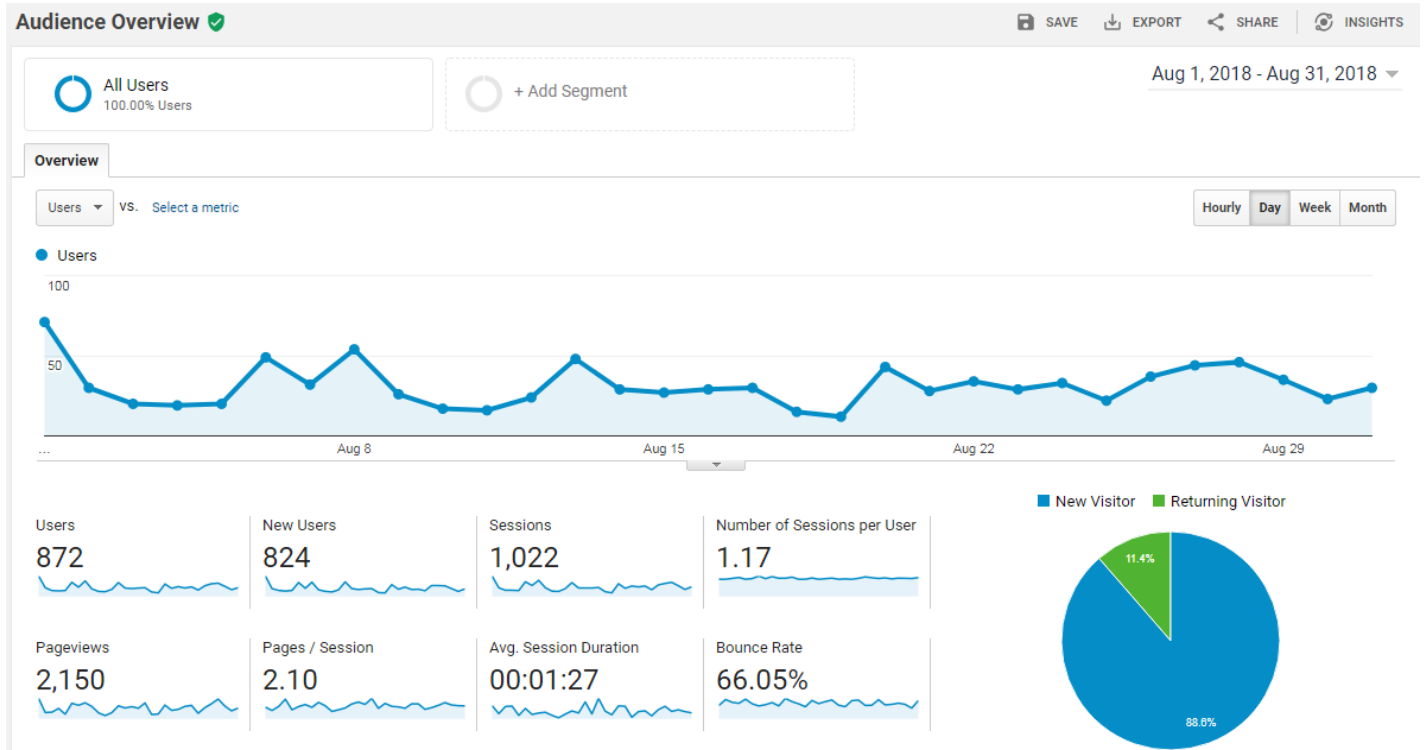


# First 5 San Mateo County August 2018

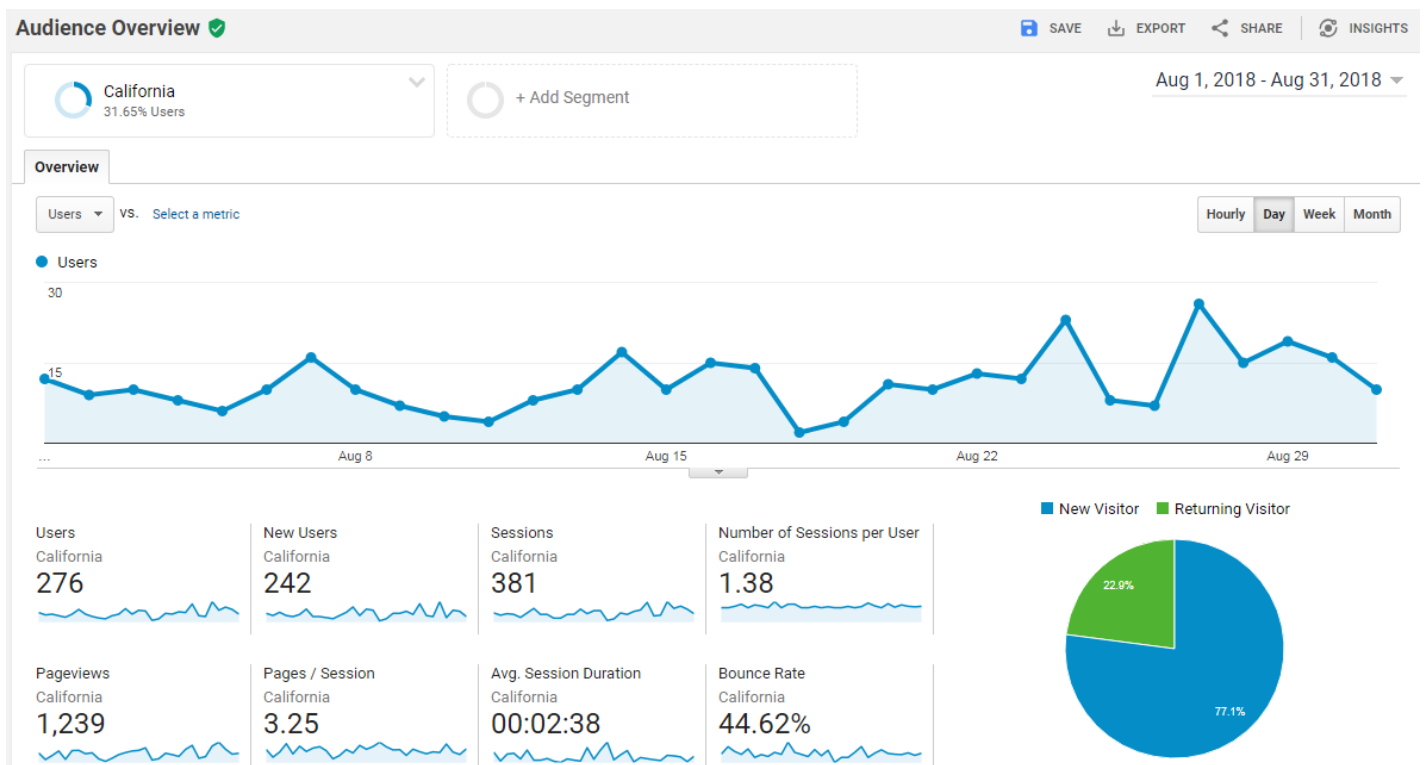


## On-Site Analytics

The chart below shows First 5 San Mateo On-Site analytics for All Users throughout the month of August.



The chart below shows On-Site analytics for Users specifically in California.



# First 5 San Mateo County August 2018



## On-Site Analytics

The chart below shows the Top 5 Cities in California that generated the greatest amount of traffic.

City ?	Acquisition			Behavior		
	Users ? ↓	New Users ?	Sessions ?	Bounce Rate ?	Pages / Session ?	Avg. Session Duration ?
<b>California</b>	<b>276</b> % of Total: 31.65% (872)	<b>242</b> % of Total: 29.37% (824)	<b>381</b> % of Total: 37.28% (1,022)	<b>44.62%</b> Avg for View: 66.05% (-32.44%)	<b>3.25</b> Avg for View: 2.10 (54.58%)	<b>00:02:38</b> Avg for View: 00:01:27 (82.09%)
1. <a href="#">Redwood City</a>	<b>39</b> (13.40%)	<b>31</b> (12.81%)	<b>71</b> (18.64%)	<b>46.48%</b>	<b>2.70</b>	<b>00:02:23</b>
2. <a href="#">San Mateo</a>	<b>30</b> (10.31%)	<b>21</b> (8.68%)	<b>37</b> (9.71%)	<b>45.95%</b>	<b>3.43</b>	<b>00:02:19</b>
3. <a href="#">San Francisco</a>	<b>29</b> (9.97%)	<b>27</b> (11.16%)	<b>33</b> (8.66%)	<b>39.39%</b>	<b>3.64</b>	<b>00:01:05</b>
4. <a href="#">San Jose</a>	<b>22</b> (7.56%)	<b>20</b> (8.26%)	<b>28</b> (7.35%)	<b>46.43%</b>	<b>3.39</b>	<b>00:01:36</b>
5. <a href="#">Los Angeles</a>	<b>12</b> (4.12%)	<b>11</b> (4.55%)	<b>13</b> (3.41%)	<b>69.23%</b>	<b>1.69</b>	<b>00:00:21</b>

The chart below shows the Top 5 traffic sources leading to the First 5 San Mateo site.

Source ?	Acquisition			Behavior		
	Users ? ↓	New Users ?	Sessions ?	Bounce Rate ?	Pages / Session ?	Avg. Session Duration ?
<b>California</b>	<b>276</b> % of Total: 31.65% (872)	<b>242</b> % of Total: 29.37% (824)	<b>381</b> % of Total: 37.28% (1,022)	<b>44.62%</b> Avg for View: 66.05% (-32.44%)	<b>3.25</b> Avg for View: 2.10 (54.58%)	<b>00:02:38</b> Avg for View: 00:01:27 (82.09%)
1. <a href="#">google</a>	<b>134</b> (46.37%)	<b>110</b> (45.45%)	<b>188</b> (49.34%)	<b>36.70%</b>	<b>3.54</b>	<b>00:02:20</b>
2. <a href="#">(direct)</a>	<b>80</b> (27.68%)	<b>69</b> (28.51%)	<b>106</b> (27.82%)	<b>58.49%</b>	<b>2.66</b>	<b>00:02:43</b>
3. <a href="#">first5california.com</a>	<b>27</b> (9.34%)	<b>25</b> (10.33%)	<b>29</b> (7.61%)	<b>51.72%</b>	<b>2.62</b>	<b>00:01:54</b>
4. <a href="#">co.sanmateo.ca.us</a>	<b>10</b> (3.46%)	<b>9</b> (3.72%)	<b>13</b> (3.41%)	<b>46.15%</b>	<b>2.92</b>	<b>00:01:09</b>
5. <a href="#">bing</a>	<b>8</b> (2.77%)	<b>8</b> (3.31%)	<b>8</b> (2.10%)	<b>12.50%</b>	<b>5.75</b>	<b>00:04:47</b>

\*Google organic and direct traffic sources could indicate users are visiting the site from media, outreach, friends/family, word of mouth, etc.

\*\*Totals represent the sum of all site traffic for date range – not just the totals from the Top 5 Cities or Sources shown in the tables.

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**FIRST 5 SAN MATEO COUNTY (F5SMC)  
REPORT OF THE EXECUTIVE DIRECTOR  
SEPTEMBER 24, 2018**

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## OVERVIEW

**“High Costs, Limited Space Present Preschool Burdens for Bay Area Families”** article from August 25, 2018, *Mercury News*. Almost half of California families with 3- or 4-year-olds cannot find preschool spaces for their children, regardless of whether they can afford to or must rely on subsidies. Many families opt to stay home and take care of their young children than placing them in daycare or preschool. (See Attachment 11.1)

**“New Initiative Takes on Child Care Shortage Crisis”** press release on September 4, 2018. Build Up for San Mateo County’s Children receives major funding to expand and improve local child care and preschool options. (See Attachment 11.2)

**“How California Learned to Keep Pregnant Women, New Moms from Dying”** article from September 4, 2018, *San Francisco Chronicle*. Elliott Main, medical director of Stanford’s California Maternal Quality Care Collaborative spearheaded the project that reduce mothers’ childbirth – related deaths. (See Attachment 11.3)

**“Child Care in the US is Broken. Wonderschool Thinks it has the Solution”** article from August 28, 2018, *Quartz*. Wonderschool, a platform that helps licensed educators and caretakers launch in-home preschool or day cares, just \$20 million in financing. It lets professional caregivers and teachers set up shop at home, while Wonderschool handles the administration and logistics. (See Attachment 11.4)

**“Incomes Grew and the Official Poverty Rate Dropped in California in 2017, But Millions Still Struggle with Extremely Low Incomes”** report September 2018, *The California Budget & Policy Center*. Provides data and Census figures in California including child poverty rate. (See Attachment 11.5)

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## STRATEGIC INVESTMENT FOCUS AREAS – UPDATE

### Early Learning

**Build-Up for SMC Children’s:** Build-up’s new web-site is now live: [www.buildupsmc.com](http://www.buildupsmc.com). The pictures included in the web-site are actual pictures taken in SMCs early learning facilities. To date, Build-up has provided technical assistance or advocacy for child care projects/ early learning facilities totaling **1,312** spaces.

The Build-up Advisory Committee met on September 7, 2018 and had presentations by:

- Mark Hebert, CA Director for the Small Business Majority: *“Small Business Owners Face Barriers to Affordable Child Care”*
- Eileen Monahan, Consultant: *“Engagement of Large Employers-The Plan for Build-UP”*
- Kristen Anderson, Redwood City Child Care Manager, *“Child Care Play Grounds: Regulations and Challenges.”*

### Child Health and Development

Help Me Grow Physician Champion: We are pleased to announce that Commissioner Dr. Neel Patel has been appointed as the HMG San Mateo Physician Champion. Physician champions serve a key role in the development of the HMG system. They give the system credibility and authority, particularly for the physician community. We are grateful for Dr. Patel's ongoing leadership and advocacy on behalf of children's optimal development and look forward to his contributions to the Health Provider Outreach component of the HMG system.

Children's Oral Health Workgroup: On August 29<sup>th</sup> the Children's Oral Health Workgroup met to continue the ongoing work of the SMC Oral Health Strategic Plan. The priority topics for the meeting included mapping school-based oral health service delivery and developing language for the prenatal service strategy. The workgroup will meet next in October.

### **Family Support**

Friday Café's: Friday Café's focus for the year is Strong FOR Families. At the August 25<sup>th</sup> café held at the Train Depot in Woodside CA, Brenda Salgada, Founder of the Nepatla Center for Healing and Renewal, was the conversation catalyst. Practitioners, providers and family engagement professionals explored what it means to be Strong FOR families, learned mindfulness practices to help stay balanced and present and provided input to co-create future café themes.

The September 28<sup>th</sup> Friday Café conversation catalyst is Michelle Sioson Hyman, Deputy Director of the Center for Early Learning-SVCF and Yoga Trainer for Nandi Yoga.

[www.fridaycafe.org/chpaters/san-mateo](http://www.fridaycafe.org/chpaters/san-mateo)

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## **POLICY & ADVOCACY UPDATES**

### **Letter of Support AB 11**

On September 4, 2018, F5SMC submitted a letter to Governor Jerry Brown, requesting his signature on AB 11 (McCarty) Early and Periodic Screening, Diagnosis, and Treatment Program: Screening Services. This would ensure every infant and toddler enrolled in Medi-Cal is screened for developmental delays using validated screening tool, three times before their third birthday per AAP recommendations. (See Attachment 11.6)

### **Letter of Support AB 2043**

First 5 San Mateo County (F5SMC) signed on an online letter requesting Governor Jerry Brown to sign the AB 2043 (Arambula) Bill which establish the Family Urgent Response System for foster youth and their caregivers. This would provide the foster youth and their caregivers with immediate support they need during times of emotional crisis, and link of supports and services to help stabilize the situation. (See Attachment 11.7)

**"Child Care Bills Head to Gov. Jerry Brown"** article from August 30, 2018, *San Mateo Daily Journal*. Assembly Bill 605 and Assembly 2626 authored by Assemblyman Kevin Mullin will be heading to Gov. Jerry Brown for his signature. These bills will simplify the licensing process child care providers must follow and expand eligibility criteria for children who can be served by state preschool programs. (See Attachment 11.8)



## ACCOUNTABILITY, RESEARCH AND EVALUATION

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Thrive Community Forum: Cross-Sector Movement Building: Policy Agendas as Roadmaps for Change: On August 28<sup>th</sup>, Jenifer Clark attended this Thrive convening which featured a panel of speakers including:

- Connie Juarez-Diroll, Legislative Officer, County of San Mateo
- Jan Masaoka, CEO, CalNonprofits
- Rebecca Prozan, Head of Public Affairs, California, Google
- Melissa Breach, Executive Director, League of Women Voters of California

After the panel discussion, attendees met in groups to discuss opportunities and goals for advocacy and policy development at both State and local levels.

Rise Together: Power of 9 Committee: On September 14<sup>th</sup>, Jenifer Clark attended a regional meeting of this steering committee. The group received a training on non-exploitative storytelling as a communications tactic and watched a presentation on the Insight Center for Community Economic Development 2018 California Self-Sufficiency Standard. They also reviewed past policy successes, discussed policy goals, and debated the merits of moving from a sector-based structure to a cross-sector project-based structure. The group agreed that a project-based structure may be an effective way to identify and foster multi-sector solutions to issues such as access to quality early learning, housing and transportation, and workforce development.

Choose Children Campaign: “No Small Matter” Screening: On September 17<sup>th</sup>, Jenifer Clark attended the San Mateo screening of the documentary “No Small Matter,” hosted by the Choose Children Campaign. This feature length documentary film and national engagement campaign brings attention to the critical importance of brain development during the first five years of life. The film addresses the relational nature of children’s growth and development, the need for two-generation approaches to closing the opportunity gap, quality early learning environments, toxic stress, and the economic case for investing early. The well-attended event also featured a Q&A session after the film with co-director Danny Alpert.

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## FIRST 5 CALIFORNIA & FIRST 5 ASSOCIATION UPDATES

### F5 Association Meeting: Policy Hack-a-thon

The F5 Association of CA held its first Policy Hack-a-thon on September 18, 2018 at First 5 Alameda. Kitty Lopez, F5 Association Policy Chair, co - facilitated with Association staff to inform statewide conversations. The goals of the hack-a-thon were to:

- tap into the deep knowledge base of early childhood systems across the F5 Network and to inform statewide conversations focused on F5 sustainability
- identify First 5 leaders to represent the F5 Network in statewide early childhood systems conversations
- develop key priorities to inform the 2019 First 5 Network, and take leadership on developing statewide policy recommendations and/or bills to present to California Legislature

F5SMC staff Jenifer Clark, Emily Roberts and Michelle Blakely participated. Representatives from most of the CA counties were present including F5CA staff.

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**COMMUNITY AND STATEWIDE EVENTS & UPDATES****SAVE-THE-DATES**

- First 5 San Mateo County's 20 Years of Community Investment Celebration will be held at San Mateo Event Center on Thursday, November 1, 2018 from 10:00 am – 1:00 pm. Families with kids 0 – 5 are encouraged to attend. To register for this event, visit [http://www.first5sanmateo.org/event/20\\_years\\_of\\_community\\_investment\\_celebration/](http://www.first5sanmateo.org/event/20_years_of_community_investment_celebration/) (See Attachment 11.9)
- First 5 San Mateo 20 Years of Community Investment Celebration Reception will be held on December 17, 2018 from 6:00 pm – 8:00 pm at San Mateo City Hall Atrium. Everyone is invited.



**BREAKING NEWS** Gov. Brown signs bill eliminating money bail in California

[News](#) > [Education](#)

## High costs, limited space present preschool burdens for Bay Area families



By **ANNIE SCIACCA** | [asciaccia@bayareanewsgroup.com](mailto:asciaccia@bayareanewsgroup.com) and **ALISON BERG** | [aberg@bayareanewsgroup.com](mailto:aberg@bayareanewsgroup.com) | Bay Area News Group  
PUBLISHED: August 25, 2018 at 7:00 am | UPDATED: August 27, 2018 at 9:29 am

Heather Samuelson is a preschool teacher who isn't teaching anymore because it makes more economic sense to stay home than place her youngest child in daycare or preschool, assuming she could even find one.

For the Brentwood mother of five, it's not the first time she has chosen the home option over sending her children to preschool, which these days cost more than some colleges. Across the state, millions of parents are wrestling with the same dilemma as they face soaring preschool tuition exacerbated by a shortage of enrollment slots.

Almost half of California families with 3- or 4-year-olds cannot find preschool spaces for their children, regardless of whether they can afford to or must rely on subsidies, according to a recent study of preschool access by UC Berkeley and American Institutes for Research. For child care involving infants and toddlers under 3, the picture is even bleaker, as just one in eight families can find a licensed center.

"Really good preschools are full — they are just packed and there are long waiting lists for top-notch preschools," Samuelson said. The other problem? "It's a big cost."

Locally, the challenge of finding space in preschools is particularly steep in Contra Costa and Solano counties, where families are moving in search of affordable homes.

In Contra Costa, only 44.3 percent of 3- and 4-year-olds were enrolled in transitional-kindergarten or licensed child care centers two years ago (the latest data available from the American Institutes for Research). In Solano County, even fewer were enrolled, just 38.3 percent.

“In Contra Costa, you have a vast working class and middle class,” said Bruce Fuller, a sociologist and professor at UC Berkeley who helped write the report. “A lot of families earn a little too much for public preschool, but they don’t earn enough to pay \$12,000 (per year) for preschool.”

The enrollment figures were a little higher in Alameda County, 53.5 percent; Santa Clara County, 55.9 percent; and San Mateo County, 62.6 percent. In San Francisco, which has fewer children per capita than many cities, enrollment is much higher, at 86.4 percent.

“There is big growth in east county as more folks from the inner Bay Area are seeking affordable places to raise their children,” said Sean Casey, executive director of First 5 Contra Costa. “In east county, what’s been hard for those school districts and other folks is to just catch up with that.”

This news organization’s website scan of Bay Area preschool tuition rates found many in the \$1,200 per month range and some close to \$2,000, which would put the annual cost of preschool or childcare at between \$14,400 and \$24,000 per year.

That’s a lot of money for parents such as Samuelson, who worked at a private preschool in Sacramento for two years and then for a district-run preschool until she became pregnant with the oldest of her five children, now a junior in high school. With preschools in the area costing between \$200 and \$300 per week back then, she decided her modest salary would have been wiped out by the expense, so she quit her job to stay home with her children.

After moving to Brentwood three years ago, she was pleased to learn that her third and fourth children qualified for school district-provided preschool — one in transitional kindergarten because his birthday fell between September and December and the other in a special program for speech development.

Samuelson hasn’t yet tried to enroll her fifth child, just over a year old, but the long waiting lists and high costs are not encouraging, she said.

Even for those who can afford the steep costs of licensed childcare centers and preschools, getting their children enrolled is difficult because so many classrooms are full.

Waiting lists for publicly subsidized programs in the state are in the thousands, as are those for vouchers that would help families on welfare access licensed childcare and preschool programs, Casey said. Individual schools in the Bay Area have long waiting lists as well.

Anuja Burns opened Galileo Preschool in San Jose about six years ago with a curriculum that offers reading and writing, math, art, music and other subjects designed to prepare kids for kindergarten. Her waiting list quickly grew and at one point reached three years.

“We enroll children ages 2 through 5, but people would come in with babies or while pregnant (to enroll),” Burns said. To avoid all that intensity and not wanting to exclude families who didn’t sign up years in advance, Burns turned to a lottery system, as have many in-demand charter schools. Even so, there’s only space for about 5 to 10 percent of applicants, she said — odds that rival Ivy League admission rates.

Although adding or expanding preschools and daycare centers might seem like the obvious answer, it's not that easy to do.

Burns said she likes to keep the classroom sizes small to maintain quality — a smaller teacher-to-child ratio means more attention for each student.

And with real estate so expensive, it's hard to find appropriate preschool sites, even if she wanted to expand her school, Burns said.

Retaining preschool teachers isn't easy, according to First 5's Casey. Preschool teacher salaries remain the lowest among all teachers in the state, he said.

The \$409 million the state included in its new budget plan to expand child-care vouchers for more than 13,000 low-income families helps, but advocates want the next governor to go further and boost funding for subsidized and public education for children younger than 5.

After all, Casey and others argue, there's no questioning the value of preschools. They help kids enter kindergarten with better reading and math skills, help them socialize and help them learn how to become students by raising their hands in class or sharing the attention of the teacher.

Samuelson agrees. As a former preschool teacher, she says one of the greatest benefits of preschool programs is socialization. She's tried to provide that for her children through church programs and visits with extended family.

"I see so many families nowadays where the grandparents have the kid during the day so the parents can make a living," she said.

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Tags: [Preschool Education](#), [Regional](#)

**Annie Sciacca** Annie Sciacca joined the Bay Area News Group in 2016 and covers Contra Costa County. She has written for Bay Area newspapers and magazines on topics including business, politics, economics, education, crime and public safety. Have a tip? Reach Annie at 925-943-8073 or by email at [asciacca@bayareanewsgroup.com](mailto:asciacca@bayareanewsgroup.com). You can also send her an encrypted text on Signal at 925-482-7958.

[Follow Annie Sciacca @AnnieSciacca](#)



**Alison Berg**

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FOR IMMEDIATE RELEASE  
September 4, 2018

### **NEW INITIATIVE TAKES ON CHILD CARE SHORTAGE CRISIS**

*Build Up for San Mateo County's Children receives major funding to expand and improve local child care and preschool options.*

Redwood City, CA, September 4, 2018— To address a critical shortage of child care and preschool spaces, more than half a million dollars in start-up funding is being used to launch *Build Up for San Mateo County's Children*. The initiative will focus on developing affordable, high-quality child care in San Mateo County, where an estimated 32% of the demand is not met due to a shortfall of approximately 11,000 spaces. By 2025, this shortage is expected to rise to 14,000, according to a task force commissioned by First 5 San Mateo County (F5SMC). Escalating real estate prices are cited as a key factor in child care center closures and a decline in the opening of new facilities.

"This shortage of early learning facilities for all ages and income levels impacts families, children, and the county's economic prosperity," said Assembly Speaker Pro Tem Kevin Mullin who serves as the *Build Up* Honorary Chair. "High quality early childhood education has been shown to improve children's school readiness, allowing them to do better in school and helping to close the achievement gap."

*Build Up* has an ambitious plan to increase the supply of child care spaces by 2020. Staff members will engage local companies encouraging them to create child care facilities for their employees. They will also track local real estate and identify resources to build new child care centers and preschools, and renovate existing facilities. In addition, *Build Up* will also work with cities and the county to improve policies for child care development and provide technical assistance to child care operators.

To achieve these goals, the Child Care Coordinating Council has hired a fulltime *Build Up* initiative director, Christine Padilla. Ms. Padilla worked most recently as Regional Director of Government Relations for Dividend Finance; prior to that she was on staff for Congressman Tom Lantos, and Congresswoman Anna Eshoo. She has also been a Commissioner for San Mateo County's Commission on the Status of Women for seven years. Ms. Padilla's background in government relations, finance, and public policy will catalyze *Build Up's* engagement with cities and the County on policies and incentives that prioritize child care in future developments. *Build Up* is also recruiting a fulltime technical assistance coordinator.

"Quality child care is a necessity for our families and communities to thrive," said Dave Pine, President of the San Mateo County Board of Supervisors and Co-Chair for the *Build Up* Advisory Body. "*Build Up* is taking much needed steps to address our growing child care shortage."

Funding for *Build Up* comes from a coalition of leading nonprofit, education, government and philanthropic organizations coming together to design the initiative over the past year. They include F5SMC, the Heising-Simons Foundation, San Mateo County's Human Services Agency, the Jacques M. Littlefield Foundation and the San Bruno Community Foundation. Their contributions total \$530,000 for 2017 through 2020.

### **About Us**

*Build Up for San Mateo County's Children* formed in 2018 to address a critical shortage of affordable, high-quality child care and preschool options. With an ambitious goal to increase child care spaces by 2020, *Build Up* will engage local companies encouraging them to create child care facilities for their employees, track local real estate and identify resources to build new child care and preschool facilities, and generate funding to renovate existing facilities. *Build Up* will also work with cities and the county to improve policies for child care development and provide technical assistance to child care operators. Leadership is provided by F5SMC, the Child Care Coordinating Council, the County of San Mateo, the San Mateo County Office of Education and the Center for Early Learning at the Silicon Valley Community Foundation. The initiative is a response to the *2016 Child Care and Preschool Task Force*, commissioned by F5SMC and convened by the Silicon Valley Community Foundation, that recommended multi-sector solutions to the child care shortage and identified a need for a coordinated, cross-agency approach, supported by paid staff, to work on closing the gap. For more information visit <https://sites.google.com/view/buildupsmc>.

### **Contact**

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[https://www.sfgate.com/news/article/How-California-learned-to-keep-pregnant-women-and-13204352.php?t=3e0f6fa25e&utm\\_campaign=email-desktop&utm\\_source=CMS%20Sharing%20Button&utm\\_medium=social](https://www.sfgate.com/news/article/How-California-learned-to-keep-pregnant-women-and-13204352.php?t=3e0f6fa25e&utm_campaign=email-desktop&utm_source=CMS%20Sharing%20Button&utm_medium=social)

**San Francisco Chronicle**

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# How California learned to keep pregnant women, new moms from dying

By **Kimberly Veklerov**

Updated 9:21 pm PDT, Tuesday, September 4, 2018



Photo: Jim Gensheimer / Special To The Chronicle

## **IMAGE 1 OF 7**

Working to reduce mothers' childbirth-related deaths: Elliott Main, medical director of the California Maternal Quality Care Collaborative, confers with communications manager Kathryn Andrews (left) and ... more

As deaths of new and expectant moms multiplied in the United States, the picture in California and the rest of the developed world has veered in the opposite direction.

[https://www.sfgate.com/news/article/How-California-learned-to-keep-pregnant-women-and-13204352.php?t=3e0f6fa25e&utm\\_campaign=email-desktop&utm\\_source=CMS%20Sharing%20Button&utm\\_medium=social](https://www.sfgate.com/news/article/How-California-learned-to-keep-pregnant-women-and-13204352.php?t=3e0f6fa25e&utm_campaign=email-desktop&utm_source=CMS%20Sharing%20Button&utm_medium=social)

Beginning in 2006, health leaders in the state managed to reduce pregnancy-related deaths by more than half. Six years after their efforts began, a woman was 3 times more likely to die from having a baby in the U.S. as a whole compared with her chances in California.

A study out Tuesday in the journal *Health Affairs*, by the Stanford University medical team that started the initiative, seeks to explain why.

Elliott Main, a professor of obstetrics and gynecology at the university and one of the study's authors, said California's success in **reducing maternal mortality** — the death of a woman during or up to six weeks after a pregnancy — comes down to four factors, each of which encompasses numerous actions.

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CDC Reports That 1 in 14 Pregnant Women Still Smoke Cigarettes According to the National Center for Health Statistics, the younger and less educated the women are, the more likely they are to smoke while pregnant. These levels do vary widely by state, maternal age, race and Hispanic origin, and education, but any amount of smoking during pregnancy is too much. The numbers, which were based off data from 2016, are down three percent from 2011. Smoking during pregnancy has been proven to increase the risks of birth defects, increase the risk of sudden infant death syndrome and more.

Media: Wibbitz

“It’s all of the above — that’s what it takes to move the dial at the population level,” he said. “You can’t just have one approach. You have to whack-a-mole all at once.”

The four-pronged plan of attack combined analyzing public health data, convening an array of public and private health groups, creating a data system for hospitals to measure their progress, and developing health interventions for use across the state.

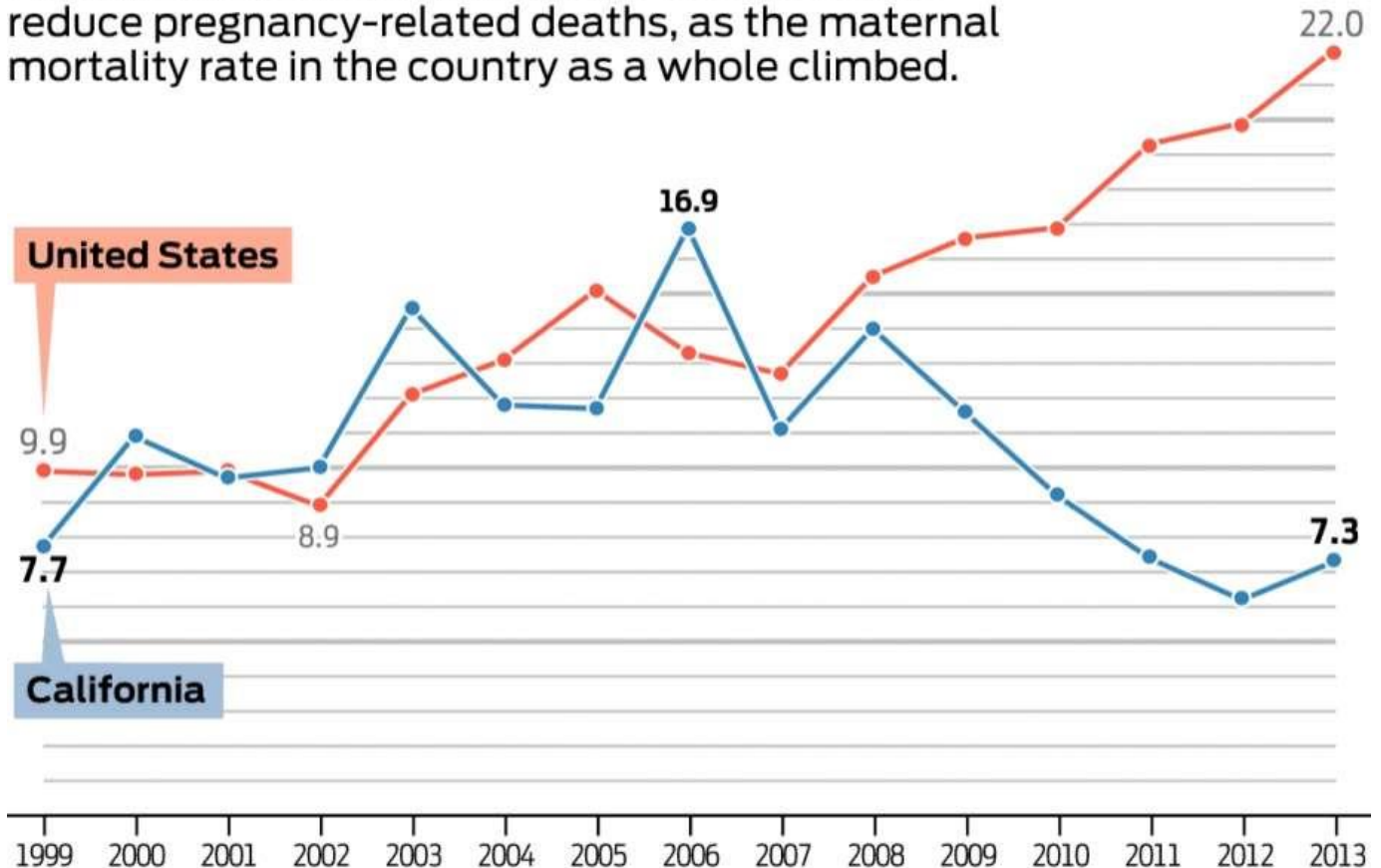


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# Maternal mortality rate

## MATERNAL DEATHS PER 100,000 LIVE BIRTHS (1999-2013)

Health leaders in California have taken steps to reduce pregnancy-related deaths, as the maternal mortality rate in the country as a whole climbed.



Sources: State of California, Department of Public Health, California Birth and Death Statistical Master Files, 1999-2013.

John Blanchard / The Chronicle

“What’s unusual is to get everyone working together at the same time,” Main said. “The medical system isn’t much of a system in the U.S. It’s a lot of people following their own interests. ... This was an opportunity to work together.”

But while California reduced pregnancy-related deaths across all racial and ethnic groups, disparities remain, notably for black mothers, whose maternal mortality rate is 2 to 3 times higher than that of white mothers.

Main is medical director of Stanford’s California Maternal Quality Care Collaborative, the project that spearheaded the state’s turnaround. He said simply reviewing

[https://www.sfgate.com/news/article/How-California-learned-to-keep-pregnant-women-and-13204352.php?t=3e0f6fa25e&utm\\_campaign=email-desktop&utm\\_source=CMS%20Sharing%20Button&utm\\_medium=social](https://www.sfgate.com/news/article/How-California-learned-to-keep-pregnant-women-and-13204352.php?t=3e0f6fa25e&utm_campaign=email-desktop&utm_source=CMS%20Sharing%20Button&utm_medium=social)

pregnancy-related death cases in a committee — which hadn’t been done since the 1940s — revealed alarming trends.

It turned out that many women were dying from obstetric hemorrhage, or bleeding out during childbirth; and from preeclampsia, characterized by high blood pressure and problems with organ function. Deaths from the two conditions are preventable.

The collaborative developed a task force for each that resulted in “tool kits,” or step-by-step guides and training information, for hospitals. To prevent women from bleeding to death in labor, for instance, Main’s team created a “hemorrhage cart” for maternity wards, stocked with every instrument that doctors and nurses could need for such an event.

“When you’re in the midst of a crisis, you’re very focused on the patient and the emergency, and having a checklist there that someone can read to you is a very important tool,” said Malini Nijagal, an obstetrician and gynecologist at UCSF. “If not, critical things can be missed.”

Nijagal, who led the hemorrhage protocol implementation when she worked as a physician for Marin County and is now director of San Francisco’s Joint Perinatal Health Equity Project, said any maternal mortality is a “catastrophic event.” Even one for a hospital in a given year is hugely consequential, she said.

Despite the relative infrequency of maternal deaths, Main said, tracking the rate in a state or country is important because it’s an indicator of how a society treats women overall.

The Stanford project built a real-time data system that automatically links health information from birth certificates and maternal and newborn discharge files. The web application allows hospitals to visualize their own data, see how they compare to others and track their progress over time. They get alerts when their metrics start to slip.

The initiative is now focused on encouraging vaginal birth and reducing cesarean deliveries for single babies at full term that are positioned correctly. The rate of C-section births for that low-risk subgroup varies wildly across California hospitals, from 1 in 10 in some to 7 in 10 in others.

“C-sections can be life-saving, and there are settings where they are very appropriate to be done, but there is a sizable gray zone,” Main said. “The variation really was the key to see there was a lot of stuff going on that didn’t need to happen.”

[https://www.sfgate.com/news/article/How-California-learned-to-keep-pregnant-women-and-13204352.php?t=3e0f6fa25e&utm\\_campaign=email-desktop&utm\\_source=CMS%20Sharing%20Button&utm\\_medium=social](https://www.sfgate.com/news/article/How-California-learned-to-keep-pregnant-women-and-13204352.php?t=3e0f6fa25e&utm_campaign=email-desktop&utm_source=CMS%20Sharing%20Button&utm_medium=social)

In addition to the work of the collaborative — which consists of hospitals, patient groups, health providers and payers, professional organizations, state agencies, and consumer unions — California’s embrace of the Affordable Care Act likely played a role in the maternal mortality rate reduction, according to the study. The law helped the state’s rural hospitals stay afloat and kept more women insured between pregnancies. The result was that by 2013, the latest year for which numbers are available, California saw 7 pregnancy-related deaths for every 100,000 live births — or a total of about 35. That was down from 17 per 100,000 in 2006 and put the state on par with Western Europe.

The United States, on the other hand, saw 22 mothers die per 100,000 in 2013.

“We have to remember that pregnancy is not a disease,” Nijagal said. “When our rates are so significantly higher than those in equally high-wealth countries in the world, that’s really concerning.”

But as rosy as the picture may be in California, there’s one glaring shortcoming, Main said. Black women who are pregnant or new mothers are still much more likely to die than their white counterparts.

In California, while maternal mortality rates for black and white moms both dropped by 40 to 50 percent, the gap between the two did not close, the study said.

Even after accounting for socioeconomic status, age and obesity and other conditions, the racial disparity remains. A college-educated black woman is more than 2 times as likely to have serious complications from pregnancy as a college-educated white woman, after adjusting for other variables, Main said.

He said the issue will be the next area of focus for the collaborative.

Nijagal said part of the issue comes down to racism, both structurally and person to person.

“The care that we provide, even here in San Francisco, is not respectful or responsive to low-income women, and it’s even worse for low-income black women,” she said. “To tackle the racial disparities we’re seeing in maternal mortality and other birth outcomes, we have to focus on how we treat women and how we structure our care systems in a way that’s respectful to every individual and responsive to every woman’s needs and preferences.”

*Kimberly Veklerov is a San Francisco Chronicle staff writer.*

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SPLASH/JORDAN ROWLAND

# Child care is broken. Silicon Valley thinks it can fix that, too

By [Jenny Anderson](#) • August 28, 2018

The US child care system [is a hot mess](#). Parents [don't have](#) federally-protected time off to bond with their children, despite [hoards of research](#) showing how relationships [formed in the earliest years](#) of life shape babies' brains—laying the foundations for children's future emotional, educational and physical well-being.

When parents go back to work, often sooner than they'd like, their child care options are limited. Meanwhile, early childhood teachers and day care workers are [woefully underpaid](#), yet it's all increasingly unaffordable.

Enter the entrepreneurs.

[Wonderschool](#), a platform that helps licensed educators and caretakers launch in-home preschools or day cares, [just raised](#) \$20 million in financing, led by venture capitalist firm Andreessen Horowitz. (Wonderschool has raised \$24 million in

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total.) TechCrunch [says the company aspires to be the Airbnb of day care](#): It lets professional caregivers and teachers set up shop at home, while Wonderschool handles the administration and logistics.

In this way, Wonderschool offers to bridge the gap for early-childhood educators who want to start their own business, but may not know how. The platform can help users get the necessary credentials, launch a website, pick a type of preschool program—from Montessori to Reggio Emilia or Waldorf—and manage enrollment. In exchange, Wonderschool takes a 10% cut of tuition.

But Wonderschool, along with other initiatives reimagining at-home child care, aren't just meant to benefit teachers and care providers. Our current child-care system was built for the industrial age, according to Joe Waters, founder of [Capita](#), an innovation lab for early childhood. Large child-care centers may make sense if parents work on a typical 9-5, inflexible schedule, with a drop-off period in the morning and a pickup at night. But parenting has changed, along with how and where we work. Parents' hours are all over the place, and many are looking to maximize their time with kids however they can.

“We are interested in the future of caregiving in light of the future of work,” says Waters. “How does child care need to adapt as the workforce and workplace change?”

## Filling the early childhood gap

“There’s a huge lack of high-quality early childhood education options to parents in major cities and all throughout the US,” Chris Bennett, co-founder and CEO of Wonderschool, tells Quartz. The two main reasons, he says, come down to real estate and business savvy. Starting a business in a commercial space is prohibitively expensive for most people, and most early-childhood educators are focused on kids and teaching, not raising startup capital to retrofit a commercial space for licensed child care use. Wonderschool cuts out the barrier of pricey real estate by letting teachers and caregivers set up at home, and manages the logistics via its software.

The company’s hope is that by saving on real estate, early childhood centers will be able pay more their staffers more, while parents can pay less. Indeed, Wonderschool claims staffers at its centers are reportedly earning an average salary of \$78,000, versus \$28,000 as the national average, according to US News & World Report. That’s not a typo: a [recent University of California, Berkeley report, citing numbers from the Bureau of Labor Statistics](#), estimates the average preschool worker earns \$13.94 an hour.

The picture of child care in America is complicated, as Corinne Purtill and Dan Kopf [have pointed out](#) for Quartz at Work. According to the US Census 2013 report “[Who’s Minding the Kids?](#)” weekly child-care costs for a family with an employed mother rose by about 70% from 1985 to 2011, the last year in which the census collected child care cost data. During that time, wages remained relatively stagnant.

Costs are increasing for everyone, but have really skyrocketed for the rich—who continue to increase their investments in their children’s education in an effort to boost their children’s chance in life. Also, as Purtill and Kopf explain, regulations have made it harder to offer at-home care, and the creation of government programs offering nearly free child care to the poorest households has decreased the supply of potential labor.

Meanwhile, US policy has not kept pace with the science of early childhood development. The [first few years of a child’s life](#) are critical. And yet, as more parents work, there is little infrastructure to offer what science says children need: an intimate environment that nurtures children, is playful, and, as the children get older, is appropriately stimulating. The only policy response to fill the gap is pre-kindergarten. But many say that pre-k starts way too late—we’ve already missed the period in a child’s life that matters most.



Bennett says Wonderschool's goal is for every child have access to high-quality early childhood education. For now, however, the platform has set its sights on cities where parents will pay: it currently helps run 140 schools in San Francisco, Los Angeles, and more recently, New York City. The organization could not provide the number of children being cared for at its schools, but said the average size was six kids, meaning the total is probably less than 1,000. In 2016, [nearly 70,000](#) kids were enrolled in pre-k in New York City.

An added bonus of the model, Bennett says, is the community the educators form online, and even in person. "Running one of these programs can be really lonely," he said. Teachers can share resources, ideas, and even sometimes meet up in a local playground if they are close enough. An added bonus for investors is that it is agnostic about what kind of education centers offer: "Every parent has a different idea of what they want for their child," says Bennett. "To be prescriptive limits the ability of us to provide our mission." (That said, the company has hired a curriculum expert to help design options for the dashboard).

The risk, of course, is quality control: Wonderschool sets teachers up, but isn't on-site to oversee the operation. But unlike, say, ride-sharing, child care is a highly regulated area. On top of local, state, and federal regulations, Bennett says that Wonderschool has its own "quality and safety promise." Programs must publish a "rhythm of the day," or schedule, and have outdoor time. Parents offer feedback through the platform so Wonderschool sees issues when they crop up, and teachers are assigned mentors to help them navigate tricky issues like crazy parents or how to retain staff. So far, no teacher or school has been kicked out, Bennett says.

Wonderschool think it can also buck a broader child care trend: currently, center-based care is on the rise. But that is likely a reflection of families flocking to and staying in cities, where the economics of center-based care work. For parents seeking a smaller, more intimate setting, as well as those in rural areas or embedded in the gig economy, a preschool set up at home could be an appealing option.

## The future of child care design

Having in-home child care requires having a home that is suitable for child care. To that end, Capita's Joe Waters is working on entrepreneurial solutions.

Last year, Capita teamed up with Auburn University's School of Architecture in Alabama to design a new kind of housing product—a house that is affordable, efficient, durable, and specifically designed to meet the needs of in-home child care providers in rural America.

Auburn’s architecture school has been tackling affordable housing issues in impoverished western Alabama [since 1993](#), when it founded the Rural Studio with undergraduate students and faculty to bring good design to some of its most impoverished communities. In 2005, Rural Studio challenged students to design and build a house for \$20,000 (the average cost of a mortgage in the community), which became [the 20K Initiative](#). It has since built more than 200 low-cost projects by embedding students in Newbern, Alabama, to live and work with residents to build homes.

Waters says there are more than 1 million home child-care providers in the US, about half of which are on the books. “Let’s dignify their work with good design,” he says, by creating houses that allow providers to elevate the quality of the care. The right house, he believes, could transform the perception of at-home care from a side gig to a valued profession.

Waters knows about Wonderschool. In fact, he could see some of the houses, when they’re built, being put to use by Wonderschool users. In other words, Waters could provide the hardware, and Wonderschool, the software.

## What’s next?

Solving affordable child care is only one piece of the much-larger issue of how we can support families before the kids get to school around age four or five. It’s clearly a major concern: [a survey of 1,858 men and women between 20 to 45 years old](#), conducted by Morning Consult for The New York Times survey, showed that a quarter of respondents who either had children or planned to have kids expected to have smaller families than they’d like. The number-one reason: “child care is too expensive.”

Waters is tackling that problem, too. With KnowledgeWorks, Capita will publish in 2019 a *Forecast for the Futures of Young Children* to explore how child care might change to adapt to the gig economy, as well as questions like how climate change, gender identity, race and equity, as well as technological advancements may affect

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the needs of families and children. As Waters points out in a [post on Medium](#), “early childhood ‘policy’ is too frequently defined as a set of programs (pre-K, home visiting, child care, etc.) operating in silos rather than as a coordinated public policy approach connecting singular programs together.” If we want more affordable child care for everyone, he says, we need to think bigger.

That’s not problem for Wonderschool’s Bennett. Like all good Silicon Valley startup founders, he’s already thinking about how to scale up, and says he is in conversations with local, state and federal officials about how he might bring at-home care funding to the masses. Meanwhile, a lot of cash-strapped, overextended parents are awaiting a solution that can deliver.

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REPORT

## Incomes Grew and the Official Poverty Rate Dropped in California in 2017, But Millions Still Struggle With Extremely Low Incomes

Work, Income & Poverty · September 2018 · By Esi Hutchful and Sara Kimberlin

### Policymakers Must Work to Ensure that Economic Gains Are More Widely Shared

New Census figures released today show promising gains in income and employment for Californians, yet also show that millions of California

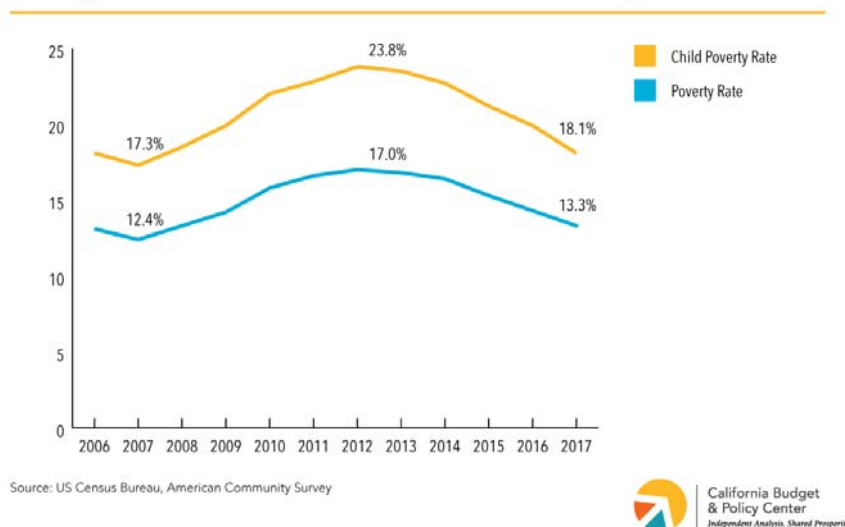
residents are still struggling to get by on extremely low incomes. These data underscore the need for policymakers to ensure that the economy's recent gains are shared among all Californians.

The latest Census figures indicate that median household income in California grew to \$71,805 in 2017, an increase of 3.8% over the prior year after adjusting for inflation. Median family income and median earnings for all workers also increased compared to inflation-adjusted income and earnings in 2016, and a larger share of Californians were employed. These positive economic gains are encouraging, but must be considered within the context of the slow speed overall with which the California economy has recovered from the Great Recession. Compared to 2007, when California incomes peaked before the Great Recession, median household income has only increased by 1.1% after adjusting for inflation. This modest real change in the incomes of typical households, this far into the economic recovery, helps explain why many Californians [report](#) that they do not feel economically secure, despite the state's improving job market.

More troubling are new data from the Census that show that millions of people in California continue to struggle to get by on extremely low incomes. On the positive side, California's official poverty rate of 13.3% for 2017 was lower compared to the previous year, when it was 14.3%. The state's official *child* poverty rate also dropped to 18.1% in 2017, from a rate of 19.9% in 2016. However, 5.2 million Californians, including 1.6 million children, still lived in poverty in 2017 based on the official poverty measure. For a family of two adults and two children, for example, this means living on an annual cash income of less than about \$24,900. Moreover, the state's poverty rate and child poverty rate under the official poverty measure still have not dropped to their pre-Great Recession levels.

## California's Official Poverty Rate Continued to Decline in 2017, but Remains Above Its Pre-Recession Level

Percentage of Californians With Incomes Below the Official Federal Poverty Line



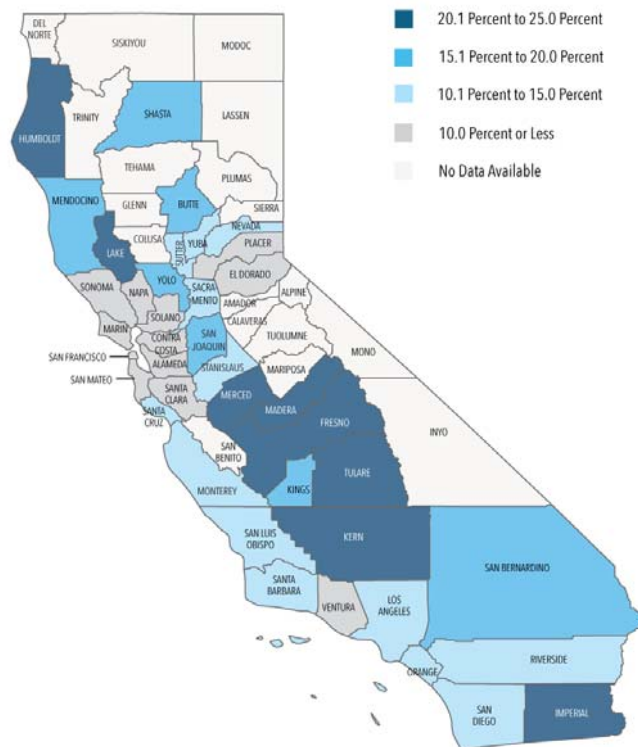
Also troubling, 2.2 million individuals, including 600,000 children, lived in deep poverty in 2017 based on the official poverty measure, meaning that their families had cash incomes of less than half of the official poverty threshold last year, or less than about \$12,400 for a two-parent family with two children. The state's deep poverty rates of 5.8% overall and 7.2% for children were lower than in 2016 (when they were 6.2% overall and 8.1% for children), but remain problematically high.

The latest Census figures also show that there are stark differences in people's economic well-being across California's counties. In 2017, the official poverty rate ranged from a low of 5.6% to a high of 24.6% across the counties, while the official child poverty rate ranged from 3.2% to 37.1%. In eight counties, more than 1 in 5 people lived in poverty, largely in the Central Valley (see Map 1). Additionally, more than 1 in 5 children lived in poverty in 14 counties, and this includes four counties — again, most in the Central Valley — where over 30% of children were in poverty (see Map 2).

### Map 1

## Poverty Rates Are High in Many California Counties

Percentage of People Living in Poverty in 2017 Based on the Official Poverty Measure



Note: Data are not available for 18 of California's 58 counties.  
Source: US Census Bureau, American Community Survey

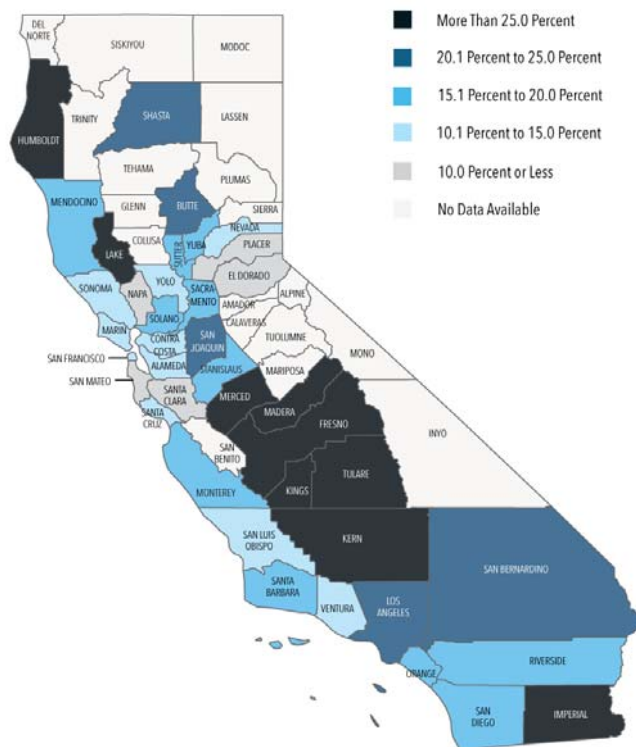
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Map 2



## Child Poverty Rates Are High in Many California Counties

Percentage of Children Living in Poverty in 2017 Based on the Official Poverty Measure



Note: Data are not available for 18 of California's 58 counties.  
Source: US Census Bureau, American Community Survey

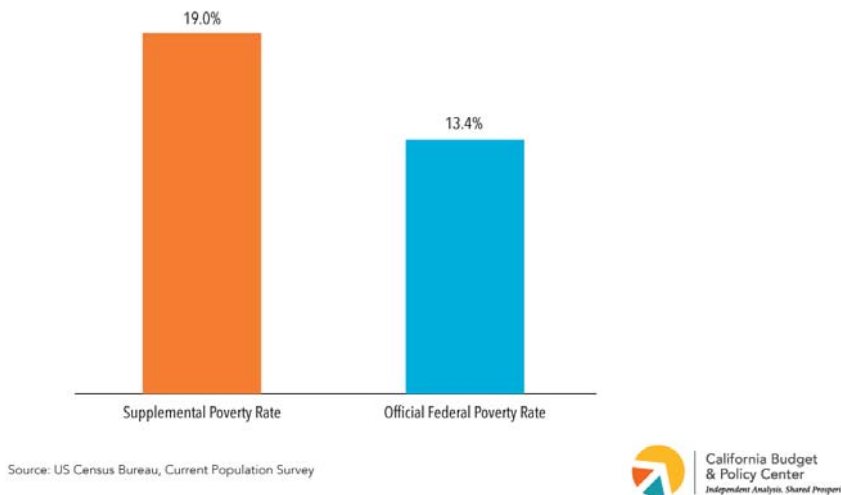


[Download map data.](#)

Although these Census figures published today show that poverty remains unacceptably high in California, they actually *understate* the problem of economic hardship in the state because they reflect an outdated measure of poverty. Census figures released yesterday based on an improved measure — the Supplemental Poverty Measure (SPM), which accounts for the high cost of housing in many parts of the state — show that roughly [7.5 million Californians](#) per year, nearly 1 in 5 state residents (19.0%), could not adequately support themselves and their families between 2015 and 2017. Under this more accurate measure of hardship, California continues to have one the highest poverty rates and by far the most residents in poverty of the 50 states.

## California's Poverty Rate Is Higher Under a More Accurate Measure of Hardship

Supplemental Poverty Rate and Official Federal Poverty Rate, 2015-2017



The new Census poverty figures underscore the need for policymakers to do more to ensure that all people can share in our state's economic progress. Some current state-level policy planning efforts, including the [Lifting Children and Families Out of Poverty Task Force](#) and the [Assembly Blue Ribbon Commission on Early Childhood Education](#), represent important opportunities to prioritize investments that will help Californians avoid and overcome poverty and address the serious [negative consequences](#) of living in poverty.

Other specific steps that policymakers can take include:

- **Reject steep cuts to public supports that help families make ends meet and get ahead.** Public supports such as food assistance through the Supplemental Nutrition Assistance Program (SNAP) (CalFresh in California) provide vital resources to help Californians make ends meet now, while also helping children in poverty succeed over the long-term, according to [research](#). Yet this month federal policymakers are considering [changes](#) to SNAP that would reduce the number of individuals able to access this support. People in [communities](#) throughout the state would likely be harmed.
- **Help families afford their basic needs.** With housing costs far [outpacing](#) many families' earnings in recent years, it has become increasingly challenging for people with low incomes to keep a

roof over their heads. [Over half](#) of California renters are housing cost-burdened, meaning that they pay more than 30 percent of their income toward housing, and nearly a third spend more than half of their income on housing. Since housing costs are most families' biggest [basic expense](#), addressing the housing affordability crisis is key to broadening economic security in California. Voters will have the chance to consider multiple [ballot measures](#) this fall that aim to address the state's housing challenges (which will be discussed in upcoming Budget Center blog posts and publications). Continuing to invest in [affordable child care](#), another major basic expense for many working families, can also make a difference.

- **Make sure workers earn enough to support themselves and their families.** Most families in poverty work, which means that low pay and not enough work hours are key barriers to economic security and opportunity. California's recent decision to gradually raise the state's [minimum wage](#) to \$15 per hour by 2023 has already [made a difference](#) for the lowest-paid workers in our state. California policymakers have also supported low-wage workers by [creating](#) the CalEITC — a refundable state tax credit that helps low-earning workers pay for basic necessities — and expanding it in recent years to benefit [all full-time minimum wage working parents and self-employed workers](#) as well as [low-income working young adults and seniors](#). Policymakers could build on this important investment by increasing the size of the CalEITC, particularly for working adults without dependent children; extending the credit to workers who remain excluded (such as [those](#) filing taxes with an Individual Taxpayer Identification Number); expanding access to [free tax preparation services](#); and ensuring that CalEITC funding is protected in future economic downturns, when tax revenues are lower but need is even greater.



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[New Census Figures Show That California Has 7.5 Million Residents Living in Poverty — More Than Any Other State](#)

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[Strengthening the Safety Net: The Role of the CalEITC](#)

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[Barriers to Higher Education Attainment: Students' Unmet Basic Needs](#)



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September 4, 2018

The Honorable Edmund G. Brown, Jr.  
Governor of California  
State Capitol, Room 1173  
Sacramento, CA 95814

**RE: Support - AB 11 (McCarty): Early and Periodic Screening, Diagnosis, and Treatment Program: Screening Services, Request for Signature**

Dear Governor Brown,

On behalf of First 5 San Mateo County, I am writing to request your signature on AB 11 (McCarty), which would ensure every infant and toddler enrolled in Medi-Cal is screened for developmental delays using a validated screening tool, three times before their third birthday. By establishing clear guidelines and oversight for developmental screening, delays will be identified earlier, and California's children will be more likely to achieve their greatest potential. Currently, California ranks 43rd in the nation for parents completing a timely developmental screenings.<sup>1</sup>

The AAP established the Bright Futures guiding recommendations for developmental screenings nearly 20 years ago, and the historic passage of the Affordable Care Act mandated developmental screenings as part of pediatric practice, yet pediatricians still rely on surveillance rather than using a validated screening tool to identify children at risk for developmental delays. If they do screen, pediatricians do not consistently use validated tools. In fact, only 37% of California pediatricians indicate that they use a validated or evidence-based screening tool to identify the majority of developmental concerns.<sup>2</sup> This lack of consistency in practice has kept California as one of the lowest-performing states for developmental screening: 70% of children with delays go undetected until kindergarten. This creates additional demands for California's special education system and puts our children at a serious disadvantage.<sup>3</sup>

AB 11 requires Department of Health Care Services to use an external quality review organization to annually review, survey, and report on managed care plan reporting and compliance with the use of validated developmental screening tools and the periodicity schedule recommended by AAP for children zero to three, an important first step in identifying and resolving inconsistencies in screening. By ensuring consistency, California's children, especially those who are low income and the most at risk for delay, will receive the timely developmental screenings that are so critical to their optimal growth and development.

**Without clear timelines and guidance from DHCS regarding how managed care will address California's under-performance in developmental screenings, we are concerned that the status quo of allowing children to go unidentified and their developmental delays to go untreated will only persist. Every day that California fails to effectively address this problem, we fail our children.**

For these reasons, we respectfully request your signature on AB 11. San Mateo County children and children from across California are depending on you to help ensure that their needs are identified as soon as possible so they may reach their fullest potential.

Sincerely,

A handwritten signature in blue ink that reads "Kitty Lopez".

Kitty Lopez  
Executive Director

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<sup>1</sup> [2016 National Survey of Children's Health](#), Data Resource Center for Child & Adolescent Health

<sup>2</sup> ["From the Doctor's Office: California Pediatrician Survey on Early Childhood Developmental Screening"](#), Center for Early Learning Silicon Valley Community Foundation, June 2017

<sup>3</sup> ["Screening for Developmental Delays Among Young Children: National Survey of Children's Health"](#); Centers for Disease Control and Prevention, 2007

## Support Kids in Foster Care

### Add your Organization to the Letter Below

***If you are already in The Children's Movement**, begin typing your organization's name in the box. Select your organization, then hit the blue button at the bottom of the page.*

***If you are new**, welcome! Hit the blue button at the bottom of the page to continue and enter your organization's information.*

The Honorable Edmund G. Brown, Jr.  
Governor, State of California  
State Capitol  
Sacramento, CA 95814

### **Re: Assembly Bill 2043 (Arambula) – REQUEST FOR SIGNATURE**

Dear Governor Brown,

The undersigned organizations below respectfully request that you sign AB 2043, which would establish the Family Urgent Response System for foster youth and their caregivers. The purpose of this Response System is to provide foster youth and their caregivers with the immediate support they need during times of emotional crisis, and link youth and families to needed supports and services to help stabilize the situation. AB 2043 supports the goals of the Continuum of Care Reform (CCR) to provide timely, in-home supports and services to help families thrive.

Children and youth in the foster care system have often experienced trauma that manifests in behaviors that can become overwhelming to their caregivers. Caregivers may feel their only options are to contact law enforcement, which can result in the criminalization of foster youth. Caregivers may feel forced to give up their foster youth, which in turn leaves the youth feeling even more abandoned and traumatized. CCR envisions that all foster youth and caregivers



receive immediate and timely supports and services regardless of the placement setting, to support long-term permanency and improved outcomes.

AB 2043 would provide current and former foster youth and their caregivers with immediate supports, by: (1) establishing a statewide, toll-free hotline available 24 hours a day, 7 days a week, for caregivers and youth who are experiencing emotional, behavior or other difficulties and need immediate help. The hotline will be staffed with operators trained in conflict resolution and de-escalation who will provide immediate assistance to help defuse the crisis and determine whether mobile, in-home support is needed; and (2) requires counties to establish mobile response teams to provide face-to-face, in-home response on a 24/7 basis to help stabilize the living situation, assess the caregiver's and child's needs and develop a plan of action. Counties will provide the family with ongoing services through the existing local network of care.

The Family Urgent Response System for foster youth and caregivers will help address traumatic experiences for foster youth, reduce law enforcement calls and needless criminalization of youth, and prevent placement disruptions. By stabilizing placements, this will promote healing and bonding for foster youth and their caregivers and support the permanency goals as envisioned by CCR.

For these reasons, we request that you sign AB 2043.

Sincerely,

The Undersigned Organizations

Next

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[https://www.smdailyjournal.com/news/local/child-care-bills-head-to-gov-jerry-brown/article\\_61556c5a-ac0a-11e8-a76d-b7522e13f8a8.html](https://www.smdailyjournal.com/news/local/child-care-bills-head-to-gov-jerry-brown/article_61556c5a-ac0a-11e8-a76d-b7522e13f8a8.html)

## Child care bills head to Gov. Jerry Brown

Legislation aims to increase access, ease provider burdens

By Anna Schuessler Daily Journal staff Aug 30, 2018 Updated Aug 30, 2018

Limited facilities, anemic revenue streams and a maze of regulations are some of the challenges San Mateo County child care providers face in making a sought-after resource available to Peninsula families.



Kevin Mullin

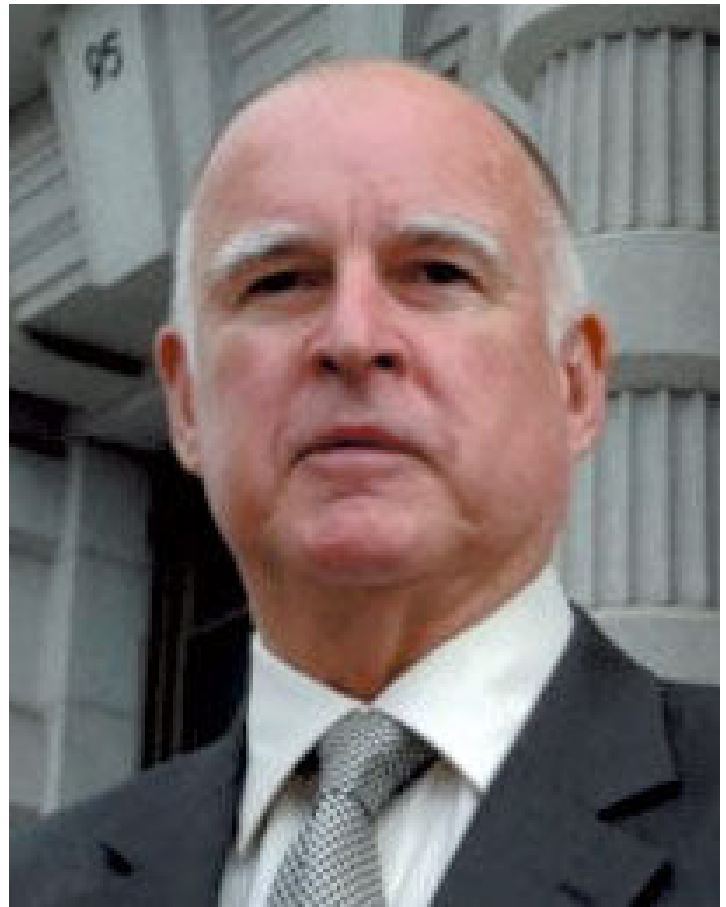


They're also the target of two bills aimed at easing the administrative burden on child care providers and increasing access to state preschool programs that cleared the Assembly floor Wednesday and are headed to Gov. Jerry Brown's desk for his

signature.

Authored by Assemblyman Kevin Mullin, D-South San Francisco, Assembly Bill 605 and Assembly Bill 2626 are set to simplify the licensing process child care providers must follow and expand eligibility criteria for children who can be served by state preschool programs, respectively.

By drafting bills designed to help address the shortage of child care across the state and especially in high-cost areas like San Mateo County, Mullin is hoping the effort boosts the availability of a resource that can improve the quality of life for a community's residents.



Jerry Brown

“Child care availability is an important piece of community infrastructure that can have a positive impact on workforce issues, like recruitment, work-life balance, absenteeism, employee retention and productivity,” he said in a press release.

David Fleishman, executive director of the Child Care Coordinating Council, or 4Cs, commended the bills for making meaningful progress on meeting family needs while considering the bureaucratic structure surrounding child care resources provided in the state.

By expanding the income eligibility threshold for families seeking state preschool and other early childhood education opportunities, extending the time they can receive services once they are deemed eligible and ensuring staff development opportunities are included state-sponsored child care programs, AB 2626 has the potential to give more equitable access to state child care programs, explained Fleishman.

Fleishman and Nirmala Dillman, who represents the San Mateo County Office of Education as a coordinator of the Child Care Partnership Council, have been shaping the first pilot program in the state aimed at designing eligibility requirements for state preschools that were more responsive to the needs of San Mateo County residents. Because of the high cost of living in the county, Fleishman said state thresholds for median income don't always capture those in the county who could benefit from state services.

Fleishman and Dillman have seen 12 other counties in the state follow in the county's footsteps to advocate for pilot programs affording them local flexibility to design eligibility requirements for state preschools. In applying many of the exceptions tested in the 13 pilot programs to families and providers across the state, the bill is expected to similarly increase access to early learning and child care programs for residents in the rest of the state's 58 counties, he said.

"We know that families need care," he said. "It's a hardship when they need care and they want care and it's not around."

Dillman also looked to AB 605, which would create a single integrated license for child care centers, to ease the administrative burden providers face and, in turn, boost the number of options families have when making decisions about their children's care.

Because child care providers are currently required to apply for separate licenses depending on the age range of the children they serve, Dillman said they may have to apply for several licenses to provide care for children of various ages since different licenses are required for infants under the age of 2, children between 2 years of age and first-grade and school-age children under 13.

By simplifying the licensing process for child care centers and maintaining the existing caregiver qualifications and staffing ratios, AB 605 is set to cut down on the administrative work and number of inspections child care providers have to make time for and also make it easier for them to make decisions on whether they should expand their services to include children in other age ranges.

"They don't need to stop everything and apply for a whole new license and start all over again," she said.

With a growing need for infant and toddler child care, which is also among the most expensive care to provide, Dillman was encouraged by the effort to remove any unnecessary burdens providers face.

Fleishman also voiced support for the AB 605 as a way of opening up more economic options for child care providers, who already contend with a workforce shortage, as well as families with children of different ages. He has noticed growing awareness of the importance of high-quality child care and how it can shape a child's trajectory, and pegged the bill as a critical step in supporting families and children much earlier in their lives.

"This will make a big difference in serving kids with continuity, serving families in a way that makes more sense for them and helping the field stay afloat," he said.

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**We're celebrating two decades  
of prioritizing children in  
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1346 Saratoga Drive, San Mateo, CA  
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Thursday, November 1st  
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Join us for the High 5 Leadership Awards,  
a magic show by Senator Jerry Hill, fun with  
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**Lunch will be provided!**



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**DATE:** September 24, 2018  
**TO:** First 5 San Mateo County Commission  
**FROM:** Kitty Lopez, Executive Director  
**RE:** Committee Updates

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**Program, Operations and Planning Committee, September 10, 2018**

Commissioners Present: Sandra Philips-Sved (Chair), Anne Campbell, Nicole Pollack  
Public Member: Harvey Kaplan (Absent)  
Staff: Kitty Lopez, Michelle Blakely, Myra Cruz

1. **Emerging Projects Update**

First 5 San Mateo County's (F5SMC), Director of Program and Planning, Michelle Blakely provided updates on the following:

- **Workforce Development** – The Workforce Development Committee of the Child Care Partnership Council is reviewing the child care workforce needs in San Mateo County (SMC). A local representative from Cañada College, Melinda Day, has been advocating to have a university such as San Francisco State University or Cal State East Bay, host a Bachelor of Arts program for teachers in SMC at Cañada College or Skyline College. It is estimated that it needs \$150,000 to run this program. F5SMC is planning to contribute. The program will start either Fall 2019 or Spring 2020. Day is scheduled to make a presentation in the future Commission Meeting to discuss the data workforce study.

- **Community Collaborative for Children's Success**

The County Manager asked County Departments to do a planning project for reducing and preventing juvenile detention rate in SMC. The Health Policy and Planning Department is taking the lead in implementing this project. They analyzed data points and indicators of youth challenges and readiness by city zip code, and it was narrowed to four communities with the highest need: South San Francisco, Daly City, East Palo Alto, and North Fair Oaks in Redwood City. To get feedback from these neighborhoods on their challenges and needs, a survey will be given to providers, caregivers, and parents, as well as hosting community input session. The outcomes would be helpful in developing landscape and asset maps for these neighborhoods. F5SMC staff reviewed the survey to make sure that 0 – 5 year olds are included in the questionnaires with language that better captures the experiences of young children and their caregivers. F5SMC is working with Health Policy & Planning to determine the density of children at risk in the neighborhoods identified by the Community Collaborative for Children's Success. The goal is to provide a recommendation to County Manager and Department Heads in Spring of 2019. The County allocated \$2.5 million from the Measure K funds for the implementation of this project.

Committee Members provided comments and asked questions.

The handouts that were distributed at this meeting can be found at [www.first5sanmateo.org](http://www.first5sanmateo.org) website.

2. **Help Me Grow Call Center Process Update**

Blakely reported that Request for Qualifications (RFQ) for Help Me Grow (HMG) Call Center went out last Friday, and two agencies submitted their proposals. The Review Panel will review their proposals this week. HMG will provide a centralized access point for providers and parents with special needs children to call to connect them with services. A feasibility study was done to make sure that there is no duplication of services in the County. HMG has four main components: access point, family community outreach, outreach to health providers, and data collection analysis. A recommendation will be presented in the September Commission Meeting.

Committee Members provided comments and asked questions.

3. **Local and Regional Children's Fund Efforts**

F5SMC's Executive Director, Kitty Lopez, shared that F5SMC and partners are exploring ideas and strategies for obtaining funds for children for various services after 2020. Several counties in the bay area are also exploring local children's funding efforts and some have been successful in securing local funds from Proposition 64, ballot measures etc.

4. **Policy, Advocacy and Communication Committee**

Kitty Lopez shared that F5SMC staff are thinking about creating a Policy, Advocacy, and Communication Ad Hoc Committee to focus on policy and communications tools to reach various audiences to help them understand early childhood issues. There is an F5SMC internal communication team that meets regularly with our communication firm, RSE, but it would also be beneficial to get additional Commissioner's perspective on specific strategies and activities. The Committee agreed forming an ad-hoc would be beneficial.

The next Program, Operations and Planning Committee Meeting is scheduled on Monday, October 1, 2018.

**Finance & Administration Committee, Meeting September 10, 2018**

Commissioners Present: Michael Garb, Rosanne Foust, Pam Frisella  
Staff: Kitty Lopez, Khanh Chau

1. **Review and Recommend Approval of the F5SMC's FY2017-2018 Budget Close-Out as of June 30, 2018**

Kitty Lopez stated that we need an official approval of the F5SMC's FY2017-2018 Budget Close-Out as of June 30, 2018 for the audit report issuance. Kitty Lopez briefly stated that we have received higher Interest and Tobacco Tax Revenues and additional revenues from various private grants; there is under spending in both Program Appropriations and Administrative Appropriations including under spending of various grants at the end of the grant terms, under spending in the Policy, Advocacy, Communications, and System Changes (PAC) – Unallocated Fund, and in various Administrative budget lines; we have higher Ending Fund Balance than initial projection at the end of FY2017-2018 Budget Close-Out.

Committee members reviewed FY2017-2018 Budget Close-Out documents; asked questions about under spending grants and composition of the Other Services Charges. Staff Khanh Chau responded that while most grants are fully expended at the end of the grant terms. Some agencies have underspending due to staff recruitment issues.

Committee members stated that the presented FY2017-2018 Budget Close Out as of June 30, 2018 are clean, clear, and straight forward document. Committee members endorsed its approval recommendation.

The next Finance and Administration Committee Meeting is scheduled on Monday January14, 2019

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