

FIRST 5 SAN MATEO COMMISSION MEETING

HOW TO PARTICIPATE

- Commission and others, we recommend to be on the call Monday at 3:40 PM so we can test prior to the 4 PM meeting start time and ensure that you have connection.
- Please note that public is attending this meeting and they may join early so please keep that in mind
- Be sure to mute your microphone during the meeting until called upon to speak; and
- If you plan to join by phone, please let Myra Cruz or other First 5 Staff know the phone number in advance so we can identify you to the Commission, and we will rename your masked phone number to show your name instead. We highly encourage that you join early so we can make this change, OR you can email us your phone # ahead of time to ecruz@smcgov.org .

- **JOINING VIA ONLINE:**

For those attending the meeting on the Zoom videoconference, (click the link listed on the agenda), we will use the “raise hand” feature in order to organize any public comments. During the general public comment period, and for each item on the Regular Agenda, F5SMC Staff, will ask those members of the public who wish to comment to click the “raise hand” feature to raise your hand to speak on that agenda item.

- **JOINING BY PHONE:**

The phone number is listed on the agenda.

Press *6 to mute and unmute your phone

Press *9 if would like to speak. This would notify the staff that you would like to speak.

Please note that members of the public must wait for the prompt in connection with each Agenda item before using the raise hand function. For example, you cannot raise your hand at the beginning of the meeting for an Agenda item that is later in the meeting.

When you hear your name called, F5SMC Staff, will unmute your mic to begin speaking. You may only speak once per agenda item.

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

As authorized by Governor Newsom’s Executive Orders N-25-20 and N-29-20, dated March 12, 2020 and March 17, 2020 respectively, the meeting will be held via teleconferencing with members of the Commission attending from separate remote locations. The meeting will be held and live cast from the following location where members of the public shall have the right to observe and offer public comment:

DATE: Monday, February 22, 2021

TIME: 4:00 PM – 6:00 PM

Join Zoom Meeting

Online:

<https://smcgov.zoom.us/j/91722273690?pwd=Y3ppL1NseGlxZ1BZd3VVL2c2Y1BTUT09>

Phone: +1 669 900 6833

Webinar ID: 917 2227 3690, Passcode: 990994

This altered format is in observance of the recommendation by local officials that certain precautions be taken, including social distancing, to address the threat of COVID-19.

AGENDA		
Call to Order and Preliminary Business		
1	Roll Call	4:00 PM
2	Public Comment	
3	Action to Set Agenda for February 22, 2021 Meeting and Approve Consent Agenda Items <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	4:05 PM
5	Storytelling: First 5 Work/Impact Family Development Credential Training by Leanne Hay, Children’s Services Manager, Institute for Human and Social Development	4:10 PM
Discussion Item		
6	Friday CAFEs (Community and Family Engagement): Story of Connections by Soodie Ansari Coordinator, Early Learning Dual Language Support, Early Learning Support Services, San Mateo County Office of Education Valerie Higgins, Child Care Provider, Parent Voices Family Leader, Friday CAFÉ Advisory Council Member and Conversation Catalyst	4:20 PM

	Karla Rodriguez, Project Specialist, Early Learning Support Services, San Mateo County Office of Education	
7	Masking in Preschools by Dr. Stephanie Nguyen Lai, Pediatrician, Palo Alto Medical Foundation and Dr. Mary Rhee, Pediatrician, Kaiser Permanente	4:40 PM
8	First 5 San Mateo County Website Presentation by Laura Bowen, Communications Director, and Elizabeth Campos, Communications Specialist, VIVA Social Impact Partners	5:05 PM
Action Item		
9	Approval of First 5 San Mateo County's FY 2020-21 Revised Budget and the Use of Ending Fund Balance (Ending Reserves) to Fund FY 2020-21 Revised Budget (See Attachment 9)	5:20 PM
10	<p>A) Approval of Second Amendment to Agreement No. 19500-19-D012 with San Mateo County Office of Education for the EQ+IP Program, Extending the Term of the Agreement through June 30, 2021 at No Additional Cost; Direct staff to Execute the Second Amendment Regarding Same. (See Attachment 10)</p> <p>B) Approval of Second Amendment to Agreement No. 19500-19-D010 with AbilityPath for the Watch Me Grow Program, Extending the Term of the Agreement through June 30, 2021 at No Additional Cost; Direct staff to Execute the Second Amendment Regarding Same. (See Attachment 10)</p>	5:25 PM
Informational Items		
11	Report of the Executive Director (See Attachment 11)	5:30 PM
12	Committee Updates (See Attachment 12)	5:45 PM
13	Adjournment	6:00 PM

* **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. 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 documents are also available on the First 5 Internet Web site at www.first5.smcgov.org.

Individuals who require special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Myra Cruz, by 12 Noon on Friday, February 19, 2021 at 650.372.9500 x232 and/or ecruz@smcgov.org. Notification in advance of the meeting will enable the Commission to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

First 5 San Mateo County Commission Meeting

CONSENT AGENDA

February 22, 2021

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.

- 3.1 Approval of the January 25, 2021 Commission Meeting Minutes
(See Attachment 3.1)

**First 5 San Mateo County (F5SMC)
COMMISSION MEETING MINUTES
January 25, 2021
San Mateo County Office of Education**

Call to Order & Roll Call**1. Roll Call**

Commission Members: Alexis Becerra, Rosanne Foust, Pam Frisella, Carole Groom, Nancy Magee, Sandra Phillips-Sved, Louise Rogers
Ryan Teh (Youth Commissioner)

Commission Members Absent: Ken Cole, Neel Patel

Staff: Kitty Lopez, Michelle Blakely, Khanh Chau, Karen Pisani, Emily Roberts, Jenifer Clark, Mey Winata, Myra Cruz

County Counsel: Monali Sheth

A quorum was present. Commissioner Rogers called the meeting to order at 4:02 PM; roll call was taken. The Commission welcomed Commissioner Carole Groom.

2. Public Comments: None**3. Action to Set Agenda for January 25, 2021 Meeting and Approve Consent Agenda Items**

MOTION: FRISELLA/ SECOND: BECERRA

AYES: BECERRA, FOUST, FRISELLA, GROOM (For January 25, 2021 Set Agenda Only), MAGEE, PHILLIPS-SVED, ROGERS

NOES: NONE

ABSTAIN: NONE

Motion approved.

4. Commission Announcements:

- F5SMC's Executive Director, Kitty Lopez, acknowledged the presence of former F5SMC Commissioner and current Program, Operations, and Program Committee Member, Dr. Harvey Kaplan at the meeting.
- Commissioner Rogers shared that the COVID-19 vaccine has not been rolled out to children or adolescents in California or in the United States to her knowledge because it has not been fully tested for this age group. It is true that the Pfizer vaccine has been tested and is approved for youth over 16-years-old, and there are some children over 16 that have received the vaccine, but there is no widespread effort to administer to children because it has not been thoroughly tested yet.
- Commissioner Magee praised National Poet Laureate, Amanda Gorman, for her poet delivery and powerful message during the presidential inauguration.

5. Storytelling: First 5 Work/Impact

Laura Bent, Chief Operating Officer of Samaritan House, shared their involvement with San Mateo County Event Center (SMCEC) in delivering child care and PPE supplies to the community. SMCEC's CEO approached them and expressed that their drivers are overwhelmed with the deliveries of the supplies to the families around the county and thus needed help. One of the drivers of the Samaritan House volunteered to assist SMCEC as he is very appreciative with all the work being done in the community.

6. Roundtable Collaborative Network Analysis

Jenifer Clark, F5SMC's Research and Evaluation Specialist, shared the outcomes of the Social Network Analysis of the Roundtable Collaborative and highlighted the following:

- Background of Social Network Analysis.
- Twenty-two agencies were invited to participate and received a 89.9% Response Rate & 90.9% Completion Rate.
- Calculations of value and trust are key to the analysis.
- Data outcomes such as the top three drivers of successes are bringing together diverse stakeholders, exchanging information & knowledge and key agencies taking and holding ownership. Top Barrier to success is staffing issues at participating agencies.
- Findings for inter-agency relationships including facilitators of successful collaboration and barriers to successful collaboration.
- Key takeaways: The Roundtable exhibits high levels of value and trust and, is seen as a valuable resource for coordinating client care. The ability to share information amongst agencies is critical and should be bolstered, and there are times when some members feel their perspectives are not heard or valued.

The Commission asked questions and made comments.

The PowerPoint Presentation can be found on the F5SMC's website, [January 25, 2021 Commission Meeting Presentations](#).

7. Oral Health Strategy Update

Emily Roberts, F5SMC's Health and Development Specialist provided an update on Oral Health Strategy and highlighted the following:

- Original intent of the Oral Health Strategy and background of F5SMC recent oral health investment in the Virtual Dental Home.
- COVID-19 impacts to children's oral health such as closed dental clinics with the exception of emergency procedures; closure of schools and the need for sable cohorts for those that remain open present significant barriers for co-located oral health services.
- Proposed pivot for FY 2021 – 2022 includes issuing a Request for Proposal for preventative oral health educations, advocacy, and service strategies for FY 2021 – 2022, and allocating up to \$250,000 of the overall \$375,000 earmarked for the initial 3-year term of the current plan.
- Likely priorities are partnerships with other providers and systems continuing to serve families, and activities that can be implemented on short timeline to meet immediate needs.

The Commission asked questions and made comments.

The PowerPoint Presentation can be found on the F5SMC's website, [January 25, 2021 Commission Meeting Presentations](#).

8. Reappointment of Commissioner Rosanne Foust to F5SMC Commission for her second 3-year term, expiring December 31, 2024

Kitty Lopez asked for an approval of this agenda item and added that the San Mateo County Board of Supervisors passed the recommendation in their December 8, 2020 Board of Supervisors meeting.

MOTION: PHILLIPS-SVED/ SECOND: FRISELLA
AYES: BECERRA, FOUST, FRISELLA, GROOM, MAGEE, PHILLIPS-SVED, ROGERS
TEH (Youth Commissioner)

NOES: NONE
ABSTAIN: NONE

Commission shared their comments.

Motion approved.

Public Comment: None

9. Executive Director's Report

The Executive Director's written report was included in the [January 25, 2021 Commission Meeting Packet](#). Kitty Lopez, highlighted the following:

- Quality Counts SMC submitted recommendations to the Quality Counts Regional Hub for an Equity Implementation Plan.
- The SMC Board of Supervisors approved Measure K funding to support Build Up for San Mateo County's Children Initiative. Lopez acknowledged Commissioner Groom for her support with this initiative.
- Greystar is supporting Child Care Center operator totaling a \$3 to \$4 million investment by providing free rent with not added lease costs, 10 to 15-year lease term, and tenant improvements.
- F5SMC held a Grantee Reporting Training on January 13, 2021.
- Governor Gavin Newsom appointed California Surgeon General, Nadine Burke Harris, to serve New First 5 California Commission Chair.
- Racism as Root Cause Approach: A New Framework, an article released by American Academy of Pediatrics' Anti-racism framework.
- F5SMC's Quarterly Newsletter was released on December 15, 2020.

10. Committee Updates

Early Childhood Evaluation Committee:

Commissioner Rogers reported that the Committee met on January 11, 2021, and the Committee elected her as the Committee Chair. They discussed the County Manager's Office new equity informed measures; disaggregating current service numbers by race/ethnicity and language and considered how we might incorporate income and geography into these measures; social progress index that some County departments are using; and challenges on data collection.

Commissioner Rogers adjourned the meeting at 5:15 PM for a Closed Session, and no report will be provided after the Closed Session.

DATE: February 22, 2021
TO: First 5 San Mateo County Commission
FROM: Kitty Lopez, Executive Director
RE: Approval of First 5 San Mateo County's FY 2020-21 Revised Budget and the Use of Ending Fund Balance (Ending Reserves*) to Fund FY 2020-21 Revised Budget

ACTION REQUESTED

Approval of First 5 San Mateo County's FY 2020-21 Revised Budget and the Use of Ending Fund Balance (Ending Reserves*) to Fund FY 2020-21 Revised Budget

FY 2020-21 REVISED BUDGET ASSUMPTIONS

- As per F5SMC's Strategic Plan FY 2020-23 approved by the Commission, the Commission approved higher Community Investments than its fiscal revenues by drawing down the Ending Fund Balance (Ending Reserves*) to fund the strategic initiatives that are part of the Strategic Plan. As a reminder, F5SMC has continued to draw down \$2-3 million per year, per the Strategic Plan FY 2020-23 and per Long-Term Financial Plan.
- COVID-19 and shelter-in-place order has caused delayed execution of Strategic Plan Implementation Plan (SPIP) FY 2018-20 contracts.
- Commission approved (1) SPIP FY 2018-20 underspending fund carry over and (2) No-Cost Extension for the SPIP FY 2018-20 executed contracts at its May 18, 2020 and June 22, 2020 Commission Meetings respectively.
- The Appropriations amounts for No-Cost Extension and SPIP FY 2018-20 Fund Carry Over were unknown or estimated at the time of the Initial Adopted Budget approved in May 2020; they are revised in the Revised Budget each year.
- FY 2020-21 Revised Budget is created after the FY 2019-20 Financial Audit completion when under spending contracts and Audited Ending Fund Balance (as of 6.30.2020) become available, and after the close of the FY 2019-2020
- FY 2020-21 Initial Adopted Program Budget was approved by Commission on May 25, 2020 and was based on the approved SPIP FY 2020-23 Funding Allocations while contract negotiations were ongoing; the specific contract budgets for FY 2020-21 become available after contracts were finalized and executed.
- FY 2020-21 Revised Budget is necessary to honor SPIP contract obligations, No Cost Extension Contracts, and Other Grant executions as agency won various new grant awards; and to encumber appropriate Appropriations/funds in County Accounting System as part of contract executions. This is done each year at this time.

SUMMARY OF FY 2020-21 REVISED BUDGET

F5SMC's FY 2020-21 Revised Budget with the summary of budget changes as follows:

	FY 2020-21 Initial Adopted Budget	FY 2020-21 Revised Budget	Increase / (Decrease) \$	Increase / (Decrease) %
Beginning Fund Balance (Beginning Reserves*)	9,396,699	11,610,847	2,214,148	24%
Total Revenues	6,352,467	6,503,072	150,605	2%
Total Available Fund (Total Sources*)	15,749,166	18,113,919	2,364,753	15%
Total Appropriations (Net Appropriations*)	7,623,522	8,689,295	1,065,773	14%
Ending Fund Balance (Ending Reserves*)	8,125,644	9,424,624	1,298,980	16%
Total Requirements* (Net Appropriations* + Ending Reserves*)	15,749,166	18,113,919	2,364,753	15%
Surplus / (Deficit) (Total Revenues – Net Appropriations*)	(1,271,055)	(2,186,223)	(915,168)	72%

Total Sources, Net Appropriations*, Reserves*, Total Requirements* are budget terminologies used by the County of San Mateo. Since March 2018, F5SMC has applied budget terminologies used by the County to the F5SMC Budget*

**** Please read this Budget memo in conjunction of FY 2020-21 Revised Budget Details presented in Attachments 9A,9B, 9C (Schedule 1 and Schedule 2).**

FISCAL IMPACTS

Beginning Fund Balance is adjusted with an increase of \$2,214,148 as per the audited Ending Fund Balance, F5SMC's audit report for the year ending 6.30.2020, page 35.

The net change of Ending Fund Balance (Ending Reserves*) as the result of the budget adjustments in Total Revenues and Total Appropriations will be an increase of \$1,298,980 in the FY 2020-21 Revised Budget.

FY 2020-21 Revised Budget changes result in a Budget Deficit of \$2,186,223; this represents a higher Budget Deficit by \$915,168 than the Budget Deficit in the FY20-21 Initial Adopted Budget. Therefore, we will draw from the Reserves* to fund the Community Investments.

For County Controller Office, the purposes of the Appropriations Transfer Request (ATR) for the F5SMC's FY2020-21 Revised Budget in the County Budget System, the Fund Balance has not been adjusted

The Administrative Cost Rate is 9%, which remains below 12% of the approved Administrative Cost Policy for the FY 2020-21.

ACTION REQUESTED

Approval of First 5 San Mateo County's FY 2020-21 Revised Budget and the Use of Ending Fund Balance (Ending Reserves*) to Fund FY 2020-21 Revised Budget.

DETAILS OF FY 2010-21 REVISED BUDGET

Details of FY 2020-21 Revised Budget are presented in Attachments 9A, 9B, 9C (Schedule 1, and Schedule 2).

A. BEGINNING FUND BALANCE (Beginning Reserves*)

Beginning Fund Balance (Beginning Reserves*) produce a net increase of \$2,214,148 or 24% increase.

- Beginning Fund Balance (Beginning Reserves*) is adjusted as per F5SMC's audit report for the year ending 6.30.2020, page 35.

B. TOTAL REVENUES

Total Revenues produce a net increase of \$150,605 or 2% increase

- \$60,000 reflects Interest Revenue increase due to higher interest earning rates;
- \$149,902 reflect Other Grant Revenues increases associating with new grant awards (IMPACT HUB FY2 200-21 and Help Me Grow Call Centers FY 2020-21);
- (\$59,297) reflect Other Grant Revenues decreases associating with reallocation grant fund across 2-3 years grants, as grants executed.

C. TOTAL AVAILABLE FUND (Total Sources*)

Total Available Funds (Total Sources*) produce a net increase of \$2,364,753 or 15% increase.

Major contributions to 15% net increase in Total Available fund are attributable to adjusted Beginning Fund Balance, higher Interest revenue projections, and various new grant award revenues.

D. PROGRAM APPROPRIATIONS

Total Program Appropriations produce a net increase of \$1,065,773 or 16% increase

Major contributions to 16% net increase in Total Program Appropriations are associated with the No Cost Extension Agreement amounts and the increase of SPIP FY18-20 Carry Over amount, both of which became available after FY 2019-20 closed; and the executions of various new grant awards.

SPIP FY 2018-20 Carry Over: net increase of \$225,000

- \$100,000 increase in Children Health Development - Carry Over
- \$50,000 increase Other Evaluation Projects - Carry Over
- \$50,000 increase in PAC - Carry Over
- \$25,000 increase in Emerging Project - Carry Over

SPIP FY18-20 No Cost Extension: net increase of \$580,356.

- \$19,067 increase in Family Engagement – No Cost Extension
- \$149,411 increase in Children Health Development – No Cost Extension
- \$314,649 increase in Early Learning – No Cost Extension
- \$28,050 increase in Evaluation – No Cost Extension

- \$69,179 increase in PAC – No Cost Extension

Other Grants: net increase of \$260,418

- \$42,418 increase for the new FY 2020-21 IMPACT HUB TA Grant execution;
- \$35,000 increases for the new FY 2020-21 Help Me Grow Call Centers Grant execution.
- \$18,000 increase for the Help Me Grow Grant execution
- \$35,000 increase for the new ACES Aware Grant execution
- \$130,000 increase for the Build Up Kids Facilities Grant execution, which has been delayed due to COVID 19.

Program Operations: Neutral variance

- \$5,000 increase in the allocated Revised Operating Budget FY 2020-21 (Schedule 1)
- (\$5,000) decrease in the allocated Revised Operating Budget FY 2020-21 (Schedule 1)

E. ADMINISTRATIVE APPROPRIATIONS

Total Administrative Appropriations produce a neutral variance

- \$5,000 increase in the allocated Revised Operating Budget FY 2020-21 (Schedule 1)
- (\$5,000) decrease in the allocated Revised Operating Budget FY 2020-21 (Schedule 1)

F. REVISED OPERATING BUDGET FY 2020-21 (Schedule 1)

Revised Operating Budget FY 2020-21 produce a neutral variance

Net Increases by \$10,000

- \$10,000 increase in A-87 allocated Indirect Cost due to increase in County's allocated underfunded pension liabilities.

Net Decreases by \$10,000

- (\$2,000) decrease in General Office Supplies due to working remotely;
- (\$5,000) decrease in Meeting and Conference Expenses due to working remotely;
- (\$3,000) decrease in Other Business Travel Expenses working remotely.

G. SALARIES AND BENEFITS (Schedule 2): No changes

H. TOTAL APPROPRIATIONS

Total Appropriations (Net Appropriations*) produce a net increase of \$1,065,773 or 14% increase

Major contributions to 14% net increase in Total Appropriations are associated with the No Cost Extension Agreement amounts and the increase of SPIP FY18-20 Carry Over amount, both of which became available after FY 2019-20 closed; and the executions of various new grant awards.

I. ENDING FUND BALANCE

Ending Fund Balance (Ending Reserves*) produce a net increase of \$1,298,980 or 16% increase

Major contributions to 16% net increase in Ending Fund Balance are associated with adjusted Beginning Fund Balance, higher Interest Revenue projection and various new grant award revenues.

J. GLOSSARY

1. Per the County Budget Act (Government Code §§ 29000-29144, 30200 and 53065), the County Manager's Office and the County Controller's Office have requested F5SMC include the language of the use of Fund Balance (Reserves*) in its Budget memo to the Commission.
2. Total Sources*, Net Appropriations*, Reserves*, Total Requirements* are budget terminologies used by the County of San Mateo. Since March 2018, F5SMC has applied budget terminologies used by the County to the F5SMC Budget
3. Since its inception, F5SMC has used different terminologies in its audit reports, budget documents, and Long-Term Financial Plan than those used by the County of San Mateo. The rationales are for (1) comparable terminologies used across F5SMC's audit reports, budget documents, and Long-Term Financial Plan; (2) for the usefulness of the general public; and (3) for consistent language used by First 5 California and by other First 5 Commissions throughout the State. Since March 2018, F5SMC added budgetary terminologies used by the County to F5SMC Budget.
4. First 5 uses an encumbrance system in the County's general ledger system, OFAS, to assist in controlling expenditures. Purchase orders, contracts, and other commitments for the expenditure of monies are recorded under this system in order to reserve applicable appropriations (Note 16, Budget Accounting and Encumbrances, F5SMC's Audit Report for the year ending 6.30.2020, page 33)

FIRST 5 SAN MATEO COUNTY

FY 20-21 REVISED BUDGET SUMMARY

	FY20-21 Adopted Budget	Increase (\$)	Decrease (\$)	FY20-21 Revised Budget	FY20-21 Revised Budget vs. FY20-21 Adopted Budget (%)
BEGINNING FUND BALANCE (Beginning Reserves*)	9,396,699	2,214,148	-	11,610,847	124%
A. Interest Revenue	85,467	60,000	-	145,467	170%
B. Tobacco Tax Revenue	5,064,000	-	-	5,064,000	100%
Tobacco Tax Revenue Fiscal Year Allotments	5,064,000	-	-	5,064,000	100%
SPIIP FY18-20 Carry Over to FY 20-21					
C. Other Grant Revenues	1,203,000	149,902	(59,297)	1,293,605	108%
F5CA Other Grants / IMPACT Grant	400,000	-	-	400,000	100%
Non-Tobacco Tax Grants (DLP, PHD, SHD, MHSA)	803,000	149,902	(59,297)	893,605	111%
TOTAL REVENUES	6,352,467	209,902	(59,297)	6,503,072	102%
TOTAL AVAILABLE FUND (Total Sources*)	15,749,166	2,424,050	(59,297)	18,113,919	115%
PROGRAM APPROPRIATIONS					
D1. Strategic Plan Investment - SPIIP FY 20-23	3,780,000	-	-	3,780,000	100%
Community Investments (FE, CH&D, EL)	3,180,000	-	-	3,180,000	100%
Evaluation	113,000	-	-	113,000	100%
Policy, Advocacy, & Communications (PAC)	487,000	-	-	487,000	100%
D2. Strategic Plan Investment - SPIIP FY 18-20 Carry-Over	850,000	225,000	-	1,075,000	126%
Community Investments (FE, CH&D, EL)	300,000	100,000	-	400,000	133%
Evaluation	300,000	50,000	-	350,000	117%
Policy, Advocacy, & Communications (PAC)	250,000	75,000	-	325,000	130%
D3. No Cost Extension SPIIP FY18-20	-	580,355	-	580,355	
Family Engagement	-	19,067	-	19,067	
Children Health & Development - Carry Over	-	149,411	-	149,411	
Early Learning - Carry Over	-	314,649	-	314,649	
Other Evaluation Projects - Carry Over	-	28,050	-	28,050	
PAC - Carry Over	-	69,179	-	69,179	
E. Other Grants	1,003,000	260,418	-	1,263,418	126%
F5CA Other Grants / IMPACT Grant	350,000	-	-	350,000	100%
Non-Tobacco Tax Grants (DLP, PHD, SHD, MHSA)	653,000	260,418	-	913,418	140%
F. Program Operations	1,217,033	5,000	(5,000)	1,217,033	100%
Program Shared Operating Budget	194,250	5,000	(5,000)	194,250	100%
Program Staff S&B & Shared Admin Staff Time	844,055	-	-	844,055	100%
Evaluation Staff S&B	178,728	-	-	178,728	100%
Total Program Appropriations (D1+D2+D3+E+F)	6,850,033	1,070,773	(5,000)	7,915,807	116%
ADMIN APPROPRIATIONS					
G. Admin Shared Operating Budget	194,250	5,000	(5,000)	194,250	100%
H. Admin Staff S&B	579,239	-	-	579,239	100%
Total Admin Appropriations (G+H)	773,489	5,000	(5,000)	773,489	100%
TOTAL APPROPRIATIONS (Net Appropriations*)	7,623,522	1,075,773	(10,000)	8,689,295	114%
Surplus / (Deficit) (Total Revenues - Total Appropriations)	(421,055)	(421,054)	(421,053)	(421,052)	100%
ENDING FUND BALANCE	8,125,644	1,348,277	(49,297)	9,424,624	116%
Total S&B	1,602,022	-	-	1,602,022	100%

	ORG/ACCT#	FY20-21 Adopted Budget	Increase (\$)	Decrease (\$)	FY20-21 Revised Budget	FY20-21 Revised Budget vs. FY20-21 Adopted Budget (%)	Notes to FY 2020-21 Revised Budget
BEGINNING FUND BALANCE (Beginning Reserves*)		9,396,699	2,214,148		11,610,847	124%	Beginning Fund Balance of FY 20-21 is adjusted to Ending Fund Balance as of 6.30.2020 as per the outcome of audit report, page 35.
A. Interest Revenue	19510-1521	85,467	60,000		145,467	170%	Higher Interest earning rate in Q1 and Q2.
B. Tobacco Tax Revenue		5,064,000	0	0	5,064,000	100%	
Tobacco Tax Revenue Fiscal Year Allocations	19510-1861	5,064,000			5,064,000	100%	
C. Other Grant Revenues		1,203,000	149,902	(59,297)	1,293,605	108%	
F5CA IMPACT Grant FY20-23	19510-1861	400,000			400,000	100%	
F5SF IMPACT HUB TA FY20-21	19510-2643	0	49,902		49,902		New grant award FY20-21
Mental Health Services MHSA Prop 63	19510-2643	200,000		(15,297)	184,703	92%	
Peninsula Healthcare District - HMG Call Center Grant FY19-20	19510-2643	35,000			35,000	100%	Grant term ends 12.31.2020
Peninsula Healthcare District - HMG Call Center Grant FY20-21	19510-2643		50,000		50,000		New grant award with grant term 1.1.2021 to 12.31.2021
David Lucile Packard- Help Me Grow FY20-22	19510-2643	75,000			75,000	100%	
Sequoia Healthcare District - Special Needs Grant FY20-23	19510-2643	407,000		(44,000)	363,000	89%	Allocation of grant award fund across 3 years
Sequoia Healthcare District - Mental Health Grant FY20-23	19510-2643	86,000			86,000	100%	
Aurrera Health Group - ACES Awa	19510-2643		50,000		50,000		
TOTAL REVENUES		6,352,467	209,902	(59,297)	6,503,072	102%	Net increase of 2% associated with higher Interest Revenue projection, and various new grant award revenues.
TOTAL AVAILABLE FUNDS (TOTAL SOURCES*)		15,749,166	2,424,050	(59,297)	18,113,919	115%	Net increase of 15% associated with adjusted Beginning Fund Balance, higher Interest Revenue projection and various new grant award revenues.
APPROPRIATIONS							
PROGRAM APPROPRIATIONS							
D1. Strategic Plan Investment - SPIP FY 20-23		3,780,000	0	0	3,780,000	100%	New strategic plan FY20-23 execution started July 1, 2020 continues, as the new funding cycle began.
Family Engagement	19540-6125	1,060,000			1,060,000	100%	
Children Health & Development	19540-6156	1,060,000			1,060,000	100%	
Early Learning	19540-6263	1,060,000			1,060,000	100%	
Grant Management and Other Evaluation Projects	19540-6265	113,000			113,000	100%	Include Persimmony Grant Management System
Communications & Systems Change	19540-6814	380,000			380,000	100%	
Emerging Projects	19540-6814	107,000			107,000	100%	
D2. Strategic Plan Investment - SPIP FY 18-20 Carry-Over		850,000	225,000	-	1,075,000	126%	Actual amounts of SPIP FY18-20 Carry Over became available after FY19-20 closed.
Children Health & Development - Carry Over	19540-6156	200,000	100,000		300,000	150%	
Early Learning - Carry Over	19540-6263	100,000			100,000	100%	
Other Evaluation Projects - Carry Over	19540-6265	300,000	50,000		350,000	117%	
PAC - Carry Over	19540-6814	100,000	50,000		150,000	150%	
Emerging Projects - Carry Over	19540-6814	150,000	25,000		175,000	117%	
D3. SPIP FY18-20 No Cost Extension			580,355		580,355		SPIP FY18-20 No Cost Extension amount became available after FY2019-20 closed.
Family Engagement - No Cost Extension	19540-6125		19,067		19,067		
Children Health & Development - No Cost Extension	19540-6156		149,411		149,411		
Early Learning - No Cost Extension	19540-6263		314,649		314,649		
Other Evaluation Projects - No Cost Extension	19540-6265		28,050		28,050		
PAC - No Cost Extension	19540-6814		69,179		69,179		
E. Other Grants		1,003,000	260,418	0	1,263,418	126%	
F5CA IMPACT Grant	19540-6126	350,000			350,000	100%	
F5SF IMPACT HUB TA FY20-21	19540-6126		42,418		42,418		New grant execution
Mental Health Services MHSA Prop 63	19540-6131	120,000			120,000	100%	
Peninsula Healthcare District - HMG Call Center Grant FY19-20	19540-6131	27,000			27,000	100%	
Peninsula Healthcare District - HMG Call Center Grant FY20-21	19540-6131		35,000		35,000		New grant execution in calendar year, which will be ended 12.31.21.
David Lucile Packard- Help Me Grow	19540-6131	58,000	18,000		76,000	131%	Grant execution in calendar year, which will be ended 12.31.21.
Sequoia Healthcare District - Special Needs Grant	19540-6131	385,000			385,000	100%	
Sequoia Healthcare District - Mental Health Grant	19540-6131	63,000			63,000	100%	
Aurrera Health Group - ACES Awa	19540-6131		35,000		35,000		New grant execution
San Mateo County Human Services Agency - Build Up Kids Facilities Grant	19540-6131		130,000		130,000		Grant revenue received in FY18-20. Grant execution was delayed due to COVID 19. This is a pass-through fund to executing partner

	ORG/ACCT#	FY20-21 Adopted Budget	Increase (\$)	Decrease (\$)	FY20-21 Revised Budget	FY20-21 Revised Budget vs. FY20-21 Adopted Budget (%)	Notes to FY 2020-21 Revised Budget
F. Program Operations		1,217,033	5,000	(5,000)	1,217,033	100%	
Program Shared Operating Budget		194,250	5,000	(5,000)	194,250	100%	Schedule 1
Program Staff S&B & Shared Admin Staff Time		844,055	0	0	844,055	100%	Schedule 2 - 27% Admin Staff Time allocated to Program
Evaluation Staff S&B		178,728	0	0	178,728	100%	Schedule 2
Total Program Appropriations (D1+D2+D3+E+F)		6,850,033	1,070,773	(5,000)	7,915,807	116%	Net increase of 16% associated with the inclusions of No Cost Extension Agreements and various new grant award executions, and the increase of SPIP FY18-20 Carry Over amount became available after FY19-20 ended.
ADMIN APPROPRIATIONS							
G. Admin Shared Operating Budget		194,250	5,000	(5,000)	194,250	100%	Schedule 1
H. Admin Staff S&B		579,239	0	0	579,239	100%	Schedule 2
Total Administrative Appropriations		773,489	5,000	(5,000)	773,489	100%	
Administrative Cost Rate %		10%			9%		
TOTAL APPROPRIATIONS (NET APPROPRIATIONS*)		7,623,522	1,075,773	-10,000	8,689,295	114%	Net increase of 14% associated with the inclusions of No Cost Extension Agreements and various new grant award executions, and the increase of SPIP FY18-20 Carry Over amount only available after FY19-20 closed.
ENDING FUND BALANCE (ENDING RESERVES*)		8,125,644	1,348,277	-49,297	9,424,624	116%	Net increase of 15% associated with adjusted Beginning Fund Balance, higher Interest Revenue projection and various new grant award revenues.

Color Coding

Shared Budget/Shared Cost
Revenue ; Fund Balance
Appropriations
Salaries & Benefits

Schedule 1- FY 2020 -21 REVISED OPERATING BUDGET

Attachment 9C

	ORG / ACCT#	FY20-21 Adopted Budget	Increase (\$)	Decrease (\$)	FY20-21 Revised Budget	FY20-21 Revised Budget vs. FY20-21 Adopted Budget (%)	Notes to FY2020-21 Revised Budget
I. Services and Supplies							
Outside Printing & Copy Svc	19510-5191	2,000			2,000	100%	
General Office Supplies	19510-5193	10,000		(2,000)	8,000	80%	
Photocopy Lease & Usage	19510-5196	5,000			5,000	100%	
Computer Supplies	19510-5211	10,000			10,000	100%	Software licenses and Place holder for emergency IT equipment
County Memberships - (e.g. F5 Assn Dues)	19510-5331	15,000			15,000	100%	
Auto Allowance	19510-5712	11,000			11,000	100%	
Meetings & Conference Expense	19510-5721	15,000		(5,000)	10,000	67%	
Commissioners Meetings & Conference Exp	19510-5723	5,000			5,000	100%	
Other Business Travel Expense	19510-5724	9,000		(3,000)	6,000	67%	
Dept. Employee Training Expense	19510-5731	7,000			7,000	100%	
Wellness grant	19510-5856				0		
Other Professional Services	19510-5858	30,000			30,000	100%	
Sub Total - Services & Supplies		119,000	-	(10,000)	109,000	92%	
II. Other Charges							
Telephone Service Charges	19510-6712	4,500			4,500	100%	Include direct Communication Services
Automation Services - ISD	19510-6713	48,000			48,000	100%	
Annual Facilities Lease	19510-6716	97,000			97,000	100%	
General Liability Insurance	19510-6725	9,800			9,800	100%	Liability Insurance increase
Official Bond Insurance	19510-6727	600			600	100%	
Human Resources Services	19510-6733	2,000			2,000	100%	County Human Resources training
Countywide Security Services	19510-6738	600			600	100%	
All Other Service Charges	19510-6739	60,000			60,000	100%	
A-87 Expense	19510-6821	47,000	10,000		57,000	121%	County increases A-87 allocation associated with underfunded pension liability
Sub Total - Other Charges		269,500	10,000	-	279,500	104%	
Total Operating Budget		388,500	10,000	(10,000)	388,500	100%	
Program Shared Operating Budget		194,250	5,000	(5,000)	194,250	100%	Allocation rate 50%
Admin Shared Operating Budget		194,250	5,000	(5,000)	194,250	100%	Allocation rate 50%

Schedule 2 - FY 2020-21 REVISED SALARIES & BENEFITS BUDGET

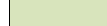
Program Staff & Shared Admin Staff		844,055			844,055	100%	27% Admin staff time allocated to Program
Evaluation Staff		178,728			178,728	100%	
Admin Staff		579,239			579,239	100%	
Total Salaries and Benefits		\$ 1,602,022	\$ -	\$ -	\$ 1,602,022	100%	

Color Coding

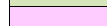
Shared Budget/Shared Cost



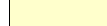
Revenue ; Fund Balance



Appropriations



Salaries & Benefits



Date: February 22, 2021
To: First 5 San Mateo County Commission
From: Kitty Lopez, Executive Director
Re:

- A) Approval of Second Amendment to Agreement No. 19500-19-D012 with San Mateo County Office of Education for the EQ+IP Program, Extending the Term of the Agreement through June 30, 2021 at No Additional Cost; Direct staff to Execute the Second Amendment Regarding Same.**
 - B) Approval of Second Amendment to Agreement No. 19500-19-D010 with AbilityPath for the Watch Me Grow Program, Extending the Term of the Agreement through June 30, 2021 at No Additional Cost; Direct staff to Execute the Second Amendment Regarding Same.**
-

ACTION REQUESTED

- A) Approval of Second Amendment to Agreement No. 19500-19-D012 with San Mateo County Office of Education for the EQ+IP Program, Extending the Term of the Agreement through June 30, 2021 at No Additional Cost; Direct staff to Execute the Second Amendment Regarding Same.
- B) Approval of Second Amendment to Agreement No. 19500-19-D010 with AbilityPath for the Watch Me Grow Program, Extending the Term of the Agreement through June 30, 2021 at No Additional Cost; Direct staff to Execute the Second Amendment Regarding Same.

BACKGROUND

On June 22, 2020, the Commission approved Amendments to Grant Contracts FYs 18-20 for six agencies that were set to expire on June 30, 2020. Due to the COVID-19 pandemic and other CA state and local policy shifts affecting service delivery, F5SMC staff recommended the First Amendment no-cost extensions to amend the term (the length) of contracts with no changes in the total amount of the contract for grantees needing additional time to complete their project's Scope of Work (SOW). F5SMC staff and grantees worked together to develop a plan and budget that meets the objectives and activities delineated in the scope of work for the amended term.

RECOMMENDATION

Staff recommend the Second Amendment to extend the Contract Terms from January 1, 2021 to June 30, 2021 for the following Grant Contracts, due to each agency below needing more time to complete their contract given COVID19:

- o Agreement 19500-19-D012 with San Mateo County Office of Education for the Early Learning Quality and Inclusion (EQ+IP).

- Agreement 19500-19-D10 with AbilityPath for the Watch Me Grow- F5SMC Special Needs Initiatives.

Attachment 10A includes Scope of Work activities for the Extension Recommendation.

No Cost Extension Considerations and Reporting

The criterion used to determine recommendations for approvals are:

- Serving families, children 0-5
- Original SOW activity no longer possible because of COVID-19
- Redirecting funding and activities to meet immediate COVID-19 needs
- Policy landscape changes have impacted service delivery
- Contract/Budget must be spent by June 30, 2021
- Prior performance standards and deliverables have been met
- Must have underspend remaining in current contract
- Detailed explanation of the cause of unspent funds provided
- Have been consistently billing in the past (potential ap of one quarter's worth of funding)

F5SMC staff will monitor the grantees progress toward meeting objectives and activities delineated in their Scope of Work (SOW) as well as budget expenditures and data collection. Reporting requirement remain the same: quarterly invoicing, year reporting and contract closeout requirements & procedures.

FISCAL IMPACT

None. These contract extensions are funded from contract underspending amounts at the end of fiscal year 6.30.2020 and shall not exceed the original contract amount already approved by the Commission.

ACTION REQUESTED

- A) Approval of Second Amendment to Agreement No. 19500-19-D012 with San Mateo County Office of Education for the EQ+IP Program, Extending the Term of the Agreement through June 30, 2021 at No Additional Cost; Direct staff to Execute the Second Amendments Regarding Same.
- B) Approval of Second Amendment to Agreement No. 19500-19-D010 with AbilityPath for the Watch Me Grow Program, Extending the Term of the Agreement through June 30, 2021 at No Additional Cost; Direct staff to Execute the Second Amendments Regarding Same.

TABLE 10A - Recommendations for Second Amendment No-Cost Extension for Amended Term from January 1, 2021 to June 30, 2021.

(Commission Recusals Needed: Nancy Magee)

	Grantee/Agency	Explanation/Description
10A.1	<p>San Mateo County Office of Education SMCOE</p> <p>Program: EQ+IP</p> <p>2nd Extension Recommended</p>	<p>Resources and support specific to COVID-19 response in early learning settings as they reopen (may include but are not limited to: guidance on updating policies and procedures, online resource portal, supplies, coaching, technical assistance from health providers, training and mental health support related to trauma, isolation, stress, and anxiety); Incentives for providers who attend COVID-19 - related trainings Incentives for parents who attend advocacy trainings and engage in advocacy around community needs related to the educational, health, and economic fallout of the pandemic Stipends that enable early learning providers to reopen and/or remain open in the current economic environment Consultation to SMCOE regarding budgetary and programmatic shifts at State and local levels due to COVID-19; how to direct available resources most efficiently in the current economic environment. Unallocated dollars to allow for flexibility and a nimble response to emerging COVID-19 related issues over the next 6 months.</p> <ul style="list-style-type: none"> • SOW/Budget Mostly Completed. Some of the coaching supports have been delayed or canceled due to center-based programs closing and re-opening due to COVID; Second extension request for early child hood mental health supports for Family Child Care Providers. • Extension Recommendation: <ol style="list-style-type: none"> a) COVID Response Support by the Child Care Partnership Council (CCPC) Funding for CCPC to assist with the coordination of resources and leadership to support the early learning field through COVID-19. b) Mental health support for family child care (FCC) providers (group & 1:1 support). In partnership with StarVista, monthly 10-person group sessions and as-needed 1:1 sessions offered in Spanish and English – serving approximately 20 providers. <i>*SMCOE is currently in conversation with 4Cs to partner in FCC outreach</i> c) Literacy Support Bags - Books to support literacy with families at home Families will receive an enhanced Raising a Reader Family Pack book bag to support hands-on literacy activities at home and distance learning. Literacy bags will be targeted for families whose child is participating in a Quality Counts San Mateo sites.
10A.2	<p>Abilitypath</p> <p>Program: Help Me Grow</p> <p>2nd Extension Recommended</p>	<p>Covered the cost of the proposed relocation of staff and office from SSFUSD school district portable, delayed outreach/ marketing activities, and the postponed development of updated case management and resource databases. Subcontractor request due to cost associated with developing an electronic consent form and postponed conference/ travel. Activities were postponed due increased staff time needed to pivot to accommodate new strategies and to respond to and coordinate Integrated Systems for Children with Special Needs ITN submission.</p> <ul style="list-style-type: none"> • SOW/Budget Mostly Completed • Extension Recommendation: Additional time for the build-out of the new HMG case management database (HMG Utah) and for enhanced targeted social media outreach to parents/families for HMG SMC through June with COVID still impacting traditional mechanisms for outreach.



**FIRST 5 SAN MATEO COUNTY (F5SMC)
REPORT OF THE EXECUTIVE DIRECTOR
FEBRUARY 2021**

OVERVIEW

STRATEGIC INVESTMENT FOCUS AREAS – UPDATE

QUALITY CARE AND EDUCATION

Region 4 Equity Funding Allocation Proposal

On February 12th, the Bay Area Region 4 Quality Rating and Improvement System (QRIS) Hub approved a reallocation of funding for regional activities that would address issues of inequity in the QRIS Matrix. The recommended proposal states that Hub 4 funds will be utilized to address a common need for increasing the capacity of early childhood leaders, coaches, trainers and faculty to promote anti-racism, to address implicit bias and to create cultures of inclusion and belonging in early childhood settings. Effective action requires tools, learning communities and interventions which build the capacity of ECE educators to gain knowledge, skills and competencies to promote equity. It is also recommended that any unspent funds, if any remain upon completion of activities, be reallocated to counties for aligned efforts. Activities would need to be implemented by June 30, 2021.

HEALTHY CHILDREN

Peninsula Health Care District Community Grant

First 5 SMC was notified at the end of 2020 that our community grant proposal to co-fund portions of our Help Me Grow (HMG) model for calendar year 2021 was funded. The grant totals \$50,000 and will prioritize outreach efforts to community providers, families, and medical providers and linking them to the HMG Centralized Access Point.

SMC Children’s Oral Health (COH) Workgroup

On January 27th, First 5 SMC staff member Emily Roberts and co-chair Eileen Espejo of Children Now co-facilitated the COH Workgroup meeting. The agenda focused on a discussion of the Kindergarten Oral Health Assessment and plans for Children’s Dental Health month. Please see our newsletter to promote Children’s Dental Health month during February here: https://www.smcoe.org/assets/files/For%20Schools_FIL/Nurses_Corner_FIL/Nurses_Corner_FEB2021_English.pdf.

The campaign materials were created through a partnership between Dr. Shakalpi Pendurkar, SMC Dental Public Health Director at SMC Health and San Mateo County Office of Education.



February is National Children’s Dental Health Month

DENTAL HEALTH is an important component of your overall health. According to Dr. Shakalpi Pendurkar, DDS, MPH Director, SMC Oral Public Health Program and the California Department of Public Health, dentists may now provide non-emergency and preventive dental care. It is safe to see your dentist, and important to maintain good oral hygiene. Brushing and flossing regularly keeps your mouth healthy, helps prevent cavities and gum diseases. Children and adults can practice good oral hygiene by following the steps below.

<p>Brush Your Teeth Twice a Day</p> <ul style="list-style-type: none"> Use a soft toothbrush and fluoride toothpaste Brush for 2 minutes, twice a day 	<p>Schedule Routine Dental Check-Ups</p> <ul style="list-style-type: none"> Make appointments for examination and cleaning Follow your dentist’s instructions Continue your dental care 
<p>Floss Once a Day</p> <ul style="list-style-type: none"> Before bedtime 	<p>Wash Your Hands Frequently</p> <ul style="list-style-type: none"> Wash with soap and water Use hand sanitizer when soap and water are unavailable 
<p>Eat Healthy Foods</p> <ul style="list-style-type: none"> Like whole grains, dairy products, fruits, vegetables, meat, fish, chicken, eggs, beans and nuts 	<p>Eat Fewer Sweets</p> <ul style="list-style-type: none"> Avoid candy, cookies, cake and other sweet foods Avoid sugary drinks like fruit-flavored drinks or soda 

Watch this video to see how your dental appointment may look: <https://bit.ly/2Vvd7wM>
Have an idea for the newsletter, or want to subscribe? Contact jvandroff@smcoe.org



Children’s Health Initiative (CHI) Oversight Meeting

First 5 SMC’s Executive Director, Kitty Lopez, and staff member, Emily Roberts, attended the CHI Oversight Meeting on January 29th. The agenda offered members opportunities to update on local emerging efforts to address children’s health challenges and also featured a presentation from Mission Asset Fund (MAF) Founder and CEO Jose Quinones, who detailed the benefits of CHI’s recent \$2M contribution to the Immigrant Relief Fund and also spoke about MAF’s financial equity approach.

Trauma- and Resiliency-Informed Systems Initiative (TRISI)

On February 10th, the TRISI Core Team comprised of consultants to and staff of First 5 SMC hosted an information session to introduce our Trauma-Informed Organizational Practices Assessment Tool. This marks the beginning of the window for child- and family-serving organizations to elect to complete the assessment. To learn more about the process, complete the pre-assessment steps, and receive a link, please go to <https://first5sanmateo.org/trauma-informed-organizational-tio-practices-assessment-tool/>

POLICY & ADVOCACY UPDATES

Equity and Evidence: Data Tools to Inform Paid Family Leave Policymaking

On January 28th, Jenifer Clark attended a joint webinar sponsored by Zero to Three and the Prenatal-to-3 Policy Impact Center at the University of Texas at Austin. The webinar explored how policymakers and advocates can use the *State of Babies Yearbook* and the Prenatal-to-3 State Policy Roadmap to inform state-level efforts to adopt an effective and equitable paid leave policy.

California County Scorecard of Children’s Well-Being

On February 3rd, Jenifer Clark attended a Children Now webinar presenting their 2020-21 county scorecard of children’s well-being. The scorecard tracks 39 indicators across four domains: Health, Education, Child Welfare, and Early Childhood. Indicator data are available by county and are broken out by race/ethnicity when sample sizes allow. The Scorecard can be found at <https://scorecard.childrennow.org/?>.

America’s Mothers Are in Crisis

An article from *The New York Times*, published on February 4, 2021 as part of “The Primal Scream” series explores the adverse pandemic’s effect on working mothers in America including toxic stress. (See Attachment #11.1)

FIRST 5 CALIFORNIA & FIRST 5 ASSOCIATION UPDATES

Disbursement of \$300 million in Federal Funds for Child Care

Letter to Governor Newsom to support the immediate disbursement of \$300M for Child Care that CA received in Federal Relief Funds in December 2020 to assist child care workers. F5SMC reached out to our state Assembly Members, Assemblymember Kevin Mullin and Assemblymember Marc Berman, to sign onto this letter from Assemblymember Gomez Reyes. Both immediately agreed to sign on and support our child care community! (See Attachment #11.2)



COMMUNITY AND STATEWIDE EVENTS & UPDATES

SMC COVID Recovery Initiative Equity, Vaccine and Communications Workgroup

The SMC Recovery Initiative Equity, Vaccine and Communications Workgroups continue to meet weekly to develop communication products and campaigns that are accurate, linguistically and culturally appropriate. Mai Le and Michelle Blakely participate in the work group. Vaccine Learn more about California's vaccine plans: <https://covid19.ca.gov/vaccines/> and the County's COVID-19 vaccination program at: www.smchealth.org/covidvaccine.

Child Care Response Team:

The Child Care Response Team continues to curate and designate web-information and resources for children providers and parents. The 4Cs recently launched a web page designed to provide the most up to date information on the vaccine rollout with links to critical sites such as SMC Health. <https://sanmateo4cs.org/covid-19-vaccination-information/>

COMMUNICATIONS

Website:

The new F5SMC website will be launched on the week of February 22nd. The F5SMC Communications Team has been working with its communications firm, VIVA Social Impact Partners with the new website. The Program, Operations, and Planning Committee and the F5SMC Staff have seen the new website and provided feedback. A sneak peak of the new website will be presented on the February 22nd Commission meeting.

The New York Times

THE PRIMAL SCREAM

America's Mothers Are in Crisis

Is anyone listening to them?

By Jessica Grose

- Feb. 4, 2021

This article is part of [“The Primal Scream,”](#) a series that examines the pandemic’s effect on working mothers in America.

In early September, as the school year inched closer, a group of mothers in New Jersey decided they would gather in a park, at a safe social distance, and scream their lungs out. For months, as the pandemic disrupted work and home life, these moms, like so many parents, had been stretched thin — acting as caregivers, teachers and earners at once. They were breaking.

As are mothers all over the United States.

By now, you have read the headlines, repeating like a depressing drum beat:

[“Working moms are not okay.”](#) [“Pandemic Triples Anxiety And Depression Symptoms In New Mothers.”](#) [“Working Moms Are Reaching The Breaking Point.”](#)

You can also see the problem in numbers: Almost 1 million mothers have [left the workforce](#) — with Black mothers, Hispanic mothers and single mothers among the hardest hit. Almost one in four [children experienced food insecurity](#) in 2020, which is intimately related to the loss of maternal income. And more than three quarters of parents with children ages 8 to 12 say the uncertainty around the current school year [is causing them stress](#).

Despite these alarm bells clanging, signaling a financial and emotional disaster among America’s mothers, who are doing most of the increased amount of child care and domestic work during this pandemic, the cultural and policy response enacted at this point has been [nearly nonexistent](#).

Retrieved from <https://www.nytimes.com/2021/02/04/parenting/working-moms-mental-health-coronavirus.html?referringSource=articleShare>

The pandemic has touched every group of Americans, and millions are suffering, hungry and grieving. But many mothers in particular get no space or time to recover.

The impact is not just about mothers' fate as workers, though the economic fallout of these pandemic years might have lifelong consequences. The pandemic is also a mental health crisis for mothers that fervently needs to be addressed, or at the very least acknowledged.

"Just before the pandemic hit, for the first time ever, for a couple months, we had more women employed than men," said Michael Madowitz, an economist at the Center for American Progress. "And now we are back to late 1980s levels of women in the labor force." The long-term ramifications for mothers leaving work entirely or cutting back on work during this time include: a broken pipeline for higher-level jobs and a loss of Social Security and other potential retirement income.

"Covid took a crowbar into gender gaps and pried them open," said Betsey Stevenson, an economist at the University of Michigan. Her long-term concerns are even more fundamental: Will watching a generation of mothers go through this difficult time with little support turn the next generation of women off from parenthood altogether?

The economic disaster of the pandemic is directly related to maternal stress levels, and by extension, the stress levels of American children. Philip Fisher, a professor of psychology at the University of Oregon who runs an ongoing [nationally representative survey](#) on the impact of the pandemic on families with young children, points out that the stressors on mothers are magnified by a number of intersecting issues, including [poverty](#), [race](#), having [special needs children](#) and [being a single parent](#).

"People are having a hard time making ends meet, that's making parents stressed out, and that's causing kids to be stressed out," Dr. Fisher said. This buildup can lead to toxic stress, "And we know from all the science, that level of stress has a lasting impact on brain development, learning and physical health." Almost 70 percent of mothers say that [worry and stress from the pandemic](#) have damaged their health.

The statistics on stress levels are shocking, but they are sterile; they don't begin to expose the frayed lives of American mothers and their children during this pandemic. A young mother who self-identified as American Indian/Alaska Native summed up her situation in response to Dr. Fisher's survey: "We are requesting government help for food. Relationship between partner and I are tense. I am personally struggling more now with depression and anxiety. My toddler has become more anxious as well and shown aggressive behavior. She seems overwhelmed most of the time."

Times editor-at-large Jessica Bennett spent months communicating with three women, who kept detailed diaries of their days, for a look at just how much American mothers are doing every waking second.

Retrieved from <https://www.nytimes.com/2021/02/04/parenting/working-moms-mental-health-coronavirus.html?referringSource=articleShare>

“With everything going on, I just don’t have time to take care of my mental health right now. I have to keep it together for everyone else,” said Dekeda Brown, 41, one of the three mothers featured in Ms. Bennett’s piece. “I feel like a ticking time bomb that is constantly being pushed to the breaking point, but then I am able to defuse myself. Goodness, this is taxing.”

We wanted to give mothers across the country the opportunity to scream it out like the moms in New Jersey, so we set up a phone line. Hundreds responded with shouts, cries, guttural yells, and lots and lots of expletives. “I don’t know how to feel sane again. I’m just stuck in this position for God knows how much longer,” said Elise Kelner, 30, a mother of two kids under 4, when she called in from Gilbert, Ariz.

We hope this series serves as a primal scream for America’s mothers, a visual representation of their struggles. We’re showing all the messy, heartbreaking moments of everyday fear and chaos, and the rays of joy that can sometimes shine through. If nothing else, we want moms to know that someone is listening.

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COMMITTEES
CHAIR: HUMAN SERVICES
AGING AND LONG-TERM CARE
JUDICIARY
UTILITIES AND ENERGY
SUBCOMMITTEE
SUBCOMMITTEE NO. 3 ON RESOURCES
AND TRANSPORTATION
CAUCUSES
LATINO LEGISLATIVE CAUCUS
LEGISLATIVE ENVIRONMENTAL CAUCUS
LEGISLATIVE WOMEN'S CAUCUS

February 11, 2021

The Honorable Gavin Newsom
Governor, State of California

Re: Disbursement of \$300 million in Federal Funds for Child Care

Dear Governor Newsom,

During the past year, the critical need for child care has been amplified by the global COVID-19 pandemic. Child care providers have risked and continue to risk their lives to ensure our children are healthy, safe, and learning. Child care providers have played a key role in supporting essential industries during the COVID-19 crisis at great risk to their own health and the health of their families. Child care is facing a statewide crisis due to the impacts of the pandemic that has magnified pre-existing disparities and created intense financial insecurity for child care workers, child care centers, and parents.

California has received \$964 million dollars as part of the most recent COVID-19 Relief package passed into Federal Law in December 2020. **It is critically important that immediate action be taken to expedite release of these dollars to meet the immediate needs of families and child care providers in our communities.** The key priorities which need to be addressed include:

- Extending emergency vouchers for essential workers and providing funding for additional need;
- Waiving family fees for all families, irrespective of whether the family is sheltering in place; and
- Ensuring stipends for all child care providers to stabilize them and reopen their child care settings. All child care providers, licensed and family, friend, and neighbor or license-exempt, must be eligible for these stipends, regardless of whether they care for children with subsidies, are temporarily closed due to COVID-19, and irrespective of child attendance.

We, the undersigned, urge **that immediate action to release no less than \$300 million in funding be disbursed in the most expedient manner.** Delaying financial relief delays justice for women, mothers, essential workers, and other individuals who are struggling during this dire time. The health and viability of our families and our economy depend on taking action right now.

Signed,

DATE: February 22, 2021
TO: First 5 San Mateo County (F5SMC) Commission
FROM: Kitty Lopez, Executive Director
RE: Committee Updates

Program, Operations and Planning (POP) Committee Meeting – February 1, 2021

Commission Members: Ken Cole, Nancy Magee, Sandra Phillips-Sved (Chair),
Harvey Kaplan (Public Member)

F5SMC Staff: Kitty Lopez, Michelle Blakely, Myra Cruz

1. Elect POP Committee Chair

The Committee unanimously re-elected Commissioner Phillips-Sved as POP Committee Chair.

2. Race and Equity Discussion

Kitty Lopez, F5SMC’s Executive Director, shared that she and Michelle Blakely met with the consultants of the Within Collaborative to discuss how to conduct the race & equity study session with the Commission. One of the study sessions’ purposes is to understand how families perceive inequities and racism in their environment. We will send a Doodle calendar to the Commission to find out a date and time that would work with all the Commissioners for the study session.

Commissioners Cole and Phillips-Sved provided their insights coming from their work settings.

3. First 5 San Mateo County Website

Michelle Blakely, F5SMC’s Deputy Director, shared a sneak peak of the F5SMC’s new website. F5SMC’s website redesign is part of the F5SMC’s Communications Plan. Blakely shared the changes including F5SMC website’s expanded family resource page and partner links. We will also be showing the website at the next Commission meeting.

The Committee asked questions and provided feedback.

4. Other:

TRISI (Trauma- and Resiliency- Informed Systems Initiative) Readiness Survey

Michelle Blakely encouraged the Committee to spread the word about and or attend the F5SMC TRISI Organizational Assessment Meeting scheduled on February 10, 2021. TRISI consultants from Hamai Consulting, Trauma Transformed and F5 staff will discuss the components and stages of being a trauma-informed organization; review a readiness checklist and provide an overview of coaching supports for select agencies that participate beyond taking the organizational assessment. Updates on TRISI will be provided at Commission meetings and the ED report.

Meeting adjourned 4:41 pm. The next meeting is scheduled on April 5, 2021.

Finance and Administration Committee Meeting – February 8, 2021 Meeting

- Commission Member: Rosanne Foust, Pam Frisella, Alexis Becerra
- Staff: Kitty Lopez, Khanh Chau

1. Select the Chair of the Finance and Administration Committee

Commissioner Frisella nominated Commissioner Becerra for the Chair of the Finance and Administration Committee. Commissioner Foust fully endorsed the nomination. A motion for selection of Commissioner Becerra as the Chair of the Finance and Administration Committee was made by Commissioner Frisella, seconded by Commissioner Foust. Unanimously approved.

Commissioner Foust continued chaired the meeting. Commissioner Becerra will chair the next Finance and Administration Committee Meeting.

2. Budget Monitoring Report as of January 31, 2021

Kitty Lopez briefly presented an overview of the Budget Monitoring Report as of January 31, 2021 comparing to 58% YTD Benchmark as presented in Attachments 12A, 12B, 12C, and 12D. YTD Total Revenue is 12% higher than YTD benchmark due to the inclusion of fiscal year Prop 56 Tax revenue and higher Interest revenue. YTD Total Appropriations is 8% below YTD Benchmark due to pending planning and contracting of SPIP18-20 Carry Over and under spending in various Administrative Budget Lines as the result of shelter-in-place and working outside the office. Projected Ending Fund balance of \$9.774 million or 120% represents a positive variance of 20% or \$1.649 million higher than the planned budget.

Committee members asked if agency or county covers cost of working from home. Kitty responded that all F5 staff have had laptops for several years already, therefore we do not have any additional IT cost as staff already work outside the office. We also follow County Telework policy allowing reimbursements of some reasonable office supply costs.

Committee members reviewed the Budget Monitoring Report and had no further questions.

3. Review SPIP FY18-20 Carry Over

Kitty Lopez briefly presented an overview and rationale of the SPIP FY18-20 Carry Over. Kitty cited that most of the SPIP FY 18-20 carry over amounts were estimated at the time FY2020-21 Budget was proposed and approved at the May 2020 Commission Meeting. Due to the challenges of shelter-in-place and COVID 19 impacts, some contracts in planning process were further delayed in their execution which resulted in a total SPIP FY18-20 Carry Over of \$1,075K, or \$225K higher than initial projected amount of \$850K. Kitty Lopez stated that the implementation of SPIP FY18-20 Carry Over is in coordination with the 3-year time frame of the new strategic plan FY 2020-23.

Committee members asked questions for clarification of the SPIP FY18-20 Carry Over and endorsed the reconciliation of its implementation within 3-year time frame of the new strategic plan.

4. Review and Recommend Approval of F5SMC's FY2020-21 Revised Budget

Kitty Lopez cited that the Revised Budget is necessary to reflect more accurate information and to adjust agency fiscal year budget in the County Budget and Accounting systems.

Kitty Lopez briefly presented the FY 2020-21 Revised Budget with the Beginning Fund Balance adjustment as the result of the audit report FY19-20; additional Other Grant Revenue; and increased Program Appropriations associated with Other Grant executions, No-Cost Extension contracts, and actual SPIP FY18-20 Carry Over amount that become available after the FY19-20 Year End Closed. Kitty Lopez added Operating Budget remains neutral with the increase in allocated indirect cost A87 offset by decreases in some Administrative budget lines. The Revised Budget FY2020-21 has a budget deficit of \$2.186 M which we will draw from the Reserves to fund the Community Investments.

Committee members asked reasons of drawing fund from the Reserves. Kitty Lopez responded that we will continue draw fund from the Reserves until FY2025 as per our new Strategic Plan FY 2020-23 and Long-Term Financial Plan which reflects higher Community Investments than agency fiscal year Revenues. Staff Khanh Chau added that County accounting system operates with an Encumbrance System that requires county departments to encumber adequate Appropriations or funds for executed contracts in the County accounting system for fiscal year spending.

Committee members reviewed the Revised Budget and stated the increases in Program Appropriations are very straight forward; the increase SPIP FY18-20 Carry Over amounts are reasonable and well-presented in the Details Budget. Committee members had no further questions and suggested the following modifications to the Budget memo:

- Move the Budget Assumptions to the first page of the Budget memo, then the Summary Table, Fiscal Impacts, and Details Budget in that order.
- Move the last bullet of Budget Assumptions to become the first bullet.
- Add the word Encumbrance to the Budget Terminologies or Glossary for clarity and usefulness of the readers.

A Motion for Recommendation and Approval of the FY 2020-21 Revised Budget was made by Commissioner Frisella, seconded by Commissioner Becerra. Unanimously approved.

5. Review and Recommend Approval of Second Amendment No Cost Extensions for Amended Term from January 1, 2021 to June 30, 2021 for Agreement 19500-19-D012 with San Mateo Office of Education for the EQ+IP program and Agreement 19500-19-D010 with AbilityPath for the Watch Me Grow program; Direct staff to Execute the Second Amendments Regarding Same.

Kitty Lopez briefly cited the rationale of the Second Amendment No Cost Extensions for the EQ+IP program and Watch Me Grow program as presented in Attachments 10 and 10A; while other No Cost Extension contracts ended December 31, 2020, only San Mateo Office of Education and AbilityPath needed more time to complete pending program executions; both programs will end June 30, 2021.

Committee members reviewed the Second Amendments and stated that the recommendation is understandable.

A Motion for Recommendation and Approval of Second Amendment No Cost Extensions for Amended Term from January 1, 2021 to June 30, 2021 for Agreement 19500-19-D012 with San Mateo Office of Education for the EQ+IP program and Agreement 19500-19-D010 with AbilityPath for the Watch Me Grow program; Direct staff to Execute the Second Amendments Regarding Same was made by Commissioner Frisella, seconded by Commissioner Becerra. Unanimously approved.

The next Finance and Administration Committee Meeting will be held on May 10, 2021.

DATE: February 22, 2021
TO: First 5 San Mateo County Commission
FROM: Kitty Lopez, Executive Director
RE: Budget Monitoring Report as of January 31, 2021

BUDGET MONITORING REPORT as of January 31, 2021 HIGHLIGHTS

Budget Monitoring Report as of January 31, 2021 Highlights

The Budget Monitoring Report as of January 31, 2021 is presented in **Attachments 12A, 12B, 12C, and 12D**. Key Budget Monitoring Report highlights are as following:

YTD Benchmark: 58.33%

REVENUES

- YTD Interest Revenue projection is \$87K or 102%, that represents a positive variance or 44% higher than YTD Benchmark due to higher interest earning rate in the County investment pool.
- YTD Tobacco Tax Revenue projections are \$4.488 million or 76%, that represents a positive variance or 18% higher than YTD Benchmark due to the inclusion one-time fiscal year disbursement of Prop 56 Tax revenue.
- YTD Other Grant Revenue is \$480K or 40%, which is 18% lower than YTD Benchmark due to some grants started its first-year execution.
- YTD Total Revenues projections are \$5.055 million or 70%, that represents a positive variance or 12% higher than YTD Benchmark. Major attributable factors to this positive variance are associated with one-time fiscal year disbursement of Prop 56 Tax revenue.

APPROPRIATIONS

- YTD Program Expenditures projections are \$3.442 million or 50%, that represents a positive variance or 8% below YTD Benchmark. Major contributions to this positive variance are attributable to pending planning and contracting of SPIP FY18-20 Carry Over in Children's Health & Development and Evaluation focus areas.
- YTD Admin Expenditures projections of \$385K or 50% that represents a positive variance or 8% below YTD Benchmark. Major contributions to this positive variance are attributable to savings in various Office Supplies and Business Travel Expenses associated with shelter-in-place and working outside the office.
- **YTD Total Appropriations (Net Appropriations*)** projections are 3.827 million or 50%, that represents a positive variance or 8% below YTD Benchmark. Major contributions to this positive variance are attributable to pending planning and contracting of SPIP18-20 Carry Over and under spending in various Administrative Operation Budget Lines.

ENDING FUND BALANCE (RESERVES*)

- Currently, we are projecting Ending Fund balance (Reserves*) of \$9.774 million or 120%, that represents a positive variance of 20% or \$1.649 million higher than the planned budget.

Major contributions to this positive variance are attributable to higher Interest Revenue and Prop 56 Tax Revenue disbursement paired with under spending in both Program and Administrative Appropriations.

CHALLENGES: None at this time.

FIRST 5 SAN MATEO COUNTY

Summary Budget Monitoring Report as of January 31, 2021

YTD Benchmark:
58.33%

	FY 19-20 Revised Budget	YTD Actuals as of January 31, 2021	Accruals	Combined YTD vs. FY20-21 Adopted Budget (\$)	Combined YTD vs. FY20-21 Adopted Budget (%)
BEGINNING FUND BALANCE (Beginning Reserves*)	8,546,699	8,546,699	-	8,546,699	100%
A. Interest Revenue	85,467	45,857	41,026	86,883	102%
B. Tobacco Tax Revenue	5,914,000	2,689,895	1,798,666	4,488,561	100%
Tobacco Tax Revenue Fiscal Year Allocations	5,064,000	1,839,895	1,798,666	3,638,561	72%
SPIP FY18-20 Carry Over to FY 20-21	850,000	850,000	-	850,000	100%
C. Other Grant Revenues	1,203,000	59,170	421,028	480,198	40%
F5CA Other Grants / IMPACT Grant	400,000	53,135	98,352	151,487	38%
Non-Tobacco Tax Grants (DLP, PHU, SHU, MHSA)	803,000	6,035	322,676	328,711	41%
TOTAL REVENUES	7,202,467	2,794,922	2,260,720	5,055,642	70%
TOTAL AVAILABLE FUND (Total Sources*)	15,749,166	11,341,621	2,260,720	13,602,341	86%
PROGRAM APPROPRIATIONS					
D1. Strategic Plan Investment - SPIP FY 20-23	3,780,000	447,325	1,356,224	1,803,549	48%
Community Investments (FE, CH&D, EL)	3,180,000	342,934	1,325,000	1,667,934	52%
Evaluation	113,000	12,112	15,612	27,724	25%
Policy, Advocacy, & Communications (PAC)	487,000	92,279	15,612	107,891	22%
D2. Strategic Plan Investment - SPIP FY 18-20 Carry-Over	850,000	25,790	-	25,790	3%
Community Investments (FE, CH&D, EL)	300,000	-	-	-	0%
Evaluation	300,000	-	-	-	0%
Policy, Advocacy, & Communications (PAC)	250,000	25,790	-	25,790	10%
D3. No Cost Extension SPIP FY18-20		214,694	166,641	381,335	
Community Investments (FE, CH&D, EL)		184,790	97,812	282,602	
Evaluation		22,290	5,760	28,050	
Policy, Advocacy, & Communications (PAC)		7,614	63,069	70,683	
E. Other Grants	1,003,000	310,276	313,957	612,556	61%
F5CA Other Grants / IMPACT Grant	350,000	43,692	57,019	100,711	29%
Non-Tobacco Tax Grants (DLP, PHU, SHU, MHSA)	653,000	266,584	256,938	511,845	78%
F. Program Operations	1,217,033	612,387	6,671	619,057	51%
Program Shared Operating Budget	194,250	84,762	6,671	91,432	47%
Program Staff S&B & Shared Admin Staff Time	844,055	431,028	-	431,028	51%
Evaluation Staff S&B	178,728	96,597	-	96,597	54%
Total Program Appropriations (D1+D2+D3+E+F)	6,850,033	1,610,472	1,843,492	3,442,287	50%
ADMIN APPROPRIATIONS					
G. Admin Shared Operating Budget	194,250	84,762	6,671	91,432	47%
H. Admin Staff S&B	579,239	294,226	-	294,226	51%
Total Admin Appropriations (G+H)	773,489	378,988	6,671	385,658	50%
TOTAL APPROPRIATIONS (Net Appropriations*)	7,623,522	1,989,459	1,850,163	3,827,945	50%
Surplus / (Deficit) (Total Revenues - Total Appropriations)	352,434	1,184,451	417,228	1,613,356	458%
ENDING FUND BALANCE	8,125,644	9,352,162	410,558	9,774,396	120%
Total S&B	1,602,022	821,851	-	821,851	51%

FIRST 5 SAN MATEO COUNTY

Details Budget Monitoring Report as of January 31, 2021

YTD Benchmark: 58.33%

	ORG/ACCT#	FY20-21 Adopted Budget	YTD Actuals as of January 31, 2021	Accruals	Combined YTD vs. FY20-21 Adopted Budget	Combined YTD vs. FY20-21 Adopted Budget %	Notes to FY 2020-21 Draft Budget
BEGINNING FUND BALANCE (BEGINNING RESERVES*)		8,546,699	8,546,699		8,546,699	100%	
REVENUE							
A. Interest	19510-1521	85,467	45,857	41,026	86,883	102%	\$34K is Interest Revenue Accruals and \$7K is Jan 21 revenue estimate
B. Tobacco Tax Revenue		5,914,000	2,689,895	1,798,666	4,488,561	76%	
Tobacco Tax (including Prop 10 & Prop 56)	19510-1861	5,064,000	1,839,895	1,798,666	3,638,561	72%	\$1,377K is Prop 56 Accruals and \$421K is Jan revenue estimate
SIIP FY18-20 Carry Over		850,000	850,000		850,000	100%	
C. Other Grant Revenues		1,203,000	59,170	421,028	480,198		
F5CA IMPACT Grant	19510-1861	400,000	53,135	98,352	151,487	38%	\$65K is revenue accrual and \$33K is Jan revenue estimate
F5SF IMPACT HUB TA FY19-20	19510-2643	0	0		0		
Mental Health Services MHSA Prop 63	19510-2643	200,000			0	0%	
Peninsula Healthcare District - HMG Call Center Grant	19510-2643	35,000		35,000	35,000	100%	Revenue accrual with pending billing to funder
David Lucile Packard - Help Me Grow	19510-2643	75,000		75,000	75,000	100%	Revenue accrual with pending billing to funder
Sequoia Healthcare District - Special Needs Grant	19510-2643	407,000		203,500	203,500	50%	Revenue accrual with pending billing to funder
Sequoia Healthcare District - Mental Health Grant	19510-2643	86,000			0	0%	
San Mateo County Health System - WMG Clinic Based Services Grant	19510-2643	0	0		0		
GILEAD - Build Up Kids Facilities Grant	19510-2643	0	0		0		
Agency - Build Up Kids Facilities Grant	19510-2643	0	0		0		
ACES Aware	19510-2643		6,035	9,176	15,211		\$9K is revenue accrual and \$4K is Jan revenue estimate
F5SMC Wellness Grant	19510-2658				0		
Miscellaneous Reimbursements	19510-2647				0		
TOTAL REVENUES		7,202,467	2,794,922	2,260,720	5,055,642	70%	Positive variance due to higher Interest Revenue and the receipts of Prop 56 Revenue
TOTAL AVAILABLE FUNDS (TOTAL SOURCES*)		15,749,166	11,341,621	2,260,720	13,602,341	86%	
APPROPRIATIONS							
PROGRAM APPROPRIATIONS							
D1. Strategic Plan Investment - SIIP FY 20-23		3,780,000	447,325	1,356,224	1,803,549	48%	
Family Engagement	19540-6125	1,060,000	196,309	441,667	637,976	60%	\$441K are Q2 and Jan 21 expenditure estimates
Children Health & Development	19540-6156	1,060,000	0	441,667	441,667	42%	Program expenditures were paid out first from leverage funding SHDC, DLP, and PHD; \$441K are Q2 and Jan 21 expenditure estimates
Early Learning	19540-6263	1,060,000	146,625	441,667	588,292	55%	\$441K are Q2 and Jan 21 expenditure estimates
Grant Management and Other Evaluation Projects	19540-6265	113,000	12,112	15,612	27,724	25%	\$12K is Q2 expenditure accrual and 3K is Jan expenditure estimate
Policy Advocacy, Communications & Systems Change	19540-6814	380,000	92,279	15,612	107,891	28%	\$12K is Q2 expenditure accrual and 3K is Jan expenditure estimate
Emerging Projects	19540-6814	107,000	0	0	0	0%	Pending planning
D2. Strategic Plan Investment - SIIP FY 18-20 Carry-Over		850,000	25,790	-	25,790	3%	
Children Health & Development - Carry Over	19540-6156	200,000			0	0%	Program expenditures were paid out first from leverage funding MSHA.
Early Learning - Carry Over	19540-6263	100,000			0	0%	
Other Evaluation Projects - Carry Over	19540-6265	300,000			0	0%	
PAC - Carry Over	19540-6814	100,000			0	0%	
Emerging Projects - Carry Over	19540-6814	150,000	25,790		25,790	17%	
D3. No Cost Extension SIIP FY18-20			214,694	166,641	381,335	#REF!	
Family Engagement	19540-6125		19,642	0	19,642		
Children Health & Development - Carry Over	19540-6156		45,313	97,812	143,125		\$98K is Q2 expenditure estimates
Early Learning - Carry Over	19540-6263		119,835		119,835		

	ORG/ACCT#	FY20-21 Adopted Budget	YTD Actuals as of January 31, 2021	Accruals	Combined YTD vs. FY20-21 Adopted Budget	Combined YTD vs. FY20-21 Adopted Budget %	Notes to FY 2020-21 Draft Budget
Other Evaluation Projects - Carry Over	19540-6265		22,290	5,760	28,050		\$5.7K is Q2 expenditure estimate
PAC - Carry Over	19540-6814		7,614	63,069	70,683		\$63K is expenditure estimate
E. Other Grants		1,003,000	310,276	313,957	612,556	61%	
F5CA IMPACT Grant	19540-6126	350,000	43,692	57,019	100,711	29%	\$57K is Q2 expenditure accrual
F5SF IMPACT HUB TA FY19-20	19540-6126			24,744	24,744		\$24 is Q1 & Q2 expenditure estimate
Mental Health Services MHSA Prop 63	19540-6131	120,000	13,561	40,000	53,561	45%	\$40K is Q2 expenditure estimate
Peninsula Healthcare District - HMG Call Center Grant	19540-6131	27,000	26,631		26,631	99%	grant fully expended.
David Lucile Packard- Help Me Grow	19540-6131	58,000	39,752	18,248	58,000	100%	\$18K is Q2 expenditure estimate
Sequoia Healthcare District - Special Needs Grant	19540-6131	385,000	124,192	98,000	222,192	58%	\$98K is Q2 expenditure estimate
Sequoia Healthcare District - Mental Health Grant	19540-6131	63,000			0	0%	
ACES Aware	19540-6131		7,356	4,321			\$4.3K is Q2 expenditure accrual
Agency - Build Up Kids Facilities Grant	19540-6131		55,092	71,625	126,717		
F. Program Operations		1,217,033	612,387	6,671	619,057	51%	
Program Shared Operating Budget		194,250	84,762	6,671	91,432	47%	
Program Staff S&B & Shared Admin Staff Time		844,055	431,028		431,028	51%	
Evaluation Staff S&B		178,728	96,597		96,597	54%	
Subtotal Program Appropriations		6,850,033	1,610,472	1,843,492	3,442,287	50%	
ADMIN APPROPRIATIONS							
G. Admin Shared Operating Budget		194,250	84,762	6,671	91,432	47%	Schedule 1
H. Admin Staff S&B		579,239	294,226		294,226	51%	Schedule 2
Subtotal Administrative Appropriations		773,489	378,988	6,671	385,658	50%	3% COLA and 6% increase in healthcare cost projections
Administrative Cost Rate %		10%	10%				
TOTAL APPROPRIATIONS (NET APPROPRIATIONS*)		7,623,522	1,989,459	1,850,163	3,827,945	50%	Positive variances are attributed to delayed contract executions due to COVID 19 and underspending as the new strategic plan SPIP FY 20-23 started.
ENDING FUND BALANCE (ENDING RESERVES*)		8,125,644	9,352,162	410,558	9,774,396	120%	Positive variances are attributed to higher Interest Revenue and inclusion of Prop 56 Revenue as well as delayed contract executions due to COVID 19 and underspending as the new strategic plan SPIP FY 20-23 started.

Color Coding

- Shared Budget/Shared Cost
- Revenue ; Fund Balance
- Appropriations
- Salaries & Benefits

Schedule 1- Operating Budget Monitoring Report as of January 31, 2021

YTD Benchmark: 58.33%

	ORG / ACCT#	FY20-21 Adopted Budget	YTD Actuals as of January 31, 2021	Accruals	YTD Combined	YTD Combined vs. FY20-21 Adopted Budget (%)	Notes to Budget Monitoring Report
I. Services and Supplies							
Outside Printing & Copy Svc	19510-5191	2,000	0	0	0	0%	
General Office Supplies	19510-5193	10,000	1,188	0	1,188	12%	
Photocopy Lease & Usage	19510-5196	5,000	171	32	203	4%	32 is Jan expenditure accrual
Computer Supplies	19510-5211	10,000	0	0	0	0%	
County Memberships - (e.g. F5 Assn Dues)	19510-5331	15,000	12,670	0	12,670	84%	
Auto Allowance	19510-5712	11,000	5,838	0	5,838	53%	
Meetings & Conference Expense	19510-5721	15,000	0	0	0	0%	
Commissioners Meetings & Conference Exp	19510-5723	5,000	0	0	0	0%	
Other Business Travel Expense	19510-5724	9,000	0	0	0	0%	
Dept. Employee Training Expense	19510-5731	7,000	3,360	0	3,360	48%	
Wellness grant	19510-5856		132	0	132		
Other Professional Services	19510-5858	30,000	13,860	0	13,860	46%	Race and Equity training
Sub Total - Services & Supplies		119,000	37,219	32	37,251	31%	Positive variances are associated with underspend in various Admin budget lines due to work from home savings
II. Other Charges							
Telephone Service Charges	19510-6712	4,500	1,540	0	1,540	34%	Include direct Communication Services
Automation Services - ISD	19510-6713	48,000	24,169	0	24,169	50%	
Annual Facilities Lease	19510-6716	97,000	53,527	0	53,527	55%	
General Liability Insurance	19510-6725	9,800	4,861	810	5,671	58%	
Official Bond Insurance	19510-6727	600	139	23	162	27%	
Human Resources Services	19510-6733	2,000	302	0	302	15%	One time annual service charges
Countywide Security Services	19510-6738	600	512	0	512	85%	One time annual service charges
All Other Service Charges	19510-6739	60,000	19,187	7,799	26,986	45%	\$7.7K is expenditure estimate
A-87 Expense	19510-6821	47,000	28,067	4,677	32,744	70%	Increase A87 allocation associating with underfunded pension liability and increase operating budget from 7M in 2018 to 8.2M in 2019
Sub Total - Other Charges		269,500	132,304	13,309	145,613	54%	
Total Operating Budget		388,500	169,523	13,341	182,864	47%	Positive variances are associated with underspend in various Admin budget lines due to work from home savings
Program Shared Operating Budget		194,250	84,762	6,671	91,432	47%	Allocation rate 50%
Admin Shared Operating Budget		194,250	84,762	6,671	91,432	47%	Allocation rate 50%

Schedule 2 - Salaries and Benefits Budget Monitoring as of January 31, 2021

Program Staff & Shared Admin Staff		844,055	431,028		431,028	51%	27% Admin staff time allocated to Program
Evaluation Staff		178,728	96,597		96,597	54%	
Admin Staff		579,239	294,226		294,226	51%	
Total Salaries and Benefits		\$ 1,602,022	\$ 821,851		\$ 821,851.00	51%	

Color Coding

Shared Budget/Shared Cost
Revenue ; Fund Balance
Appropriations
Salaries & Benefits

