

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
- 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

On September 16, 2021, the Governor signed AB 361, which amended certain provisions of the Ralph M. Brown Act (Government Code section 54950, *et seq.*) to allow for local agency legislative bodies to conduct their meetings remotely either telephonically or by other electronic means under specified circumstances. Thus, pursuant to Government Code section 54953(e), the First 5 San Mateo County Commission meeting will be conducted via remote conferencing.

DATE: Monday, October 25, 2021

TIME: 4:00 PM – 6:00 PM

Join Zoom Meeting

Online:

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

Phone: US: +1 669 900 6833

Passcode: 990994, Webinar ID: 917 2227 3690

AGENDA		
Call to Order and Preliminary Business		
1	Adopt a resolution finding that, as a result of continuing COVID-19 pandemic state of emergency, meeting in person for the First 5 San Mateo County Commission would present imminent risks to the health or safety of attendees <i>(See Attachment 1a. and Attachment 1b.)</i>	4:00 PM
2	Roll Call	
3	Public Comment	
4	Action to Set Agenda for October 25, 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>	
5	Commission Announcements	4:05 PM
6	Storytelling: First 5 Work/Impact: Valeria Franco-Chavez, Youth Commissioner	4:10 PM
Discussion Items		
7	Presentation: Child Care Partnership Council by Sarah Kinahan, Coordinator, Child Care Partnership Council	4:15 PM
Action Items		
8	Ratification of decision by Executive Director Kitty Lopez and Deputy Director Michelle Blakeley, as First 5 San Mateo County voting members of Children’s Health Initiative (CHI) Oversight Committee, to allocate \$171,750 of First 5 San Mateo County’s share of funds held in the CHI Trust Fund for a contribution to	4:35 PM

	the Immigrant Families Recovery Fund administered by Mission Asset Fund. (See Attachment 8)	
9	Approval of First 5 San Mateo County FY 20 – 21 Budget Close Out (See Attachment 9)	4:40 PM
10	Presentation of First 5 San Mateo County Audit Report FY 2020 – 2021 by Rosalva Flores, Partner, Brown Armstrong Accountancy Corporation Approval of First 5 San Mateo County’s Basic Financial Statements for the Year Ending June 30, 2021 Audit Report and Its Submission to First 5 California and to California State’s Controller Office (See Attachment 10)	4:45 PM
Informational Items		
11	Report of the Executive Director (See Attachment 11)	5:05 PM
12	Committee Updates (See Attachment 12)	5:15 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, October 22, 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.

Date: October 25, 2021
To: First 5 San Mateo Commission
From: Kitty Lopez, Executive Director
Subject: Resolution to make findings allowing continued remote meetings under Brown Act

RECOMMENDATION:

Adopt a resolution finding that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person for the First 5 San Mateo County Commission would present imminent risks to the health or safety of attendees.

BACKGROUND:

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which rescinded his prior Executive Order N-29-20 and set a date of October 1, 2021 for public agencies to transition back to public meetings held in full compliance with the Brown Act. The original Executive Order provided that all provisions of the Brown Act that required the physical presence of members or other personnel as a condition of participation or as a quorum for a public meeting were waived for public health reasons. If these waivers had fully sunset on October 1, 2021, legislative bodies subject to the Brown Act would have to contend with a sudden return to full compliance with in-person meeting requirements as they existed prior to March 2020, including the requirement for full physical public access to all teleconference locations from which board members were participating.

On September 16, 2021, the Governor signed AB 361, a bill that formalizes and modifies the teleconference procedures implemented by California public agencies in response to the Governor's Executive Orders addressing Brown Act compliance during shelter-in-place periods. AB 361 allows a local agency legislative body to continue to use teleconferencing under the same basic rules as provided in the Executive Orders when certain circumstances occur or when certain findings have been made and adopted by the legislative body.

AB 361 provides that Brown Act legislative bodies must return to in-person meetings on October 1, 2021, unless they choose to continue with fully teleconferenced meetings because a specific declaration of a state or local health emergency is appropriately made. AB 361 allows legislative bodies to continue to conduct virtual meetings as long as there is a gubernatorially-proclaimed public emergency in combination with (1) local health official recommendations for social distancing or (2) adopted findings that

meeting in person would present an imminent risk to health or safety of attendees. AB 361 became effective on October 1, 2021 and will sunset on January 1, 2024.

AB 361 also requires that, if the state of emergency remains active for more than 30 days, the legislative body must make findings by majority vote every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules. The findings demonstrate the need for teleconferencing persists due to the nature of the ongoing public health emergency. Effectively, this means that legislative bodies must either agendaize a Brown Act meeting once every thirty days to make these findings, or, if a legislative body has not made such findings within the prior 30 days, the legislative body must re-adopt the initial findings if it wishes to conduct a remote meeting.

DISCUSSION:

California Department of Public Health and the federal Centers for Disease Control and Prevention ("CDC") caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>).

On September 28, 2021, in the interest of public health and safety, as affected by the state of emergency caused by the spread of COVID-19, the Board of Supervisors issued a finding that meeting in person would present imminent risks to the health or safety of attendees, and decided to invoke the provisions of AB 361 related to teleconferencing for Board meetings. The Board also strongly encouraged other County legislative bodies to make a similar finding and continue meeting remotely through teleconferencing; and

Accordingly, we recommend that the First 5 San Mateo County Commission avail itself of the provisions of AB 361 allowing continuation of online meetings by adopting findings to the effect that conducting in-person meetings would present an imminent risk to the health and safety of attendees. A resolution to that effect and directing staff to take such other necessary or appropriate actions to implement the intent and purposes of the resolution, is attached hereto.

FISCAL IMPACT:

None

RESOLUTION NO.

RESOLUTION FINDING THAT, AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM, MEETING IN PERSON FOR THE FIRST 5 SAN MATEO COUNTY COMMISSION WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES

WHEREAS, on March 4, 2020, pursuant to Government Code section 8550, *et seq.*, Governor Newsom proclaimed a state of emergency related to the COVID-19 novel coronavirus, and subsequently, the San Mateo County Board of Supervisors (“Board”) declared a local emergency related to COVID-19, and the proclamation by the Governor and declaration by the Board remain in effect;

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions in the California Open Meeting law, Government Code section 54950, *et seq.* (the “Brown Act”), related to teleconferencing by local agency legislative bodies, provided certain requirements were met and followed; and

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21, which extended provisions of Executive Order N-29-20 that waive otherwise-applicable Brown Act requirements related to remote/teleconference meetings by local agency legislative bodies through September 30, 2021; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 into law, and AB 361 provides that a local agency legislative body subject to the Brown Act may continue to meet without complying with the otherwise-applicable requirements in the Brown Act related to remote/teleconference meetings by local agency legislative

ATTACHMENT 1B

bodies, provided that a state of emergency has been declared and the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and provided that the legislative body makes such finding at least every thirty (30) days during the term of the declared state of emergency; and

WHEREAS, California Department of Public Health and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and

WHEREAS, on September 28, 2021, in the interest of public health and safety, as affected by the state of emergency caused by the spread of COVID-19, the Board issued a finding that meeting in person would present imminent risks to the health or safety of attendees, and decided to invoke the provisions of AB 361 related to teleconferencing for meetings of the Board; and

WHEREAS, the Board also strongly encouraged other County legislative bodies to make a similar finding and continue meeting remotely through teleconferencing; and

WHEREAS, the First 5 San Mateo County Commission has an important governmental interest in protecting the health, safety and welfare of those who participate in its meetings; and

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the First 5 San Mateo County Commission finds that meeting in person would present imminent risks to the health or safety of attendees, and the First 5 San Mateo County Commission will therefore invoke the provisions of AB 361 related to teleconferencing for meetings of the First 5 San Mateo County Commission.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that

1. The recitals set forth above are true and correct.
2. The First 5 San Mateo County Commission finds that meeting in person would present imminent risks to the health or safety of attendees.
3. Staff is directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

* * * * *

First 5 San Mateo County Commission Meeting

CONSENT AGENDA

October 25, 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.

- 4.1 Approval of the September 27, 2021 Commission Meeting Minutes (See Attachment 4.1)

**First 5 San Mateo County (F5SMC)
COMMISSION MEETING MINUTES
September 27, 2021
Via Zoom**

Call to Order & Roll Call

1. Roll Call

Commission Members: Ken Cole, Rosanne Foust, Pam Frisella, Carole Groom, Neel Patel, Louise Rogers

Absent: Alexis Becerra, Nancy Magee, Sandra Phillips-Sved

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

County Counsel: Monali Sheth

A quorum was present. Commissioner Rogers called the meeting to order at 4:01 PM; roll call was taken.

2. Public Comments: None

3. Action to Set Agenda for September 27, 2021 Meeting and Approve Consent Agenda Items

The Commission motioned to approve the September 27, 2021 Commission Meeting Agenda and moved up the following action items of the agenda:

- o #9 Approval of Amendment to Agreement to the Child Care Coordinating Council of San Mateo County (4Cs) for Build Up San Mateo County: Policy and Technical Assistance Agreement in the Amount of \$530,000 Contract Term effective April 1, 2020 thru June 30, 2023.
- o #10 Approval of the F5SMC's Amendment Lease Renewal Agreement with Borel Estate Company.

MOTION: FOUST/ SECOND: FRISELLA

AYES: COLE, FOUST, FRISELLA, GROOM, PATEL, ROGERS

NOES: NONE

ABSTAIN: NONE

Motion approved.

4. Commission Announcement: None

5. Storytelling: First 5 Work/Impact

Sarah Poulain, Executive Director of Family Connections, reflected on the impact of her work as she will be transitioning to Colorado with her family. She has worked in SMC for 16 years and watched the community come together, especially during the COVID-19 pandemic. Poulain learned and appreciated the importance of workplace collaboration, partnership, and building trust with the community in the best interest of the children and families. She will continue to support the underserved communities and will miss everyone in SMC.

The Commission made comments.

Public Comment: None

6. Presentation: Build Up for San Mateo County

Christine Padilla, Director, Build Up for San Mateo County, shared updates on Build Up for San Mateo County and highlighted the following:

- o Goals of Build Up SMC is to expand, improve, and preserve child care spaces.
- o Recapped the highlights 20 – 21 fiscal year and focused on preservation of child care spaces.
- o Build Up SMC Leadership Team. Next Advisory Committee Meeting is October 26th.
- o Greystar Development will be including child care spaces which is \$3 – 4 million investment.
- o Last year 140 completed new spaces, 277 confirmed meaning they’re not open yet but will be, and 8,660 preserved new spaces
- o Build Up SMC is advocating on a national level – is a member of National Children’s Facilities Network and sits on Policy & Communications; at the state level -- Build Up California modeled after Build Up SMC supported Build Up CA on their launching; local level—Child Care Partnership Council, Padilla is chair of the Access Committee.
- o Build Up SMC is supported by First 5 SMC, 4Cs, Silicon Valley Community Foundation, Gilead, San Mateo County Office of Education, County of San Mateo, Redwood City Together.
- o Quotes from child care providers
- o Communications mediums
- o Starting on Strategic Plan for the next three years, finishing land use study, and more site visits are scheduled on the calendar
- o Family Child Care grants.
- o Thanked First 5 San Mateo County for their support.

Commission made comments and asked questions.

Public Comment: David Fleishman, 4Cs Executive Director, thanked First 5 SMC for support for Build Up Initiative, and acknowledged Padilla for her leadership. It is a great example of leadership collaboration.

The Power Point Presentation can be found on the F5SMC’s website, [September 27, 2021 Commission Meeting Presentations](#).

7. Approval of Amendment to Agreement to the Child Care Coordinating Council of San Mateo County (4Cs) for Build Up San Mateo County: Policy and Technical Assistance Agreement in the Amount of \$530,000 Contract Term effective April 1, 2020 thru June 30, 2023.

Kitty Lopez, F5SMC’s Executive Director, shared that this is an amendment to the existing agreement. The current agreement for Build Up Technical Assistance grant had been for April 1, 2020 through June 30, 2020 totaling \$230,000 jointly funded by F5SMC and Human Services Agency (HSA). This amendment agreement is to extend the terms and budget through June 2023 and with an increase of \$300,000 to cover operational cost.

Commissioner Cole commented as a newer Director of HSA, he has not been able the do full research of HSA’s role/funding mechanism for the prior investment in the Build Up SMC agreement and learn its history, but he is finding ways for HSA to support a portion of the initiative.

Public Comment: None

MOTION: FOUST/ SECOND: FRISELLA
 AYES: FOUST, FRISELLA, GROOM, PATEL, ROGERS
 RECUSED: COLE
 NOES: NONE

ABSTAIN: NONE

Motion approved.

8. Approval of the F5SMC's Amendment Lease Renewal Agreement with Borel Estate Company

Kitty Lopez shared that the current lease with Borel Estate is set to expire October 31, 2021. The new amendment extends the term through October 31, 2025. There will be no rent for period November 1, 2021 through February 28, 2022. The cost is \$4 per square foot or \$7,896 per month. Lopez added that Monali and their team have reviewed the lease agreement.

Commission asked questions.

Public Comments: None

MOTION: GROOM/ SECOND: COLE
AYES: COLE, FOUST, FRISELLA, GROOM, PATEL, ROGERS
NOES: NONE
ABSTAIN: NONE

Motion approved.

9. Presentation: First 5 Association of California Strategic Plan

Kitty Lopez introduced presenter, Melissa Stafford Jones, Executive Director and First 5 Association of California and provided brief background about her. Jones highlighted the following:

- Highlighted 2022 – 2024 Strategic Plan
- Vision, role, and approaches
- Strategic planning process
- Learned the strengths and opportunities from internal and external stakeholders
- Goals: Leadership, System Change, and Local Impact
- Priorities:
 - i. Assert Policy Leadership and Drive Systems Change
 - ii. Facilitate Member Engagement, Learning and Support
 - iii. Center Race, Equity, Diversity, Inclusion in All We Do
 - iv. Build Strategic Capacity and Expertise to Meet Strategic Goals
- An aligned vision of First 5 Association of California, First 5 California and 58 First 5 Commissions

Commission made comments.

Public Comments: None

The Power Point Presentation can be found on the F5SMC's website, [September 27, 2021 Commission Meeting Presentations](#).

10. Brown Act Update

Monali Sheth, Deputy County Counsel, shared legislative developments on Brown Act. She reviewed the Brown Act requirements before the pandemic, and Gov. Newsom's Executive Orders

- N-29-20 dated March 17, 2020

- N-08-21 dated June 11, 2021 – which set a date of October 1, 2021 for public agencies to transition back to public meetings before the pandemic.

Sheth also highlighted bill AB 361, which Gov. Newsom signed on September 16, 2021, which allows a local agency legislative body to continue to use teleconferencing under specific requirements. When there is a meeting during the proclaimed state of emergency, and the Board of the Commission has made a specific determination by a majority vote that as a result of a state of emergency, meeting in person would present an imminent risk to the health or safety of attendees would allow the Commission to proceed to meet virtually. The findings will remain in effect for 30 days and need to be revisited in 30 days. The Commission must re-adopt the initial findings after 30 days if it wishes to conduct a remote meeting. Sheth added that public should be able to technologically fully participate virtually.

Commission made comments.

Public Comments: None

11. **Presentation: First 5 San Mateo County Accomplishments 2020 - 2021**

Kitty Lopez shared the F5SMC's Accomplishments 2020 – 2021 and highlighted the following:

- Creating an impact as leader:
 - Completion of Early Identification and Intervention Environmental Scan
 - Build Up San Mateo County
 - Trauma and Resiliency Informed Systems Initiative (TRISI)/ Adverse Childhood Experiences
- Creating an impact as investor:
 - Continue to implement First 5 SMC Strategic Plan Implementation Plan 2020 – 2025
 - FY 2020 -2023, \$1.1 mil per year on average additional Grant Revenue
 - New Equity Performance Measures
- Creating an impact as partner:
 - Responding to COVID-19 Pandemic i.e. Mission Asset Fund – Children Health Initiative Project
 - Child Care Relief Fund, emergency health and safety supplies
 - Collaborated with community partners to bring town hall meetings on crucial topics

Still much more to do in 2022.

Public Comments: None

12. **Executive Director's Report**

The Executive Director's written report was included in the [September 27, 2021 Commission Meeting Packet](#). Lopez highlighted the following:

- Children's Health Initiative Oversight Committee approved a grant to F5SMC for up to \$100,000 to administer funding for the Ensuring Equity through School-Based Oral Health Partnerships Initiative; \$105,000 to Sonrisas Dental Health to prioritize children and an additional augmentation to the Mission Asset Fund for \$1,225,150.
- F5SMC's Health and Development Specialist, Emily Roberts and Help Me Grow Consultant, Cheryl Oku, hosted a networking session at the Help Me Grow National Forum on September 20, 2021.
- Friday Café Advisory Committee.
- Support Letter SB 395 and SB 682.
- Encouraged to watch TED Talk's "How Every Child Can Thrive by Five"
- Assembly Speaker Pro Tem Kevin Mullin selected Rosanne Foust Woman of the Year.

Public Comments: None

13. **Committee Updates**

The Committee Updates written report was included in the [September 27, 2021 Commission Meeting Packet](#).

Program, Operations and Planning (POP) Committee Meeting:

Commissioner Rogers shared, per the memo, the POP Committee discussed updates on F5SMC Racial Equity Project, Build Up San Mateo County, and general program such as TRISI, Early Identification and Intervention Environmental Scan and Family Story Mini Project.

Commissioner Rogers adjourned the meeting at 5:42 PM.

DATE: October 25, 2021

TO: First 5 San Mateo County Commission

FROM: Kitty Lopez, Executive Director

Re: Agenda #8 Ratification of decision by Executive Director Kitty Lopez and Deputy Director Michelle Blakeley, as First 5 San Mateo County voting members of Children's Health Initiative (CHI) Oversight Committee, to allocate \$171,750 of First 5 San Mateo County's share of funds held in the CHI Trust Fund for a contribution to the Immigrant Families Recovery Fund administered by Mission Asset Fund.

ACTION REQUESTED

Ratification of decision by Executive Director Kitty Lopez and Deputy Director Michelle Blakeley, as First 5 San Mateo County voting members of Children's Health Initiative (CHI) Oversight Committee, to allocate \$171,750 of First 5 San Mateo County's share of funds held in the CHI Trust Fund for a contribution to the Immigrant Families Recovery Fund administered by Mission Asset Fund.

BACKGROUND

Executive Director Kitty Lopez and Deputy Director Michelle Blakely are voting members of CHI's Oversight Committee, and Senior Program Specialist Emily Roberts is a member of the Oversight's Planning Subcommittee. The Oversight Committee has continued to meet twice annually since its inception to address existing and emerging health needs of children and their families in SMC as a collective body. The Health Plan of SMC is the official fundholder of the CHI Trust Fund. As a reminder, the CHI Trust Fund is the combined reserve from previously allocated dollars set aside to fund health insurance for those children who were otherwise uninsured before the State assumed that function under the Affordable Care Act. First 5 has a 15% share of the funds held in the CHI Trust Fund. Until recently, that share was \$643,500.

At the September 27, 2021 Commission Meeting, we notified the Commission in the Executive Report of the approval by CHI's Oversight Committee of (i) a grant of \$100,000 to F5SMC to administer funding for the Ensuring Equity through School-Based Oral Health Partnerships Initiative, which would document oral health service delivery in school settings and provide recommendations, a grant to support 2 dental operatories in Daly City, and (ii) a second round of funding to Immigrant Families Recovery Fund administered by Mission Asset Fund (MAF) to support immigrant families and their young children adversely impacted by the pandemic.

Regarding this second round of funding, Kitty Lopez and Michelle Blakely voted to allocate \$171,750 of First 5's share of the funds held in the CHI Trust Fund toward a contribution to the Immigrant Families Recovery Fund administered by MAF. These funds are being combined with other monies from the CHI Trust Fund to make a collective contribution to MAF. The remaining \$471,750 of First 5's share of the funds held in the CHI Trust Fund will remain there.

Thirty-one percent (31%) of the immigrant households with whom MAF works have young children under 5. This round of funding is helping those families continue to recover from the pandemic and ensure that basic needs, including healthcare needs are met.

ISSUES TO CONSIDER

A full discussion and review of the CHI and its historical milestones and accomplishments in SMC will be presented at the December 13, 2021 Commission Meeting

FISCAL IMPACT

No new monies from F5SMC have been utilized to support the Immigrant Families Recovery Fund, administered by MAF.

RECOMMENDATION

Ratification of decision by Executive Director Kitty Lopez and Deputy Director Michelle Blakeley, as First 5 San Mateo County voting members of Children's Health Initiative (CHI) Oversight Committee, to allocate \$171,750 of First 5 San Mateo County's share of funds held in the CHI Trust Fund for a contribution to the Immigrant Families Recovery Fund administered by Mission Asset Fund.

DATE: October 25, 2021
TO: First 5 San Mateo County Commission
FROM: Kitty Lopez, Executive Director
RE: Approval of F5SMC FY 2020-21 Budget Close-Out

ACTION REQUESTED

Approval of F5SMC FY 2020-21 Budget Close-Out as of June 30, 2021

FY 2020-21 BUDGET CLOSE-OUT as of June 30, 2021 HIGHLIGHTS

- The FY 2020-21 Budget Close-Out as of June 30, 2021 is presented in detail in **Attachment 9A, 9B, and 9C** with key highlights presented in the table below:

FY 2020-21 BUDGET CLOSE-OUT HIGHLIGHTS <i>(July 1, 2020 – June 30, 2021)</i>	
REVENUE	<ul style="list-style-type: none"> Interest Revenue of \$145K is in line with the planned budget produces. Tobacco Tax Revenue of \$5.959 M produces a net 18% positive variance or \$895K higher than the planned budget due to inclusion of \$1.377M Prop 56 Tax Revenue (the \$2 Tobacco Tax bill). IMPACT Grant Revenue of \$598K is 4% higher than the planned grant budget due to its final year of grant execution. Additional revenues totaling \$1.112 M from various Other Grant awards that are recognized during the fiscal year. Total Actual Revenue of \$7.217 M is approximately 11% higher than the planned budget due to higher Prop 56 Tax Revenue and additional Other Grant funding.
EXPENDITURES	<ul style="list-style-type: none"> Total Program Expenditures of \$5.272 M produce a net 33% positive variance or \$2.640 M underspend. Major contributions to this positive variance are associated with common delayed programs execution in the first year of new funding cycle while continuing executing no-cost extensions of existing grants; pending planning and implementation of various strategies of the new strategic plan FY2020-2023; and various Other Grants execution delay due to COVID 19 Total Administrative Expenditures of \$708K produce a net 8% positive variance or \$65K below the planned budget. Major contributions to this positive variance are associated with underspending in various administrative areas due to staff working outside of office. Total Expenditures of \$5.983 M represents a net 31% positive variance or \$2.706 M below the planned budget. Major contributions to this positive variance are associated with common delayed programs execution in the first year of new funding cycle while continuing executing no-cost extensions of existing grants; pending planning and implementation of various strategies of the new strategic plan FY2020-2023; various Other Grants execution delay due to COVID-19; and underspending in various administrative areas.

ENDING FUND BALANCE	<ul style="list-style-type: none"> • FY 2020-21 Ending Fund Balance of \$12.845 M represents 36% positive variance or \$3.420 M higher than the Ending Fund Balance of the planned budget. • Major contributions to this positive variance are associated with higher Prop 56 Tax Revenue, additional Other Grant Revenues, and underspending in Program Appropriations due to common delayed programs execution in the first year of new funding cycle, while continuing executing no-cost extensions of existing grants; pending planning and implementation of the new strategic plan FY2020-2023; and various Other Grants execution delay due to COVID 19.
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FISCAL IMPACT

Admin Cost rate of 12% is within the Commission's approved Admin Cost Rate Policy of 12%.

RECOMMENDATION

Approval of F5SMC FY 2020-21 Budget Close-Out as of June 30, 2021.

BACKGROUND

- At the May 25, 2020 and June 22, 2020 Commission Meetings, Commission approved SPIP FY18-20 Funding Carry Over and No-Cost Extension Agreements as the result of delayed program activities and grant executions due to COVID-19 Pandemic.
- At the May 25, 2020 Commission Meeting, Commission approved F5SMC FY 2020-21 Budget.
- At the February 22, 2021 Commission Meeting, Commission approved F5SMC FY 2020-21 Revised Budget.

FIRST 5 SAN MATEO COUNTY

SUMMARY FY20-21 BUDGET CLOSEOUT as of June 30, 2021

YTD
Benchmark:100%

	FY20-21 Revised Budget	YTD Actuals as of June 30, 2021	Accruals	YTD Combined	YTD Combined vs. FY20-21 Revised Budget (%)
BEGINNING FUND BALANCE (Beginning Reserves*)	11,610,847	11,610,847	-	11,610,847	100%
A. Interest Revenue	145,467	145,291	-	145,291	100%
B. Tobacco Tax Revenue	5,064,000	5,959,458	-	5,959,458	118%
Tobacco Tax Revenue Fiscal Year Allotments	5,064,000	5,959,458	-	5,959,458	118%
SPIIP FY18-20 Carry Over to FY 20-21					
C. Other Grant Revenues	1,293,605	873,212	239,076	1,112,288	86%
F5CA Other Grants / IMPACT Grant	400,000	118,153	239,076	357,229	89%
Non-Tobacco Tax Grants (DLP, PHD, SHD, MHSA)	893,605	743,839	-	743,839	83%
TOTAL REVENUES	6,503,072	6,977,961	239,076	7,217,037	111%
TOTAL AVAILABLE FUND (Total Sources*)	18,113,919	18,588,808	239,076	18,827,884	104%
PROGRAM APPROPRIATIONS					
D1. Strategic Plan Investment - SPIIP FY 20-23	3,780,000	2,508,217	-	2,508,217	66%
Community Investments (FE, CH&D, EL)	3,180,000	2,255,126	-	2,255,126	71%
Evaluation	113,000	52,280	-	52,280	46%
Policy, Advocacy, & Communications (PAC)	487,000	200,812	-	200,812	41%
D2. Strategic Plan Investment - SPIIP FY 18-20 Carry- Over	1,075,000	196,098	-	196,098	18%
Community Investments (FE, CH&D, EL)	400,000	12,201	-	12,201	3%
Evaluation	350,000	-	-	-	0%
Policy, Advocacy, & Communications (PAC)	325,000	183,897	-	183,897	57%
D3. No Cost Extension SPIIP FY18-20	580,355	529,323	-	529,323	91%
Family Engagement	19,067	19,642	-	19,642	103%
Children Health & Development - Carry Over	149,411	111,655	-	111,655	75%
Early Learning - Carry Over	314,649	307,638	-	307,638	98%
Other Evaluation Projects - Carry Over	28,050	28,050	-	28,050	100%
PAC - Carry Over	69,179	62,339	-	62,339	90%
E. Other Grants	1,263,418	932,704	-	932,704	74%
F5CA Other Grants / IMPACT Grant	350,000	310,196	-	310,196	89%
Non-Tobacco Tax Grants (DLP, PHD, SHD, MHSA)	913,418	622,328	-	622,328	68%
F. Program Operations	1,217,033	1,108,944	-	1,108,944	91%
Program Shared Operating Budget	194,250	156,156	-	156,156	80%
Program Staff S&B & Shared Admin Staff Time	844,055	778,132	-	778,132	92%
Evaluation Staff S&B	178,728	174,656	-	174,656	98%
Total Program Appropriations (D1+D2+D3+E+F)	7,915,807	5,275,287	-	5,275,287	67%
ADMIN APPROPRIATIONS					
G. Admin Shared Operating Budget	194,250	156,156	-	156,156	80%
H. Admin Staff S&B	579,239	551,729	-	551,729	95%
Total Admin Appropriations (G+H)	773,489	707,885	-	707,885	92%
TOTAL APPROPRIATIONS (Net Appropriations*)	8,689,295	5,983,172	-	5,983,172	69%
Surplus / (Deficit) (Total Revenues - Total Appropriations)	(2,186,223)	994,789	239,076	1,233,865	
ENDING FUND BALANCE	9,424,623	12,605,636	239,076	12,844,712	136%
Total S&B	1,602,022	1,504,516	-	1,504,516	94%

FIRST 5 SAN MATEO COUNTY

DETAILS FY20-21 BUDGET CLOSE OUT as of June 30, 2021

YTD Benchmark: 100%

	ORG/ACCT#	FY20-21 Revised Budget	YTD Actuals as of June 30, 2021	Accruals	YTD Combined	YTD Combined vs. FY20-21 Revised Budget (%)	Notes to Budget Monitoring Report
BEGINNING FUND BALANCE (Beginning Reserves*)		11,610,847	11,610,847		11,610,847	100%	
A. Interest Revenue	19510-1521	145,467	145,291		145,291	100%	
B. Tobacco Tax Revenue		5,064,000	5,959,458	-	5,959,458	118%	
Tobacco Tax Revenue Fiscal Year Allocations	19510-1861	5,064,000	5,959,458		5,959,458	118%	This line includes Prop 10, Prop 56, and SMIF. Positive variances are due to higher Prop 56 Tax Revenue receipts
C. Other Grant Revenues		1,293,605	873,212	239,076	1,112,288	86%	
F5CA IMPACT Grant FY20-23	19510-1861	400,000	118,153	239,076	357,229	89%	
F5SF IMPACT HUB TA FY20-21	19510-2643	49,902	34,301		34,301	69%	
Mental Health Services MHSA Prop 63	19510-2643	184,703	78,296		78,296	42%	
Peninsula Healthcare District - HMG Call Center Grant FY19-20	19510-2643	35,000	35,000		35,000	100%	Grant revenue received in FY19-20 and earned in FY20-21.
Peninsula Healthcare District - HMG Call Center Grant FY20-21	19510-2643	50,000				0%	New grant award FY20-21, unearned revenue in FY20-21
David Lucile Packard- Help Me Grow FY20-22	19510-2643	75,000	130,196		130,196	174%	Grant revenue received in FY19-20 and earned in FY20-21.
Sequoia Healthcare District - Special Needs Grant FY20-23	19510-2643	363,000	263,028		263,028	72%	
Sequoia Healthcare District - Mental Health Grant FY20-23	19510-2643	86,000	35,542		35,542	41%	
Aurrera Health Group - ACES Aware	19510-2643	50,000	35,423		35,423	71%	
Human Services Agency - Build Up K	19510-2643		130,000		130,000		Grant revenue received in FY18-20 and earned in FY20-21.
Silicon Valley Community Foundation - Equity			1,000		1,000		
Wellness Grant	19510-2101		1,054		1,054		
SDI Refund	19510-2644		11,220		11,220		State disability insurance refund
TOTAL REVENUES		6,503,072	6,977,961	239,076	7,217,037	111%	Positive variances are associated with high Prop 56 Revenue receipt.
TOTAL AVAILABLE FUNDS (TOTAL SOURCES*)		18,113,919	18,588,808	239,076	18,827,884	104%	
APPROPRIATIONS							
PROGRAM APPROPRIATIONS							
D1. Strategic Plan Investment - SPIP FY 20-23		3,780,000	2,508,217	0	2,508,217	66%	Underspending due to new programs started its first-year execution as the new funding cycle began, program adjustments due to the pandemic and leveraging from the Children Health & Development portfolio.
Family Engagement	19540-6125	1,060,000	917,416		917,416	87%	Underspending in the first year of new grant executions.
Children Health & Development	19540-6156	1,060,000	592,293		592,293	56%	Underspending in the first year of new grant executions.
Early Learning	19540-6263	1,060,000	745,417		745,417	70%	Underspending in the first year of new grant executions.
Grant Management and Other Evaluation Projects	19540-6265	113,000	52,280		52,280	46%	Pending qualitative and quantitative researches for planning of various Evaluation project, focusing in new equity performance measures.
Policy Advocacy, Communications & Systems Change	19540-6814	380,000	200,812		200,812	53%	
Emerging Projects	19540-6814	107,000			0	0%	Pending planning on various projects in Parent leadership engagement, workforce navigation and alignment, and pending KNP order.
D2. Strategic Plan Investment - SPIP FY 18-20 Carry-Over		1,075,000	196,098	-	196,098	18%	The implementation of the SPIP FY 2018-20 Carry Over Funds are in coordination within the 3-year time frame of the new strategic plan FY 2020-23; said Carry Over Funds are served as leverage fund for obligations of existing Other Grants in the Children Health & Development portfolio.
Children Health & Development - Carry Over	19540-6156	300,000	12,201		12,201	4%	
Early Learning - Carry Over	19540-6263	100,000			0	0%	
Other Evaluation Projects - Carry Over	19540-6265	350,000			0	0%	Reallocation of funds to support communications materials and huand centered design work such as: F5SMC Mini Parent Story Project, HV caregiver leadership capacity building and REDI (Race Equity and Diversity etc.
PAC - Carry Over	19540-6814	150,000	104,759		104,759	70%	
Emerging Projects - Carry Over	19540-6814	175,000	79,138		79,138	45%	
D3. SPIP FY18-20 No Cost Extension		580,355	529,323	-	529,323	91%	All no-cost extension Agreements ended 6.30.2021.
Extension	19540-6125	19,067	19,642		19,642	103%	
Children Health & Development - No Cost Extension	19540-6156	149,411	111,655		111,655	75%	
Early Learning - No Cost Extension	19540-6263	314,649	307,638		307,638	98%	
Other Evaluation Projects - No Cost Extension	19540-6265	28,050	28,050		28,050	100%	
PAC - No Cost Extension	19540-6814	69,179	62,339		62,339	90%	

	ORG/ACCT#	FY20-21 Revised Budget	YTD Actuals as of June 30, 2021	Accruals	YTD Combined	YTD Combined vs. FY20-21 Revised Budget (%)	Notes to Budget Monitoring Report
E. Other Grants		1,263,418	932,704	0	932,704	74%	Various Other Grant Funders allow No-Cost Extension due to COVID 19
FSCA IMPACT Grant	19540-6126	350,000	310,196		310,196	89%	
FSCA Home Visiting Grant	19540-6126		180		180		
F5SF IMPACT HUB TA FY20-21	19540-6126	42,418	31,086		31,086	73%	
Mental Health Services MHSA Prop 63	19540-6131	120,000	43,914		43,914	37%	
Peninsula Healthcare District - HMG Call Center Grant FY19-20	19540-6131	27,000	26,631		26,631	99%	
Peninsula Healthcare District - HMG Call Center Grant FY20-21	19540-6131	35,000				0%	
Grow	19540-6131	76,000	101,744		101,744	134%	
Sequoia Healthcare District - Special Needs Grant	19540-6131	385,000	241,188		241,188	63%	
Sequoia Healthcare District - Mental Health Grant	19540-6131	63,000	25,042		25,042	40%	
Aurrera Health Group - ACES Aware	19540-6131	35,000	22,723		22,723	65%	
Services Agency - Build Up Kids Facilities Grant	19540-6131	130,000	130,000		130,000	100%	
F. Program Operations		1,217,033	1,108,944	0	1,108,944	91%	
Program Shared Operating Budget		194,250	156,156		156,156	80%	Schedule 1
Program Staff S&B & Shared Admin Staff Time		844,055	778,132		778,132	92%	Schedule 2 - 27% Admin Staff Time allocated to Program
Evaluation Staff S&B		178,728	174,656		174,656	98%	Schedule 2
Total Program Appropriations (D1+D2+D3+E+F)		7,915,807	5,275,287	0	5,275,287	67%	Positive variances are associated with common delayed programs execution in the first-year of new funding cycle and various Other Grants execution delay due to COVID 19 and pending planning and implementation of various strategies of the new strategic plan FY2020-2023.
ADMIN APPROPRIATIONS							
G. Admin Shared Operating Budget		194,250	156,156		156,156	80%	Schedule 1
H. Admin Staff S&B		579,239	551,729	0	551,729	95%	Schedule 2
Total Administrative Appropriations		773,489	707,885	0	707,885	92%	Positive variances are due saving in various Admin Operations budget lines as staff works outside the office.
Administrative Cost Rate %		9%	12%		12%		
TOTAL APPROPRIATIONS (NET APPROPRIATIONS*)		8,689,295	5,983,172	0	5,983,172	69%	Positive variances are associated with common delayed programs execution in the first-year of new funding cycle, challenging executions of various programs due to COVID 19, and pending planning and implementation of the new strategic plan FY2020-2023, paired with underspending of various Administrative Budget Lines due to staff working outside of the office.
ENDING FUND BALANCE (ENDING RESERVES*)		9,424,623	12,605,636	239,076	12,844,712	136%	Positive variances are associated with high Prop 56 Revenue receipt and underspending in both Program and Admin budgets due to COVID 19.

Color Coding

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

0

Schedule 1- FY20-21 OPERATING BUDGET CLOSE OUT as of June 30, 2021

YTD Benchmark: 100%

	ORG / ACCT#	FY20-21 Revised Budget	YTD Actuals as of June 30, 2021	Accruals	YTD Combined	YTD Combined vs. FY20-21 Revised Budget (%)	Notes to Budget Monitoring Report
I. Services and Supplies							
Outside Printing & Copy Svc	19510-5191	2,000	0		0	0%	
General Office Supplies	19510-5193	8,000	3,105		3,105	39%	
Photocopy Lease & Usage	19510-5196	5,000	715		715	14%	
Computer Supplies	19510-5211	10,000	3,964		3,964	40%	Combined codes 5211 and 5215
County Memberships - (e.g. F5 Assn Dues)	19510-5331	15,000	14,170		14,170	94%	
Auto Allowance	19510-5712	11,000	10,842		10,842	99%	
Meetings & Conference Expense	19510-5721	10,000	475		475	5%	
Commissioners Meetings & Conference Exp	19510-5723	5,000	5,000		5,000	100%	
Other Business Travel Expense	19510-5724	6,000	0		0	0%	
Dept. Employee Training Expense	19510-5731	7,000	4,296		4,296	61%	
Wellness grant	19510-5856	0	132		132		
Other Professional Services	19510-5858	30,000	29,820		29,820	99%	
Sub Total - Services & Supplies		109,000	72,519	-	72,519	67%	Underspending due to staff works outside office.
II. Other Charges							
Telephone Service Charges	19510-6712	4,500	3,212		3,212	71%	Combined codes 5132 and 6712
Automation Services - ISD	19510-6713	48,000	43,828		43,828	91%	
Annual Facilities Lease	19510-6716	97,000	93,308		93,308	96%	
General Liability Insurance	19510-6725	9,800	9,722		9,722	99%	
Official Bond Insurance	19510-6727	600	278		278	46%	
Human Resources Services	19510-6733	2,000	303		303	15%	Underspending due to leveraging LMS training with no cost to employee attendace.
Countywide Security Services	19510-6738	600	512		512	85%	
All Other Service Charges	19510-6739	60,000	32,498		32,498	54%	
A-87 Expense	19510-6821	57,000	56,133		56,133	98%	
Sub Total - Other Charges		279,500	239,794	-	239,794	86%	Major positive variances are associated with underspending due to staff works outside office.
Total Operating Budget		388,500	312,313	-	312,313	80%	
Program Shared Operating Budget		194,250	156,156	-	156,156	80%	Allocation rate 50%
Admin Shared Operating Budget		194,250	156,156	-	156,156	80%	Allocation rate 50%

Schedule 2 - FY20-21 SALARIES & BENEFITS BUDGET CLOSE OUT as of June 30, 2021

Program Staff & Shared Admin Staff		844,055	778,132		778,132	92%	27% Admin staff time allocated to Program
Evaluation Staff		178,728	174,656		174,656	98%	
Admin Staff		579,239	551,729		551,729	95%	
Total Salaries and Benefits		\$ 1,602,022	\$ 1,504,516	\$ -	\$ 1,504,516	94%	

Color Coding

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

Date: October 25, 2021
To: First 5 San Mateo County Commission
From: Kitty Lopez, Executive Director
Re: Approval of First 5 San Mateo County (F5SMC)'s Basic Financial Statements for the Year Ending June 30, 2021 Audit Report and Its Submission to First 5 California and to California State's Controller Office

ACTION REQUESTED

Approval of First 5 San Mateo County (F5SMC)'s Basic Financial Statements for the Year Ending June 30, 2021 Audit Report and Its Submission to First 5 California and to California State's Controller Office

INDEPENDENT AUDITORS' REPORT - OUTCOMES

In accordance with compliance requirements, an audit of First 5 San Mateo County's Basic Financial Statements for the Year Ending June 30, 2021 was conducted by an independent auditor, Brown Armstrong Accountancy Corporation, Bakersfield, California.

Please see the F5SMC's Basis Financial Statements for the Year Ending June 30, 2021 Audit Report (**Attachment 10A**) and Communication Letter to the First 5 SMC Commissioner attached (**Attachment 10B**). Summary of Independent Auditors' Report Outcomes are as following:

- Independent Auditors' Report on the Financial Statements (pages 1-2): Unmodified opinion (clean opinion).
- Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards (pages 39-40): No instances of noncompliance or other matters that are required to be reported under the Government Audit Standards were identified (clean opinion)
- Independent Auditors' Report on State Compliance (pages 43-44): F5SMC complied in all material respects with the compliance requirements (clean opinion). There were no current year findings.

BACKGROUND

In accordance with California Health & Safety Code Sections 130140 and 130150, First 5 County Commissions are required to conduct an audit of their financial operations for each fiscal year and present the audit at a public hearing prior to submitting the report to First 5 California.

Each First 5 County Commission's audit should be performed (1) in accordance with generally accepted auditing standards of Institute of Certified Public Accountants, and (2) generally accepted governmental auditing standards issued by the United States General Accounting Office for financial, and (3) compliance audits. In addition, effective FY2006-2007, all County Commission audits must be in accordance with the California State Controller's Standards and Procedures for Audits of California Counties Participating in the California Children and Families Program.

First 5 County Commission audits must be submitted to both First 5 California and the California State's Controller Office by November 1st of each year.

Continuing Implementation of Governmental Accounting Standards Board Statements (GASBs)

For the fiscal year ending June 30, 2018, County of San Mateo (and First 5 San Mateo County) is responsible to implement the following statements, wherever applicable:

- GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, which establishes new accounting and financial reporting for state and local governments by improving the accounting and financial reporting for OPEB plans and provides information obtained by state and local government employers about financial support for OPEB that is provided by other entities.
- GASB Statement No. 85, Omnibus 2017. This Statement addresses a variety of topics related to blended component units, goodwill, fair value measurement, and postemployment benefits.
- GASB 68 ushers to the reporting of pension assets and liabilities, requiring immediate recognition of the net long-term liability of future pension benefits in excess of accumulated plan assets.

FISCAL IMPACTS

Impacts of GASB 68 implementation:

- No fiscal impacts to cash flow or to the fiscal budget.
- Consider GASB 68 implication to F5SMC's Ending Fund Balance Projection in the F5SMC's Long-Term Financial Plan (LTFFP).

RECOMMENDATION

Approval of First 5 San Mateo County (F5SMC)'s Basic Financial Statements for the Year Ending June 30, 2021 Audit Report and Its Submission to First 5 California and to California State's Controller Office.



**COMMUNICATION WITH THOSE CHARGED WITH
GOVERNANCE AT THE CONCLUSION OF THE AUDIT
(SAS 114)**

To the Board of Commissioners
 First 5 San Mateo County
 San Mateo, California

We have audited the financial statements of the governmental activities and the major fund of the First 5 San Mateo County (First 5), a discretely presented component unit of the County of San Mateo, California, for the year ended June 30, 2021. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and the State of California's *Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, issued by the State Controller's Office, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 6, 2021. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by First 5 are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2021. We noted no transactions entered into by First 5 during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting First 5's financial statements were:

Management's estimate of the fund balance commitments is based on unfinished contracts and their payment schedules. We evaluated the key factors and assumptions used to develop the accounting estimate and determined that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the fair value of investments is based on the method as detailed in the notes to the financial statements. We evaluated key factors and assumptions used to develop the estimate of the fair value of investments in determining that it is reasonable in relation to the financial statements taken as a whole.

Net Pension Liability (NPL) and Net Other Postemployment Benefits (OPEB) Liability (NOL) and related items are based on actuarial valuations, which involve estimates of the value of reported amounts and probabilities about the occurrence of future events far into the future. We evaluated the key factors and assumptions used to develop the estimates of NPL and NOL and related items in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were for the NPL and NOL related items as described above.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 1, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to First 5's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as First 5's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Budgetary Comparison Schedule, Management Discussion and Analysis, Schedule of Proportionate Share of the Net Pension Liability, Schedule of First 5's Contributions - Pension Plan, Schedule of Proportionate Share of the Net OPEB Liability, Schedule of First 5's Contributions - OPEB, and the Schedule of Changes in the Net OPEB Liability and Related Ratios, which are Required Supplementary Information (RSI) that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the information and use of the Board of Commissioners and management of First 5 and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

*Brown Armstrong
Accountancy Corporation*

Bakersfield, California
October 1, 2021

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

STRATEGIC INVESTMENT FOCUS AREAS – UPDATE

QUALITY CARE AND EDUCATION

Quality Counts San Mateo County (QCSMC): Critical Learnings from the Field

The following excerpt is from QCSMC Annual Report to First 5 California and the California Department of Education's Preschool Development Grant program summarizing emerging needs from the field provided by Family Child Care and Center-based educators participating in the Quality Rating and Improvement System. Themes include workforce depletion, increased concern of social development health of children, workforce supports for classroom coaches and teachers and better guidance supporting the needs of the families served (trauma-informed-care, antibias/implicit bias training).

“Programs experienced great losses of staff employment and have had to close classrooms and sites. There is a need to recruit more early learning professionals, in particular men and people of color. Early learning providers need to be viewed as professionals and compensated as such. Providers are seeking better guidance and support. There is a need for trauma-informed care that focuses on the needs of children, providers, and parents. Providers are overwhelmed and focused on tools, and early learning program requirements. Providers need the opportunity to reflect and reconnect to children and their needs. Learning loss is often discussed in K-12. In the early learning field, it has manifested in experiential delays. Providers are noticing delays in skills and behaviors in typically developing preschool aged children because of the lack of social and peer interactions and experiences. Providers need support reflecting on child development and assessing the actual needs of children while also reflecting on their own practice and self-care. In the same vein, coaches need better guidance and training in supporting the unique needs of the communities served, i.e., trauma-informed care, implicit biased, anti-biased/anti-racist training, and coach authorization processes. Coaches also need guidance and training to support the coach competencies and the acquisition of coach certification. Another equally important and urgent need for the field is wage reform and a credential pathway for the ECE workforce.”

HEALTHY CHILDREN

Systems Change for Children with Special Needs Meeting:

On October 14, community partners dedicated to serving children with special needs met for the quarterly Systems Change for Children with Special Needs meeting. The meeting featured two dynamic topics: 1) a Networking Discussion focused on the Impacts of a Changing Workforce facilitated by Carol Elliott of AbilityPath and 2) a State Policy Update from Alexandra Parma, Senior Policy Research Associate at First 5 Center for Children's Policy.

Integrated Systems for Children with Special Needs Partner Meeting:

First 5 SMC Integrated Systems for Children with Special Needs funded partners convened for a semi-annual meeting on October 15 to reflect on the successes and challenges from FY2020-

21 and to explore opportunities for growth in the current fiscal year. Lead agency Director of Family Support Services Carol Elliott facilitated the meeting, which included representatives from each of the six subcontracted partners as well as staff and consultants with F5SMC.

RESILIENT FAMILIES

Friday Café (Community and Family Engagement) Update:

We plan to leverage the momentum of Friday Cafes to build the family engagement system in our county more broadly and robustly. Therefore, each month an update will be provided in this section.

Brief Background:

The idea for Friday CAFÉ came from family-serving professionals working in the field of family engagement in Connecticut schools and communities where there was no professional organization or network for peer-to-peer learning and resource sharing. The Friday CAFÉ model is now in over 100 cities around the world, including San Mateo County. The purpose of Friday Cafes is to create a learning community for family and community engagement professionals. An advisory group of practitioners assists with choosing topics, speakers, and venues for each month.

Deeper Evaluation:

In conjunction with staff of San Mateo County Office of Education (SMCOE), Family Support Program Specialist, Karen Pisani, and Research & Evaluation Specialist, Jenifer Clark, we have begun designing a more robust evaluation of Friday Cafes. We know from post-Café evaluations and anecdotal evidence that Friday Cafes are popular and are serving their intended purpose: to bolster the family engagement network in our county while creating a restorative and educational experience. (Providing training/capacity building for family engagement providers as well as opportunities to network, collaborate and coordinate were identified needs in ASR's 2016 report, "Pathways to Improve Family Engagement in San Mateo County", and in F5SMC's 2019 Family Engagement Provider Survey.) Although Friday Cafes are not yet considered an evidence-based practice, local quantitative evaluations of these models (which include World Cafes, Parent Cafes, and Father Cafes) have demonstrated promising results, qualitative findings are compelling, and a national evaluation of the Parent Café model is currently underway. Friday Cafes are emerging as a promising practice – they have been an impactful part of the growing (and much needed) Family Support Network – and we hope to capture the program's impact more fully through a local evaluation of our efforts.

CORA's Community Response Team (CRT) Launches:

Dr. Munish Vohra, CORA's Director of Clinical Services, has been hard at work recruiting members of a coordinated community response team to create a trauma-informed approach to smooth referral pathways for particularly vulnerable families experiencing domestic violence. The first series of meetings is called "San Mateo Community Partnerships" and will conduct its first meeting on October 21, 2021. The mission of the series is to share resources and tools that improve the collective capacity and enhance services for families impacted by interpersonal violence. This partnership will provide an opportunity to more closely coordinate work with often-overlapping clientele.

Although recruitment for the CRT is ongoing, current invitees are from many sectors and agencies across the county including, but not limited to Pre-3, Head Start, San Mateo County Office of Education, Peninsula Health Care District, San Mateo Pride Center, Help Me Grow, YMCA, faith-based organizations, StarVista, Office of Community Affairs – Immigration Services, HSA, SMUHSD, Family Connections, San Mateo County Adult School, and many more.

POLICY & ADVOCACY UPDATES

Thank You for Fighting for Equity in Children’s Health!

The Children’s Movement of California (CMC) extended their gratitude to 640 Pro-Kid organizations across California including First 5 San Mateo County that signed on to a letter urging Governor Newsom to sign SB 682 or End Racial Inequities in Children’s Health Initiative. The bill was vetoed by Governor Newsom on October 4, 2021, but “will continue to work with the Newsom Administration and Senator Rubio to ensure we take meaningful steps to reduce racial disparities and improve health outcomes for all California kids” according from CMC. (See Attachment 11.1)

ACCOUNTABILITY, RESEARCH AND EVALUATION

F5SMC Annual Report to F5CA

A presentation and Approval Item to the Commission on F5SMC’s Annual Report to First 5 California will be held at the December 13, 2021 Commission meeting.

FIRST 5 CALIFORNIA & FIRST 5 ASSOCIATION UPDATES

Addressing Infant and Early Childhood Mental Health Needs: Opportunities for Community Solutions

The First 5 Association, First 5 Center for Children’s Policy and The Children’s Partnership released a new detailed report, *Addressing Infant and Early Childhood Mental Health Needs: Opportunities for Community Solutions*, that examines the community resources, challenges, and recommendations that address the mental health needs of young children. Deputy Director, Michele Blakley, contributed to the report and will be participating with the F5 Center in advancing recommendations. See Attachment 11.2 for the Executive Summary, and the detailed report can be found in this link: <https://first5center.org/publications/addressing-infant-and-early-childhood-mental-health-needs-opportunities-for-community-solutions>

Findings from the First 5 California Home Visiting Workforce Study | Executive Summary

First 5 California releases a detailed report on the state’s Home Visiting Workforce.” “The First 5 California (F5CA) Home Visiting Workforce Study collected data to help the state understand the landscape of California’s home visiting workforce, including characteristics of home visitors and supervisors, implementation supports for staff, and program needs for workforce recruitment, development, and retention. The following summary presents key findings from a survey of more than 900 home visiting staff representing 171 home visiting programs across the state” (See Attachment 11.3 for the Executive Summary or click link: https://www.childtrends.org/wp-content/uploads/2021/02/F5CAExecSummary_ChildTrends_February2021.pdf

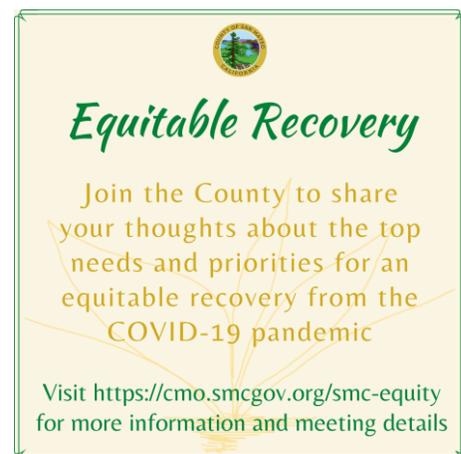
COMMUNITY AND STATEWIDE EVENTS & UPDATES

Economic Recovery Roundtable: Fostering Economic Resilience Meeting Worker Needs for Childcare, Housing, and Other Essentials

SMC's 4-part Economic Roundtable series concluded on September 29, 2021. Sponsored by Nova Works, The Bay Area Council, SAMCEDA and Silicon Valley Community Foundation. County Manager Mike Callagy and Supervisor Dave Pine hosted the roundtables which explored the local economic impacts of the pandemic and opportunities for our economic recovery. F5SMC's Deputy Director, Michelle Blakely, and David Fleishman, Executive Director of 4C's, presented on the impacts and opportunities for the early care and education workforce and sector. To access the presentation, *See Attachment 11.4 (Child Care slides 15-24)*

Voice Your Priorities for a Strong Recovery from the Pandemic

We want to hear from you! What are your top needs and priorities for an equitable recovery from the COVID-19 pandemic? The [San Mateo County Recovery Initiative](#) started over a year ago and through input from community leaders, cities, and institutions, millions of dollars were allocated to support food access, housing, childcare, digital access, small businesses and more. A year and a half into the pandemic, we continue to experience more severe impacts on our communities of color and low-income communities. We want to make sure we are still prioritizing the right things to support those most impacted. *See Attachment 11.5* for further details and how to participate.



COMMUNICATIONS

What's New on Our Website?

Resource Library: Parentage Opportunity Program

F5SMC and SMC Department of Child Support Services are working together to disseminate information about the [Parentage Opportunity Program](#). This program offers eligible parents a free and efficient opportunity to establish a legal parent-child relationship, with the same legality without going through court. Information about this program will also be included in the F5SMC's Kits for New Parents.

Newsletter

On October 7, 2021, F5SMC sent out its quarterly electronic newsletter. An interview with Maria Romero, VP of Early Learning at Peninsula Family Services regarding the challenges the organization and many of their clients have faced through COVID-19 pandemic, and the KTVU's interview with F5SMC Commissioner Neel Patel explaining the impact of COVID-19 with on young children were among the highlights. Click link to access the newsletter:

<https://conta.cc/3FBeyur>

Social Media and Analytics Report (*See Attachment 11.6*)



The Children's
Movement
of California®

Thank You for Fighting for Equity in Children's Health!

Last week, more than 640 Pro-Kid organizations across California, including yours, signed on to [this letter](#) urging Governor Newsom to sign EnRICH CA (SB 682 (Rubio)) into law.

The End Racial Inequities in Children's Health Initiative (EnRICH CA, SB 682) would have required the California Health and Human Services Agency to develop a plan to reduce racial disparities in five childhood chronic diseases by 2030, in an effort to improve health outcomes for all kids in California, and ultimately, help create a generation of healthier adults from the start.

Governor Newsom vetoed SB 682 on October 4. In his veto message, the Governor said that his "Administration is strongly supportive of closing the health disparity gap among youth and agrees with the intent of this bill. California must set measurable goals and take meaningful action to reduce disparities in chronic conditions affecting children of color." We will continue to work with the Newsom Administration and Senator Rubio to ensure we take meaningful steps to reduce racial disparities and improve health outcomes for all California kids.

Thank you for being a tireless supporter of California kids, and a dedicated member of The Children's Movement!



Addressing infant and early childhood mental health needs:

opportunities for
community solutions



FIRST 5 CENTER FOR
CHILDREN'S POLICY

REPORT

October 2021

Executive Summary

California's children and families are under significant and escalating toxic stress, from both the COVID-19 pandemic and longstanding historical and systemic issues such as poverty, racism and other forms of community and individual trauma.

This moment in history could be pivotal in the landscape of California's early childhood mental health. Conditions created by the pandemic, such as isolation, economic stress, and community trauma, are all proven to negatively impact a child's ability to thrive. It is vitally important that young children and their parents and caregivers receive the interventions necessary to support their mental health during this critical time.

Young children under age 5 can — and do — suffer from mental health conditions. These conditions are difficult for providers to identify and address because young children handle emotional experiences and traumatic events differently from adults and older children. During these early years a child's brain is developing more rapidly than at any other point in their life. Very young children are also uniquely dependent on the adults in their lives to meet their social-emotional needs and bounce back from stressful experiences. Thus, interventions must focus on caregivers to provide a nurturing, loving relationship that encourages the child's social-emotional growth and supports the foundational brain development that will enable them to flourish.

Using information gathered from program data of early-childhood and family serving programs, interviews with state leaders and program administrators and staff and relevant literature, this report seeks to describe the wide range of community-based promotion, prevention and early identification and intervention programs for California infants, toddlers and preschoolers.

This paper focuses on community-based programs in California supporting infants, toddlers, and preschoolers' social-emotional health, as well as their goals, service models, and funding sources. In community-based programs, care and support are delivered in spaces children and their families frequent and allow families to play an active role in their delivery. Community-based services are distinct from clinical mental health services, such as the new dyadic care Medi-Cal benefit, which, in addition to community-based services, are an essential part of the mental health system for young children. Services at the community level might look like facilitated playgroups, parenting support classes or mental health consultation for early care and education providers, among others. These programs are uniquely positioned to help families overcome barriers to mental health care access, and they can connect families and educators with more intensive health, mental health, or early intervention services as needed. Community-based programs are also most likely to reach families from historically marginalized communities, including immigrant and low-income families of color.

Existing programs for young children are often limited by a lack of resources, lack of workforce and lack of public understanding and political will. New state and federal funding in response to the pandemic have the potential to wrap culturally relevant, trauma-informed services and systems around infants, toddlers, and preschoolers. California, under the leadership of its Surgeon General, has set a bold goal of reducing Adverse Childhood Experiences (ACEs) and toxic stress by half in one generation. An increasing number of policy changes show the California Governor and legislature's growing commitment to support mental health, and funding is increasingly being provided to mental health services for children and youth. However, more must be done to ensure that these investments reach our youngest children in community-based settings that offer critical opportunities for prevention and early supports.

This report recommends a multilayered approach that builds on the work that has already been done to promote protective factors to reduce the effects of toxic stress and ACEs that were exacerbated by the pandemic. California must braid funding sources, create system-level coordination, and ensure every community offers broad prevention efforts to support caregivers and young children.

Recommendations include:

- » Expand Infant and Early Childhood Mental Health community-based services for Medi-Cal eligible children and families. The Children & Youth Behavioral Health Initiative offers the promise of transforming and vastly expanding children's mental health services. The strategies that make up that initiative should explicitly target young children in community-based settings in recognition of the special needs of this age group.
- » County Mental Health Services Act funding should prioritize young children to effectively promote well-being and prevent mental health conditions. This paper recommends the State Mental Health Services Act Commission identify children ages 0 to 5 as a priority population, given the unique opportunities for positive development as well as the significant vulnerabilities faced by young children and their families.
- » Expand early childhood education providers' access to Infant and Early Childhood Mental Health consultation, an evidence-based model, through state contracts with early childhood education providers and additional technical assistance.
- » Expand and support the Infant and Early Childhood Mental Health workforce. There is a significant need for policies to increase the number of licensed and non-licensed professionals who are trained in infant and early childhood mental health and development, particularly professionals of color who are multilingual.
- » Increase awareness of infant and early childhood mental health. Broad, accessible and informative public information campaigns can play a role in reducing stigma and opening doors to prevention and early intervention services.



Findings from the First 5 California Home Visiting Workforce Study | *Executive Summary*

The First 5 California (F5CA) Home Visiting Workforce Study collected data to help the state understand the landscape of California's home visiting workforce, including characteristics of home visitors and supervisors, implementation supports for staff, and program needs for workforce recruitment, development, and retention. The following summary presents key findings from a survey of more than 900 home visiting staff representing 171 home visiting programs across the state.

Key findings about California's home visiting workforce

Key findings from this workforce survey include a description of the California home visiting workforce, the ways they are meeting the needs of families, changes in their work due to the COVID-19 pandemic, and how home visitor well-being and program supports affect workforce retention.

- ▶ **The majority of California's home visiting workforce identifies as Hispanic or Latinx and can speak Spanish fluently.** These demographics mirror the families comprising home visitor caseloads, with the majority of families also being Hispanic or Latinx, and Spanish being their second most commonly spoken language after English.
- ▶ **Although the workforce is experienced working with parents and families, they are new to the field of home visiting.** More than 40 percent of home visitors have worked in the field for less than three years and the majority have been in their current position for less than three years.
- ▶ **While almost three-quarters of California's home visiting workforce hold at least a bachelor's degree,** staff come from a diverse range of disciplines, representing degrees in child development, early childhood education, psychology, social work, nursing, and education.
- ▶ **The well-being of the home visiting workforce is a concern.** One quarter of the workforce is experiencing depressive symptoms, which is a higher rate of depressive symptoms than those found in recent national studies of home visiting staff.
- ▶ **The COVID-19 pandemic continues to affect families and home visitors.** Almost all home visitors are conducting virtual home visits during the pandemic, and almost all reported that their work is more challenging now compared to before COVID-19. In addition, both home visitors and supervisors are now working almost twice as much during the evenings and weekends compared to before the pandemic.
- ▶ **While high levels of stress and depressive symptoms are being reported during the pandemic,** most home visitors have not experienced a change in their level of satisfaction with work now compared to before COVID-19, and plan to stay in their current position for at least the next year. Home visitors also reported that they appreciate support from their supervisors as well as employment benefits such as paid vacation or sick leave and health insurance. At the same time, about half of home visitors would like additional mental health supports.
- ▶ **Predictors of whether home visitors in California intended to remain in their current position include** having a say in decisions that affect them, receiving training on implementing virtual home visiting, having three or more years of home visiting experience, being satisfied with the amount of on-the-job stress they experienced, and having higher salaries. However, reporting more depressive symptoms and experiencing discrimination in the workplace decreased the likelihood of expecting to remain in their current position.

Supporting the home visiting workforce

Additional analyses were conducted to understand what workforce supports are necessary to ensure home visiting staff are well prepared to meet the needs of families and ultimately support retention. Several key variables related to workforce retention were examined, including: 1) the extent to which home visitor demographics mirror those of the families on their caseloads, 2) whether training, supervision, and other program supports are preparing home visitors to meet a wide range of family needs, 3) characteristics that influence the association of stress and depressive symptoms, and 4) factors that predict the likelihood that staff will stay in their current position.

To some extent, the home visiting workforce is representative of the families it serves.

Almost all home visitors (90%) reported that they share racial, ethnic, or cultural traits with *at least some* of the clients that their program serves, with the majority of these home visitors (67%) reporting that they share these traits with *most* of the clients they serve.

One way to further understand how representative the workforce is of the families they serve is to examine the extent to which home visitors can provide services in the same languages their families speak. Most home visitors reported that they have at least some families on their caseload who speak English, and almost all home visitors were able to speak and provide services in English. However, for all other languages, significant gaps between family and home visitor language existed (Table 1). These results indicate that there were families served by home visitors who did not speak the same language, which likely resulted in communication challenges. These same challenges might affect rapport-building and provision of services, including referrals and health education.

Table 1. Language concordance between families and home visitors (n = 802)

Language spoken	Number of home visitors with families on their caseload who speak this language	Home visitor speaks the same language
English	712	98%
Spanish	612	74%
Arabic	63	3%
Vietnamese	40	15%
Tagalog	35	3%
Cantonese	32	6%
Hmong	18	17%

Source: Home visiting workforce survey, 2020, Child Trends

Note (1): Supervisors with a caseload were classified as home visitors in these analyses

Note (2): Data include the following responses: “very few families,” “about half of families,” “more than half of families,” and “all families”

The home visiting workforce generally feels well-supported and prepared to meet the needs of its families but may require more mental health support.

To identify how home visitors are supported and prepared to meet their families’ needs, caseload data were grouped into four categories reflecting different family experiences: 1) poverty, 2) involvement with the child welfare system, 3) prenatal or postpartum depression or mental illness, and 4) high risk.¹

Overall, most home visitors who have families in any of the four categories received training to address the family needs reflected in their caseload. For instance, almost all home visitors (>90%) who had parents identified as high risk on their caseload received training in child maltreatment or mandated reporting as well as training in family stress and mental health. However, supervision and mental health supports were not always provided to home visitors who served families in the four categories. For example, home visitors who had caseloads with parents experiencing poverty tended to receive less supervision than those who did

¹ Includes caseloads with parents experiencing homelessness or unstable housing, intimate partner violence, prenatal or postpartum depression or mental illness, substance use, involvement with child welfare system, or incarceration.

not have these families on their caseloads. Home visitors serving the most vulnerable families, particularly parents involved in the child welfare system and parents identified as high risk, were less likely to report that their program provided mental health supports for their well-being compared to home visitors who do not serve these families. It may be that home visitors have the training and resources needed to address families' needs, but they could develop and improve skills through high-quality supervision and benefit from mental health supports to address stress and feelings of burnout.

Home visiting staff well-being is a concern: Staff are experiencing high levels of depressive symptoms and COVID-related stress; supporting staff mindfulness may reduce these experiences.

More than one quarter of home visitors reported experiencing high levels of depressive symptoms. This high rate of depressive symptoms is likely strongly influenced by the impact of COVID-19, as the study found that COVID-related stress was strongly associated with depressive symptoms. Using a composite total score of the COVID-related stress items, for every 1 unit increase in the score, there is about a 16 percent increase in the odds of having high levels of depressive symptoms. In addition, results indicated that mindfulness is strongly associated with depressive symptoms; as mindfulness increases, the likelihood of experiencing high levels of depressive symptoms decreases.

The study also sought to identify whether characteristics such as home visitors' mindfulness changed this strong relationship between COVID-related stress and depressive symptoms. Results indicated that for all levels of mindfulness, there is an association between COVID-related stress and depressive symptoms. However, follow-up analyses suggest that when mindfulness is low, COVID-related stress and depressive symptoms are more strongly associated compared to when mindfulness is high.

Programmatic supports and home visitor characteristics predict the likelihood that home visitors may remain in current positions.

Bivariate and multivariate statistical models were tested to identify the strongest predictors of remaining in one's position, including community-level factors, programmatic supports, and home visitor characteristics.²

-  For programmatic supports, home visitors who felt they have a say in decisions that affect them were more likely to indicate they intend to remain in their current position. In addition, those home visitors who reported receiving training on implementing virtual home visiting were nearly two times more likely to remain in their position compared to home visitors who did not receive training.
-  Some of the strongest predictors of home visitors remaining in their current position included: 1) having three or more years of home visiting experience, 2) satisfaction with the amount of on-the-job stress, and 3) higher salaries. Reporting more depressive symptoms was associated with less likelihood of expecting to remain in their current position for at least the next year.
-  Although only 6 percent of home visitors reported experiencing discrimination in the workplace, this was a negative predictor of intent to remain in current position. Additionally, although it was not a statistically significant finding at the bivariate or multivariate level, home visitors who identified as non-Hispanic White were more than two times more likely to remain in their current position compared to home visitors who identified as Hispanic or Latinx ($p=.13$).

Discussion

The home visiting workforce in California includes a much greater proportion of staff who identify as Hispanic or Latinx and speak Spanish fluently compared to national studies. Staff also represent a diverse set of disciplines and come into the field of home visiting through various channels. This diversity of staff makes supporting the workforce complex, particularly for building a coordinated system to support a stable and competent workforce that can meet the needs of California's families.

In addition, much of the home visiting workforce in California is new to the field of home visiting and, at least during the COVID-19 pandemic, they are experiencing high rates of depressive symptoms and stress. Likewise, about 40 percent of home visitors and 30 percent of supervisors report that they are likely to

² Reported variables showed statistically significant differences at the $p<.10$ level.

leave the home visiting field in the next year. Analyses conducted to understand factors that support workforce retention reveal the need for various programmatic supports, including supportive supervisors and ongoing feedback, and additional training on implementing virtual home visits, family stress and mental health, and available community services for families. These analyses also indicate the need for a supportive workplace environment in which an effort is made to reduce staff stress, include home visitors in decision making, and understand and address discrimination.

Additional resources that specifically target staff's mental health are also needed if this workforce is going to remain in the home visiting field long-term. Having three or more years of experience in home visiting predicted the likelihood that staff would remain in their current positions, even during this turbulent time. Long-term retention has additional benefits such as increased salaries, which also predicted the likelihood that staff would continue to remain in their jobs. Conversely, home visitors with less than three years of experience were not only more likely to anticipate leaving their job in the next year, they were also more likely to report high rates of depressive symptoms and struggle with family engagement, particularly during the pandemic. Further, well-being supports and efforts to reduce staff stress, including addressing discrimination in the workplace, are needed to support retention. Whether staff have experienced discrimination also predicted if they anticipate leaving their current position.

Data collected through this survey are intended to provide a broad landscape of the home visiting workforce in California, including the number of programs and staff providing home visiting services across the state, and the characteristics of these staff. These data revealed key findings about the workforce, particularly in regard to its well-being and factors for retention. These findings need further investigation to inform future phases of this workforce study—including understanding California's home visiting workforce pipeline and preparation—and to develop final policy recommendations for ensuring California's home visiting workforce has a cohesive infrastructure for recruiting, training, and retaining staff across the state.

Methods

Data were collected through 20 interviews with home visitors and a survey of home visiting staff, which received responses from 918 home visitors and supervisors across the state, representing 48 counties and 54 home visiting models.³ Data collection tools and study design considerations were developed in collaboration with F5CA, and with additional support from members of the study's Core Advisory Group, which included representatives from local First 5 commissions, the California Departments of Public Health (CDPH) and Social Services (CDSS), and state policy leaders.

Acknowledgments

This study on California's home visiting workforce was funded by First 5 California and conducted in collaboration with Harder+Company Community Research and Advent Consulting. The project team would like to acknowledge the individuals who made this work possible, including the home visiting program managers and staff who participated in the survey and interviews, as well as Deborah Stark and members of the study's core advisory group who provided input and additional context to ensure the study design would be relevant for California.

In addition, we would like to extend special thanks to our Child Trends colleagues who provided insights and expertise during the development of the study design and this report, and who contributed to the development of the survey and analysis. They include Winnie Li, Lauren Supplee, Maggie Kane, Audrey Franchett, Jessica Goldberg, and Christopher Byrd. We would also like to thank the staff at Harder+Company, who managed the survey data collection: Courtney Huff, Haley Mousseau, Allison Smith, and Nia Gordon, as well as Jerry Bowers from Advent Consulting.

³ Home visiting programs administered in California include evidence-based and home-grown models; this study addresses a range of home visiting models, not just those funded by MIECHV.



SPONSORED BY



San Mateo County
Economic Recovery
Roundtable

Fostering Economic
Resilience

Meeting Worker Needs
for Childcare, Housing,
and Other Essentials

Childcare

**Michelle
Blakely**

Deputy Director
First Five San Mateo
County



**David
Fleishman**

Executive Director
4Cs of San Mateo
County



ECONOMIC IMPACT OF CHILD CARE IN SAN MATEO COUNTY

SMC Economic Recovery Roundtable – September 29, 2021

**NO CHILD CARE.
NO RECOVERY.**

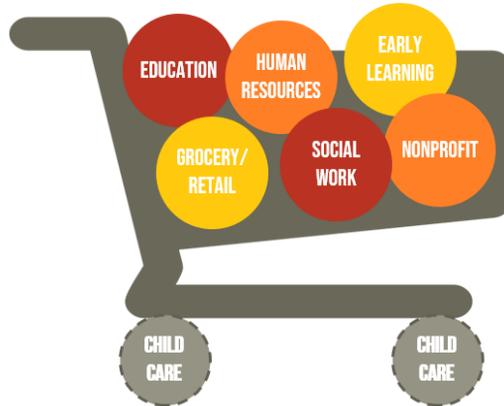
CHILD CARE KEEPS OUR ECONOMY MOVING

Especially for women, who are essential to our workforce.

NO CHILD CARE.
NO RECOVERY.

WOMEN

make up the vast majority of many essential industries



75% of women changed jobs as a result of breakdowns in child care before COVID-19.

CHILD CARE IS #ESSENTIAL.

A HUGE LOSS FOR SILICON VALLEY

Without child care, gender gains in the tech sector will reverse.

NO CHILD CARE.
NO RECOVERY.

40%

of women in STEM careers left/changed jobs after their first child (before COVID-19)



THE COVID-19 DOUBLE SHIFT

hurts parents, children, and employers.

CHILD CARE IS #ESSENTIAL.

AN INVESTMENT IN THE FUTURE

Children in low-income families who receive high-quality ECE have dramatically better life outcomes.

**NO CHILD CARE.
NO RECOVERY.**



Source: Heckman, James and others. "The Lifecycle Benefits of an Influential Early Childhood Program." December 2016.

CHILD CARE IS #ESSENTIAL.

MONTHLY COST OF CHILD CARE IN SMC

**NO CHILD CARE.
NO RECOVERY.**

MONTHLY FAMILY BUDGET	
*FAMILY OF 4 (1 INFANT + 1 PRESCHOOLER)	
HOUSING	3,148.00
CHILD CARE	3,546.00
FOOD	862.00
HEALTHCARE	626.00
TRANSPORTATION	527.00
MISCELLANEOUS	871.00
TAXES	3,020.00
TOTAL	\$12,600.00

CUSTOMER COPY



CHILD CARE COSTS

= 28%

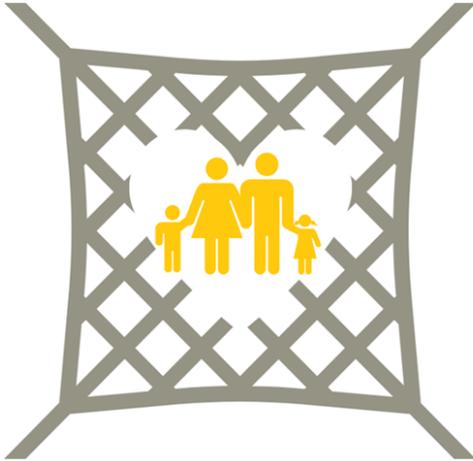
of the monthly cost of living for a young family

Source: The CA Family Economic Self-Sufficiency Standard, 2018 by the Insight Center for Community Economic Development.

CHILD CARE IS #ESSENTIAL.

Impact of COVID-19 on the Early Learning and Care Sector

NO CHILD CARE.
NO RECOVERY.



- Approximately **62%** of our 935 licensed programs are **open** and they are facing:
 - Increased costs
 - Decreased enrollment
- **46** programs have **permanently closed** since last March
- In a recent survey, **38%** of providers reported that they have **1 month or less of cash** on hand

CHILD CARE IS #ESSENTIAL.

21

Impact of COVID-19 on Family Child Care Businesses

NO CHILD CARE.
NO RECOVERY.



Unique Challenges

- **NO** “benefits” (PTO, insurance, business/HR support), direct link between business and housing (business fails, home could be lost), isolation
- **Unique opportunity:** FCC’s are where the babies are! Better infrastructure supports for infants and toddlers are needed as universal pre-school becomes a reality.

CHILD CARE IS #ESSENTIAL.

22

LOCAL LEADERS WEIGH IN ON THE URGENCY

NO CHILD CARE.
NO RECOVERY.

“These **losses** are felt by families, businesses and taxpayers alike. Families **lose an average of \$3,350 per working parent**, in lost earnings and in more time looking for work. Businesses **lose an average of \$1,150 per working parent** in reduced revenue and in extra hiring costs. And taxpayers **lose an average of \$630 per working parent** in lower income tax and sales tax revenue.”

Amy Buckmaster is the President & CEO of Chamber San Mateo County and Rosanne Foust is the President & CEO of the San Mateo County Economic Development Association. Both are members of ReadyNation-Quote Silicon Valley Business Journal

CHILD CARE IS #ESSENTIAL.

23

WHAT ARE THE URGENT NEEDS?

NO CHILD CARE.
NO RECOVERY.

- Liveable wages
- Staff!!
- Financial support for operating costs, rental assistance, facilities, COVID-related debt, assistance for families
- PPE and cleaning supplies
- Mental health supports
- Clear regulations

CHILD CARE IS #ESSENTIAL.

24



Voice your priorities for a strong recovery from the pandemic

We want to hear from you! What are your top needs and priorities for an equitable recovery from the COVID-19 pandemic? The [San Mateo County Recovery Initiative](#) started over a year ago and through input from community leaders, cities, and institutions, millions of dollars were allocated to support **food access, housing, childcare, digital access, small businesses and more.**

A year and a half into the pandemic, we continue to experience more severe impacts on our communities of color and low-income communities. We want to make sure we are still prioritizing the right things to support those most impacted.

What:

Join us at a virtual forum to share your priorities for an equitable recovery! **Please share this invitation** with family, neighbors, friends, your faith community, your school community, your LGBTQ+ community, your racial/ethnic community, your disability community, your cultural community, and beyond. We hope to hear from as many people as possible, particularly from our most impacted populations.

When:

- **Saturday, October 23rd (9-10:30 AM)**
- **Monday, October 25th (5-6:30 PM)**
- **Tuesday, October 26th (5-6:30 PM)**
- **Wednesday, October 27th (7-8:30 PM) Spanish Language Forum, in partnership with Casa Circulo.**
The forum will be conducted entirely in Spanish.
- **Tuesday, November 2nd (5-6:30 PM) Chinese Language Forum.** The forum will be conducted entirely in Chinese.

Where/How:

Meeting will be available via Zoom: <https://smcgov.zoom.us/j/92179129206>
Zoom Webinar ID: 921 7912 9206 or Dial-in: 669-900-6833

Accessibility:

Accessibility and diversity of voices is a priority.

- **Language and Closed caption:** Spanish interpretation will be available for every forum, except for the Chinese Language Forum. We are more than happy to provide interpretation in any language and closed caption as needed to participate. Please share what you need to participate in full at least 72-hours before each forum at (650) 363-4609 and/or sgolestan@smcgov.org.
- **In person feedback:** We have posters at key locations across the county to capture written feedback from groups that are less likely to access a virtual forum.
- **Online feedback:** Share your feedback through 5-minute online survey:

English: https://forms.gle/GsrDLM5i877xRGTq7	Arabic: https://forms.gle/Wq3pgMJ6zYRdomcN9
Spanish: https://forms.gle/q69KFUHPFp7uCz1c9	Tongan: https://forms.gle/QN5RYcdTb3woWQoi7
Tagalog: https://forms.gle/3kCnfpX3GX78RfSj7	Samoan: https://forms.gle/i2xyc24zQtpGTEdA8
Chinese: https://forms.gle/s8ymshADQUdS8Sux7	
- **In-person and virtual Focus Groups:** We will be holding small focus groups in partnership with a few community-based partners.

To learn more, please visit: <https://cmo.smcgov.org/smc-equity> or www.SMCEquity.org



REPORT FOR SEP 1, 2021 - SEP 30, 2021

FIRST 5 SAN MATEO ANALYTICS

OVERVIEW

OVERVIEW - SEPTEMBER

F5SMC Communications was centered around blog posts about community engagement and opportunities for community members. We highlighted strong partner relationships and successes of the back to school season in San Mateo County.

Website

September brought more online activity, new users, and visits to the home page. 82% of the visitors to the site were new and the majority of site visits were referred by Facebook, both the desktop and mobile platforms.

Social Media

- Five new people joined the F5SMC Facebook page, totalling 1577. Page impressions and engagement were over doubled this month up to 7,876 from 3,201. The engagement rate is 4.11% up from August and higher year-over-year than last September. Top post by engagement was the blog post highlighting the Good 2 Network. The Build Up grant results graphic series was the highest performing post with visuals. Additionally, well performing pieces included a resource highlight and a highlight of Native American Day.
- Instagram followers increased by 7 to 1195 in August. The top post by engagement this month highlighted Hispanic/Latino Heritage Month, and talked about changes in language that better reflect the diversity, history, and uniqueness of the Latino members of our communities.
- Twitter engagement, impressions, and followers all increased a little bit. There were 13 follower retweets. We had a much higher number of mentions, increasing from 3 to 11. F5SMC is on people's minds.
- LinkedIn has 99 followers, which is an increase of 1. Engagement increased from 5.8% to 7.3%. The highest performing post was the Build Up grant results graphic set.

Email Marketing

- We reissued the newsletter to implement some content edits. The open rates were similar, and right at the industry standard.
- Three email campaigns were sent out by F5SMC. Emails focused on the Commission Meeting and two shared partner resources for strong parenting, including the Peninsula Family Services highlight.

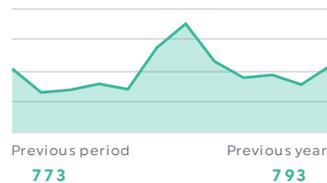
WEBSITE ANALYTICS

TOP PAGES BY PAGEVIEWS

Page Path	Pageviews
/	409
/commission/	86
/staff/	79
/kit-for-new-parents/	64
/resources/	63
/about/	62
/covid-19-information-resources/	44
/early-childhood-development/	42
/who-we-are/	42
/es/los-tres-tipos-de-estres-y-como-afrontarlo/	32
/for-parents-families/	32
/commissioners/	30
/new-release-early-identification-and-intervention-ei...	29
/adverse-childhood-experiences/	28
/expanding-and-improving-early-learning-facilities-i...	28
/our-work/	27
Total	1,886

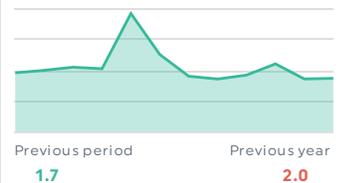
TOTAL SESSIONS

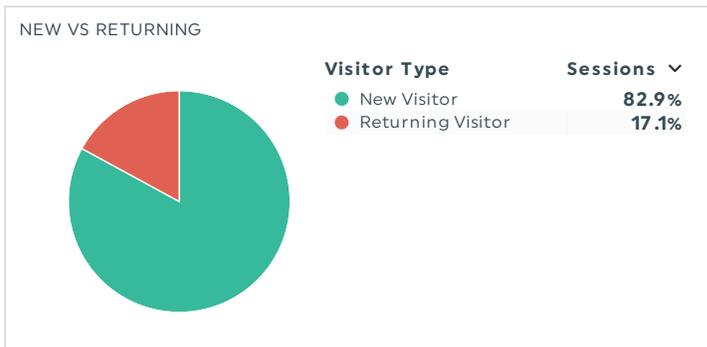
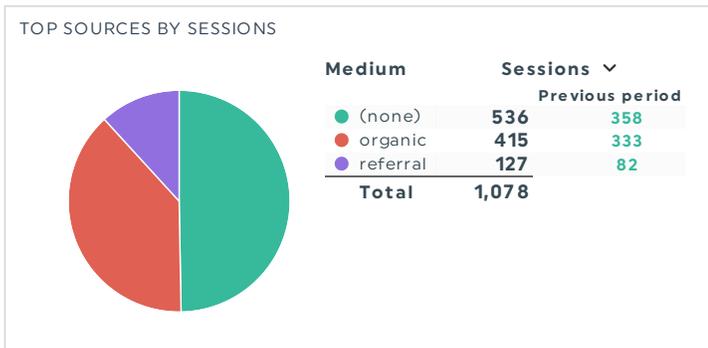
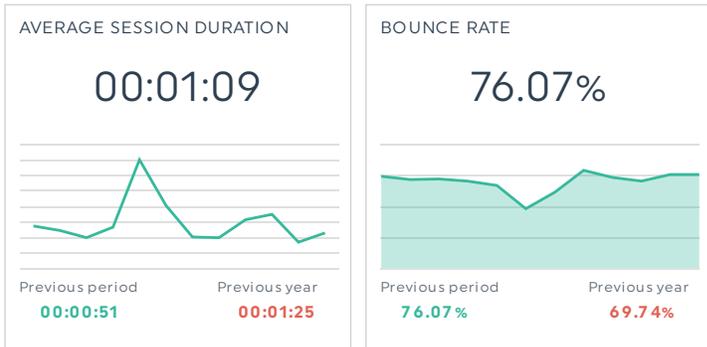
1,078



PAGES PER SESSION

1.7

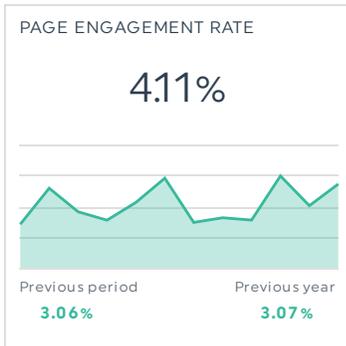
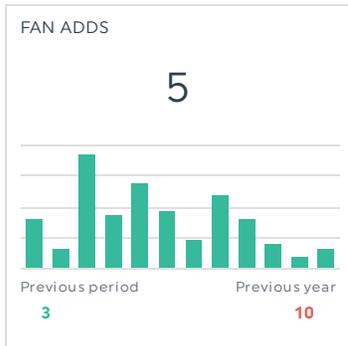




TOP REFERRERS BY SESSIONS

Source	Sessions	Previous period
m.facebook.com	68	15
facebook.com	16	19
t.co	9	3
l.facebook.com	6	8
sanmateo4cs.org	4	3
1degree.org	3	1
helpmegrowsmc.org	3	7
webmail.sanbrunocable.com	3	N/A
cosmobrands.ru	2	4

FACEBOOK INSIGHTS



TOP POSTS BY ENGAGEMENT RATE

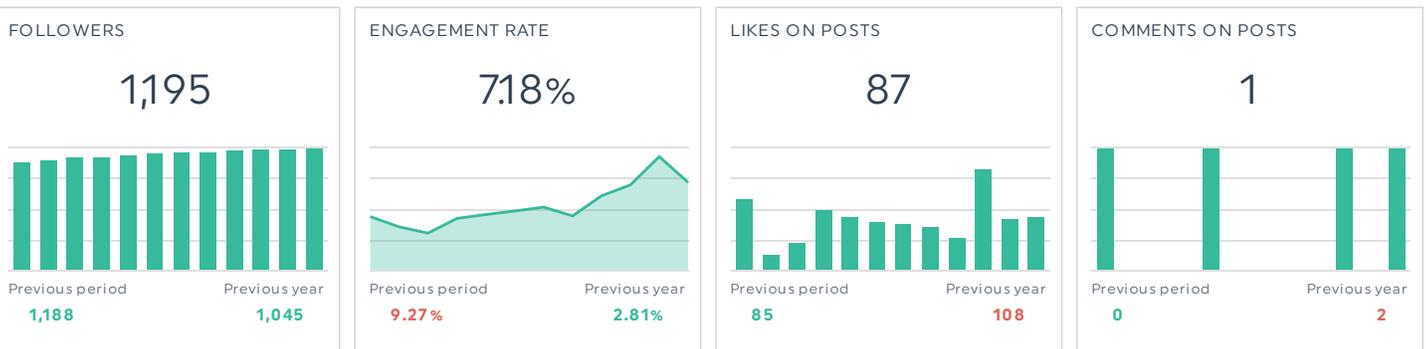
Post With Image ^	Engagement Rate	Total Reactions	Post Comments	Post Shares
 (id: 618117351594890_6153851318021438)	2.86%	0	1	0
 "Access to quality child care is key to women returning to work, especially in hospitality and tourism industries, which boast a significant female labor force." That is what we have been	4.55%	2	0	0
 Build for SMC's Cl ☐☐ Fall into Build Up SMC's latest Early Care and Educator Newsletter. Grant opportunities, resources and trainings! (id: 618117351594890_6153844458022124)	0.00%	0	0	0
 Como padre, es fácil sentirse ansioso o abrumado en este momento. No estas solo. ¡Estamos aquí para ayudar! Visite nuestro sitio web para obtener recursos y apoyo con necesidades básicas,	3.95%	0	0	0

TOP POSTS BY IMPRESSIONS

1

Post With Image ^	Post Impressions	Post Reach
 (id: 618117351594890_6153851318021438)	71	70
 "Access to quality child care is key to women returning to work, especially in hospitality and tourism industries, which boast a significant female labor force." That is what we have been saying. Thank you to Thomas Baltimore for ... (id: 618117351594890_5999787573427814)	45	44
 Build for SMC's Cl ☐☐ Fall into Build Up SMC's latest Early Care and Educator Newsletter. Grant opportunities, resources and trainings! (id: 618117351594890_6153844458022124)	35	35
 Como padre, es fácil sentirse ansioso o abrumado en este momento. No estas solo. ¡Estamos aquí para ayudar! Visite nuestro sitio web para obtener recursos y apoyo con necesidades básicas, aprendizaje en casa, hablar con sus hijos ... (id: 618117351594890_5994455497294355)	79	76

INSTAGRAM INSIGHTS



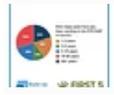
TOP POSTS BY ENGAGEMENT RATE

Post With Image

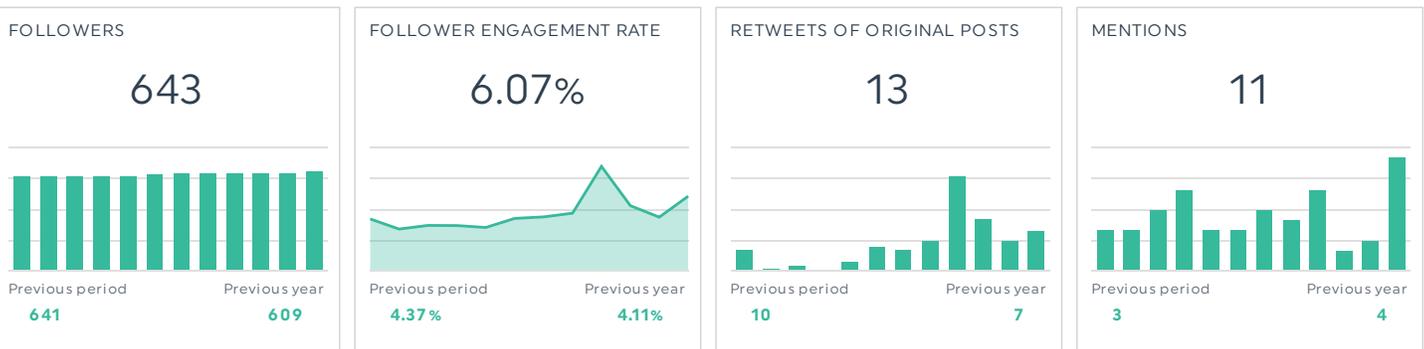
Image	Text	Engagement Rate	Reactions	Retweets
	Sept. 15 through Oct.15 is National Hispanic Heritage Month but do you know the history behind this celebration? We celebrate the gift of diversity in our country and recognize the deep history under which it came to be. In the 1970s, the term Hispanic emerged as a "catchall to include dozens of nationalities, races, and identities." Read to learn more!	12.16%	9	0
	Some kinds of stress can damage children's developing brains and affect their lives as adults. Replacing stress with things that are positive can undo the harm. Link in bio to learn more about stress and ways to support your child. #sanmateocounty #sanmateocountystrong #earlychildhood first5sanmateo.org -- Algunos tipos de estrés pueden dañar el cerebro en desarrollo de los niños y afectar sus vidas como adultos. Reemplazar el estrés con cosas	11.76%	10	0
	San Mateo County fathers are the best fathers. Thank you to @starvistasmc and @peninsulafamilyconnections for supporting them, and capturing their stories. . . . #JustDoIt #ECE #Dads	11.11%	8	0
	Who supports our biggest supporters? ☑ Check out the @good2knownet to see how child care providers do it. Link in bio! -- ¿Quién apoya a nuestros mayores seguidores? ☑ Consulte la red Good2Know para ver cómo lo hacen los proveedores de cuidado infantil. Link en bio.	9.23%	6	0

TOP POSTS BY IMPRESSIONS

Post With Image

Image	Text	Impressions	Reach
	Even while facing the challenges of COVID-19, @thebuildupinitiative utilized a @gileadsciences grant for the successful expansion of Child Care providers in San Mateo County. See who is providing child care in San Mateo County, by the numbers. Get the rest of the details at the link in our bio.	137	100
	San Mateo County has launched a new round of \$10,000 small business grants that are targeted to those small businesses that haven't received any county, state or federal relief in the last 12 months. Apply at the link in bio, you know! . . . #smallbusiness #grant #Childcare #providers #smcstrong	132	104
	Fresh starts are everywhere! This is the first long weekend of the school year (& bonus, its the Jewish New Year!). Stay up-to-date, refresh your knowledge, and learn something new today! Check out our parent resources page for great info from all over the county. Link in bio!	103	97
	For your little one, playtime is also a time to learn. Link in bio to get tips and resources to help you have fun while you learn and explore together. Visit the website, in our bio first5sanmateo.org -- Para su pequeño, el tiempo de juego también es un momento para aprender. Enlace en la biografía para obtener consejos y recursos que le ayudarán a divertirse mientras aprenden y exploran juntos. Visite el sitio de web en nuestro bio,	96	91

TWITTER INSIGHTS



IMPRESSIONS

3.6K

TOP RETWEETED POSTS

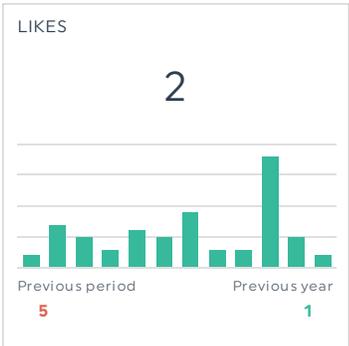
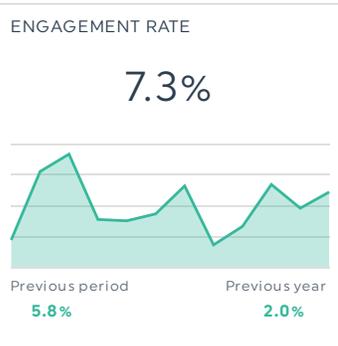
Post ^

- Connecting the brain to the rest of the body is critically important. Your child is a product of thei... **1**
- Diverse Latinx heritages are so unique in SMC, and our partner, @Puente De La Costa Sur, hosts S... **1**
- En los Primeros 5 San Mateo County, trabajamos para crear las condiciones que permitan a los ni... **1**
- Even while facing the challenges of COVID-19, @BuildUpSMC utilized a @GileadSciences grant for... **1**
- Fresh starts are everywhere! This is the first long weekend of the school year (& it's the Jewis... **1**
- No shortage of great resources. Check it out and subscribe for the next one! #SMCStrong #childr... **2**
- RT @BuildUpSMC: ☐☐ Fall into Build Up SMC's latest Early Care and Educator Newsletter. Grant op... **2**
- RT @First5Center: .@first5sanmateo's recent environmental scan highlights critical barriers &am... **2**
- RT @Max_Vargas: Great example of a public private partnership to improve #childcare access dur... **1**
- RT @PeninsulaEquity: Pursue a career in early childhood education! Enrollment is open for the S... **2**

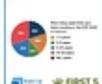
LINKEDIN INSIGHTS

FOLLOWERS

99



TOP POSTS BY ENGAGEMENT RATE (WITH IMAGE)

Post with image	Engagement Rate	Likes	Clicks
 <p>Even while facing the challenges of COVID-19, Build Up for San Mateo County's Children utilized a Gilead Sciences grant for the successful expansion of Child Care providers in San Mateo County. See who is providing child care in San Mateo County, by the numbers.</p>	17.1%	1	5
 <p>Who is a part of your village? It might be bigger than you think. Meet ours! https://bit.ly/3eRsRDX</p>	11.1%	0	1
 <p>Sept. 15 through Oct.15 is National Hispanic Heritage Month but do you know the history behind this celebration? We celebrate the gift of diversity in our country and recognize the deep history under which it came to be. In the 1970s, the term Hispanic emerged as a</p>	10.0%	1	0
 <p>Diverse Latinx heritages come together in such a unique way in San Mateo County, and that is worth daily celebration! We officially start the month-long celebration today. Our incredible partner, Puente De La Costa Sur, hosts the Sueños Unidos-United Dreams program, a</p>	8.3%	1	0
 <p>Gritar puede ser tentador, pero ¿cuál es el precio para sus hijos? "Un estudio de 2014 publicado en The Journal of Child Development encontró que los gritos producen secuelas similares al castigo físico en los niños: altos niveles de ansiedad, estrés, depresión y aumento</p>	0.0%	0	0
 <p>The economic impact of COVID-19 has widened financial inequality in our local communities and across the country. And who pays the greatest price? The youngest children. Find out what the Mission Asset Fund (MAF) is doing about it. https://bit.ly/2Uo5ef4</p>	0.0%	0	0

EMAIL CAMPAIGNS

OPEN RATE

Campaign Name	Open Rate ▾		Opens		Sends		Clicks		Click Rate	
REISSUE September Newsletter - First 5 SMC	34.80%	+34.80%	125	+125	385	+385	4	+4	1.00%	+1.00%
September Newsletter - First 5 SMC	28.70%	+28.70%	103	+103	385	+385	13	+13	4.00%	+4.00%
First 5 SMC Commission Meeting Notification 9/27/21	26.20%	+26.20%	88	+88	363	+363	19	+19	6.00%	+6.00%

NOTES

1. Impressions are the number of times your content is displayed. Reach is the total number of people who see your content.



DATE: October 25, 2021
TO: First 5 San Mateo County (F5SMC) Commission
FROM: Kitty Lopez, Executive Director
RE: Committee Updates

Program, Operations and Planning (POP) Committee Meeting – October 4, 2021

- Commission Members: Ken Cole, Nancy Magee, Sandra Phillips-Sved (Chair), Harvey Kaplan, (Public Member)
- Public Attendee: Liz Scully
- Staff: Kitty Lopez, Michelle Blakely, Myra Cruz

1. Adopt a resolution finding, that as a result of continuing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health or safety of attendees.

Kitty Lopez, F5SMC's Executive Director, gave a brief background about this resolution and asked the Committee to adopt it allowing the POP meeting to be held via Zoom.

Discussion ensued. The Committee decided that the next POP Committee Meeting, which will be on December 6, 2021, will be held in person in the San Mateo County Office of Education Conference Room.

MOTION: Commissioner Cole to adopt the resolution / SECOND: Commissioner Magee
 Motion approved.

2. Revisiting Strategic Plan 2020 – 2025 Race, Equity, Diversity, Inclusion (REDI) and Other Key Reflections

Michelle Blakely, F5SMC's Deputy Director, shared that one of the foundations of the F5SMC 2020 - 2025 Strategic Plan (SP) was input from stakeholders. By mandate, the Commission reviews and approves the strategic plan annually. This year, we wanted to make sure that the SP aligns with the Race Equity Diversity and Inclusion (REDI) work the staff and partners have been undertaking over the last 18 months. Blakely asked the Committee for their thoughts on the current SP and guiding statements to ensure that REDI is reflected in the language and approach to our work. The Committee provided input such as

- strengthen the core values and guiding principles statements i.e., "promote equity" can be stronger and more language about action can being included however the core values and guiding principles are great and reflects REDI
- equity statement can possibly be added along with the vision, mission, & outcomes
- shape the equity statement to be more explicit
- communicating expectations from grantees

Kitty Lopez reminded some of the steps that F5SMC's had taken, such as implementing new equity performance measures including diversity of grantee agency boards and staff

teams as well as tracking the number of clients within different zip codes who receive F5SMC funded services. Lopez posed the question to include these in the SP.

New statements will be crafted for December POP Committee Meeting for review, and there will be a larger discussion at the December Commission Meeting.

3. Program Highlights: Resilient Families

Michelle Blakey shared an updated memo from Karen Pisani, Family Support Program Specialist, included in the packet. Blakely updated the Committee about the Systems-Level Fatherhood Initiative and Friday Café. The Committee requested meeting invitations for the Friday Café.

4. Other:

Dr. Kaplan reported on articles he's read in the national news concerning racial equity and REDI. Dr. Kaplan was encouraged to write a blog and or pen an open letter.

The meeting adjourned 4:57 pm.

Finance and Administration Committee Meeting – October 18, 2021 Meeting was canceled.

Early Childhood Evaluation Advisory Committee Meeting – October 18, 2021 Meeting was canceled.