

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 24, 2022

TIME: 4:00 PM – 6:00 PM

Join Zoom Meeting

Online: <https://smcgov.zoom.us/j/97618515225>

Phone: US: +1 669 900 6833

Webinar ID: 976 1851 5225

AGENDA		
Call to Order and Preliminary Business		
1	Roll Call	4:00 PM
2	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 (See Attachment 2A. and Attachment 2B.)	
3	Public Comment	
4	Action to set Agenda for October 24, 2022 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	
6	Storytelling: First 5 Work/Impact: Town Hall Conversation Reflection: Let’s Talk: Vaccines, Boosters, Variants and COVID-19 by Commissioners Mahmood and Espinoza	4:05 PM
Action Items		
7	Approval of the First 5 San Mateo County FY 2021 – 2022 Budget Close Out <i>(See Attachment 7)</i>	4:10 PM
8	Presentation of First 5 San Mateo County Audit Report FY 2021 – 2022 by Thomas Young, Partner, Brown Armstrong Accountancy Corporation Approval of First 5 San Mateo County’s Basic Financial Statements for the Year Ending June 30, 2022 Audit Report and Its Submission to First 5 California and to California State’s Controller Office <i>(See Attachment 8)</i>	4:15 PM

9	Presentation and Approval of First 5 San Mateo County’s FY 2021 – 2022 Program Report and Submission to First 5 California by Jenifer Clark, Research and Evaluation Specialist, First 5 San Mateo County (See Attachment 9)	4:35 PM
10	Approval of Agreement with Learning for Action for the Trauma- and Resiliency-Informed Systems Initiative Organizational Change Consultant and Assessment Administrator for an amount not to exceed \$62,125 for the term of September 26, 2022 through June 30, 2023 (See Attachment 10)	4:55 PM
Discussion Items		
11	Presentation: Brown Act Training by Jennifer Stalzer, Deputy County Attorney, San Mateo County Attorney’s Office	5:00 PM
12	Presentation: Izzi Early Education formerly Institute for Human and Social Development (IHSD) by Leanne Hay, Children Services Manager, Izzi Early Education, and John Fernandez, Father Café Coordinator, Izzi Early Education	5:20 PM
13	Report of the Executive Director (See Attachment 13)	5:40 PM
14	Committee Updates (See Attachment 14)	5:50 PM
15	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 21, 2022 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 24, 2022
To: First 5 San Mateo County 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. Since September 28, 2021, the First 5 San Mateo County Commission has renewed this finding for the following Commission Meetings: October 25, 2021, December 13, 2021, January 24, 2022, February 28, 2022, March 28, 2022, May 23, 2022, June 27, 2022, and July 25, 2022, accordingly.

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.

The County Board of Supervisors has adopted a resolution finding that, as a result of the continuing COVID-19 pandemic state of emergency, meeting in person "would present imminent risks to the health or safety of attendees."

The County's resolution states, among other things, that: "The Board of Supervisors strongly encourages all legislative bodies of the County of San Mateo that are subject to the Brown Act, including but not limited to, the Planning Commission, the Assessment Appeals Board, the Civil Service Commission, and all other oversight and advisory boards, committees and commissions established by the Board of Supervisors and subject to the Brown Act, to make a similar finding and avail themselves of teleconferencing until the risk of community transmission has further declined, and directs the County Manager to provide necessary support for these legislative bodies to continue teleconferencing procedures when they have adopted such findings."

DISCUSSION:

For these reasons, 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; and

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

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, 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, since September 28, 2021, the First 5 San Mateo County Commission has renewed this finding for the following Commission Meetings: October 25, 2021, December 13, 2021, January 24, 2022, February 28, 2022, March 28, 2022, May 23, 2022, June 27, 2022, July 25, 2022, and September 26, 2022 accordingly; 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 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 24, 2022

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 26, 2022 Commission Meeting Minutes
(See Attachment 4.1)

First 5 San Mateo County (F5SMC)
COMMISSION MEETING MINUTES
September 26, 2022
Via Zoom

Call to Order & Roll Call

1. **Roll Call**

Commission Members: Alexis Becerra, Ken Cole, Sylvia Espinoza, Rosanne Foust, Carole Groom, Nancy Magee, Nkia Richardson*, Louise Rogers, Valeria Chavez-Franco (Youth Commission)

Absent: Naveen Mahmood

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

County Counsel: Claire Cunningham

**Not present during roll call.*

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

2. **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**

Commissioner Becerra presented and requested to adopt the resolution referring to Attachment 2A & 2B.

MOTION: GROOM / SECOND: BECERRA
AYES: BECERRA, COLE, ESPINOZA, FOST, GROOM, MAGEE, ROGERS
CHAVEZ-FRANCO (YC)
NOES: NONE
ABSTAIN: NONE
Motion approved

Public Comments: None

3. **Public Comments:** None

4. **Action to Set Agenda for September 26, 2022 Meeting and Approve Consent Agenda Items**

MOTION: GROOM / SECOND: MAGEE
AYES: BECERRA, COLE, ESPINOZA, FOST, GROOM, MAGEE, ROGERS
CHAVEZ-FRANCO (YC)
NOES: NONE
ABSTAIN: NONE
Motion approved

Public Comments: None

5. Commission Announcements:

- Commissioner Rogers shared a resource called “Design for Belonging,” a book written by Susie Wise, and it also has many contributors. It’s about how to build inclusion and collaboration in your communities, as well as reflections on belonging. There is a 180-minute training happening in October lead by the authors of the book on exploring and designing for belonging and inclusion. Commissioner Rogers will share the link with Myra Cruz so she can send it to the group.
- Commissioner Magee shared the following:
 - San Mateo County Office of Education (SMCOE) hired a new Executive Director of P-3 and Early Education, Marchelle Moten.
 - Big Lift is entering the Strategic Planning process to review, refresh and revise its current Strategic Plan in preparation for Big Lift 2.0.
 - As part of Big Lift familiarity, Commissioner Magee had an uplifting experience when she went to observe a preschool classroom in East Palo Alto during a literacy lesson using the fluent seeds program that were used in Big Lift.
 - SMCOE is participating in Trauma- and Resiliency Training under the leadership of First 5 SMC, and they are doing it in collaboration with Human Services Agency (HSA) and Behavioral Health and Recovery Services (BHRS). First 5 SMC and SMCOE are working together to improve the organization into more trauma and resiliency systems.

6. Storytelling: First 5 Work/Impact:

F5SMC’s Deputy Director, Michelle Blakely, introduced the presenter and shared that Liz Scully is a business owner of Little Laughs family childcare center and Director of San Mateo County Family Child Care Association (SMCFCCA). Liz Scully shared the following:

- She gave a background about herself such as born and raised in San Mateo County and has 23 years of experience in early childhood education community & programs including early Headstart, after school program, private nanny employment, and recently running a successful license family childcare center (FCC) for the last 15 years. She is involved in Child Care Partnership Council and national and state child care associations.
- The COVID-19 exacerbated the need for a place to connect 400 + licensed family child care educators in County with each other to share best practices as many educators work individually with little guidance and no support as well as the need to tackle important issues such as lack of infrastructure, information, fragmented funding streams, poor compensation, and challenges of running FCC.
- Research indicates that family childcare educators who participate in local childcare organizations such as SMCFCCA have shown more confidence in their ability to provide quality support to the family they serve as well as empower the child care educators.
- Key findings from the San Mateo County Needs assessments show a decrease of approximately 101 licensed FCC programs and 866 FCC childcare phases.

- SMCFCCA holds monthly meetings, virtually & in-person, to share important policy updates and issues that need to be addressed and advocated, such as increased compensation & benefits, housing availability, and language access. SMCFCCA has private social media for child care educators and public social media.

Commission made comments.

Public Comment: None

7. **Approval of Conflict of Interest Policy Amendment for FY 2022-23 to include the Deputy Director, F5SMC**

Kitty Lopez, F5SMC’s Executive Director, shared that Michelle Blakely was promoted to Deputy Director before May 23, 2022 when the Commission approved the policies, including the Conflict of Interest. After consulting with our county attorney, it is recommended that First 5 include this amendment of Conflict of Interest to include the Deputy Director on the list of Designated Positions since Blakely acts on behalf of Lopez as needed.

MOTION: GROOM / SECOND: MAGEE
 AYES: BECERRA, COLE, ESPINOZA, FOUST, GROOM, MAGEE, RICHARDSON, ROGERS, CHAVEZ-FRANCO (YC)

NOES: NONE
 ABSTAIN: NONE

Motion approved

Public comment: None

8. **Approval Presentation: Choose Children Partnership**

Christine Thorsteinson, Director, Early Childhood Development, Silicon Valley Community Foundation, and Cheye Calvo, Strategy Consultant, C Squared Strategies shared an update on Choose Children Partnership. Thorsteinson and Calvo highlighted the following:

- About Choose Children and how they can elevate early childhood issues in local elections.
- Choose Children partners with organizations across San Mateo and Santa Clara Counties
- Partnership pledge to support elevation of early childhood issues
- In San Mateo County, they are focus on the District 2 and District 3 Supervisor races while in Santa Clara County, they are focus on District 1 Supervisor seat and San Jose Mayor race for 2022.
- Key findings of the countywide survey held on March 2022 in regards of San Mateo County Voter attitudes toward childcare and early childhood issues.
 - Nearly half are seriously considering moving out of the Bay Area.
 - A majority says that the cost of childcare of preschool is a financial strain.
 - Families are making difficult decisions due to cost concerns.
 - Investing in family resources centers, supporting mental health programs, and providing dedicated resource for childcare facilities are the most strongly supported investments.
 - More than three-quarters support investing in programs to support early literacy.
- Framework was presented to candidates which includes well-being, care, and learning of young children.

- Investments in early learning and care lead to three lasting impacts:
 - Advance children
 - Support caregivers
 - Strengthen local economies
- Choose Children strategies include strategic polling, direct candidate engagement and expanded media.
- First 5 SMC can participate in joining as a partner

Commission made a comment and ask questions.

Public comment: None

The Power Point Presentation can be found on the F5SMC's website, [September 26, 2022 Commission Meeting Presentations](#).

9. **Presentation:**

Stanford and Young Children: Breaking Down the Silos between Health and Education

Dr. Phil Fisher, Director of the new Stanford Center of Early Childhood and Dr. Lisa Chamberlain, Director of the new Office of Child Health Equity highlighted the following:

- Clinical partnerships and community-based organizations (CBOs)
- Focus on mid-peninsula such Fair Oaks, Ravenswood
- Clinic Based Initiatives such as parent-directed interventions and home learning environment.
- Little Libraries in the clinics, transformed waiting in the Fair Oaks Center.
- The COVID-19 pandemic exacerbated disparities.
- Material support for community partners such as more than 31,300 lbs. of food distributed, 4,500 sanitizing equipment, more than 455,000 diapers, and 9,000 COVID antigen tests delivered and back to school materials.
- New Stanford Center on Early Childhood will be engaging in:
 - Bridging early health and education systems
 - During pandemic and prior to joining Stanford, Dr. Fisher's the team started a survey of household with young children and early childhood workforce nationwide that can inform policy and practice efforts. Since last year the survey was broadened to include CBOs.
 - Launching a statewide survey and evaluate the impact of these nimble efforts.

Public comment: None

10. **Presentation: Peninsula Family Services**

Karen Pisani, F5SMC's Family Support Program Specialist, shared that Peninsula Family Services (PFS) is one of the F5SMC's funded programs. F5SMC's funding to PFS is \$480,000 for 3 years with the service targets of 370 children and 375 parents. F5SMC is funding PFS for therapeutic treatment to address toxic stress and trauma for homeless toddlers and preschoolers ages 18 months and older in a culturally competent bilingual early learning setting. PFS collaborates with Life Moves. PFS provides the teachers and Life Moves provides the location.. Pisani introduced the presenters, Rebecca McKenna, Family Engagement Coordinator, Haven Child Development Center, and Adriana Borrero, Behavioral Health Specialist, Peninsula Family Services. McKenna and Borrero highlighted the following:

- F5SMC Funding Supports:

- Therapeutic Child Development Centers
- LifeMoves Collaboration
- Occupation Therapy
- Bilingual teachers
- Home visits
- Mental health Services
- Father Cafés engage fathers to be empowered as advocated for themselves and their children
- The success story of Isaac.
- The quiet spaces provided by program and its impact to the children.

The Power Point Presentation can be found on the F5SMC's website, [September 26, 2022 Commission Meeting Presentations](#).

Commissioners made comments.

Public Comments: None

11. Presentation: First 5 San Mateo County Accomplishments FY 2021 - 2022

Kitty Lopez, Executive Director, First 5 San Mateo County, highlighted the following accomplishments:

- Race, Equity, Diversity, & Inclusion Wellness.
- Welcoming new Commissioners: Nkia Richarson, Sylvia Espinoza, and Naveen Mahmood
- Creating an impact as leader, investor, and partner
 - Trauma and Resiliency Informed Systems Initiative/ACEs: completed first round of assessment, coaching and cohorts, and launched TRISI 2.0 in Spring 2022.
 - Staff participation in panel discussion and crucial topics such as “An Evening with Geoffrey Canada,” and “Attitudes, Access, and Barriers Towards Developmental Screening in Communities of Color.”
 - Continue to implement F5SMC's Strategic Plan Implementation Plan 2020 – 2025
 - Evaluation support in data gathering to inform planning for next Strategic Plan.
 - Friday Café deeper evaluation started.
 - Oral health contracts.
 - Home Visiting Environmental Scan
 - Collaborated with Community Partners on crucial topics such as SMC Childcare Virtual Event and Peaks & Valleys family stories video during COVID-19.
 - American Rescue Recovery Plan Act Pandemic Recovery – SMC Childcare Grant Program, \$4.1 million and Out-of-School Care Grant Program \$2,562,500
 - Community Partnerships
 - Thanked the F5SMC Staff Team

Commission made comments.

Public Comment: None

The Power Point Presentation can be found on the F5SMC's website, [September 26, 2022 Commission Meeting Presentations](#).

12. Report of Executive Director

The Executive Director's written report was included in the [September 26, 2022 Commission Meeting Packet](#). Kitty Lopez, highlighted the following:

- Thanked Commissioner and Supervisor Groom supporting the programs allocated from American Rescue Recovery Plan Act (ARRPA) Grant.
- Build Up San Mateo County has awarded 91 family child care providers each with \$10,000 grant to preserve the supply of and expand access to infant and toddler across the county.
- Help Me Grow National Forum will take place virtually in September 19 through 22, and F5SMC Staff Member, Emily Roberts, is planning to attend along with other HMG SMC team members.
- F5SMC signed onto a letter supporting SB 951 Affordable Paid Leave for All.
- First 5 Association of California hired a new Executive Director, Avo Makdessian.
- F5SMC is planning to have a Town Hall Meeting Conversation regarding vaccines for children 6 months and older with Commissioners Espinoza and Mahmood as key speakers.
- Thanked Commissioner Foust for the interview she did for F5SMC's blog.

Public Comment: None

13. Adjournment: The meeting adjourned at 5:29 pm.

DATE: October 24, 2022
TO: First 5 San Mateo County Commission
FROM: Kitty Lopez, Executive Director
RE: Approval of F5SMC FY 2021-22 Budget Close-Out as of June 30, 2022

ACTION REQUESTED

Approval of F5SMC FY 2021-22 Budget Close-Out as of June 30, 2022

BACKGROUND

- At the May 24, 2021 Commission Meeting, Commission approved F5SMC FY 2021-22 Budget.
- At the February 28, 2022 Commission Meeting, Commission approved F5SMC FY 2021-22 Revised Budget.
- Finance and Administration Committee reviewed and endorsed the approval of the F5SMC FY2021-22 Budget Close-Out as of June 30, 2022 at its Finance and Administration Committee meeting on Monday October 17, 2022

ECONOMIC FACTOR AND CURRENT YEAR BUDGET

Agency executed two strategic plans that worked in parallel with each other during the fiscal year: the new strategic plan, FY2020-2023, and continuation implementation of some investment areas of the previous strategic plan, FY2018-2020, that had been delayed due to the COVID pandemic. Many service delivery programs shifted from in-person services to virtual supports for parents, providers, and children. In some cases, pre-school programs and community - based programs were open, however some comprehensive services were delayed or shifted due to work restrictions prior to vaccinations. Since vaccinations have been available, in-person programming is slowly increasing. First 5 San Mateo County and funded partners are diligently assessing what the new “normal” service delivery will be as virtual supports have been effective and hybrid models are increasingly being utilized.

Fiscal year 2021-2022 is the 2nd year of the new strategic plan implementation plan of the 3-year funding cycle FY2020-2023; most of Investment Strategies have been rolled out with emerging efforts in Policy Advocacy, Communication, System Changes and Health strategies.

Approximately 17% of agency fiscal year budget executions are in Other Grants that are funded from Non-Tobacco Tax Revenues or from Tobacco Tax Revenues acquired through competitive grant applications. Most of Other Grants are leverage funding within agency strategic plan investments strategies in Early Learning, Trauma and Resiliency Informed System Initiative (TRISI), Home Visiting, Integrated Systems for Children with Special Needs and San Mateo Children Success Planning Project.

Grantees and Community Base Organizations experience staffing challenges in this long pandemic recovery phase that cause delays in some grant executions. Most concerning however, are the shifts in workforce capacity and staffing and retention rates across all sectors (grantees) supporting young children and families. The “Great Resignation” is real and coupled with the very high cost of living in the Bay Area (San Mateo County specifically) and some low wages sectors are experiencing repercussions. We also know from our Trauma and Resiliency Informed System (TRISI) work

specifically, and updates from our funded partners, that many staff continue to be stressed, burned out, and overworked because of pandemic shifts.

Overall, agency delivers approximately 70% of fiscal year budget. Given the pandemic recovery experiences previously and the implementation of 3-tier robust fiscal budget – new strategic plan FY2020-2023, previous strategic plan FY2018-2020, and Other Grant executions, the performance budget reading at 70% can be considered a great achievement. First 5 San Mateo County is grateful that funded partners are committed to serving and working with families and children in our county and have been implementing their strategic plans.

FY 2021-22 BUDGET CLOSE-OUT as of June 30, 2022 HIGHLIGHTS

- Please read this Budget Close Out Memo in conjunction with Attachments 7A, 7B, and 7C.
- The FY 2021-22 Budget Close-Out as of June 30, 2022 is presented in details in **Attachment 7A, 7B, and 7C** with key highlights presented in the table below:

FY 2021-22 BUDGET CLOSE-OUT HIGHLIGHTS <i>(July 1, 2021 – June 30, 2022)</i>	
REVENUE	<ul style="list-style-type: none"> • Interest Revenue of \$125K produces a net 31% positive variance or \$30K higher than the planned budget due to higher interest earning rate in the County investment pool. • Tobacco Tax Revenue of \$5.695M produces a net 11% positive variance or \$589K higher than the planned budget due to the inclusion of \$1.430M Prop 56 Tax Revenue (the \$2 Tobacco Tax bill). • F5CA IMPACT Grant and Home Visiting Grant Revenues totaling \$395K is 36% lower than the planned grant budgets due to staffing challenges in Home Visiting Grant execution. • Additional revenues totaling \$794K from various Other Grants, which is 10% below the planned grant budgets due to some delays in grant executions. • Total Actual Revenue of \$7.010M is approximately 5% higher than the planned budget due to higher Prop 56 Tax Revenue and additional Other Grant fundings.
EXPENDITURES	<ul style="list-style-type: none"> • Total Program Expenditures of \$5.313M produce a net 31% positive variance or \$2.300M underspend. Major contributions to this positive variance are associated with delayed program executions due to staffing challenges in some investment areas paired with pending planning and implementation of various strategies of SPIP FY2018-2020 Carry Over. • Total Administrative Expenditures of \$699K produce a net 13% positive variance or \$109K 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 Program Expenditures of \$6.012M produce a net 30% positive variance or \$2.409M underspend. Major contributions to this positive variance are associated with delayed program executions due to staffing challenges in some investment areas, planning and implementation of various strategies of the SPIP FY2018-2020 Carry Over, and underspending in various administrative areas. •

ENDING FUND BALANCE	<ul style="list-style-type: none">• FY 2021-22 Ending Fund Balance of \$13.842M represents 25% positive variance or \$2.715M higher than the Ending Fund Balance of the planned budget.• Major contributions to this positive variance are associated with high Prop 56 Tax Revenue, additional Other Grant Revenues, and underspending in Program Appropriations due to staffing challenges in some investment areas, pending planning and implementation of the SPIP FY2018-2020 Carry Over and underspending in various administrative areas.
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FISCAL IMPACT

Admin Cost rate of 12% is within the Commission's approved Admin Cost Rate Policy of 15%.

ACTION REQUESTED

Approval of F5SMC FY 2021-22 Budget Close-Out as of June 30, 2022.

FIRST 5 SAN MATEO COUNTY

SUMMARY FY21-22 BUDGET CLOSE OUT as of June 30, 2022

	FY 21-22 Revised Budget	YTD Actuals as of June 30, 2022	Accruals	FY21-22 Budget Close Out
BEGINNING FUND BALANCE (Beginning Reserves*)	12,844,713	12,844,713	-	12,844,713
A. Interest Revenue	96,000	125,290	-	125,290
B. Tobacco Tax Revenue	5,106,000	5,322,759	372,915	5,695,673
Tobacco Tax Revenue Fiscal Year Allocations	5,106,000	5,322,759	372,915	5,695,673
C. Other Grant Revenues	1,502,025	624,307	564,750	1,189,057
F5CA Other Grants / IMPACT Grant	620,000	215,177	180,286	395,463
Non-Tobacco Tax Grants (DLP, PHD, SHD, MHTSA)	882,025	409,130	384,465	793,595
TOTAL REVENUES	6,704,025	6,072,356	937,665	7,010,021
TOTAL AVAILABLE FUND (Total Sources*)	19,548,738	18,917,069	937,665	19,854,734
PROGRAM APPROPRIATIONS				
D1. Strategic Plan Investment - SPIP FY 20-23	4,185,094	3,265,062	-	3,265,062
Community Investments (FE, CH&D, EL)	3,836,854	2,938,879	-	2,938,879
Evaluation	43,643	45,780	-	45,780
Policy, Advocacy, & Communications (PAC)	304,597	280,403	-	280,403
D2. Strategic Plan Investment - SPIP FY 18-20 Carry-Over	901,034	78,664	-	78,664
Community Investments (FE, CH&D, EL)	387,799	66,506	-	66,506
Evaluation	350,000	-	-	-
Policy, Advocacy, & Communications (PAC)	163,235	12,158	-	12,158
E. Other Grants	1,266,296	900,727	-	900,727
F5CA Other Grants / IMPACT Grant	562,803	348,455	-	348,455
Non-Tobacco Tax Grants (DLP, PHD, SHD, MHTSA)	703,493	552,272	-	552,272
F. Program Operations	1,261,149	1,069,005	-	1,069,005
Program Shared Operating Budget	202,300	142,905	-	142,905
Program Staff S&B & Shared Admin Staff Time	873,309	783,905	-	783,905
Evaluation Staff S&B	185,540	142,195	-	142,195
Total Program Appropriations (D1+D2+E+F)	7,613,573	5,313,459	-	5,313,459
ADMIN APPROPRIATIONS				
G. Admin Shared Operating Budget	202,300	142,905	-	142,905
H. Admin Staff S&B	605,810	556,114	-	556,114
Total Admin Appropriations (G+H)	808,110	699,019	-	699,019
TOTAL APPROPRIATIONS (Net Appropriations*)	8,421,683	6,012,478	-	6,012,478
Surplus / (Deficit) (Total Revenues - Total Appropriations)	(1,717,658)	59,878	937,665	997,543
ENDING FUND BALANCE	11,127,055	12,904,591	937,665	13,842,256
Total S&B	1,664,659	1,482,214	-	1,482,214

FIRST 5 SAN MATEO COUNTY

DETAILS FY21-22 BUDGET CLOSE OUT as of June 30, 2022

	ORG/ACCT#	FY 21-22 Revised Budget	YTD Actuals as of June 30, 2022	Accruals	FY21-22 Budget Close Out	Budget Close Out vs. FY21-22 Revised Budget (%)	Notes to Budget Close Out
BEGINNING FUND BALANCE (Beginning Reserves*)		12,844,713	12,844,713		12,844,713	100%	
A. Interest Revenue	19510-1521	96,000	125,290	0	125,290	131%	Higher interest revenue due to higher interest rate in recent months
B. Tobacco Tax Revenue		5,106,000	5,322,759	372,915	5,695,673	111%	
Tobacco Tax Revenue Fiscal Year Allocations	19510-1861	5,106,000	5,322,759	372,915	5,695,673	111%	Tobacco tax revenue is higher due to inclusion of higher Prop 56 tax revenue.
C. Other Grant Revenues		1,502,025	624,307	564,750	1,189,057	79%	Delayed executions in some Other Grants
F5CA IMPACT Grant FY20-23	19510-1861	400,000	193,701	138,718	332,418	83%	
F5CA Home Visiting Grant FY20-22	19510-1861	220,000	21,476	41,568	63,044	29%	
F5SF IMPACT HUB TA FY21-22	19510-2643	138,998	39,066	68,180	107,246	77%	
County of San Mateo BHRS - Mental Health Services MHSA Prop 63	19510-2643	85,000	96,579	0	96,579	114%	
David Lucile Packard- Help Me Grow FY20-22	19510-2643	75,000	19,804	0	19,804	26%	FY20-21 Unearned Revenue is fully recognized
Sequoia Healthcare District - Special Needs Grant FY20-23	19510-2643	339,000		280,370	280,370	83%	
Sequoia Healthcare District - Mental Health Grant FY20-23	19510-2643	57,000		35,914	35,914	63%	
Aurrera Health Group - ACES Aware SMC County Manager Office - SMC Children's Success Planning Project	19510-2643	15,277	14,577		14,577	95%	
Education- SMC Children's Success Planning Project	19510-2643		8,153		8,153		Unearned Revenue \$10,697 as of 6.30.2022
Peninsula Healthcare District - HMG Call Center CY2021	19510-2643		8,153		8,153		Unearned Revenue \$10,697 as of 6.30.2022
Peninsula Healthcare District - HMG Call Center CY2022	19510-2643		50,000		50,000		FY20-21 Unearned Revenue is fully recognized
CHI Refund	19510-2643	171,750	171,750		171,750	100%	
F5SMC Wellness Grant	19510-2101		1,048	0	1,048		
TOTAL REVENUES		6,704,025	6,072,356	937,665	7,010,021	105%	Positive variances are due to inclusion of high Prop 56 Tax Revenue and additional Other Grant fundings.
TOTAL AVAILABLE FUNDS (TOTAL SOURCES*)		19,548,738	18,917,069	937,665	19,854,734	102%	
APPROPRIATIONS							
PROGRAM APPROPRIATIONS							
D1. Strategic Plan Investment - SPIP FY 20-23		4,185,094	3,265,062	0	3,265,062	76%	Delayed execution of some grants due to staffing challenges; Grantee agencies, CBO' and etc. all have expressed staffing/workforce capacity challenges and some implementation delays due to the Pandemic and Pandemic Recovery. (i.e. in-person services, trainings, etc.)
Resilient Family	19540-6125	1,134,950	1,076,045		1,076,045	86%	
Healthy Children	19540-6156	1,327,078	907,392		907,392	68%	
Quality Care and Education	19540-6263	1,374,826	955,442		955,442	69%	
Grant Management and Other Evaluation Projects	19540-6265	43,643	45,780		45,780	105%	
Other Evaluation Projects	19540-6265	-	-		-		
Policy Advocacy, Communications & Systems Change	19540-6814	294,597	280,403		280,403	99%	
Emerging Projects	19540-6814	10,000	0		0	0%	
D2. Strategic Plan Investment - SPIP FY 18-20 Carry-Over		901,034	78,664	-	78,664	9%	Delay/planned due to leveraged funds to address strategies; Planning delays due to Pandemic
Children Health & Development - Carry Over	19540-6156	287,799	7,672		7,672	3%	
Early Learning - Carry Over	19540-6263	100,000	58,834		58,834	59%	
Other Evaluation Projects - Carry Over	19540-6265	350,000			0	0%	
PAC - Carry Over	19540-6814	118,357	3,675		3,675	3%	Potential Emerging strategies identified.
Emerging Projects - Carry Over	19540-6814	44,878	8,483		8,483	19%	Potential Emerging strategies identified. Expecting or fully expend FY22-23.

	ORG/ACCT#	FY 21-22 Revised Budget	YTD Actuals as of June 30, 2022	Accruals	FY21-22 Budget Close Out	Budget Close Out vs. FY21-22 Revised Budget (%)	Notes to Budget Close Out
E. Other Grants		1,266,296	900,727	0	900,727	71%	
F5CA IMPACT Grant	19540-6126	388,803	294,309		294,309	76%	On target for fully expending. Some delays due to pandemic.
F5CA Home Visiting Grant		174,000	54,146		54,146	31%	Delayed execution with no cost extension through 6.30.2023
F5SF IMPACT HUB TA FY21-22	19540-6126	128,000	105,307		105,307	82%	
County of San Mateo BHRS - Mental Health Services MHSA #1 (Prop 63)	19540-6131	71,706	85,116		85,116	119%	Additional funding for strategy from the newly MHSA#2 grant; leveraged/braided funding.
Peninsula Healthcare District - HMG Call Center Grant calendar year 2021	19540-6131	42,000	44,311		44,311	106%	Project deliverables completed.
David Lucile Packard- Help Me Grow Sequoia Healthcare District - Special Needs Grant	19540-6131	20,000	18,496		18,496	92%	
Sequoia Healthcare District - Mental Health Grant	19540-6131	393,792	258,530		258,530	66%	Projecting to expend fully by end of the grant; Braided funding.
		34,000	11,928		11,928	35%	Projecting to expend fully by end of the grant; Braided funding.
Aurrera Health Group - ACES Aware	19540-6131	13,995	12,277		12,277	88%	Project deliverables completed.
SMC County Manager Office - SMC Children's Success Planning Project	19540-6131		8,153		8,153		
Education- SMC Children's Success Planning Project	19540-6131		8,153		8,153		
F. Program Operations		1,261,149	1,069,005	0	1,069,005	85%	
Program Shared Operating Budget		202,300	142,905	0	142,905	71%	
Program Staff S&B & Shared Admin Staff Time		873,309	783,905	0	783,905	90%	
Evaluation Staff S&B		185,540	142,195	0	142,195	77%	
Total Program Appropriations (D1+D2+D3+E+F)		7,613,573	5,313,459	0	5,313,459	69%	Delayed execution of some grants due to staffing challenges; Grantee agencies, CBO' and etc. all have expressed staffing/workforce capacity challenges and some implementation delays due to the Pandemic and Pandemic Recovery. (i.e. in-person services, trainings, etc.)
ADMIN APPROPRIATIONS							
G. Admin Shared Operating Budget		202,300	142,905	0	142,905	71%	
H. Admin Staff S&B		605,810	556,114	0	556,114	92%	
Total Administrative Appropriations		808,110	699,019	0	699,019	87%	
Administrative Cost Rate %		10%	10%		12%		
TOTAL APPROPRIATIONS (NET APPROPRIATIONS*)		8,421,683	6,012,478	0	6,012,478	70%	Positive variances are associated with delayed grant executions due to staffing challenges and savings from staff working outside of the office
ENDING FUND BALANCE (RESERVES*)	(ENDING	11,127,055	12,904,591	937,665	13,842,256	125%	Positive variances are associated with high Prop 56 Tax revenue and underspend in Total Appropriations due to staffing challenges and saving in operating expenses

Color Coding

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

Schedule 1- FY 2021-22 OPERATING BUDGET CLOSE OUT as of 6.30.2022

ORG / ACCT#	FY21-22 Revised Budget	YTD Actuals as of June 30, 2022	Accruals	FY21-22 Budget Close Out	Budget Close Out vs. FY21-22 Revised Budget (%)	Notes to the Budget Close Out	
I. Services and Supplies							
Outside Printing & Copy Svc	19510-5191	2,000	0	0	0%	Place holder for outside printing	
General Office Supplies	19510-5193	8,000	2,765	2,765	35%		
Photocopy Lease & Usage	19510-5196	5,000	449	449	9%	Saving due to staff working outside of the office.	
Computer Supplies	19510-5211	15,000	2,150	2,150	14%	Software licenses and Place holder for emergency IT equipment	
County Memberships - (e.g. F5 Assn Dues)	19510-5331	15,000	12,806	12,806	85%		
Auto Allowance	19510-5712	11,000	10,842	10,842	99%		
Meetings & Conference Expense	19510-5721	10,000	750	750	8%		
Commissioners Meetings & Conference Exp	19510-5723	5,000	1,096	1,096	22%	Virtual meeting saving	
Other Business Travel Expense	19510-5724	10,000	8	8	0%	No business travel during the fiscal year	
Dept. Employee Training Expense	19510-5731	17,000	13,459	13,459	79%	Staff leadership training	
Wellness grant	19510-5856	0	1,075	1,075			
Other Professional Services	19510-5858	50,000	45,603	45,603	91%		
Sub Total - Services & Supplies		148,000	91,004	-	91,004	61%	
II. Other Charges							
Telephone Service Charges	19510-6712	5,500	4,096	4,096	74%	Include direct Communication Services	
Automation Services - ISD	19510-6713	57,000	33,778	33,778	59%	IDS Core IT rate holidays for 6-months	
Annual Facilities Lease	19510-6716	70,000	62,689	62,689	90%	4-months free rent as new Lease Amendment	
General Liability Insurance	19510-6725	10,500	10,063	10,063	96%	Liability Insurance increase	
Official Bond Insurance	19510-6727	800	286	286	36%	Decrease county charges	
Human Resources Services	19510-6733	2,000	303	303	15%	Place holder for staff training which underspent.	
Countywide Security Services	19510-6738	800	556	556	70%	Decrease county charges	
All Other Service Charges	19510-6739	60,000	33,825	33,825	56%	include Card Keys, Audit, County Counsel and Accounting Services	
A-87 Expense	19510-6821	50,000	49,211	49,211	98%	Revised AB87 allocation	
Sub Total - Other Charges		256,600	194,807	-	194,807	76%	
Total Operating Budget		404,600	285,811	-	285,811	71%	Positive variances are associated with underspend and savings due staff working outside of the office

Program Shared Operating Budget		202,300	142,905	-	142,905	71%	Allocation rate 50%
Admin Shared Operating Budget		202,300	142,905	-	142,905	71%	Allocation rate 50%

Schedule 2 - FY 2021-22 SALARIES & BENEFITS BUDGET CLOSE OUT as of 6.30.2022

Program Staff & Shared Admin Staff		873,309	783,905	0	783,905	90%	27% Admin staff time allocated to Program
Evaluation Staff		185,540	142,195	0	142,195	77%	Underspent associated with staff on FLMA
Admin Staff		605,810	556,114	0	556,114	92%	
Total Salaries and Benefits		\$ 1,664,659	\$ 1,482,214	\$ 1,482,214	89%		Underspent associated with staff on FLMA

Color Coding

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

Date: October 24, 2022
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, 2022 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, 2022 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, 2022 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, 2022 Audit Report ([Attachment 8B](#)) and Communication Letter to the First 5 SMC Commissioner attached (**Attachment 8A**). 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 40-41): 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 42-43): 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.

Implementation of New Governmental Accounting Standards Board Statements GASB No. 87

For the year ended June 30, 2022, First 5 implements GASB Statement No. 87, *Leases*, to record the right-of-use asset lease office net amortization (audit report pages 34 and 35)

FISCAL IMPACTS

Impacts of GASB 68 and GASB 87 implementations:

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

The 2022 Audit Report was reviewed by the Finance and Administration Committee at its October 17, 2022 Committee Meeting.

ACTION REQUESTED

Approval of First 5 San Mateo County (F5SMC)'s Basic Financial Statements for the Year Ending June 30, 2022 Audit Report and Its Submission to First 5 California and to California State's Controller Office.

GLOSSARY

SUMMARY OF STATEMENT NO. 87 LEASES (ISSUED 06/17)

The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

(<https://gasb.org/page/PageContent?pageId=/standards-guidance/pronouncements/summary--statement-no-87.html&isStaticPage=true>)



**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 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, 2022. 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 12, 2022. 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. As described in Note 1 to the financial statements, the Commission implemented Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*, during the year ended June 30, 2022. 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), 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, 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 11, 2022.

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 11, 2022

Date: October 24, 2022
To: First 5 San Mateo County Commission
From: Kitty Lopez, Executive Director
Re: Approval of First 5 San Mateo County's FY 2021-22 Annual Program Report and Submission to First 5 California

BACKGROUND

As part of First 5 California's (F5CA) Annual Report requirements, all First 5 County Commissions provide detailed information on fiscal and programmatic progress to the First 5 State Commission each year. Client data and program expenditure information from the First 5 San Mateo County (F5SMC) Annual Report for FY 2021-22 will be presented at today's meeting.

The State Commission expenditure and service categories are structured to emphasize the types of organizations that receive First 5 funding and to gather some limited information on evidence-based assessments and service models in use across the state. The State requests that county commissions provide an estimate of the unduplicated count of clients served, in addition to service counts by type of program.

CONSIDERATIONS

- F5SMC's Annual Report to First 5 California summarizes our annual activities in the format required by the State Commission. The report includes Finance, Evaluation, and Funded Strategy information on all First 5 San Mateo County projects.
- F5SMC is required to report fiscal and programmatic information based on F5CA's four Service Result Areas: Child Development, Child Health, Family Functioning, and Improved Systems of Care.
- The F5SMC Service Result Areas reports, County Highlights, and Evaluation Narrative are attached to this memo (**See Attachments: 9A AR1 Report FY 21-22, 9B AR2 Report FY 21-22, and 9C AR3 Report FY 21-22**).
- The financial information included in this report was developed based on our annual audit.
- This report was reviewed by the Early Childhood Evaluation Advisory Subcommittee at its meeting on Oct. 17, 2022.
- Each County Commission's Annual Report is required to be submitted through the F5 California reporting portal by midnight on October 31, 2022.

FISCAL IMPACT

None.

RECOMMENDATION

Approve First 5 San Mateo County's FY 2021-22 Annual Program Report and Submission to First 5 California.



Annual Report AR-1
San Mateo Revenue and Expenditure Summary
July 1, 2021 - June 30, 2022

Revenue Detail

Category	Amount
Tobacco Tax Funds	\$5,695,673
First 5 IMPACT 2020 Funds	\$439,664
Small Population County Augmentation Funds	\$0
DLL Pilot Funds	\$0
Other First 5 California Funds	\$41,569
Other First 5 California Funds Description Home Visiting Grant	
Other Public Funds	\$269,377
Other Public Funds Description Children's Health Initiative refund of \$171,750; Mental Health Services Act Prop 63 grant of \$96,579; San Mateo County Wellness Grant of \$1,048	
Donations	\$0
Revenue From Interest Earned	\$125,290
Grants	\$423,871
Grants Description Help Me Grow grant of \$19,804; Help Me Grow Call Center grant of \$50,000; Home Visiting Grant of \$21,477; ACES Aware grant of \$14,577; Special Needs Grant of \$280,370; Mental Health grant of \$35,914; SMC Children's Success Planning Project grant of \$16,306;	
Other Funds	\$0
Other Funds	
Total Revenue	\$6,995,444

Improved Family Functioning

Service	Grantee	Program(s)	Children	Caregivers	Providers	Amount
General Family Support	Resource and Referral Agency (COE or Non-Profit)	<ul style="list-style-type: none"> Not Applicable (Parent Advocacy Training) 	0	3	0	\$3,180
General Family Support	County Office of Education/School District	<ul style="list-style-type: none"> Not Applicable (Family Engagement Systems Building; Practitioner and Provider Training) 	0	0	211	\$72,101
General Family Support	CBO/Non-Profit	<ul style="list-style-type: none"> Not Applicable (Father Cafes; Provider Training; Online Resource and Support Hub) 	0	325	10	\$43,166
Intensive Family Support	Child Care Centers	<ul style="list-style-type: none"> Not Applicable (Parent-participation child care centers with wrap-around services including: mental health treatment, developmental playgroups, and parent education; serving low-income and homeless children and their families) 	224	226	25	\$452,626

	Total	\$1,115,043
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Service	Grantee	Program(s)	Children	Caregivers	Providers	Amount
Intensive Family Support	CBO/Non-Profit	<ul style="list-style-type: none"> Not Applicable (Mental health treatment and home visiting services for families experiencing multiple risk factors including domestic violence, substance use, parental mental health challenges, trauma, and toxic stress) 	145	202	4	\$508,151
Family Literacy and Book Programs	First 5 County Commission	<ul style="list-style-type: none"> Kit for New Parents 	0	1263	0	\$35,819
					Total	\$1,115,043

Improved Child Development

Service	Grantee	Program(s)	Children	Caregivers	Providers	Amount
Quality Early Learning Supports	County Office of Education/School District	<ul style="list-style-type: none"> • Not Applicable (IMPACT and IMPACT Hub) • Quality Counts California 	0	0	405	\$1,037,441
Quality Early Learning Supports	CBO/Non-Profit	<ul style="list-style-type: none"> • Not Applicable (Early Childhood Mental Health Consultation) • Quality Counts California 	307	6	74	\$123,157
Quality Early Learning Supports	Resource and Referral Agency (COE or Non-Profit)	<ul style="list-style-type: none"> • Not Applicable (IMPACT) • Quality Counts California 	14	25	240	\$194,460
Total						\$1,355,058

Improved Child Health

Service	Grantee	Program(s)	Children	Caregivers	Providers	Unique Families	Amount
Oral Health Education and Treatment	Hospital/Health Plan	<ul style="list-style-type: none"> Other - Describe county commission local efforts 	399	0	0	0	\$119,543
Oral Health Education and Treatment	CBO/Non-Profit	<ul style="list-style-type: none"> Other - Describe county commission local efforts 	469	452	0	0	\$69,438
Early Intervention	Hospital/Health Plan	<ul style="list-style-type: none"> Care Coordination and Linkage Not Applicable (Help Me Grow; Provider Training and Outreach) 	32	49	295	0	\$222,747
Early Intervention	CBO/Non-Profit	<ul style="list-style-type: none"> Care Coordination and Linkage Developmental Playgroups Mild-to-Moderate Supports Not Applicable (Help Me Grow; Online Parenting Seminars and Support Groups; Outreach and Marketing; Provider Training and TA; Legal Support Services) 	1034	9990	557	0	\$719,210
Total							\$1,130,938

Improved Systems Of Care

Service	Grantee	Program(s)	Amount
Policy and Public Advocacy	Research/Consulting Firm	<ul style="list-style-type: none"> • Not Applicable (Communications and Planning) 	\$150,686
Policy and Public Advocacy	Resource and Referral Agency (COE or Non-Profit)	<ul style="list-style-type: none"> • Early Learning • Not Applicable (Build Up for San Mateo County Kids Early Learning Facilities Project) • Revenue Sustainability 	\$140,790
Policy and Public Advocacy	Research/Consulting Firm	<ul style="list-style-type: none"> • Child Health 	\$14,863
Systems Building	Research/Consulting Firm	<ul style="list-style-type: none"> • Trauma-Informed Care/ACES 	\$112,720
Systems Building	Research/Consulting Firm	<ul style="list-style-type: none"> • Family Resiliency 	\$54,146
Systems Building	Research/Consulting Firm	<ul style="list-style-type: none"> • Early Identification and Intervention 	\$82,925
Systems Building	First 5 County Commission	<ul style="list-style-type: none"> • Early Identification and Intervention • Family Resiliency • Health Systems • Place-Based • Trauma-Informed Care/ACES 	\$446,831
Total			\$1,002,961

Expenditure Details

Category	Amount
Program Expenditures	\$4,604,000
Administrative Expenditures	\$1,703,995
Evaluation Expenditures	\$190,111
Total Expenditures	\$6,498,106
Excess (Deficiency) Of Revenues Over (Under) Expenses	\$497,338

Other Financing Details

Category	Amount
Sale(s) of Capital Assets	\$0
Other	\$0
Total Other Financing Sources	\$0

Net Change in Fund Balance

Category	Amount
Fund Balance - Beginning	\$12,577,997
Fund Balance - Ending	\$13,075,335
Net Change In Fund Balance	\$497,338

Fiscal Year Fund Balance

Category	Amount
Nonspendable	\$0
Restricted	\$0
Committed	\$5,521,838
Assigned	\$7,553,497
Unassigned	\$0
Total Fund Balance	\$13,075,335

Expenditure Note

Program Expenditures documented herein do not include a miscellaneous "Other" category in the amount of \$35,819 that appears under Cycle 4 Funding on page 33 of our agency audit. Program Expenditures submitted here do include personnel expenses for program staff, which is captured under "



Annual Report AR-2
San Mateo Demographic Worksheet
July 1, 2021 - June 30, 2022

Population Served

Category	Number
Children Less than 3 Years Old	399
Children from 3rd to 6th Birthday	931
Children – Ages Unknown (birth to 6th Birthday)	1,294
Providers	1,821
Primary Caregivers	6,318
Total Population Served	10,763

Primary Languages Spoken in the Home

Category	Number of Children	Number of Primary Caregivers
Other - Specify with text box Tagalog	33	6
Other - Specify with text box	94	117
English	1,148	1,805
Spanish	778	2,264
Cantonese	12	27
Mandarin	23	31
Korean	1	10
Vietnamese	4	14
Unknown	531	2,044
Totals	2,624	6,318

Race/Ethnicity of Population Served

Category	Number of Children	Number of Primary Caregivers
Alaska Native/American Indian	9	4
Black/African-American	53	31
Native Hawaiian or Other Pacific Islander	44	22
Two or more races	74	43
White	258	135
Other – Specify with text box	78	87
Asian	252	251
Hispanic/Latino	1,014	1,044
Unknown	842	4,701
Totals	2,624	6,318

Duplication Assessment

Category	Data
Degree of Duplication	10%
Confidence in Data	Somewhat confident
Additional Details (Optional)	<p>Past formal duplication assessments have found rates of 2-11%. This year the duplication assessment was more challenging, as we supported digital outreach campaigns that made over 6,000 impressions on primary caregivers, and online support and parent education sessions that made close to 1,400 impressions on primary caregivers. For this assessment, I made the conservative assumption that all recipients of other services were also touched by the digital outreach and online support efforts.</p>



Annual Report AR-3

San Mateo County Evaluation Summary and Highlights

July 1, 2021 - June 30, 2022

County Evaluation Summary

Evaluation Activities Completed, Findings, and Policy Impact

In FY 2021-22, First 5 San Mateo County (F5SMC) supported various research and evaluation activities, including individual-level data collection for clients participating in intensive services such as home visiting, care-coordination, and place-based two-generation interventions at early learning centers in neighborhoods where some of our most vulnerable families are concentrated. Other research and evaluation activities included: SMC Early Learning Workforce Study: Conducted alongside our State-mandated Child Care Needs Assessment, the Workforce Study aimed to better understand the needs of child care professionals by learning more about their wages, benefits, and educational attainment; vacancies, waitlists, and staff turnover at programs; and the impact of the COVID-19 pandemic on programs and the families they serve. Three hundred twenty-three (323) providers from programs in 23 different zip codes responded to the survey. Key results included: • One in three providers is considering leaving or planning to leave their job within the next 12 months. • Low wages and inadequate benefits are the primary drivers of difficulties hiring and retaining staff; the average provider reported a monthly gross income of \$3,000 to \$4,000 (the median monthly rent for a one-bedroom apartment in San Mateo County is \$2,680 as of October 2022), and 37% do not receive benefits such as health insurance or paid leave. • Four in ten programs have waitlists for spots in their programs, with infant and toddler care more impacted. • Two-thirds of providers surveyed have noticed changes in child behavior and development as a result of the COVID-19 pandemic. The most commonly reported changes include challenges in emotional expression, increased anxiety, and delayed speech and language development. These data are used to advocate at both state and local levels for higher wages and benefits for early learning sector staff and for facilities construction and expansion. For example, this fiscal year F5SMC successfully advocated for over \$6.5 Million in ARPA funding to be directed to child care programs. Survey of Family and Community Engagement Practitioners: As part of the evaluation of our Family Engagement Systems Building efforts, we conducted a survey of practitioners who participated in Friday C.A.F.E.s during the 2021-22 fiscal year. Sixty-eight staff from 38 agencies responded to the survey. While data analyses are ongoing, preliminary results include: • Statistically significant reductions in isolation and burnout among staff; • Statistically significant improvements in participants reporting they have the resources and support they need to do a good job in their work with families; • Statistically significant improvements in participants reporting they have colleagues they can go to for practical advice and emotional support; • Statistically significant improvements in participants reporting they can think of new and creative approaches to work through challenging situations with families. • Practitioners at lower levels in organizational hierarchies (for example, front-line staff or those without supervisory roles) report stronger positive impacts from program participation than do supervisors and administrators. These data will be used to advocate for ongoing support for systems building efforts in the Family and Community Engagement sector, as well as to inform program design. For example, we learned that those who experienced in-person Friday CAFE (pre-COVID) were more likely to want to return to in-person service delivery than those whose only experience of the program has been virtual. We also received feedback that the goal of building a professional network of Family Engagement practitioners would benefit from opportunities for participants to connect with each other between the monthly CAFE offerings, and are incorporating this suggestion into ongoing service delivery.

County Highlights

County Highlight

During FY 2021-22, First 5 San Mateo County (F5SMC) maintained its multi-faceted investments in programs supporting all aspects of a child's early years, including Quality Early Learning; Healthy Development; Resilient Families; and Policy, Advocacy, and Communications. Supported by \$4.6 million in community investments, our funded partners served over 10,750 children, parents, and providers. Highlights included: --Securing \$4.1 Million in American Rescue Plan Act (ARPA) funding for grants to support child care programs, and \$2.5 Million for Out-of-School care. These grants were approved by our Board of Supervisors to shore up the Early Learning sector as COVID-related challenges continue to impact staff and families. --Recruiting three critical County agencies--Child Welfare Services, the San Mateo County Office of Education, and Behavioral Health and Recovery Services--to participate in the second wave of our Trauma and Resiliency Informed Systems Initiative (TRISI) involving a Trauma-Informed Organizational Practices Assessment, organizational coaching, and cross-agency training cohorts. Collectively, these agencies employ around 1,000 staff and serve many of our most vulnerable families with young children. --Completing our Home Visiting Landscape Scan and Needs Assessment, generating information about the myriad programs offering home visiting services in our County, their eligibility requirements, populations of focus, service models, and opportunities for increased collaboration and coordination to enhance these services. --Initiating an evaluation of our Family Engagement Systems Building efforts, which includes a survey of Family and Community Engagement practitioners, focus groups with thought leaders and practitioners to further develop insights into the strengths of this sector and opportunities for growth, and a network analysis to build our understanding of the relationships between the varied organizations doing this work.

DATE: October 24, 2022
TO: First 5 San Mateo County Commission
FROM: Kitty Lopez, Executive Director
RE: Approval of Agreement with Learning for Action for the Trauma- and Resiliency-Informed Systems Initiative Organizational Change Consultant and Assessment Administrator for an amount not to exceed \$62,125 for the term of September 26, 2022 through June 30, 2023

ACTION REQUESTED

Approval of Agreement with Learning for Action for the Trauma- and Resiliency-Informed Systems Initiative Organizational Change Consultant and Assessment Administrator for an amount not to exceed \$62,125 for the term of September 26, 2022 through June 30, 2023

BACKGROUND

In January 2018, F5SMC launched a multi-sector initiative to transform service delivery for young children and their families to fulfill the intention the Early Mental Health Systems investment strategy. The Trauma- and Resiliency-Informed Systems Initiative (TRISI) is a countywide effort to integrate a comprehensive commitment to address trauma and promote resiliency into our programs, structures, and culture with a long-term goal of embedding trauma- and resiliency-informed policies and practices at every level of the system. The Initiative is in its second round of an assessment, cohort, and coaching model to promote trauma-informed organizational practices.

Request for Bids Process

To support the large-scale organizational change and the administration of the Trauma-Informed Organizational Assessment Tool, F5SMC issued a Request for Bids (RFB) in August 2022. The desired qualifications for the role include significant experience supporting large agencies through organizational change processes and strategic planning and implementation efforts to achieve specific outcomes as well as large-scale survey administration design and backend support, data cleaning, and analysis.

One bid was received by the deadline from Learning for Action (LFA). The LFA bid was recommended for funding due to the strong experience in the areas of need as well as a demonstrated ability to establish trust and build rapport with internal and external stakeholders, including the executive leadership of large, public, child- and family-serving agencies.

CONSIDERATIONS

- LFA has previously served a similar role and function for TRISI, beginning with leading the process, landscape scan, and facilitation for F5SMC's Mental Health Systems exploration that ultimately identified trauma-informed practice as the topic of focus for investment, and has continued to serve an integral function for the duration of the initiative
- This new agreement will allow for the continued support of current agency participants and continuity with the consultants currently serving other functions for this initiative
- F5SMC received a second round of leveraged funding in April of 2022 from San Mateo Health System via the Mental Health Services Act (MHSA) in the amount of \$250,000 to supplement our investment in this work through June 30, 2023. The majority of the

dollars from this funding stream are currently being used to support other contractors for this project and therefore F5SMC intends to use dollars earmarked for Mental Health Systems in the F5SMC SPIP to fund this contract.

- Since the original RFB document was issued in August 2022, the need for additional activities to be included in the scope for this role has developed due to the dynamic nature of this initiative and the need to be responsive to the agencies served. As a result, F5SMC recommends increasing the not to exceed amount for the contract term to \$62,125 from \$50,000. **See attachment/Exhibit 10A for Activities and Budget**

FISCAL IMPACT

The recommended contract amendment to LFA for consulting services for Organizational Change Consultant and Assessment Administrator for the Trauma- and Resiliency-Informed Systems Initiative is not anticipated to exceed \$62,125. To fund this contract, F5SMC will utilize up to \$62,125 of leveraged funds from First 5 SMC SPIP FY 20-23; this was previously allocated for Mental Health Systems work and approved by the Commission during the Strategic Plan 2019-2020.

RECOMMENDATION

Approval of Agreement with Learning for Action for the Trauma- and Resiliency-Informed Systems Initiative Organizational Change Consultant and Assessment Administrator for an amount not to exceed \$62,125 for the term of September 26, 2022 through June 30, 2023

LFA TRISI Activities and Budget

September 26, 2022 – June 30, 2023

Activity	Estimated Hours	Estimated Cost	Person(s) Responsible
Meet with Core TRISI team monthly and additional meetings as needed to coordinate TRISI implementation	52	\$13,000	Alex Hildebrand
Provide guidance for how to adapt TRISI to large public agencies to increase likelihood that change will get embedded, including consultation to TRISI coaches or participating agencies as needed	40	\$10,000	Alex Hildebrand
Serve in strategic advisory capacity to F5SMC staff to provide guidance on internal organizational structure and processes, including drafting and design of TRISI 2.0 Theory of Change	37	\$9,250	Alex Hildebrand
Provide guidance for how TRISI should be evaluated to inform model improvement; conduct evaluation activities as needed	37	\$9,250	Alex Hildebrand
Provide guidance for design and implementation of the assessment process in partnership with Hamai Consulting	40	\$10,000	Alex Hildebrand
2-3 assessment coordination meetings with TRISI reps plus email communication to support coordination	16	\$3,000	Shahla de Leon, Annie Dods
Program assessment into Survey Monkey	6	\$750	Annie Dods
Administer survey and manage participation	25	\$3,125	Annie Dods
Clean survey data and transfer to First 5 San Mateo County	30	\$3,750	Annie Dods
TOTAL	283	\$62,125	

**FIRST 5 SAN MATEO COUNTY (F5SMC)
REPORT OF THE EXECUTIVE DIRECTOR
OCTOBER 2022**

STRATEGIC INVESTMENT FOCUS AREAS – UPDATE

QUALITY CARE AND EDUCATION

SMC Early Childhood Education Providers Focus on Quality

The Child Care Partnership Council, Co-Chairs: Nancy Magee, Superintendent of Schools, and Dave Pine, Board of Supervisors, in partnership with other early learning partners (F5SMC) issued a statement emphasizing, undergirding the benefits of early learning and care.

“With all four-year-olds in California eligible for prekindergarten by the 2025-26 school year and State funding available for counties to plan for universal preschool for three-year-olds, communities across San Mateo County are actively preparing to expand high-quality early childhood education options to meet this increased demand. Research has consistently shown that quality early learning and care programs contribute to children’s overall healthy growth and development, strengthen families, and support the county’s economy as parents are able to more fully engage in the workforce. In San Mateo County, these programs are provided through a diverse delivery system that includes public and private schools, licensed child care centers, and licensed family child care homes, with each setting offering unique elements that support the needs of individual children and families.” Access the full statement with links to data and SMC Quality Counts [here](#) or See *Attachment 13.1*

HEALTHY CHILDREN

Daly City Partnership Meeting

On October 6, F5SMC staff member Emily Roberts attended the first in-person Daly City Partnership meeting in nearly three years. The meeting drew strong attendance from multi-sector collaborative partners and offered the Partnership an opportunity to showcase the broad array of services they provide and to introduce the changes and additions to their services and structure. In addition, department heads detailed the specific ways that that the agency pivoted to support its residents with the many challenges posed by COVID-19 over the past couple of years.

Systems Change for Children with Special Needs Meeting 10/13

The quarterly meeting of the Systems Change for Children with Special Needs group took place on October 13. The meeting included an update from Golden Gate Regional Center on their revised staffing structure as well as a panel presentation and discussion, “Children’s Oral Health: Impacts to Development, the Local Landscape, and Promising Innovations in Care for Children with Special Needs”, from panelists Emily Roberts of First 5 SMC, Eileen Espejo of Children Now, and Dr. Yogita Thakur of Ravenswood Family Health Network.

RESILIENT FAMILIES

Friday Café (Community and Family Engagement) Update

Friday Cafés are held the fourth Friday of each month throughout the school year from 9:00 to 10:30 virtually (until further notice) for all who work at the intersection of early learning and family support. Friday Cafes are provided to help bolster and support the family support provider network.

The Friday Café model is based on “conversation catalysts” who share information on a topic of interest and spark conversation/connection. In the past, the conversation catalysts included people from various sectors of family engagement work. While this approach was effective, through surveys we found that participants preferred the Friday Café experience when the same conversation catalyst presented for a series of 2-3 sessions in a row. This brings continuity and the ability to dive deeper into content and make more meaningful connections with peers. As a result, this year we have engaged the help of Anthony Thomas, M.S. Ed., Manager of Youth & Family Initiatives at Peninsula Conflict Resolution Center, to be the main conversation catalyst for each Friday Cafe. The old model of rotating conversation catalysts is still a component, and those in that role will support the sessions as “story tellers” sharing relevant lived experiences. The first Friday Café of the year took place on September 30, 2022 and was well attended by 36 participants.

This year the model was also adjusted to include an opportunity for informal peer support and connection by providing a “Friday Café Happy Hour” the Wednesday evening mid-month between each Friday Café from 6:30 – 7:30. This is a hosted zoom meeting but without an agenda and provides participants with an opportunity to further reflect on the issues explored two weeks prior in the Friday Café and also deepen their relationships with peers. Given that many participants indicated needing additional peer support opportunities, this additional platform for connection was incorporated for the 22-23 FY. Four participants attended the first Happy Hour, so we are exploring adjusting the time to make it more accessible.

The next Friday Café will be on October 28th from 9:00 to 10:30, and Commissioners are invited to attend!

POLICY & ADVOCACY UPDATES

Department of Health Care Services (DHCS) Child Health and Disability Prevention Program (CHDP) Stakeholder Engagement Process

On October 13, 2022, First 5 San Mateo County along with other community-based organizations signed onto a letter address to Dr. Palav Babaria, DHCS’ Chief Quality Officer and Deputy Director of Quality and Population Health Management, to reassess its approach to authentic stakeholder engagement it is meeting the spirit and intent of SB 184 that enacted the FY 22-23 Budget. (See Attachment 13.2)

San Mateo Rotary Meeting

On October 13, 2022, F5SMC's Executive Director, Kitty Lopez, presented at the San Mateo Rotary Meeting and shared information about First 5 San Mateo County including its mission, focus areas, strategies and the importance of first five years in child's life.

ACCOUNTABILITY, RESEARCH AND EVALUATION

Update on Evaluation Activities

F5SMC and EVALCORP are in the process of completing data collection and analysis for our survey of programs' data collection and evaluation practices. This information is being used to improve our understanding of the types of data being collected by our funded programs (for example, service data, outcome data, client demographic data), how programs use the data they collect and how they would like to use it, and their internal capacity for data analysis and utilization. Once we have received responses from all grantees, we will work with each funded program to create an enhanced and integrated data collection protocol that will support the evaluation needs of both F5SMC and the agencies we support, while minimizing data collection burdens such as duplicative assessments.

FIRST 5 CALIFORNIA & FIRST 5 ASSOCIATION UPDATES

New Infant and Early Childhood Mental Health Fact Sheet

The Children's Partnership, with First 5 Association, Region 1 Best Start and Para Los Niños, released a new fact sheet about Infant and Early Childhood Mental Health (IECMH). This fact sheet is to provide parents and caregivers with knowledgeable resources to help support their infants and toddlers' social-emotional development. The fact sheet is available in both [English](#) and [Spanish](#) or See *Attachment 13.3A and 13.3B*.

Kindergarten Readiness Inventories (KRIs)

The First 5 Center released a new report this week on improving equity in Kindergarten Readiness Inventories (KRIs). The report summarizes a literature review and key informant interviews with KRI developers, early childhood advocates, educators, and researchers, and highlights four key considerations that may help local early childhood and education leaders, state policy makers and others create more equity-focused systems for California's families. [Click here to read the full report.](#)

COMMUNITY AND STATEWIDE EVENTS & UPDATES

LET'S TALK: VACCINES, BOOSTERS, VARIANTS, AND COVID-19

First 5 San Mateo County along with community partners will have a virtual Town Hall Conversation, "Let's Talk: Vaccines, Boosters, Variants, and COVID-19" on October 20, 2022 at 6 pm. It's an opportunity for families with infants, toddlers, and children to ask information such as safety, effectiveness and possible side effects of vaccines and boosters. Pediatricians and our very own Commissioners, Dr. Naveen Mahmood and Dr. Sylvia Espinoza, will be the key speakers and Eric Valladares, Executive Director of Family Connections will be the moderator. This event will be streamed in English and Spanish. Click the link for further details <https://first5sanmateo.org/lets-talk-vaccines-boosters-variants-covid-19/>

Stanford Center on Early Childhood

On November 3, 2022, Stanford University will launch its new Center for Early Childhood with a day-long event consisting of a series of panels on topics in early childhood. Kitty Lopez will join Lisa Chamberlain, Stanford Medicine, Ira Hillman, Einhorn Collaborative, Tumaini Coker, Seattle Children's Hospital, and Ryan Padrez, The Primary School and Stanford Medicine on a panel to discuss: "Pediatrics: A Critical Partner to Promote Early Childhood Development and Learning." First 5 SMC Commissioners and Staff all received the Center Launch Invitation. The in-person event at Stanford is by invite only and the general public can watch it virtually. Click the link for more information, <https://acceleratelearning.stanford.edu/event/launch-of-the-stanford-center-on-early-childhood/>

Carole Groom Learning Center

On November 7, 2022, AbilityPath will recognize Commissioner and Supervisor Carole Groom as a former Board Member and for her long-standing public service contribution through a ceremony commemorating the naming of the Carole Groom Learning Center. The event will be held at 899 Stanton Road, Burlingame from 12:00 Noon – 1:00 pm. Click the link to [RSVP](#) by Friday, November 4.

Silicon Valley Community Foundation (SVCF): Community Advisory Council (CAC)

On September 29, 2022, SVCF held its quarterly Community Advisory Council meeting. As a member of the CAC, Michelle Blakely facilitated a strategy and feedback session on the foundation's recent 2022 non-profit survey. Over 240 agencies responded to the survey. The goals of the meeting were to provide participants with the opportunity to get high-level review of the key findings of the 2022 Nonprofit Survey, verify that the survey results captured what CAC members know to be true in the community and to provide feedback to inform SVCF's future work.

COMMUNICATIONS**What's New on Our Website?**

- **I Screen, You Screen: Getting to know your child through screening tools**
Children are complicated! If you feel like you have questions about your child's behavior—a screening can help. Click the link for more info: <https://first5sanmateo.org/i-screen-you-screen-getting-to-know-your-child-through-screening-tools/>
- **F5SMC's Quarterly e-Newsletter**
The F5SMC's Quarterly e-Newsletter was sent out on September 23, 2022. Expanding conversations on infant mental health, Build Up San Mateo County's recommendations and policy language that supports our home child care providers and accessible housing for all, and family stories from Community Overcoming Relationship Abuse (CORA) were some of the highlights. Click the link: <https://first5sanmateo.org/newsletter-september-2022-supporting-infant-mental-health/>

Please complete the form in this [link](#) if you would like to subscribe to our quarterly e-Newsletter.

Social Media and Analytics Report (See Attachment 13.4)



San Mateo County Early Childhood Education Providers Focus on Quality

With all four-year-olds in California eligible for prekindergarten by the 2025-26 school year and State funding available for counties to plan for universal preschool for three-year-olds, communities across San Mateo County are actively preparing to expand high-quality early childhood education options to meet this increased demand.

Research has consistently shown that quality early learning and care programs contribute to children's overall healthy growth and development, strengthen families, and support the county's economy as parents are able to more fully engage in the workforce. In San Mateo County, these programs are provided through a diverse delivery system that includes public and private schools, [licensed](#) child care centers, and [licensed](#) family child care homes, with each setting offering unique elements that support the needs of individual children and families.

The San Mateo County Office of Education, First 5 San Mateo County, and the Child Care Coordinating Council administer [Quality Counts](#), San Mateo County's quality rating and improvement system, which measures and guides quality improvement in early learning centers and family child care homes in the county. Quality Counts assesses programs using several measures, including teacher and director qualifications, program environment, and effective teacher-student interactions. Quality Counts also provides educators with coaching, professional development opportunities, and grants to improve sites and programs. Early childhood educators are also encouraged to join the [California Early Care and Education Workforce Registry](#), which is designed to verify and track the employment, training, and education accomplishments of early childhood education teachers and providers, further promoting quality and safety.

As San Mateo County expands learning options for its youngest residents, the San Mateo County Child Care Partnership Council, its partners, and the many early learning providers in the county will continue to support and provide high-quality programs and transparency so parents can feel confident with the option they select for their children.

For more information on the San Mateo County Child Care Partnership Council, please visit the [Council's website](#).

Nancy Magee
San Mateo County Superintendent of Schools
Child Care Partnership Council Co-Chair

Dave Pine
San Mateo County Supervisor
Child Care Partnership Council Co-Chair



California Chapter 2

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california health+ advocates



CALIFORNIA MEDICAL ASSOCIATION



October 14, 2022

Dr. Palav Babaria
Chief Quality Officer and Deputy Director of Quality and Population Health Management
1501 Capitol Ave.
Sacramento, CA 95814

RE: DHCS CHDP Stakeholder Engagement Process

Dear Dr. Palav Babaria:

We, the undersigned organizations write on behalf of California local health jurisdictions, county social services agencies, county supervisors, their workforce and the children and families we serve to express gratitude for the recent launch of the DHCS CHDP Transition Stakeholder Engagement Meetings and reaffirm our collective commitment to a rich process that is reflective of the significance of this DHCS programmatic shift.

We applaud the DHCS outreach that led to nearly 200 unique voices participating in the first webinar on September 22, 2022. This participation highlights well that from urban to rural communities, local jurisdictions and key stakeholders are eager to be meaningfully engaged in the conversation. As was noted by a variety of call participants, and reinforced by the unity presented here, we urge DHCS to reassess its approach to authentic stakeholder engagement on this issue to guarantee it is meeting the spirit and intent of SB 184 that enacted the FY22-23 Budget. Four one-hour calls between now and January 1, 2024 will not be sufficient for the level of collaboration that is needed. Specifically, process improvements must be made to guarantee that subject matter experts are:

- Informing DHCS in the development and implementation of the transition plan and defined milestones to guide that plan, including how and when local CHDP programs should begin sunseting their operations and communicate with affected stakeholders.
- Co-designing a transition oversight and monitoring plan for Medi-Cal children currently served through CHDP, including those in fee-for-service and foster youth.
- Defining how managed care plans will monitor providers, including, but not limited to, requirements for site reviews, provider training and audits and coordination of care to needed services, such as to dental and behavioral health providers.
- Co-designing a plan to fund the administrative and services costs of the Health Care Program for Children in Foster Care to meet statutory requirements.
- Co-designing a plan for retaining existing local CHDP positions.

While public forums that draw large attendees can be part of the process, they cannot be the only point of engagement. DHCS should consider the role of subcommittees, smaller dedicated spaces, in creating component parts of the transition as well as the role of comment periods

with deadlines to allow for written feedback and review. We know and appreciate the efforts DHCS has made in recent years in its stakeholder communication and engagement. We believe that there are several best practices that can be built on to ensure the authenticity of this stakeholder process that will result in a more effective transition. We request a meeting at your earliest convenience to deliberate process improvements so timely adjustments can be made before the next proposed February convening.

We look forward to continuing to work with you and your staff to ensure the CHDP sunset is handled delicately and prioritizes the needs of California’s most vulnerable children.

Sincerely,

Beth Malinowski
Government Relations Advocate
SEIU California

Kelly Colopy
Director
Long Beach Department of Health and
Human Services

Farrah McDaid Ting
Legislative Representative
California State Association of Counties

Barbara Ferrer, PhD, MPH, Med
Director
Los Angeles County Department of Public
Health

Sergio Morales
Executive Director
California School-Based Health Alliance

Francisco J. Silva
President & Chief Executive Officer
CaliforniaHealth+ Advocates

Pete Manzo,
President & CEO
United Ways of California

Yasuko Fukuda, MD, FAAP
Chair
American Academy of Pediatrics, California

Amy Blumberg
Director of Government Relations
California Children’s Hospital Association

Brianna Pittman-Spencer
Government Affairs Director
California Dental Association

Eileen Espejo,
Senior Managing Director, Health
Children Now

Mayra Alvarez
President
The Children’s Partnership

Karrine Van Groningen, MD, MPH
Legislative and Policy Analyst
American Academy of Pediatrics, California 2

Kathy Kane
President
California Dental Hygienists’ Association

Erin M. Kelly, MPH
Executive Director
Children’s Specialty Care Coalition

Pip Marks
Project Director
Family Voices of California

Teresa Anderson
Public Policy Director
The Arc/UCP CA Collaboration

Alex Briscoe
Principal
California Children's Trust

Paul Reggiardo, DDS
Executive Director
California Society of Pediatric Dentistry

Julia Liou
Chief Executive Officer
Asian Health Services

Kitty Lopez
Executive Director
First 5 San Mateo

Cyndi B. Hillery
Legislative Advocate
California Medical Association

Gabby Tilley
Senior Policy Manager
The Los Angeles Trust for Children's Health

Linda Nguy
Senior Policy Advocate
Western Center on Law and Poverty

Smita Malhotra, MD,
Medical Director
Los Angeles Unified School District

Petra Puhls
Executive Director
First 5 Ventura

Cheryl Oku
Consultant
Help Me Grow San Mateo County

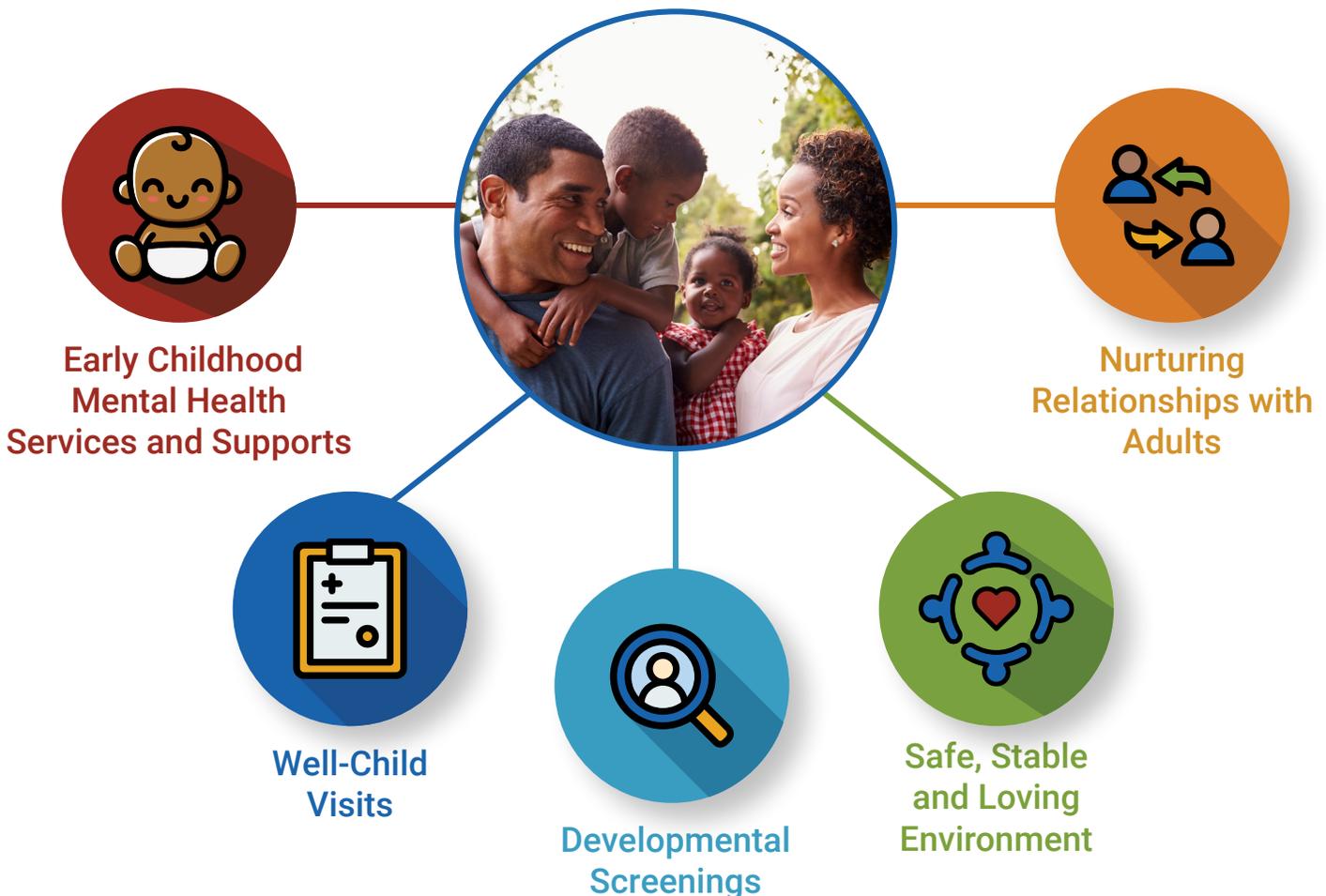
Francisco Ramos-Gomez, DDS, MS, MPH
Executive Director
UCLA Center for Children's Oral Health

Cc:

- Michelle Baass, Director, California Department of Health Care Services (DHCS)
- Jacey Cooper, State Medicaid Director & Chief Deputy Director Health Care Programs, DHCS
- Joseph Billingsley, Assistant Deputy Director Integrated Systems of Care Division, DHCS
- Barbara Sasaki, Section Chief, Medical Operations Branch, Integrated Systems of Care, DHCS

How Families Can Support their Child's Social and Emotional Development

Infant and Early Childhood Mental Health (IECMH), also known as social-emotional development, is just as important as physical health to a child's well-being. Without support, even the youngest kids can suffer from mental health issues, disorders and conditions. As parents, you play an important part in building your babies' social-emotional strengths.

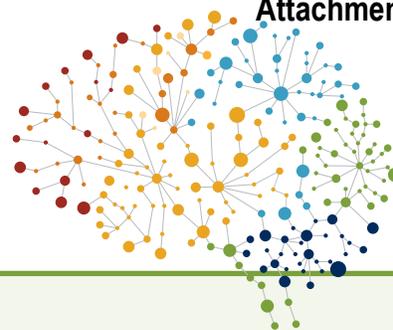


WHAT'S IN THIS FACT SHEET:

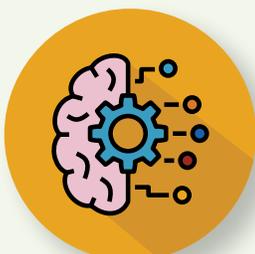
- What is Early Childhood Development?
- What is Infant and Early Childhood Mental Health?
- How can I support the social and emotional development of my young child?
- What else can I do to support my young child's development and mental health?

WHAT IS EARLY CHILDHOOD DEVELOPMENT?

Remember, if you feel that something isn't quite right with your child's development, trust your instinct and contact your child's doctor.



Experiences Build the Brain



A child's brain develops much faster during their first five years than at any other time in life: **one million new neural connections are formed every second and 90% of a child's brain develops by age 5.** From birth, brain connections are built through a child's everyday experiences - the good and the bad - including their interactions with parents, caregivers and family members. Children's experiences in their youngest years have a lasting impact on their health and ability to learn and succeed in school and in life.



LEARN MORE:

[Harvard Center for the Developing Child: Key Concepts](#)

Developmental Milestones Information for Parents & Families

Developmental milestones are a set of skills or age-specific tasks that children achieve by a certain age. They are a guide of what to expect around a particular age, and they fall into four categories:



Social and emotional: ability to express emotions effectively, follow rules and directions and form positive, healthy relationships



Speech and language: ability to absorb and learn to speak language



Cognitive: ability to think, learn and solve problems



Physical: ability to learn large motor skills (such as sitting up and walking) and fine motor skills (such as picking up a crayon, drawing and using scissors)



LEARN MORE:

The Centers for Disease Control and Prevention (CDC) has a checklist for parents and caregivers to track the milestones for children 0-5 as they grow: [CDC's Updated Milestones & Related Materials](#) (available in English & Spanish)

[California Department of Developmental Services:](#) DDS oversees the coordination and delivery of services for Californians with developmental disabilities through a statewide network of 21 community-based, non-profit agencies known as regional centers. Regional centers provide assessments, determine eligibility for services, and offer case management services.

[CDC: Concerned About Your Child's Development](#)

Well-Child Visits and Developmental Screenings



Part of supporting a child's healthy development is to attend their annual well-child visits, which include developmental screenings. Developmental screenings identify delays in development and other challenges that are important to learn about early. Screenings consist of a series of questions and checklists that assess a child's skills and abilities. National guidelines recommend developmental screenings should be done at 9 months, 18 months and 30 months of age. **Ask your pediatrician if you have concerns. If you're not sure what to look for with your child's development or behavior, ask your pediatrician if they can refer you to someone who can offer guidance or support.**



LEARN MORE:

[What is Early Start? Department of Developmental Services](#)

Help Me Grow California helps connect children and families to the appropriate developmental services within their community: [Help Me Grow \(HMG\) Locations in CA & County Websites](#)

WHAT IS INFANT AND EARLY CHILDHOOD MENTAL HEALTH?

Infant and early childhood mental health, also known as social-emotional development, refers to how well a child learns to:



Form close and trusting relationships with adults and peers



Experience, manage and express a full range of emotions



Explore their environment and learn

These abilities help infants and toddlers develop healthy social and emotional skills, laying the foundation for good mental health, positive relationships and well-being later in life. Young children are just as likely to experience mental health challenges as older children and teens, but their distress often goes unrecognized unless adults know what to look for. It is important to note that Infant and Early Childhood Mental Health (IECMH) does not represent a mental health condition, cognitive or intellectual disability, or developmental delays. Rather, IECMH refers to the social and emotional development that is important to and experienced by all infants and young children regardless of their cognitive abilities.

What do I look for in my young kids?

Young children communicate their feelings through their behaviors. Unlike older children (6 years and older) who verbalize their feelings, young children will show the adults in their life any signs of distress they may feel. This includes behaviors like frequent tantrums or not getting along with other children, but it can also include being unusually shy, quiet or withdrawn. Any change in behaviors should be a sign to talk to your child's doctor.



Chronic Stress & Adverse Childhood Experiences (ACEs)

Adverse Childhood Experiences (ACEs) are traumatic events that occur in a child's life. It is important to note that there are aspects of a child's environment that can affect their mental health that may be out of a parent's control, including things like job, housing, or income loss. Parents and adults play a vital role in supporting their young child through difficult experiences in order to help protect against chronic stress and its negative impacts on a child's health and development. Parents can help reduce the effects of ACEs and chronic stress in their child's life by forming trusting, loving relationships with their children and modeling positive coping skills, including reaching out for help.

HOW CAN I SUPPORT THE MENTAL HEALTH OF MY YOUNG CHILD?



Bond With Your Child

Nurturing relationships with parents and caregivers are the foundation for a child's social and emotional development and make babies' brains stronger. These relationships also include child care providers, teachers and other community members who care for your child.

Positive interactions can include:



Cuddling



Talking



Singing



Reading



Playing with Toys



Counting



Storytelling



Sharing Meals

From birth, young children invite their parents and other adult caregivers into their lives to engage with them through cooing, facial gestures and crying. Each invitation is an opportunity for the adult to either be responsive or unresponsive to the child. This back and forth process is known as "serve and return" and is part of how the brain learns and grows. Parents and caregivers who engage positively with their child are literally building the child's brain. That's why it's so important to interact with your child through talking, singing, reading and playing from the day they're born.

LEARN MORE:



Vroom: Free for parents to learn new and creative activities to keep young children engaged while also stimulating brain development.

The California Healthy Minds, Thriving Kids Project: Free videos for parents that helps parents teach their children mental health and coping skills.

Support for Infant and Early Childhood Mental Health



Different services offer parents, caregivers and providers extra support to care for their young children's social and emotional development. This includes parent trainings, support groups, and infant and early childhood mental health consultations. Such services offer adults in young children's lives with the tools and knowledge of their child's behaviors and how to support them. For example, services provided by a mental health consultant can be offered in many settings where young children learn, grow and play, such as child care programs to help the teachers understand and respond to children's behavior. IECMH consultations provide the adults in young children's lives with the tools and

knowledge of their child's behaviors and how to support them.



LEARN MORE:

Talk to your child's pediatrician or child care provider to learn more about [IECMH Consultations](#)

What else can I do to support my young child's development and mental health?

Parents and caregivers are critical to babies' social-emotional development. It is also important to take care of yourself. Young children are very sensitive to their caregivers' stress. Strategies for parent/caregiver mental health can include:



Mindfulness/
Breathing Exercises



Physical
Exercise



Therapy/
Counseling



Home-Visiting
programs through
your doctor's office



Visiting with other
friends and family who
have young children

FOLLOW US

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@First5Assoc

@bsregion1
@paralososinosorg



allinforhealth@childrenspartnership.org



first5association.org
childrenspartnership.org

Full citations can be
found [here](#).

Maneras en las que las familias pueden apoyar el desarrollo social y emocional de sus hijos

La salud mental de los bebés y niños pequeños (IECMH), también conocida como desarrollo socioemocional, es igual de importante para el bienestar infantil que la salud física. Sin apoyo, incluso los niños más pequeños pueden sufrir problemas, trastornos y afecciones mentales. Los padres desempeñan un papel clave para ayudar a los bebés a adquirir fortalezas socioemocionales.

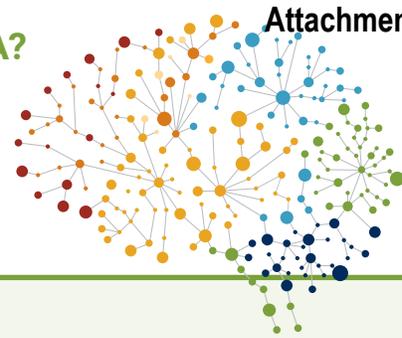


TEMAS DE ESTA HOJA INFORMATIVA:

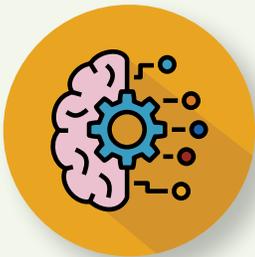
- ¿Qué es el desarrollo de la primera infancia?
- ¿Qué es la salud mental de los bebés y niños pequeños?
- ¿Cómo puedo apoyar el desarrollo social y emocional de mi hijo pequeño?
- ¿Qué más puedo hacer para apoyar el desarrollo y la salud mental de mi hijo?

¿QUÉ ES EL DESARROLLO DE LA PRIMERA INFANCIA?

Si sospecha que algo no marcha bien en el desarrollo de su hijo, confíe en sus instintos y consulte al médico de su hijo.



Las experiencias desarrollan el cerebro



El cerebro de un niño se desarrolla mucho más rápido en los primeros cinco años que en el resto de su vida: **se forman un millón de conexiones neuronales nuevas por segundo y se desarrolla el 90 % del cerebro del niño antes de los 5 años.** Desde el nacimiento, las conexiones cerebrales se forman a partir de las experiencias cotidianas del niño, tanto las positivas como las negativas, lo que incluye las interacciones con los padres, cuidadores y familiares. Las experiencias que viven los niños en sus primeros años tienen un impacto duradero en su salud y su capacidad para aprender y tener un buen desempeño en la escuela y en la vida.



MÁS INFORMACIÓN:

[Conceptos claves de Center on the Developing Child de la Universidad de Harvard](#)

Información sobre los indicadores del desarrollo para padres y familiares

Los indicadores del desarrollo comprenden un conjunto de habilidades o tareas que los niños logran a determinada edad. Funcionan como una guía de lo que se puede esperar a una edad determinada y se dividen en cuatro categorías:



Social y emocional. Capacidad para expresar emociones de manera eficaz, seguir reglas e instrucciones y entablar relaciones positivas y saludables.



Habla e idioma. Capacidad para asimilar y aprender a hablar el idioma.



Cognitivo. Capacidad para pensar, aprender y resolver problemas.



Físico. Capacidad para adquirir habilidades motoras gruesas (como sentarse y caminar) y habilidades motoras finas (como coger un crayón, dibujar y cortar con tijeras).



MÁS INFORMACIÓN:

Los Centros para el Control y la Prevención de Enfermedades (CDC) ofrecen una lista de verificación dirigida a padres y cuidadores, que permite hacer un seguimiento de los indicadores del desarrollo en niños de 0 a 5 años:

[Indicadores actualizados y materiales relacionados de los CDC](#) (disponible en inglés y español).

Departamento de Servicios de Desarrollo de California (DDS): a través de una red estatal de 21 agencias comunitarias y sin fines de lucro conocidas como centros regionales, este departamento supervisa la coordinación y prestación de servicios para las personas de California con discapacidades de desarrollo. Los centros regionales realizan evaluaciones, determinan la elegibilidad para los servicios y brindan servicios de gestión de casos.

[CDC: Preocupación acerca del desarrollo de su hijo](#)

Controles médicos preventivos para el niño y evaluaciones del desarrollo



Una manera de apoyar el desarrollo saludable de un niño es llevarlo a los controles médicos anuales, que incluyen evaluaciones del desarrollo. A través de estas evaluaciones, se pueden identificar retrasos en el desarrollo y otras dificultades que es importante detectar de manera temprana. Las evaluaciones constan de una serie de preguntas y listas de verificación que permiten valorar las habilidades y capacidades de un niño. Según las recomendaciones nacionales, se deben realizar evaluaciones del desarrollo a los 9 meses, 18 meses y 30 meses de edad. **Consulte a su pediatra si tiene dudas. Si no sabe qué observar en el desarrollo o la conducta de su hijo, pida a su pediatra una remisión a una persona que pueda ofrecerle orientación o ayuda.**



MÁS INFORMACIÓN:

[¿Qué es el comienzo temprano? Departamento de Servicios de Desarrollo](#)

Help Me Grow California ayuda a conectar a los niños y sus familias con los servicios del desarrollo adecuados en la comunidad: [sitios web de las sedes de Help Me Grow \(HMG\) en California \(CA\) y sus condados.](#)

La salud mental de los bebés y niños pequeños, también denominada desarrollo socioemocional, se refiere a la capacidad de un niño para aprender a hacer lo siguiente:



Entablar relaciones cercanas y de confianza con adultos y pares



Sentir, manejar y expresar un amplio abanico de emociones



Explorar el entorno y aprender

Estas capacidades ayudan a los bebés y niños pequeños a desarrollar habilidades sociales y emocionales saludables, lo que sienta las bases para una buena salud mental, las relaciones positivas y el bienestar en las etapas posteriores de la vida. Los niños pequeños tienen la misma probabilidad de presentar problemas de salud mental que los niños más grandes y los adolescentes, pero muchas veces su sufrimiento no se detecta, a menos que los adultos sepan qué signos buscar. Cabe destacar que la salud mental de los bebés y niños pequeños (IECMH) no representa una condición de salud mental, discapacidad cognitiva o intelectual ni un retraso en el desarrollo. Hace referencia, en cambio, al desarrollo social y emocional que experimentan todos los bebés y niños pequeños y que es importante para todos por igual, sin importar sus habilidades cognitivas.

¿Qué debo observar en mis hijos pequeños?

Los niños pequeños comunican sus sentimientos a través de la conducta. A diferencia de los niños más grandes (a partir de los 6 años) que expresan sus sentimientos con palabras, los más pequeños les muestran a los adultos presentes en sus vidas cualquier signo de malestar que experimenten. Estos signos incluyen conductas como hacer berrinches frecuentes o llevarse mal con otros niños, o bien, conductas de timidez, pasividad o retraimiento inusuales. Todo cambio en la conducta debe ser una alerta para hablar con el médico de su hijo.



Estrés crónico y experiencias infantiles negativas (ACE)

Las experiencias infantiles negativas (ACE) son eventos traumáticos que ocurren en la vida de un niño. Cabe destacar que existen aspectos referidos al entorno de un niño que pueden afectar su salud mental y que escapan al control de sus padres, como el empleo, la vivienda o la pérdida de ingresos. Madres, padres y adultos juegan un papel vital a la hora de apoyar a su hijo pequeño en situaciones difíciles y así protegerlo del estrés crónico y los efectos negativos que tiene en su salud y desarrollo. Para ayudar a reducir los efectos de las ACE y del estrés crónico en la vida de sus hijos, los padres pueden formar relaciones amorosas basadas en la confianza y demostrar habilidades de afrontamiento positivas, como el pedir ayuda.

¿QUÉ HAGO PARA APOYAR LA SALUD MENTAL DE MI HIJO PEQUEÑO?



Establezca un vínculo con su hijo

Las relaciones enriquecedoras con los padres y los cuidadores son la base del desarrollo social y emocional de un niño y fortalecen el cerebro de los bebés. Estas relaciones también incluyen a los proveedores de cuidado infantil, docentes y otros miembros de la comunidad que cuidan al menor.

Las interacciones positivas comprenden lo siguiente:



Abrazarse



Hablar



Cantar



Leer



Jugar con juguetes



Contar



Narrar historias



Comer juntos

Desde que nacen, los niños pequeños invitan a sus padres y otros cuidadores adultos a formar parte de su vida a través de los arrullos, los gestos faciales y los llantos. Cada invitación es una oportunidad para que el adulto responda o no al niño. Este proceso de ida y vuelta se conoce como "servir y devolver" y forma parte de cómo el cerebro aprende y crece. Los padres y los cuidadores que se relacionan de manera positiva con los niños contribuyen a la formación de su cerebro. Por esta razón, es importante que se relacione con su hijo hablando, cantando, leyendo y jugando desde el nacimiento.

MÁS INFORMACIÓN:



Vroom: gratuito para los padres que quieren aprender actividades nuevas y creativas para entretener a los niños pequeños y estimular su desarrollo cerebral al mismo tiempo.

Proyecto Mentes sanas, niños exitosos de California: videos gratuitos para padres, que ayudan a enseñar a los hijos habilidades de salud mental y afrontamiento.

Apoyo para la salud mental de los bebés y niños pequeños



Hay distintos servicios que ofrecen a los padres, cuidadores y proveedores un apoyo adicional para cuidar el desarrollo social y emocional de sus niños pequeños. Incluyen capacitaciones para padres, grupos de apoyo y consultas de salud mental para bebés y niños pequeños. A través de estos servicios, los adultos que forman parte de la vida de niños pequeños reciben herramientas e información sobre la conducta infantil y la forma de apoyarlos. Por ejemplo, los servicios que presta un asesor en salud mental se pueden ofrecer en muchos entornos donde los niños pequeños aprenden, crecen y juegan, como programas de cuidado infantil que ayudan a los docentes a comprender y abordar la conducta de los niños. Las consultas de IECMH proporcionan a los adultos que forman parte de la vida de niños pequeños herramientas e información sobre la conducta infantil y la forma de apoyarlos.

MÁS INFORMACIÓN:



Hable con el pediatra o proveedor de cuidados de su hijo para obtener más información sobre las consultas de IECMH.

¿Qué más puedo hacer para apoyar el desarrollo y la salud mental de mi hijo?

Los padres y cuidadores cumplen un papel fundamental en el desarrollo social y emocional de los bebés. No obstante, es igual de importante el cuidado personal. Los niños pequeños son muy sensibles al estrés de sus cuidadores. Estas son algunas estrategias para cuidar la salud mental de los padres o cuidadores:



Ejercicios de meditación o respiración



Ejercicio físico



Terapia o asesoramiento



Programas de visitas domiciliarias a través del consultorio médico



Visitas a otros amigos y familiares que tienen niños pequeños

SÍGANOS

@KidsPartnership
@First5Assoc

@bsregion1
@paralosninosorg



allinforhealth@childrenspartnership.org



first5association.org
childrenspartnership.org

Las citas completas están disponibles aquí.

As the approach to content has shifted to creating themed cohesive materials, the dates of the first campaign structured content shifted to a mid-month starting point.

This content suite is 6 weeks' worth of information and storytelling about screenings, the racial biases of access to screenings and approaches to equity, and the importance of screenings. This is the second installment of a multiple-month arc advancing the importance and resources available to support infant mental health and development. We continued and expanded the short-form video format on Instagram and shared multiple updates on the website.

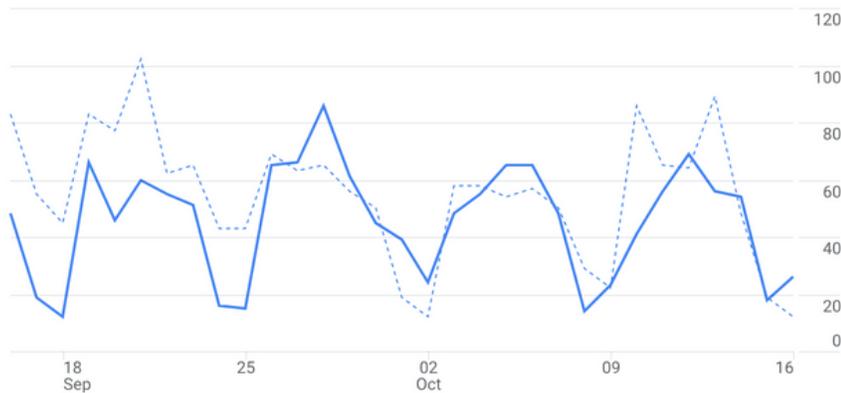
The First 5 San Mateo County website acquired the greatest number of users through Google searches and organic direct visits.

Video content performed well, especially on Instagram, and our followers and reached audiences grew on Instagram, Facebook, and Twitter this month. Video clips from Michelle's discussion about equity in screening performed well, as did the promotion of the upcoming town hall event.

Website

Who is using your website?

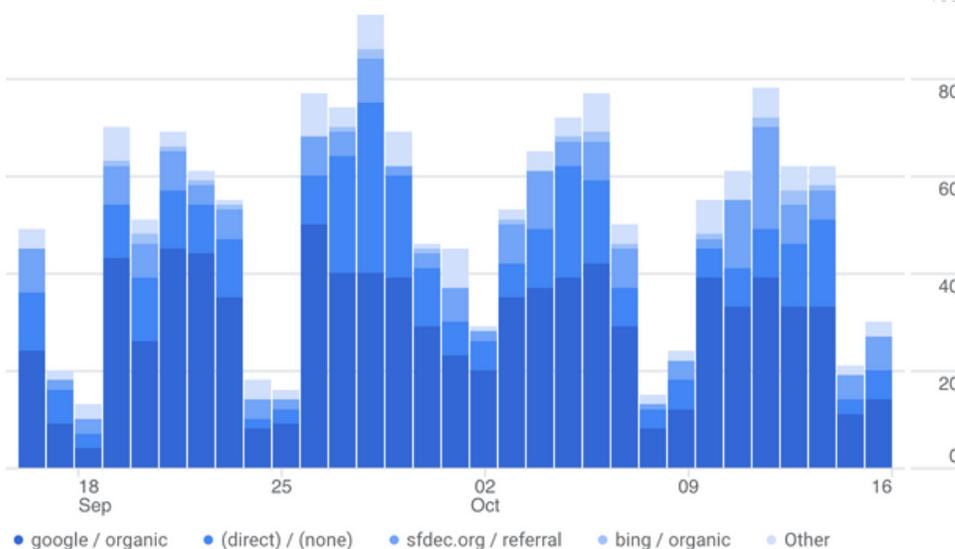
Users	Sessions	Bounce Rate	Session Duration
1.3K	1.6K	65.44%	2m 00s
↓20.3%	↓13.0%	↓8.4%	↑33.4%



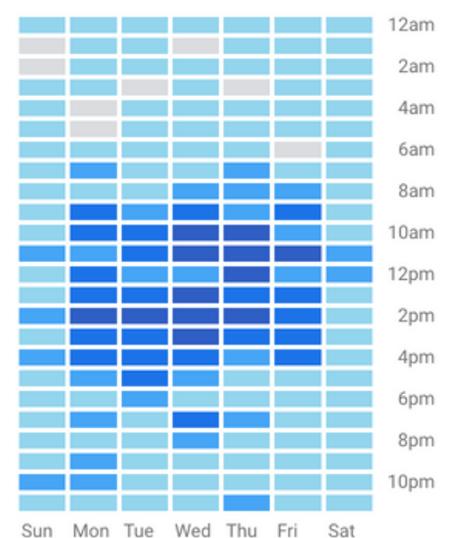
What pages do your users visit?

Page	Pageviews
/	717
/family-resource-centers/	447
/commission-meetings/	335
/helpmegrow/	259
/our-team/	212
/family-resource-center-initiat	177
/contact-us/	162
/our-impact/	158
/about-us/	151
/news-publications/	149

How do you acquire users?



Users by Time of Day



Meta: Facebook & Instagram

Results

Paid reach ⓘ

11,112 ↑ 100%



Facebook Page reach ⓘ

21,394 ↑ 451.4%



Instagram reach ⓘ

6,202 ↑ 219.2%



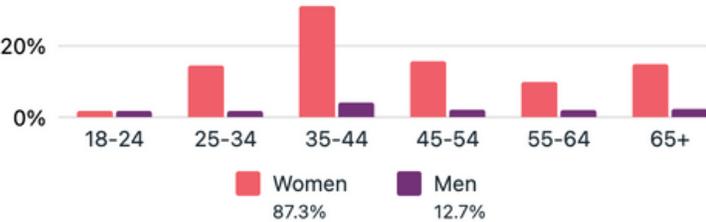
Facebook Page likes ⓘ

1,830

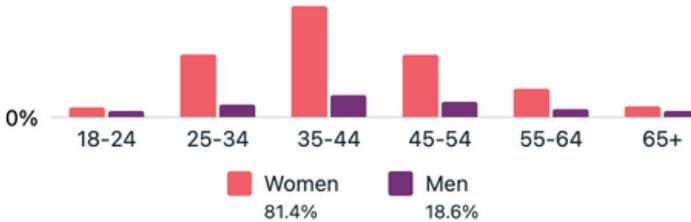
Instagram followers ⓘ

1,298

Age & gender ⓘ



Age & gender ⓘ



Top Content by Reach

Recent content ↑↓	Type	Reach ⓘ ↓	Likes and reacti... ⓘ ↑↓	Link clicks ⓘ ↑↓	Results ⓘ ↑↓
Post: "When you're a parent, you ... Thu Sep 22, 12:55pm	Ad	5,369	4	39	0 Landing Page Views
When you're a parent, you may n... Thu Sep 22, 12:48pm	Post	5,337	4	40	--
Post: "Black and brown families a... Mon Oct 3, 3:08pm	Ad	5,010	12	67	67 Link clicks
Black and brown families are con... Mon Oct 3, 12:05pm	Post	4,837	16	68	--
Let's Talk: Vaccines, Boosters, Va... Wed Oct 5, 12:49pm	Boost post	1,316	--	--	--
Event: Let's Talk: Vaccines, Boost... Wed Oct 5, 1:44pm	Ad	1,159	4	8	3 Event Responses

Twitter

Tweets
7 ↓ 12.5%



Tweet impressions
450 ↑ 37.6%



Profile visits
131 ↑ 244.7%



Mentions
3 ↑ 200.0%

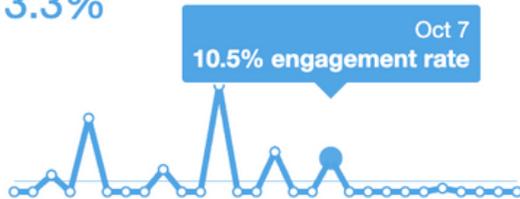


Followers
684 ↑ 2



Engagement rate

3.3%



 **SAMCEDA @SAMCEDA** · Oct 13

Today's newsletter features:

-  @first5sanmateo's upcoming livestream on vaccines & booster info for families
-  New @SamTrans GM/CEO
-  @FTI_US' feature on food innovation & how investors have a role to play

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Top Tweets

- | | | | | |
|--|--|----|---|------|
|  | <p>First 5 San Mateo Co @first5sanmateo · Oct 6</p> <p>Our Deputy Director, Michelle Blakely, shared how we can ensure that these incredible resources are available to everyone. Check out Attitudes, Access, and Barriers Towards Developmental Screening in Communities of Color.first5sanmateo.org/attitudes-acce...</p> <p>View Tweet activity</p> | 61 | 3 | 4.9% |
|  | <p>First 5 San Mateo Co @first5sanmateo · Sep 28</p> <p>You might not know what you don't know! That's true for everyone, and screening your child for healthy development is a great way to ensure you are getting the whole pic. Screen your child online today! #development #screening #earlychildhood #mentalhealth helpmegrowsmc.org/screenings/</p> <p>View Tweet activity</p> | 53 | 3 | 5.7% |
|  | <p>First 5 San Mateo Co @first5sanmateo · Sep 16</p> <p>How can you start early, supporting your child's mental health? We thought you'd never ask! #infantmentalhealth #sanmateofamilies #mentalhealth pic.twitter.com/X2tAhHOhC3</p> <p>View Tweet activity</p> | 50 | 1 | 2.0% |

LinkedIn

Visitor highlights

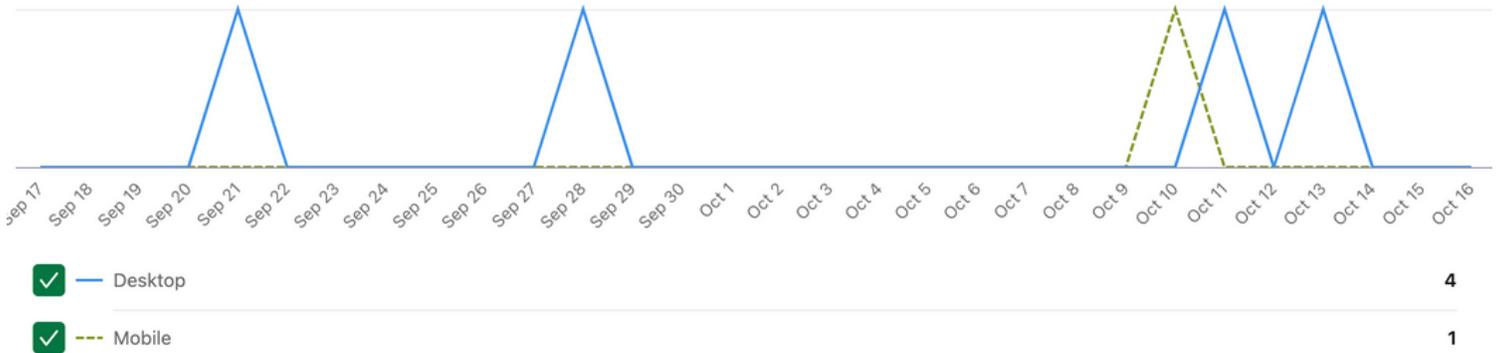
5
Page views
▼ 50%

5
Unique visitors
▼ 28.6%

4
Reactions
▲ 33.3%

150
Total followers

Visitor Metrics



LinkedIn Content

Update title	Impressions	Views	Clicks	CTR	Reactions	Comments	Shares	Follows	Engagement rate
Home Posted by Noa Elliott (she/her) 10/13/2022 Boost	22	-	1	4.55%	4	0	0	-	22.73%

Email



Let's Talk: Share with your Networks

Sent Email • Sent Oct 12, 2022 at 7:00am PDT
 429 sends • 129 (34%) opens • 11 (3%) clicks • 47 (11%) bounces • 0 (0%) unsubscribes



September Newsletter

Sent Email • Sent Sep 23, 2022 at 8:40am PDT
 808 sends • 201 (29%) opens • 12 (2%) clicks • 118 (15%) bounces • 2 (1%) unsubscribes

DATE: October 24, 2022
TO: First 5 San Mateo County (F5SMC) Commission
FROM: Kitty Lopez, Executive Director
RE: Committee Updates

Program, Operations and Planning (POP) Committee Meeting – October 3, 2022

- Commissioners: Ken Cole, Nancy Magee, Nkia Richardson
- Public Member: Harvey Kaplan
- Public Attendee: Liz Scully
- Staff: Kitty Lopez, Michelle Blakely, Myra Cruz

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

MOTION: Public Member Kaplan, Committee Affirmed the Motion.

2. **Program & Systems Updates**

- **Strategic Plan FY 2023 – 2025**

Michelle Blakely, F5SMC's Deputy Director, shared that the first phase of Strategic Plan Implementation Plan (SPIP) will end in June 2023. The second phase will begin on July 1, 2023 through June 30, 2025. The SPIP is planned in 5 years increments. Keeping in mind the F5SMC's strategies and resources considerations, the Staff will be making SPIP recommendations to the Commission at the December 2022 and January 2023 Commission Meetings for its second phase. The recommendations will be based on portfolio reviews, workforce data, assessments, budget landscape (local, state & federal), policy implications, population indicators. F5SMC aims for the best investment value added with limited funds. We also aim to provide more lead time to the grantees for notification of funding support beyond June 2023.

Discussion ensued.

- **Workforce Systems (ECE) Advocacy: American Rescue Recovery Plan Act (ARRPA) Update**

Michelle Blakely shared that child care partners and advocates from the Child Care Coordinating Council, 4Cs and F5 submitted a proposal to County Manager's Office to pilot an Early Childhood Educator Career Navigator for two years with ARRPA funding. The Child Care Coordinating Council (4Cs) would oversee the position. Industry-specific strategies and focus are needed to address the current workforce crisis and establish a sustainable ECE (early care and education) workforce moving forward and connect systems-level pathways and supports for early childhood education career entry and degree attainment and school age credentialing.

- **Collaboration: Children and Families 1st, SMC Mental Health Landscape & Early Mental Health, and Home Visiting Systems Initiative**

Michelle Blakely shared that she will be presenting to the Commission in the coming months on the Home Visiting Initiative which includes First 5 Center Policy framework, local data, agenda, and landscape.

3. Commission Protocols Regarding Support on Local Measures

Discussion ensued on the Commission's role regarding supporting local ballot measures. F5SMC usually supports issues that align with its values, mission and policy approaches. Kitty and Michelle will ask the County Attorney for guidelines and review current agency By-laws.

Meeting adjourned at 4:45 pm. The next POP Committee Meeting is scheduled December 5, 2022.

Finance and Administration Committee Meeting – October 17, 2022

- Commissioners: Alexis Becerra, Sylvia Espinoza, Rosanne Foust
- Staff: Kitty Lopez, Khanh Chau

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.

A motion to 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 was made by Commissioner Espinoza, seconded by Commissioner Foust. Unanimously approved.

2. Approval of the Finance and Administration Committee Meeting Agenda

A Motion for Approval of the May 16, 2022 Finance and Administration Committee Meeting Agenda was made by Commissioner Foust, seconded by Commissioner Becerra. Unanimously approved.

3. Approval of the Finance and Administration Committee Meeting Minutes

A Motion for Approval of the June 13, 2022 Finance and Administration Committee Meeting Minutes was made by Commissioner Foust, seconded by Commissioner Becerra. Unanimously approved.

4. Review and Recommend Approval of F5SMC's FY 21-22 Budget Close Out as of June 30, 2022

Kitty Lopez provided an overview of the Economic Factor and Current Year Budget highlighting the agency implementation of 3-tier fiscal budget – new strategic plan FY2020-

2023, the previous strategic plan FY2018-2020 Carry Over, and Other Grant executions, as well as grantees' staffing challenges in this long pandemic recovery phase. Kitty provided further details of Total Revenues, Total Expenditures, and Ending Fund Balance as of June 30, 2022 that produce positive variance readings of 5%, 30%, and 25% respectively. Overall, the agency delivers approximately 70% of fiscal year budget;

Committee members reviewed the Budget Close Out, asked questions about agency policies regarding the underspent grant funds at the end of fiscal year. Staff responded that the underspent funds at the end of the fiscal year can be carried over to the next fiscal year for continuation of grant execution and any leftover funds will be returned to Fund Balance at the end of the grant term., Most of the grants will be fully executed at the end of the funding cycle. Committee members also asked agency policy in supporting grantees' staffing challenges. Staff responded that while the total grant funding amounts cannot be changed as per Commission approval that was set in 2019-2020, First 5 Staff offer flexibility to agencies by allowing grant budget modifications with the inclusion of COLA in the grantees' budgets.

Committee members praised the Finance Team for the clarity of the Budget Close Out memo and the helpfulness of the Economic Factors and Current Year Budget.

Committee members reviewed and endorsed the recommendation and approval of the F5SMC's FY21-22 Budget Close Out as of June 30, 2022.

A Motion to Recommend Approval of F5SMC's FY 21-22 Budget Close Out as of June 30, 2022 was made by Commissioner Espinoza, seconded by Commissioner Foust. Unanimously approved.

5. Review and Recommend Approval of F5SMC's Basic Financial Statements for the Year Ending June 30, 2022 Audit Report and Its Submission to First 5 California and to California State's Controller Office

Kitty Lopez cited that First 5 continued hiring Brown Armstrong CPA firm for the professional audit services for the year ending 6.30.2022; this was the second year. First 5 San Mateo County has obtained "clean opinions" for the all three previous Independent Auditor Reports, including this year's ending June 30, 2022, as the Audit Report Outcomes presented in the audit memo:

- Independent Auditors' Report on the Financial Statements: Unmodified opinion (clean opinion);
- Independent Auditors' Report on Internal Control over Financial Reporting and on Compliances and Other Matters: No deficiencies, no instances of non-compliances (clean opinion);
- Independent Auditors' Report on State Compliance: F5SMC complied in all material respects with the compliance requirements (clean opinion).

Kitty Lopez stated that the Brown Armstrong CPA firm will make the audit presentation at the Commission Meeting on October 24, 2022.

Kitty Lopez thanked the agency fiscal team for their hard work and completion of the intensive audit requests over the last several months. Staff also referred to the Note 17- Excess of Expenditures Over Appropriations as the result of the first-year implementation of the GASB 87- Financial Reporting for Lease of Government Entities; there are no fiscal impacts to cash flow or Actual Budget Close out as of June 30,2022.

Committee members appreciated the clean audit opinions of the F5SMC's Basic Financial Statements for the year ending 6.30.2022 and the hard work by the staff.

Committee members reviewed and endorsed the audit report approval to the full Commission. A Motion for Approval of F5SMC's Basic Financial Statements for the Year Ending June 30, 2022 Audit Reports and its Submission to First 5 California and to California State's Controller Office was made by Commissioner Foust, seconded by Commissioner Espinoza. Unanimously approved.

Next Finance and Administration Committee Meeting will be tentatively on February 13, 2023.

Early Childhood Evaluation Advisory Committee Meeting – October 17, 2022

- Commission Members Present: Louise Rogers (Chair); Naveen Mahmood
- Commission Members Absent: Carole Groom
- Grantee Representatives: Heather Cleary, Peninsula Family Service; Carol Elliot, AbilityPath
- EVALCORP Representatives: Kristen Donovan, Devan Petersen, Sally Lee, Marcy Hernandez-Wild
- F5SMC Staff: Kitty Lopez, Michelle Blakely, Jenifer Clark

The Early Childhood Evaluation Advisory Committee met virtually on Monday, October 17th.

Introduction to EVALCORP and Planned Evaluation Activities

The group welcomed the EVALCORP team to its first Subcommittee meeting. Representatives from EVALCORP will attend all ECEA Subcommittee meetings for the duration of their contract. Dr. Kristen Donovan and her team introduced themselves and presented on their plans for this year's evaluation activities. Planned activities include:

- Assessing our portfolio's current data collection and evaluation practices and informational needs
- Designing and implementing enhanced protocols around data collection and utilization
- Evaluation and data use capacity building for F5SMC and funded partners
- Support for mixed-method data collection such as focus groups, key informant interviews, and parent storytelling
- Support for quantitative data analysis as needed

EVALCORP also presented preliminary results from our grantee survey on data collection and evaluation practices, which included information about the types of data collected by grantees and their internal capacity to support data analysis and utilization. This survey is in the final stages of administration, and full results will be available soon.

First 5 SMC Annual Report to F5 California for FY 2021-22

Jenifer Clark presented a brief overview of the FY 2021-22 F5SMC Annual Report to First 5 California. Of note this year, duplicated services numbers were higher than usual due to a digital outreach campaign by our Help Me Grow program which created nearly 15,000 impressions. This resulted in a larger differential than typical between duplicated and unduplicated service numbers. The group also reviewed some of the evaluation findings included in the Annual Report, such as initial results from the Friday C.A.F.É. Participant Survey and the Early Learning Workforce Study. This report will be presented to the Commission for approval at the Commission Meeting on October 24, 2022. It is due to First 5 California by midnight on October 31, 2022.

The next meeting of the Early Childhood Evaluation Advisory Committee is to be determined. The 2023 calendar year schedule for Commission and Subcommittees will be voted on by the Commission at its December 2022 meeting.