FIRST 5
SAN LUIS OBISPO COUNTY

June 24, 2026 COMMISSION MEETING
AGENDA PACKET ATTACHMENTS

Attachments:

ITEM 2 (Consent Agenda)
- 2a. Draft Minutes, May 27, 2026 Commission Meeting
- 2b. Memo re: Reappointment of Medical Rep Commission Michelle Auran
- *2c. Memo re: IMPACT Legacy Updated Agreement with Ventura County Office of Education
- *2d. Memo re: Third Amendment to Evaluation Services Contract with Carsel Consulting Group

(*Contract Amendments attached separately)

ITEM 3: Memo re: Public Hearing – Update on Staff Vacancies/Recruitment

ITEM 4: Memo Re: At-Large Commissioner Nominee Recommendations

ITEM 5: Memo and Long-Range Financial Plan Update

ITEM 6: Memo and Draft FY 2026-27 Administrative Budget

FIRST 5 SAN LUIS OBISPO COUNTY
CHILDREN AND FAMILIES COMMISSION

COMMISSION MEETING MINUTES - DRAFT
May 27, 2026

Current Commissioners Present

Leslie Mehigan (Vice Chair)	Community at Large
Michelle Auran	Medical Representative (AAP, Ch 2)
Penny Borenstein	SLO County Public Health Department
Patty Clarkson	Early Care and Education Planning Council
Joe Koski	SLO County Office of Education
Nancy Kuster	Department of Social Services
Erica Ruvalcaba-Heredia	Community at Large
Alison Ventura	Community at Large

Current Commissioners Absent

Dawn Ortiz-Legg (Chair)	SLO County Board of Supervisors

Staff Present

First 5 staff: Wendy Wendt, Jason Wells, Maggie Payne
Commission Counsel: Craig Steele

Call to Order

Vice Chair Mehigan called the meeting to order at 3:02 PM.

ITEM 1 – Public Comment – Items not on the agenda

Commissioner Koski commented that he will need to leave early due to SLOCOE Employee Appreciation event.

Dr. Doug Major made public comment on Agenda Item 4 – recommended Commission support letter for AB 2756 (due to patient obligation spoke during Item 1). He thanked First 5 for their ongoing support. He summarized his strong support for AB 2756 (note – posted agenda document mis-typed legislation as AB 2576). The bill requires the Department of Health Care Services to track and publicly report performance metrics for MediCal vision services, with a specific focus on children. Dr. Major announced that AB 2756 has passed unopposed in the Assembly.

ITEM 2 (ACTION ITEM) - Consent Agenda

a. Approve March 25, 2026 Minutes
b. Q3 – FY 2025-26 Financials
c. MAA Contract Amendment

Public Comment: None

Commissioner Ventura made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Kuster and passed unanimously.

ITEM 3 (ACTION ITEM) – Contract/Contract Amendment Approvals

Associate Director Jason Wells presented on this item. Staff recommendations for Commission approval include one *new* contract - with United Cerebral Palsy, and three contract amendments – with Community Action Partnership of San Luis Obispo County (CAPSLO), Mixteco Indigena Community Organizing Project (MICOP), and San Luis Obispo County Office of Education (SLOCOE).

UCP is the legal entity that serves as fiscal agent for First 5 Program Partner Parents Helping Parents. This midpoint in the current Strategic Plan period provides an appropriate opportunity to initiate a new contract with UCP as the signing organization (prior contracts have been directly with Parents Helping Parents). The new contract also includes a few minor adjustments to the scope of work and budget. First 5 Legal Counsel Craig Steele concurred that a direct contractual agreement with UCP is of benefit to the Commission given UCP's status as Parents Helping Parents' Fiscal Agent. Contract term would end June 30, 2028.

Mr. Wells went on to introduce the recommended Contract Amendments:

- CAPSLO (Building Connections)
- MICOP (Aprendiendo con Mama y Papa)
- SLOCOE (Ticket 2 Teach)

All of the above programs are in good standing, each meeting needs of children and families according to their scopes of work. Amended contract terms would end June 30, 2028.

Commissioner Mehigan asked how many families participate in the MICOP parent engagement classes. Silvano Vasquez, MICOP Associate Program Director, explained that the current cohort has 8 families, including approximately 12 children and their parents. The program has operated three cohorts to date.

Public Comment: MICOP Program Director Ana Huynh commented on the value of the program. People want to participate again. Mr. Vasquez emphasized how much families are enjoying the program.

First 5 Legal Counsel Craig Steele clarified that the Commission vote will be in two parts: First a vote on CAPSLO, MICOP and UCP; and second, a vote on SLOCOE. This is to accommodate Commissioner Koski's need to recuse himself from a vote on the SLOCOE Contract.

Commissioner Borenstein made a motion to approve the UCP contract, and contract amendments with CAPSLO and MICOP. The motion was seconded by Commissioner Ventura and passed unanimously.

Commissioner Kuster made a motion to approve the SLOCOE contract amendment. The motion was seconded by Commissioner Ruvalcaba and passed 7:0. Commissioner Koski recused from the vote.

ITEM 4 – Approval of Support Letter for AB 2756

Note – Dr. Doug Major provided initial public comment on this item at the beginning of the agenda due to his patient schedule. The item was presented and voted on immediately prior to the Consent agenda

Mr. Wells provided background on AB 2756. Adds language to the Welfare and Institutions Code, requiring the State Department of Health Care Services to establish a comprehensive set of performance measures (utilization, wait times, provider capacity, and equity-based data by race, ethnicity, geography & age) to evaluate the utilization, access, and availability of vision services provided under Medi-Cal for both children and adults.

He explained that AB 2756 strengthens accountability within Medi-Cal's vision care services by establishing clear metrics and benchmarks to track access and utilization, enabling policymakers and DHCS to identify gaps and improve outcomes. It also supports timely identification and treatment of vision issues in young children.

Staff recommends that the Commission support the bill, and authorize staff to submit a formal letter to the bill author, Assemblymember Patrick Ahrens.

Commissioner Borenstein inquired if AB 2756 is a bill focused on a change in services, or in data collection requirements. Mr. Wells clarified that it is focused on data.

Commissioner Ruvalcaba made a motion to approve a Commission support letter for AB 2756. The motion was seconded by Commissioner Clarkson and passed unanimously.

ITEM 5 – Annual Strategic Plan Review – Long Range Financial Plan First Read

Ms. Wendt presented this item. She reminded Commissioners that the Long Range Financial Plan presents a picture of anticipated revenues and expenditures to the conclusion of the current Strategic Plan plus one additional strategic planning period. She urged Commissioners to study the Plan, to ask clarifying questions if needed in the next month, and to fully review and be prepared to take action to approve the Plan at the June 24, 2026, meeting.

Commission Discussion ensued.

Commissioner Borenstein asked for clarification on the relationship between birthrate and Proposition 10 revenues, specifically declining birthrates.

Commissioner Mehigan asked if changes to federal flavor ban restrictions on vape products might affect Proposition 10 revenues. Answer – not sure.

Ms. Wendt reiterated the importance of exploring other revenue sources, and learning from successful models in other county First 5s. She also highlighted potential opportunities for local First 5s to play fiscal stewardship roles within emerging state funding structures (e.g. BHSA funds for prevention to be managed by the California Department of Public Health).

Commissioner Ventura pointed out a typo on the spreadsheet ($709 listed on an outlying year as an expenditure). She also asked for clarification why evaluation spending increases in the outlying years despite program funding decreasing. Ms. Wendt promised to look into the calculations and return to the June Commission meeting with an update and/or corrected figures.

Public Comment: None.

ITEM 6 – FY2026-27 Draft Administrative Budget First Read

Ms. Wendt reminded Commissioners that the Administrative Budget is directly built from the Long Range Financial Plan. This presentation offers a “first read” of the proposed FY26-27 Administrative Budget. It includes 3.6 staff positions. The three full-time positions are at the top step and are due for a 3% increase. The .6 position will move from Step 2 to Step 3. Several individual line items are expected to increase in the coming year, notably external auditor fees, legal services, and rent. Staff are proposing increasing training and registration by a modest amount to allow for participation in professional growth opportunities.

A final Administrative Budget will be presented to the Commission for approval at the June 24, 2026, meeting.

Commissioner Borenstein asked why the Evaluator expense is not included in the Administrative Budget. Ms. Wendt explained that Evaluation is considered a program expense, and is categorized within the Program Expenditures budget, separate from the Administrative Budget.

Public Comment: None.

ITEM 7 – Staff Reports

Outreach and Communications Coordinator Misty Livengood provided updates on the following activities:

- The 2026 Pediatric Town Hall was held at Embassy Suites on April 29, 2026 (Maggie Payne presented more details as described below)
- All four First 5 SLO County staff took part in 2026 Advocacy Day on April 14. They joined colleagues from adjacent First 5s in visits with staff in state legislator offices – Assemblymember Addis, Senator Laird, Senator Limon, Assemblymember Hart.
- April Month of the Child events were spread throughout the calendar and county, and First 5 was an active promoter.
- First 5 Funded Partners meeting was held on April 9, 2026, at the South County Department of Social Services/SAFE office.
- The spring Help Me Grow Network Meeting was held May 20, 2026, at the County Office of Education.
- The Help Me Grow Team at CAPSLO is highly active, increasing family supports, and carrying out a variety of outreach activities.
- The First 5 Sponsorships program is going strong. A recent example is support for local representation at the Latina Action Day in Sacramento. Seasonal sponsorships for summer family-friendly events throughout the county are also being lined up.
- Commissioner Ventura was the featured “Ed Talk” speaker at a webinar hosted by First 5 Santa Barbara on her research on screen time and parent/child bonding.
- Parent Connection/Education programs continue despite shifting funding

Special Projects Coordinator Maggie Payne provided the following updates:

- The Pediatric Town Hall was well-attended (nearly 150 people) and received high praise. A Local Resource Fair drew nearly 30 organizations and provided an ideal context for cross-networking. Keynote speakers included CA Surgeon General Dr. Diana Ramos, American Academy of Pediatrics Chapter 2 President Dr. Melissa Ruiz, and CA Medical Association President Dr. Rene Bravo. A Community Voices panel discussed a hypothetical case scenario of a family in the perinatal life stage and the local supports available.
- The Uplift Child Care Coalition is in its culminating four months of funded work. A Showcase event is being planned for summer; two regional projects are in motion – 1) development of a Central Coast Child Care Manifesto, and 2) launch of a Central Coast Child Care Facilities Action Network.

Executive Director Wendy Wendt provided updates on the following:

- Staff is working with an ad hoc Commissioner Committee (Commissioners Auran and Ruvalcaba) to interview and select candidates for two At-Large Commissioner seats. Interviews are scheduled for the first week in June. Candidates will be presented to the Commission for formal nomination at the June 24 meeting.

- Commissioner Borenstein will be retiring this summer, and her seat will be vacant pending County reorganization and hiring of new leadership in County health positions.

- Potential changes to MediCal coverage for individuals with "Unsatisfactory Immigration Status" (UIS) are cause for concern. CenCal and partners in the Central Coast Health Coalition (including First 5 SLO County) have submitted a letter to the State expressing opposition to these changes.

Public Comment: None.

ITEM 8 – Presentations – Early Childhood System Stabilization Grantees

Jason Wells introduced this agenda item. In June 2026, the First 5 SLO County Commission activated the Early Childhood System Stabilization Fund as a response to local, state and federal budget cuts and policy changes that threatened to negatively impact supports for young children and families. This new fund included a $300,000 allocation in FY25-26, and which has been distributed via two mechanisms – a $100,000 contribution to the Community Foundation Together for SLO County funding program, and $150,000 assigned through a First 5-administered grant process. The latter yielded nine grantees, two of which presented updates on their activities – including those directly supported through the First 5 grant.

SLO FOOD BANK – Molly Kern, SLO Food Bank CEO, shared a presentation which outlined the reach of her organization to support families and children, and the challenges recent changes in funding and policies have posed. 31% of local households do not earn enough money to cover monthly expenses. 49% of the county's children qualify for free or reduced lunch. As much as 21% of the county's children are food insecure. 50,000 people each month are accessing food bank resources (up 50% from 2021). And yet in the most recent year, the Food Bank lost over $1 million in federal funding. She expressed gratitude to this community and partners like First 5 for providing support during a difficult time.

Ms. Kern went on to give a brief summary of programs directly serving children, including 14 monthly children's farmers markets, 70+ partner agencies that distribute food to their clients (e.g. MICOP, LINK), and a summer breakfast bags program during school break (6,500 bags distributed).

Commission Questions:

- Are children's farmers markets public? No – They are set up in partnership with local child-serving programs, including schools.

- Is there capacity to grow children's farmers markets? Not so much – there is a waiting list
- Does the Food Bank offer nutrition education? Less now; federal funding was cut for SNAP-ED

SLO WOMENADE -- Elaine Stewart, SLO Womenade Executive Director, provided some history. Her mother founded the original all-volunteer organization. After a period of dormancy in recent years, Ms. Stewart reinvigorated it in 2025. The group works with "referring agents" – (e.g. teachers, med professionals, Food Bank, Hearst Cancer Resource Center, etc.) to identify individuals in need of basic aid. Payments are made not to the individuals, but instead directly to pay for the needed goods or services (e.g. car repair, utility bill). The First 5 grant funds can be directly attributed to addressing basic needs of families with small children.

Womenade funds do not go to support fines and fees, or pets. People cannot self-refer.

There are parallel organizations in other parts of the county. Neighbor-ade in Paso Robles, Los Osos Cares on the coast.

Public Comment: None.

ITEM 9: Future Agenda Items

Ms. Wendt reminded the Commission that the June meeting is important. It includes action items to approve the annual Financial Plan Update and Administrative Budget, and approval of two At-Large Commissioner positions.

Commissioner Ventura will be presenting at the June Commission meeting on her research related to screen time and parent-child bonding.

Public Comment: None

ITEM 10: Commissioner Announcements

Commissioner Borenstein announced that the County Public Health Department is doing a summer safety campaign, touching on the following topics:

- Caution on use of sunscreen on babies 6 months or younger
- Babies out of the sun
- Hats when necessary
- Pools/lake safety
- Bike Helmets
- Safety with E-Bikes
- Kids in Heated Cars

Commissioner Ruvalcaba commented on the value of participation in the annual Latina Action Day. A total of 12 people participated from San Luis Obispo and Santa Barbara Counties.

The group focused on advocating to expand college access, support small business interpreter services, and preserve MediCal coverage for vulnerable populations.

ITEM 11: Adjournment

5:12 PM

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To: First 5 Commission of San Luis Obispo County

From: Staff

Date: June 24, 2026

Re: Item 2b – Reappointment of Dr. Michelle Auran as Medical Representative Commissioner

Recommended Action
Executive Director Wendy Wendt and Commission Chair Dawn Ortiz-Legg recommend approval of a nomination by the First 5 Commission of San Luis Obispo County to nominate Dr. Michelle Auran to continue in her current role as Medical Representative, for a new full 3-year term commencing on July 21, 2026 and ending July 20, 2029 (Commission nomination to be forwarded to the County Board of Supervisors for formal approval).

Background

Dr. Michelle Auran has been serving as the Medical Representative Commissioner with First 5 San Luis Obispo County since June 2025, filling the seat vacated by Dr. James Tedford. This term concludes July 20, 2026.

Dr. Auran has expressed interest in continuing to serve an additional full three-year term in this role. She is a Commissioner in good standing. During her relatively brief time of service on the Commission, Dr. Auran has already taken on several additional responsibilities including At-Large Commissioner nominating committee member, planning team and Community Voices panel member for the 2026 Pediatric Town Hall, and interviewer for First 5 Legal Counsel candidates.

Dr. Auran's nomination to assume a new term as Medical Representative will be forwarded to the County Board of Supervisors for formal approval at its July 7, 2026 meeting. Dr. Auran's new three-year term will commence on July 21, 2026 and conclude July 20, 2029.

Dr. Auran Bio

Dr. Auran is a local pediatrician with over 15 years' experience serving children and families in the community. She works part time at Bravo Pediatrics providing medical care for pediatric patients with acute problems and well child care visits. She also works part time at Tri-Counties Regional Center providing consultative care for individuals with developmental disabilities including assessments, eligibility determination, and coordination of services and supports.

Dr. Auran is board certified in General Pediatrics and is a Fellow of the American Academy of Pediatrics. She is a member of the Section of Hospital Medicine of the American Academy of Pediatrics, a member of the Central Coast Medical Association, and a member of the California Chapter 2 of the American Academy of Pediatrics. She previously served as Vice Chair of Pediatrics at Sierra Vista Regional Medical Center.

FIRST 5 SAN LUIS OBISPO COUNTY

Helping Give Children the Best Possible Start in Life

To: First 5 Commission of San Luis Obispo County

From: Staff

Date: June 24, 2026

Re: Item 2c: IMPACT Legacy Agreement with Ventura County Office of Education

Recommended Action

Staff recommends the Commission Approve a new one-year Agreement with the Ventura County Office of Education for operational elements of the Fiscal Lead Agency Role associated with the IMPACT Legacy Regional Grant serving Region 7 (*San Luis Obispo, Santa Barbara and Ventura Counties) to enhance the quality of early learning and care environments.

Background

Improve and Maximize Programs so All Children Thrive (IMPACT) is a First 5 CA funded program to support quality early care and education (ECE) in diverse settings throughout CA. The Commission first approved IMPACT contracts in SLO County in June, 2016. First 5 SLO County (F5SLO) acted as the lead agency for IMPACT SLO and worked together with Child Care Planning Council, Child Care Resource Connection, County Office of Education, Cuesta College, Others to implement the activities of the project. IMPACT SLO was funded for $1.89 million over 5 years (through FY19-20).

In 2018, First 5 California also began distributing a portion of its IMPACT investment through a network of regional HUBS. First 5 San Luis Obispo County and local partners are in Region 7, which also includes Santa Barbara County and Ventura County First 5 agencies and other partner agencies. First 5 Ventura County acted as the "HUB lead," a role that included both managing regional collaboration, and also overseeing a HUB budget which is designed to cover a variety of activities. During this IMPACT 2.0 period (from FY20-21 through FY22-23), lead agency status in SLO County changed from First 5 SLO County to the SLO County Office of Education SLOCOE), with subcontracts to the Child Care Planning Council and Child Care Resource Connection (both based at the outset of IMPACT 2.0 at CAPSLO; since that time the Planning Council has moved under the fiscal agency of the SLOCOE).

On October 27, 2022, the F5CA Commission approved $125.8 million for IMPACT Legacy, representing their final commitment to First 5 IMPACT approach to child care quality improvement. The initial request for applications (RFA) was for a two-year funding cycle through June 30, 2025, with the potential to extend for up to an additional two years dependent on funding. The purpose of IMPACT Legacy is to expand access to the Quality Counts California (QCC) quality rating and improvement system (QRIS) and resources for center and home-based ELC educators serving high-need communities and populations not already receiving quality support.

In this last cycle of IMPACT funding, F5CA is promoting conditions in state, regional, and local systems that implement QCC structures aligned to sustainability and a Collective Impact model. Objectives towards fulfilling the purpose of IMPACT Legacy include understanding and eliminating barriers to participation and prioritizing children's well-being, workforce engagement and well-being, family engagement, and multilingual learners (MLL).

For IMPACT Legacy, First 5 CA has consolidated regional and county level funding into one funding stream, shifting their state-level grant agreement funding and management responsibilities to ten First 5 IMPACT Regions. Further, because IMPACT funding is considered a "Grant" and not a "Contract," First 5 CA (F5CA) requires the signer of the Grant Award Notice (GAN)/Regional Fiscal Lead Agency to be a First 5 Commission. A "right of refusal" in favor of a non-First 5 Agency (e.g. a County Office of Education) to the Fiscal Lead Agency role is not offered. However, it is possible to contract out Fiscal Lead responsibilities after the GAN has been signed.

Over the initial two years of this final First 5 CA IMPACT investment, Region 7 partners, in consultation with F5CA staff, have executed an option to contract out Fiscal Lead function to VCOE, which in turn contracts with the three county Quality Counts Consortium members. This arrangement has allowed for transfer of most fiscal monitoring responsibilities to VCOE, including collection and monitoring of invoices. F5SLO's responsibility has been to facilitate reimbursements between F5CA and VCOE.

First 5 CA has confirmed that it intends to continue funding IMPACT regions for a final year during FY26-27. Region 7 partners are interested in maintaining the current roles and operational arrangements established over the prior period.

F5SLO will continue to serve as formal Fiscal Lead Agency (FLA) with First 5 CA, and First 5 SLO County will contract with the Ventura County Office of Education (VCOE) for operational elements of the FLA Role.

1. F5SLO has signed a final Grant Award Notice (GAN) with First 5 CA for FY26-27 (see attached).

2. F5SLO is requesting Commission approval of an updated contractual Agreement with VCOE for most of the FLA responsibilities for one additional year of Impact Legacy grant funding (FY26-27) (see attached).

3. VCOE will update subcontracts with the two other Region 7 Local Consortia Leads --- SB County Education Office (SBCEO) and SLO County Office of Education (SLOCOE) for their IMPACT and Hub allocations.

4. SBCEO and SLOCOE will submit invoicing and backup documentation to VCOE for IMPACT and Hub funds quarterly (10^{th} day of the month following each prior quarter end date).

5. VCOE will compile all 3 county invoices (their own and SBCEO and SLOCOE) and backup information to submit to F5SLO (within five (5) business days after receiving invoices from SBCEO/SLOCOE per #3 above).

6. F5SLO will submit the documentation in the online portal to F5CA for reimbursement (within three (3) business days after receiving invoice/backup materials packet from VCOE per #4 above).

7. Upon receipt of payment from F5CA for quarterly reimbursement F5SLO will send the full reimbursement (minus small portion for F5SLO admin) for all 3 counties to VCOE to disseminate to SLO COE and SB CEO and for its own reimbursement (program and FLA contracted).

Fiscal Impact

The agreements with First 5 CA and VCOE are for one year, from July 1, 2026-June 30, 2027. The total allocation of IMPACT Legacy funds to the region is $1,311,334.61. This total is comprised of the following components:

- As Lead Fiscal Agency, First 5 San Luis Obispo County receives $10,800. An additional $750 in operating costs is also included to match First 5 CA allocation figures.
- Regional HUB Allocation is $244,696.35 (to be administered by VCOE).
- IMPACT Legacy funds to each local county-level Consortium will be as follows: SLOCOE-$316,261.34, SBCOE-$279,932.55 and VCOE-$459,644.37.

To: First 5 Commission of San Luis Obispo County

From: Wendy Wendt

Date: June 24, 2026

ITEM 2d: Contract Amendment Approval – Carsel Consulting Group for Evaluation Services

Recommended Action

Approval of a two-year amendment to independent contractor agreement with Carsel Consulting Group for evaluation services. The period of the contract amendment will be from July 1, 2026 to June 30, 2028.

Background

Currently First 5 San Luis Obispo County evaluation services are provided by Carsel Consulting Group. The current contract amendment ends June 30, 2026. The proposed Third Amendment (as attached) will extend the Contract an additional two fiscal years (FY26-27, FY27-28)

Carsel Consulting Group began providing evaluation services for First 5 in FY21-22. The three-consultant team, headed up by Becca Carsel, successfully launched its work, built on progress and integrated evaluation activities within the new strategic plan. An initial one-year Contract was followed by two two-year Contract Amendments.

This Third Amendment continues the business relationship between Carsel Consulting Group and First 5 San Luis Obispo County through the conclusion of the current Strategic Planning period, with an end date of June 20, 2028. The hourly rate ($120) will continue, with a maximum annual not-to-exceed amount of $40,000.

To: First 5 Commission of San Luis Obispo County

From: Wendy Wendt, Executive Director

Date: June 24, 2026

Re: Item 3. Public Hearing– Status of Staff Vacancies, Recruitment, Retention Efforts (AB 2561)

Background

AB 2561, which went into effect on January 1, 2025, requires public agencies, including the First 5 Commission, to hold at least one public hearing each fiscal year to report on vacancies and recruitment efforts and to identify any policies, procedures, and recruitment activities that may present obstacles in the agency's hiring process. This written report and today's public hearing are intended to satisfy these requirements.

Status of Staff Vacancies, Recruitment, and Retention Efforts

First 5 SLO is committed to positive employee engagement and has numerous programs in place to foster positive employee experiences. First 5 SLO offers competitive compensation to its employees commensurate with experience, and the Commission has recently updated the personnel manual to align with the organization's mission and values.

AB 2561 also requires First 5 SLO to identify any necessary changes to policies and procedures that may present obstacles in the hiring process. No specific obstacles in the hiring process have been identified. When required, First 5 SLO employs modern and efficient recruitment processes to fill vacant positions and will continue to review and look for ways to improve the effectiveness of these processes.

There are no ongoing recruitments within First 5 SLO as there are no current vacancies on staff.

Recommended Action

1. Hold a public hearing as required by AB 2561; and
2. Receive and file this report regarding the status of staff vacancies and recruitment and retention efforts for First 5 SLO.

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To: First 5 Commission of San Luis Obispo County

From: Ad Hoc Nominating Committee (Commissioners Auran, Ruvalcaba), Staff

Date: June 24, 2026

Re: Item 4 -- Nomination for At-Large Representative Commissioners

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Recommended Action

The Ad Hoc Nominating Committee recommends approval of two nominations by the First 5 Commission of San Luis Obispo County – **Vivien Devaney-Frice** and **Beatriz Huizar --** to forward to the County Board of Supervisors for formal approval to fill the two At-Large Representative seats being vacated by Erica Ruvalcaba and Alison Ventura (due to terming out), each to commence a 3-year term on July 21, 2026.

Background

Commissioners Michelle Auran and Erica Ruvalcaba formed as an Ad Hoc Nominating Committee to collaborate with First 5 staff in interviewing candidates for two At-Large Representative seats, currently occupied by Dr. Ruvalcaba and Dr. Ventura and due to conclude July 20, 2026.

Applications were due on May 14, 2026. The Ad Hoc Nominating Committee conducted phone interviews with seven applicants on June 2 and 3, and reached consensus to submit Vivien Devaney-Frice and Beatriz Huizar as their nominees to the full Commission at its June 24, 2026 meeting.

A formal nomination by the full Commission will then be forwarded to the County Board of Supervisors for final approval at its July 7, 2026 meeting. The two new At-Large Commissioners will begin their terms on July 21, 2026. Their first Commission meeting as active voting members will be September 23, 2026.

According to First 5 San Luis Obispo County Bylaws Article III Section B2, upon consultation with the Chair and Executive Director, At-Large Commission Members may opt to continue to the second term and no new recruitment of a Member will be required for that position.

Candidate Biographical Summaries:

VIVIEN DEVANEY-FRICE is a multi-generational native of San Luis Obispo County, currently residing in Paso Robles with her partner and two small children. She has worked in the nonprofit field for over a decade, supporting programs in education, intimate partner violence prevention and crisis response, restorative justice, and mental health. Recent career roles have included Operations Director at Transitions Mental Health Association, Associate Director at Restorative Partners, and Development & Communications Manager at Stand Strong (now Lumina Alliance). Ms. Devaney-Frice is currently the Executive Director at Camp Natoma -- an outdoor, overnight summer camp in Northern San Luis Obispo County. She also serves as a postpartum doula and is a co-facilitator of the Under the Trees perinatal program for pregnant and postpartum families between 0-3 years old at One Cool Earth's Play Grove.

BEATRIZ HUIZAR has been a classroom teacher for over two decades, including 19 years with Hanford Elementary School in Kings County and now four years with San Luis Coastal Unified School District here in San Luis Obispo County. Her primary teaching experience has been in Dual Language Immersion classrooms. While at Hanford Elementary, Ms. Huizar facilitated a parent workshop series called Primero y Adelante, designed to support parents in helping their children succeed academically. Currently, at Hawthorne Elementary in San Luis Coastal, she serves as an English Learner Specialist, supporting the school’s multilingual students and their families and coordinating Hawthorne’s English Language Advisory Council (ELAC) meetings. In addition, she provides translation services for the district-level “DELAC” meetings. Ms. Huizar recently led an oral language development workshop for TK, Kindergarten, and first-grade parents within the San Luis Coastal School District. Ms. Huizar is the mother of three children – ages 23, 16, and 13 – and the proud daughter of hardworking parents and grandparents who immigrated to the United States, and who strived to support their family in the face of significant systemic challenges.

FIRST 5 SAN LUIS OBISPO COUNTY

To:	**First 5 Commission of San Luis Obispo County**
From:	**Wendy Wendt**
Date:	**June 24, 2026**
Re:	**ITEM 6: Long-Range Financial Plan Update (For Approval)**

Recommended Action

Staff is submitting for approval the revised Long-Range Financial Plan. Commissioners reviewed this draft document at the May 2025 Commission meeting. Note – Four modifications have been made to the final Plan draft based on updated assumptions.

- First, the projected Proposition 10 revenue has been updated to reflect a new set of Projections prepared by First 5 California and distributed to local First 5agencies on June 5, 2026 (see attached).
- Second, Evaluation allocation was increased a modest amount to include a percentage of budgeted Kit Program expenditures In addition, the annual evaluation amount was rounded up a modest amount to $40,000 per year for the final two years of the current Strategic Plan.
- Third, a typo was removed from the May draft ($709 was erroneously included as an expenditure during the final year of the plan).
- Finally, program-related administration as a percentage of total administrative costs was adjusted only once (in FY27-28) to reflect a more conservative estimate of personnel time allocated to program vs. administrative functions.

Background: Revised Long-Range Financial Plan

Each year the financial plan is revised and updated as part of the annual strategic planning review. The proposed revised plan is attached to this memo. Memo notations referenced below are numbered on the far left of the Plan table.

General Notations:

Fiscal Year 2024-25 reflects audited revenue and expenditure amounts and as included for historical reference. Current and future years reflect a combination of approved budgeted amounts and projected amounts as detailed below.

This revision of the Long-Range Financial Plan projects out through the end of the current 4-year Strategic Plan, plus one additional four-year cycle. Historically, the final year in the Plan Update has aimed to maintain a practice of holding annual program expenditures below annual revenue, and to maintain a Fund Balance reserve totaling at least two years of total annual expenditures (Program and Administrative). The current long-range plan draft falls short of this goal. Staff seeks Commission guidance on options to modify Plan assumptions accordingly.

REVENUES:

Memo Notation 1: The plan extends to Year 33 (Fiscal Year 2031-32) in order to demonstrate a long-view on projected operations. Projected revenue amounts for Fiscal Year 2026-27 through Fiscal Year 2029-30 match State Projections calculated by First 5 CA and shared with local First 5 counties in MAY 2025. Projected revenue for Fiscal Years beyond 2029-30 decreases annually by 4% (in anticipation that Proposition 10 revenues will continue to decline as the smoking rate continues to decline).

Memo Notation 2: Interest revenue beginning in FY24-25 is projected at 4% of Fund Balance. This is a conservative estimate based in part on recent-year returns near 5% and in part on current market uncertainty.

Memo Notation 3: MAA revenues are projected out at an annual amount of $35,000 based on FY24-25 revenues and as First 5 staff continues to follow updated protocols for tracking and recording MAA-billable activities. First 5 SLO County maintains an annual $50,000 MAA Contingency Fund to protect against liabilities of this nature (**Memo Notation 8**).

Memo Notation 4: Beginning in FY2021-22 and extending through FY23-24, First 5 San Luis Obispo County served as fiscal lead on a Shared Services Alliance grant awarded through First 5 California and also a part of their IMPACT allocation. The implementation lead on this project was Community Action Partnership of SLO County (Child Care Resource Connection). The grant period was originally for two years from FY21-22 through FY 22-23, and amended to allow for a no-cost extension through FY23-24. The grant sunsetted June 30, 2024.

Memo Notation 5: Beginning in FY2021-22 and through FY22-23, First 5 California core IMPACT funding was managed entirely through the County Office of Education, which assumed the fiscal lead role for all county Quality Counts grants. Starting in FY23-24 First 5 CA began requiring IMPACT funds to be allocated to one local First 5 agency per region and then distributed out to individual counties per contractual agreements. First 5 San Luis Obispo County plays this role for IMPACT Region 7, which includes SLO, Santa Barbara and Ventura Counties. A three-year grant period concludes June 30, 2025. A new one-year grant period launched July 1, 2025, and has been extended one additional year, concluding June 30, 2027.

Memo Notation 6: For several years, First 5 San Luis Obispo County was part of a three-county consortium focused on Home Visiting capacity building and professional development (SLO, Santa Barbara, Ventura Counties). A portion of these funds, managed through First 5 Santa Barbara County, were directed to each of the three counties to help fund local home visiting coordination and professional development activities during FY23-24 and FY24-25. This program sunsetted June 30 2025.

Memo Notation 7: First 5 SLO County has been awarded an Uplift Catalyst Grant which extends across three Fiscal Years. At the March 2025 Commission Meeting, Commissioners approved a Budget Adjustment Request in the amount of $30,000 to cover startup expenses. Estimated revenue is included in FY25-26 and FY26-27 based on grant-approved budget amounts.

EXPENSES:

Memo Notation 8: See Memo Notation 3 above re: MAA Contingency Fund.

Memo Notation 9: Under its Cal Pers Retirement Plan and in compliance with GASB 68, First 5 SLO County reports its proportional share of the state Cal PERS program long-term unfunded liability. A small portion of this liability is paid annually by First 5 SLO County, while the balance is a required liability line item on First 5 SLO County's Government-Wide Reporting Statement (part of its annual audit). However, only short-term liabilities are reported as part of the Fund Financial Statement (also included in the annual audit), which is the basis for First 5 SLO County's Long-Range Financial Plan. A $100,000 expense has been included in the final year of the current Long-Range Financial Plan to account for this liability, while maintaining the Fund Balance figures per the Fund Financial Statement.

Memo Notation 10: 2020-24 Strategic Plan Priority Area expenses are noted as audited with actuals for 2023-24, and included here for historical reference. The current four-year strategic planning period estimates $1,300,000 in annual program investment expense (An additional $91,250 is included in FY2-23-24 to account for Home Visiting coordination expenses funded through a subcontract with First 5 Santa Barbara) for the first two years, dropping to $1,200,000 in the final two years. The ensuing period beginning in FY28-29 is projected to decrease to $1,100,000 per year.

Memo Notation 11: At its May 2025 meeting, the Commission took action to launch a new three-year Early Childhood Systems Stabilization Fund. FY25-26 included a $300,000 allocation; FY26-27 is at $200,000; FY27-28 is at $100,000.

Memo Notation 12: A 5% contingency based on contracted programs was proposed and approved by the Commission in December 2015.

Memo Notation 13: Program costs assigned to the New Parent Kits program are included as a separate line item, based on historic expenditures.

Memo Notation 14: First 5 SLO County was tasked with coordinating a multi-year Child Care Study in partnership with the City of SLO, County of SLO, San Luis Coastal Unified School District and Cal Poly. Each of these partners contributed $20,000 toward the effort. The balance of $30,000 was fully spent by the end of FY23-24.

Memo Notation 15: Program staffing for advocacy and systems change work related to the Help Me Grow Initiative, various policy efforts, and other whole child-whole family initiatives has increased significantly over the current Strategic Plan. Sustained staffing capacity and internal funding allocation for this work is recommended. Percentages of program-related staff time have been increased across positions to account for this systems-change focus of our work.

Memo Notation 16: At its March 2020 meeting, the First 5 Commission approved up to $75,000 in emergency response funding during the COVID-19 pandemic. At its June 2020 meeting, the Commission approved this line item as an annual budgeted amount. Beginning in FY2022-23, this annual amount dropped from $75,000 to $50,000 to $30,000 per year. The Financial Plan projects a staged decrease in annual Emergency Response budgeted expenditures in keeping with overall anticipated declines in First 5 Proposition 10 revenues.

Memo Notation 16: FY27-28 includes a modest reallocation of $50,000 from Administrative Personnel to Program Personnel, in anticipation of an increase in program-focused staffing for advocacy, systems-level convening, and sustainability planning in the face of continued tobacco tax revenue decline.

FIRST 5
SAN LUIS OBISPO COUNTY

Long-Range Financial Plan

#	Long-Range Financial Plan	AUDITED 2024-2025 Year 26	BUDGETED 2025-2026 Year 27	PROPOSED 2026-2027 Year 28	2027-2028 Year 29	2028-29 Year 30	2029-30 Year 31	2030-31 Year 32	2031-32 Year 33
	Fund Balance Beginning of Period	9,237,871	9,591,022	8,630,610	7,700,722	6,829,899	6,131,172	5,371,170	4,532,199
1	Prop 10 Tax Revenues actual to FY 2024-25, budgeted FY25-26; F5 CA Projections through 29-30; 4% decline estimated outlying years)	**1,313,012**	**1,255,228**	**1,095,005**	**1,061,679**	**1,037,285**	**1,011,968**	**971,489**	**932,630**
2	Interest Revenue (4%)	491,473	257,202	345,224	308,029	273,196	245,247	214,847	181,288
	TOTAL TAX/INTEREST REVENUE	**1,804,485**	**1,512,430**	**1,440,229**	**1,369,708**	**1,310,481**	**1,257,215**	**1,186,336**	**1,113,918**
	OTHER REVENUE:								
3	MAA	44,506	35,000	35,000	35,000	35,000	35,000	35,000	35,000
	Other Revenue (grants, sponsorships, etc.)	95							
4	IMPACT/Shared Services Alliance								
5	IMPACT HUB PAYMENTS/IMPACT LEGACY	1,539,128	1,295,010	1,311,335					
6	First 5 Santa Barbara Regional Home Visiting Contract	63,583							
7	Uplift Coalition Catalyst Grant	13,926	164,911	35,089					
	TOTAL REVENUE	3,465,723	3,007,351	2,821,653	1,404,708	1,345,481	1,292,215	1,221,336	1,148,918
	TOTAL REVENUE PLUS BEGINNING BALANCE	**12,703,594**	**12,598,373**	**11,452,263**	**9,105,430**	**8,175,380**	**7,423,387**	**6,592,506**	**5,681,117**
8	**CONTINGENCY FUND FOR MAA**			(50,000)					
9	**UNFUNDED LIABILITY**								(100,000)
10	**2024-28 PRIORITY AREAS (Core Prop 10 Allocation)**		(1,300,000)	(1,200,000)	(1,200,000)	(1,100,000)	(1,100,000)	(1,100,000)	(1,100,000)
11	First 5 Early Childhood System Stablization Fund		(300,000)	(200,000)	(100,000)				
	Chlid Health and Development	(520,158)							
	Early Larning	(24,657)							
	Family Resilience	(357,818)							
	Unallocated								
12	Program Contingency (~5% of Priority Area Investment)		(65,000)	(70,000)	(65,000)	(55,000)	(55,000)	(55,000)	(55,000)
13	First 5 Kits	(6,671)	(7,000)	(7,000)	(7,000)	(5,000)	(5,000)	(5,000)	(5,000)
5	IMPACT Regional HUB Contracts / IMPACT LEGACY	(1,533,011)	(1,284,210)	(1,301,285)					
14	Collaborative Child Care Study								
5	Shared Services Alliance Contract (CAPSLO)								
	Uplift Coalition Catalyst Grant	(9,477)	(138,655)	(35,089)					
	13)	(37,872)	(39,793)	(40,000)	(40,000)	(32,842)	(32,938)	(33,034)	(33,132)
15	SYSTEMS CHANGE/ADVOCACY AND POLICY EFFORTS	(11,635)	(40,000)	(40,000)	(40,000)	(30,000)	(30,000)	(30,000)	(30,000)
16	Emergency Response Funding		(30,000)	(30,000)	(30,000)	(20,000)	(20,000)	(20,000)	(20,000)
	SPONSORSHIPS	(8,900)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
	TOTAL PROGRAM EXPENSE	**(2,510,196)**	**(3,214,658)**	**(2,983,374)**	**(1,492,000)**	**(1,252,842)**	**(1,252,938)**	**(1,253,034)**	**(1,353,132)**
	ADMINISTRATION:								
	BASELINE: 2025-6 budget, 3% increase in Operating Expense to account for performance and step-based salary increases, and other potential inflationary costs; 2% increase in admin personnel/operations FY26-27/27-28 to offset revenue decline/stay beneath 15% admin cap. 1% increase in out years.								
17	Program Personnel and Program Operating Expense	(303,541)	(405,995)	(414,115)	(472,397)	(477,121)	(481,892)	(486,711)	(491,578)
	Administrative Personnel and Operating Expense	(259,168)	(347,110)	(354,052)	(311,133)	(314,245)	(317,387)	(320,561)	(323,767)
	Debt Service (Principle and Interest on Lease)	(39,667)							
	TOTAL ADMINISTRATION:	**(602,376)**	**(753,105)**	**(768,167)**	**(783,530)**	**(791,366)**	**(799,279)**	**(807,272)**	**(815,345)**
	TOTAL EXPENSE	**(3,112,572)**	**(3,967,763)**	**(3,751,541)**	**(2,275,530)**	**(2,044,208)**	**(2,052,217)**	**(2,060,306)**	**(2,168,476)**
	Remaining Fund Balance End of period	**9,591,022**	**8,630,610**	**7,700,722**	**6,829,899**	**6,131,172**	**5,371,170**	**4,532,199**	**3,512,641**
	Administrative %	**8.33%**	**8.75%**	**9.44%**	**13.67%**	**15.37%**	**15.47%**	**15.56%**	**14.93%**
	Direct Program Investment to Total Expenses	**81%**	**81%**	**80%**	**66%**	**61%**	**61%**	**61%**	**62%**

6-24-26 DRAFT

FIRST 5 CALIFORNIA COUNTY TAX REVENUE PROJECTIONS FOR 2025-26 THROUGH 2029-30 with Flavor Ban
UTILIZING MAY REVISE UPDATED TOBACCO TAX REVENUE PROJECTIONS AND
DOF BIRTH PROJECTIONS FOR CALIFORNIA STATE AND COUNTIES 2000-2050
UPDATED 6-1-2026

	COUNTY	2024 Births[1]	2024 Birthrate	2025-26 TAX REVENUE PROJECTION	2025 Births[1]	2025 Birthrate	2026-27 TAX REVENUE PROJECTION	2026 Births[1]	2026 Birthrate	2027-28 TAX REVENUE PROJECTION	2027 Births[1]	2027 Birthrate	2028-29 TAX REVENUE PROJECTION	2028 Births[1]	2028 Birthrate	2029-30 TAX REVENUE PROJECTION
1	Alameda	15,679	3.979%	$7,725,279	15,327	3.878%	$7,102,474	14,846	3.786%	$6,653,307	14,322	3.690%	$6,268,353	13,827	3.603%	$5,931,534
2	Alpine	2	0.001%	$985	11	0.003%	$5,097	11	0.003%	$4,930	11	0.003%	$4,814	12	0.003%	$5,148
3	Amador	284	0.072%	$139,931	324	0.082%	$150,140	328	0.084%	$146,995	334	0.086%	$146,183	340	0.089%	$145,854
4	Butte	2,030	0.515%	$1,000,212	1,997	0.505%	$925,402	1,998	0.510%	$895,413	1,991	0.513%	$871,407	1,986	0.518%	$851,958
5	Calaveras	362	0.092%	$178,363	371	0.094%	$171,920	368	0.094%	$164,921	368	0.095%	$161,064	374	0.097%	$160,439
6	Colusa	257	0.065%	$126,628	260	0.066%	$120,483	260	0.066%	$116,520	260	0.067%	$113,795	261	0.068%	$111,964
7	Contra Costa	10,909	2.768%	$5,375,028	10,905	2.759%	$5,053,336	10,857	2.769%	$4,865,617	10,824	2.789%	$4,737,372	10,854	2.828%	$4,656,170
8	Del Norte	231	0.059%	$113,817	272	0.069%	$126,044	281	0.072%	$125,932	291	0.075%	$127,363	300	0.078%	$128,695
9	El Dorado	1,471	0.373%	$724,784	1,452	0.367%	$672,851	1,440	0.367%	$645,343	1,437	0.370%	$628,936	1,448	0.377%	$621,166
10	Fresno	13,013	3.302%	$6,411,701	12,926	3.270%	$5,989,860	12,850	3.277%	$5,758,790	12,719	3.277%	$5,566,763	12,564	3.274%	$5,389,729
11	Glenn	335	0.085%	$165,060	330	0.083%	$152,921	338	0.086%	$151,476	347	0.089%	$151,873	352	0.092%	$151,002
12	Humboldt	1,091	0.277%	$537,552	1,104	0.279%	$511,589	1,110	0.283%	$497,452	1,107	0.285%	$484,504	1,096	0.286%	$470,164
13	Imperial	2,302	0.584%	$1,134,230	2,405	0.608%	$1,114,468	2,440	0.622%	$1,093,498	2,468	0.636%	$1,080,177	2,480	0.646%	$1,063,875
14	Inyo	126	0.032%	$62,082	123	0.031%	$56,998	120	0.031%	$53,779	121	0.031%	$52,958	120	0.031%	$51,478
15	Kern	11,854	3.008%	$5,840,644	11,771	2.978%	$5,454,637	11,759	2.999%	$5,269,853	11,728	3.022%	$5,133,029	11,734	3.058%	$5,033,674
16	Kings	2,077	0.527%	$1,023,369	2,049	0.518%	$949,499	2,056	0.524%	$921,406	2,063	0.532%	$902,919	2,078	0.541%	$891,425
17	Lake	594	0.151%	$292,673	643	0.163%	$297,964	653	0.167%	$292,645	671	0.173%	$293,679	681	0.177%	$292,137
18	Lassen	193	0.049%	$95,094	241	0.061%	$111,678	243	0.062%	$108,902	243	0.063%	$106,355	249	0.065%	$106,817
19	Los Angeles	89,511	22.714%	$44,103,417	88,340	22.351%	$40,936,424	87,735	22.376%	$39,318,865	86,722	22.344%	$37,955,877	85,403	22.254%	$36,636,347
20	Madera	2,164	0.549%	$1,066,235	2,177	0.551%	$1,008,814	2,190	0.559%	$981,459	2,201	0.567%	$963,318	2,207	0.575%	$946,763
21	Marin	1,963	0.498%	$967,200	2,115	0.535%	$980,083	2,061	0.526%	$923,647	2,022	0.521%	$884,975	1,998	0.521%	$857,106
22	Mariposa	135	0.034%	$66,517	157	0.040%	$72,753	157	0.040%	$70,360	158	0.041%	$69,152	159	0.041%	$68,208
23	Mendocino	808	0.205%	$398,114	836	0.212%	$387,399	840	0.214%	$376,450	845	0.218%	$369,834	847	0.221%	$363,348
24	Merced	3,757	0.953%	$1,851,130	3,814	0.965%	$1,767,393	3,849	0.982%	$1,724,948	3,875	0.998%	$1,695,983	3,917	1.021%	$1,680,322
25	Modoc	21	0.005%	$10,347	82	0.021%	$37,998	82	0.021%	$36,749	83	0.021%	$36,327	86	0.022%	$36,892
26	Mono	88	0.022%	$43,359	101	0.026%	$46,803	100	0.026%	$44,815	101	0.026%	$44,205	99	0.026%	$42,469
27	Monterey	5,218	1.324%	$2,570,987	5,172	1.309%	$2,396,685	5,169	1.318%	$2,316,512	5,141	1.325%	$2,250,077	5,123	1.335%	$2,197,675
28	Napa	1,158	0.294%	$570,564	1,188	0.301%	$550,515	1,201	0.306%	$538,234	1,214	0.313%	$531,335	1,222	0.318%	$524,216
29	Nevada	741	0.188%	$365,102	746	0.189%	$345,694	736	0.188%	$329,842	729	0.188%	$319,064	723	0.188%	$310,154
30	Orange	29,909	7.590%	$14,736,614	29,070	7.355%	$13,470,929	28,561	7.284%	$12,799,750	27,982	7.210%	$12,246,966	27,344	7.125%	$11,730,083
31	Placer	3,789	0.961%	$1,866,897	3,823	0.967%	$1,771,564	3,832	0.977%	$1,717,329	3,840	0.989%	$1,680,664	3,870	1.008%	$1,660,160
32	Plumas	102	0.026%	$50,257	137	0.035%	$63,485	137	0.035%	$61,397	137	0.035%	$59,961	139	0.036%	$59,628
33	Riverside	26,747	6.787%	$13,178,649	26,569	6.722%	$12,311,975	26,349	6.720%	$11,808,432	26,138	6.734%	$11,439,897	25,965	6.766%	$11,138,517
34	Sacramento	17,025	4.320%	$8,388,474	16,833	4.259%	$7,800,349	16,626	4.240%	$7,451,022	16,356	4.214%	$7,158,579	16,101	4.196%	$6,907,039
35	San Benito	789	0.200%	$388,752	768	0.194%	$355,888	752	0.192%	$337,012	737	0.190%	$322,565	727	0.189%	$311,870
36	San Bernardino	24,881	6.314%	$12,259,243	24,793	6.273%	$11,488,983	24,507	6.250%	$10,982,931	24,198	6.235%	$10,590,811	23,941	6.238%	$10,270,257
37	San Diego	33,519	8.506%	$16,515,316	36,304	9.185%	$16,823,137	35,735	9.114%	$16,014,813	35,099	9.043%	$15,361,884	34,382	8.959%	$14,749,258
38	San Francisco	6,504	1.650%	$3,204,619	7,238	1.831%	$3,354,062	7,444	1.899%	$3,336,065	7,526	1.939%	$3,293,927	7,478	1.949%	$3,207,927
39	San Joaquin	9,635	2.445%	$4,747,309	9,702	2.455%	$4,495,870	9,771	2.492%	$4,378,921	9,848	2.537%	$4,310,204	9,969	2.598%	$4,276,521
40	San Luis Obispo	2,399	0.609%	$1,182,023	2,363	0.598%	$1,095,005	2,369	0.604%	$1,061,679	2,370	0.611%	$1,037,285	2,359	0.615%	$1,011,968
41	San Mateo	6,934	1.760%	$3,416,486	6,917	1.750%	$3,205,312	6,822	1.740%	$3,057,312	6,704	1.727%	$2,934,160	6,537	1.703%	$2,804,255
42	Santa Barbara	5,368	1.362%	$2,644,894	5,380	1.361%	$2,493,072	5,359	1.367%	$2,401,662	5,347	1.378%	$2,340,237	5,327	1.388%	$2,285,187
43	Santa Clara	17,951	4.555%	$8,844,728	18,156	4.594%	$8,413,422	17,875	4.559%	$8,010,768	17,522	4.515%	$7,668,906	17,072	4.449%	$7,323,580
44	Santa Cruz	2,132	0.541%	$1,050,468	2,126	0.538%	$985,180	2,112	0.539%	$946,503	2,098	0.541%	$918,238	2,091	0.545%	$897,001
45	Shasta	1,792	0.455%	$882,945	1,779	0.450%	$824,382	1,783	0.455%	$799,060	1,783	0.459%	$780,371	1,782	0.464%	$764,446
46	Sierra	10	0.003%	$4,927	17	0.004%	$7,878	18	0.005%	$8,067	19	0.005%	$8,316	21	0.005%	$9,009
47	Siskiyou	271	0.069%	$133,526	380	0.096%	$176,091	388	0.099%	$173,884	395	0.102%	$172,881	403	0.105%	$172,880
48	Solano	4,619	1.172%	$2,275,851	4,548	1.151%	$2,107,526	4,546	1.159%	$2,037,312	4,562	1.175%	$1,996,664	4,556	1.187%	$1,954,442
49	Sonoma	4,333	1.100%	$2,134,934	4,194	1.061%	$1,943,484	4,182	1.067%	$1,874,184	4,176	1.076%	$1,827,722	4,159	1.084%	$1,784,136
50	Stanislaus	6,628	1.682%	$3,265,715	6,549	1.657%	$3,034,782	6,503	1.659%	$2,914,351	6,497	1.674%	$2,843,561	6,512	1.697%	$2,793,531
51	Sutter	1,227	0.311%	$604,561	1,257	0.318%	$582,489	1,269	0.324%	$568,708	1,284	0.331%	$561,972	1,298	0.338%	$556,819
52	Tehama	738	0.187%	$363,624	746	0.189%	$345,694	755	0.193%	$338,357	765	0.197%	$334,820	773	0.201%	$331,603
53	Trinity	93	0.024%	$45,822	94	0.024%	$43,559	95	0.024%	$42,575	98	0.025%	$42,892	101	0.026%	$43,327
54	Tulare	6,598	1.674%	$3,250,934	6,622	1.675%	$3,068,610	6,644	1.694%	$2,977,541	6,677	1.720%	$2,922,343	6,729	1.753%	$2,886,620
55	Tuolumne	432	0.110%	$212,853	448	0.113%	$207,602	444	0.113%	$198,981	444	0.114%	$194,327	447	0.116%	$191,755
56	Ventura	8,313	2.109%	$4,095,940	8,219	2.080%	$3,808,654	8,187	2.088%	$3,669,044	8,166	2.104%	$3,574,038	8,142	2.122%	$3,492,771
57	Yolo	1,852	0.470%	$912,508	1,852	0.469%	$858,210	1,854	0.473%	$830,879	1,876	0.483%	$821,075	1,920	0.500%	$823,645
58	Yuba	1,117	0.283%	$550,363	1,116	0.282%	$517,150	1,102	0.281%	$493,867	1,086	0.280%	$475,313	1,080	0.281%	$463,301
	TOTALS	**394,081**	100%	**$194,169,639**	**395,239**	100%	**$183,152,266**	**392,099**	100%	**$175,721,066**	**388,126**	100%	**$169,872,266**	**383,765**	100%	**$164,628,266**
	[1] DOF projected births by county.															
	FROM REVENUE BREAKDOWN			**$194,169,639**			**$183,152,266**			**$175,721,066**			**$169,872,266**			**$164,628,266**
	Revenue projections are point in time and subject to change.															

To: First 5 Commission of San Luis Obispo County

From: Wendy Wendt

Date: June 24, 2026

Re: ITEM 6: FY 2026-27 Proposed Administrative Budget

Recommended Action

Staff is requesting Commission review and approval of the proposed Administrative Budget for Fiscal Year 2026-27. A First Reading was presented at the May 27, 2026 Commission Meeting.

PROPOSED ADMINISTRATIVE BUDGET FOR FISCAL YEAR 2026-27 (Attachment 1)

Staff recommends a total administrative budget in the amount of $768,167 for FY 2026-27. This amount is included in the Commission's Long Range Financial Plan.

The only change to the Administrative budget draft from the May 27 First Read is a slight decrease in the budgeted office rent cost. Walter Brothers agreed to a 2% increase instead of a 3% increase for the coming year. The $343 in savings from this adjustment has been added to the Contingency line item.

The recommended amount represents an organizational structure that includes three full-time staff (Executive Director, Associate Director, Communications and Outreach Coordinator), and one 25 hours per week (.6 FTE) Special Projects Coordinator (New Investment Coordination, Help Me Grow, IMPACT, other Systems Change Projects). Note that the three full-time salaries (current staff at Step 6) are due to increase on July 1 due to a 3% merit-based salary increase* pending conclusion of annual staff evaluations (*policy approved by the Commission in May 2022). The Part Time staff position is due to increase from Step 2 to Step 3.

The proposed budget also includes a contingency amount of $23,107 (approximately 3%) to provide for unforeseen expenses related to future needs. Contingency items may include any other unforeseen expenses related to increased costs for various new professional service contracts.

In accordance with the proposed updated Financial Plan, a total of $2,983,374 has been projected for program and evaluation expense, which includes $414,115 in program-related personnel/operating costs. Total operating expense is projected at $3,751,541.

The projected administrative expense of 9.44% is within the Commission's established maximum of 15%.

Additional notes appear as "Comments" in the far right column of the attached 2026-27 Budget Draft.

ATTACHMENT 1

First 5 San Luis Obispo County 2026-27 Budget (DRAFT June 24, 2026)

Prop 10 Expenditures	2025-26 Approved Administrative Budget	2026-27 Proposed Administrative Budget	Variance	Comments
Salaries	383,129	386,212	3,083	Salary Schedule approved 5/25/22; 4 staff members @ total 3.6 FTE; 3% merit increase for three Step 6 FT employees; .6 FTE Special Project Coordinator at Step 3
Benefits	168,251	169,485	1,234	computed at 40% for all; includes $15,000 toward PERS Unfunded Accrued Liability
Cell Phone Stipend	1,440	1,440	-	$30/month per employee
Sub-Total Salary and Benefits	**558,820**	**563,137**	4,317	
Professional Services				
Payroll Services	3,900	3,900	-	$150 x 26 pay periods
Legal Services	23,000	25,000	2,000	Based on prior year hours + increase for new contract
Outside Auditor	9,400	15,600	6,200	per auditor agreement with MLH, Commission approved 3/25/26
Public Health MAA Fee	3,500	3,500	-	fee = 10% of MAA invoice amount as per contract with Public Health (est. $35,000)
Cal PERS GASB 68 Valuation Fee	700	700	-	
IT Services	10,000	7,000	(3,000)	IT Service Maintenance (based on prior year expenses)
Bookkeeping			-	Fiscal Reporting Analysis
Consultation	8,000	8,000	-	includes strat plan calibration with evaluation indicators, translation services, grant writing support
Sub -Total Professional Services	**58,500**	**63,700**	5,200	
Services and Supplies				
Computer Supplies	1,300	1,700	400	software, other accessories; Microsoft Office subscription; computer upgrades
Copy/Printing	2,000	2,000	-	
Food	2,000	2,000	-	
Insurance	6,000	7,000	1,000	liability/property/crime (increase based on prior year rates)
Maintenance Contracts	150	-	(150)	Copier maintenance expense now under Significant Value Purchase (new copier lease)
Memberships	11,000	11,000	-	State Association dues, Chamber Dues (SLO, PR, S County)
Office Expense	2,000	2,000	-	
County Auditing Services	9,973	10,292	319	2026-27 agreement
Postage	150	150	-	
Registration/Training	7,000	10,000	3,000	attendance at local/regional/state meetings, staff summits, professional development activities, staff tech training; increase to allow for attendance at F5 CA Summit and Association Meetings
Rent/Utilities	40,212	41,081	869	2% rent increase per Walter Brothers Agreement
Significant Value Purchase	10,000	10,000	-	reserved for 7-10 year old equipment (e.g. printers; office furniture, computers, etc.); copier lease
Special Dept. Expense	12,000	12,000	-	Outreach and Promotion Materials; special event costs
Phone/Data/Internet Access	5,000	5,000	-	$200/mo. (Cable and phones); zoom subscription; anticipated tech upgrade
Travel Expenses	4,000	4,000	-	out-of-county meetings & conferences, in-county employee mileage
Contingency	23,000	23,107	107	~3% of Administrative budget.
Sub-Total Services and Supplies	**135,785**	**141,330**	5,545	
Administrative Expense	**753,105**	**768,167**	15,062	based on 2023-32 financial plan
Less: Program Related Admin	(405,995)	(414,115)	(8,120)	based on 2023-32 financial plan
Total Administrative Expense	347,110	354,052	6,942	
Program & Evaluation Expense	3,214,658	2,982,098	(232,560)	based on financial plan - includes IMPACT Passthrough $, Uplift and Stabilization Fund
Plus: Program Related Admin	405,995	414,115	8,120	
Total Program & Evaluation Expense	**3,620,653**	**3,396,213**	(224,440)	
Administrative Percentage	**8.75%**	**9.44%**		
Total Operating Expense	**3,967,763**	**3,750,265**	(217,498)	