



***December 4, 2019 COMMISSION MEETING
AGENDA PACKET ATTACHMENTS***

Attachments:

ITEM 4a: Draft Minutes October 22, 2019

ITEM 4b: Budget Adjustment Request: CAPSLO IMPACT Contract

ITEM 4c: Cover memo and County of San Luis Obispo MOU

ITEM 5: (Cover memo and draft Contract with Bravo Pediatrics to be posted online by Tuesday, December 3, 2019)

ITEM 8: Cover memo and 2019 Advocacy Agenda

**FIRST 5 SAN LUIS OBISPO COUNTY
CHILDREN AND FAMILIES COMMISSION**

COMMISSION MEETING MINUTES

October 23, 2019

Current Commissioners Present

Bruce Gibson (Chair)
Penny Borenstein, MD (Vice Chair)

SLO County Board of Supervisors
SLO County Public Health Department

James Brescia, EdD
Devin Drake
Melinda Sokolowski
Erica Ruvalcaba-Heredia, EdD
James Tedford, MD
Alison Ventura, PhD

SLO County Office of Education
Department of Social Services
Child Care Planning Council
Community at Large
Medical Representative
Community at Large

Commissioners Absent/Excused

Bob Watt

Community at Large

Staff Present

First 5 staff: Wendy Wendt, Jason Wells, Misty Livengood
Commission Evaluator: Tom Keifer
Commission Counsel: Natalie Frye-Laacke

Call to Order

Chair Gibson called the meeting to order at 3:04 PM.

ITEM 1 –Chair Comments

None.

ITEM 2 – Commissioner Announcements and Updates

Commission Chair Gibson asked Commissioners to highlight/honor someone they each know who is a champion for young children in our community.

Commissioner Tedford summarized a recent forum on Fetal Alcohol Syndrome that was partially funded with First 5 sponsorship dollars. He said that it was well-attended and well-worth it. He also recapped his participation in a recent First 5 Family Focus Group at Parents

Helping Parents in Atascadero. He highlighted Dr. Lou Tedone as his chosen champion for young children, as one of the county's longest-serving pediatricians. Dr. Tedone (now retired) recently fell down several stairs. He is recovering well, went back the very next morning to his favorite current occupation – making homemade mozzarella.

Commissioner Ruvalcaba-Heredia highlighted her recent attendance at the Public Charge forum organized by the First 5 Health Access Trainer team. Partly inspired by this event, she is now planning to coordinate a forum in Spanish for parents. The event will be held at Georgia Brown; Estella Vasquez (Cuesta College) and Marilu Gomez (First 5 School Readiness) will help.

Commissioner Ventura participated with Jason Wells in cofacilitating the inaugural Family Focus Group at WIC in Paso Robles. She recently returned from a Family Issues conference at Penn State – the main topic focused on families and food. Food security issues echoed themes from the WIC focus group.

Commissioner Sokolowski also attended the FASD meeting referenced by Commissioner Tedford; she found it informative and moving. She chose to honor her CAPSLO staff who are working so hard. There were 175 referrals this month (compared to a typical month which is usually around 65).

Commissioner Drake is getting ready to attend a convening with Judge Crandall, which will look at mental health services for people involved in the juvenile justice system. He highlighted First 5 staff as his personal champions this month in the service of young children and families.

Commissioner Brescia expressed appreciation to Sarah Reinhart for co-facilitating with him several Spanish-language Family Focus groups. Interestingly, the themes that came out paralleled conversations he has been having with colleagues around the state: food insecurity, housing, childcare. One focus group spent additional time discussing worries about landlord retaliation; another group focused on lack of outdoor playspace for children.

Commissioner Gibson was pleased to welcome Tonya Iversen at the prior day's Board of Supervisors meeting where she made public comment on the We Are the Care Initiative. He also highlighted a new program that he learned about from the County Librarian; a mobile library will circulate a collection of books to communities that don't currently have a brick-and-mortar library (e.g. San Simeon). The librarian talked about a need for more Spanish books. Commissioner Gibson encouraged First 5 staff to connect with Library staff regarding ongoing ways to collaborate and link with Talk Read Sing. A \$25 million county bond is being considered that would include capital improvements to library.

ITEM 3 - Public Comment – Items not on the agenda

None.

ITEM 4 (ACTION ITEM) - Consent Agenda

- a. Approval of the September 25, 2019 Minutes
- b. Approval of Q1 2019-20 Financials
- c. Update to Personnel Policy: Holiday Time for Part-Time Employees

Public Comment: None

Question: Commissioner Drake asked what is different in the update to Personnel Policy. Ms. Wendt explained that the updated language clarifies how holiday hours are calculated for part-time employees, and how the “floating holiday” functions.

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

ITEM 5 (ACTION ITEM) – Public Hearing: Commission Review and Approval of FY2018-19 Annual Report to First 5 California

Mr. Wells outlined programmatic and fiscal data to be submitted to First 5 CA by October 31, 2019 in compliance with state Annual Report requirements. He emphasized that the Report exercise gives us a chance to celebrate the work of the staff, families, children in our community. In addition, our numbers contribute to a state report, part of telling a statewide story.

Public Comment: None

Commissioner Drake made a motion to approve First 5 SLO County’s FY2018-19 State Annual Report submission. The motion was seconded by Commissioner Borenstein and passed unanimously.

ITEM 6 – Approval of Help me Grow Centralized Access Point Contract with Community Action Partnership of San Luis Obispo County

Mr. Wells provided an introduction to this item. He articulated that it is a cause for celebration, as a culmination of more than two years of planning. At the same time as this Commission meeting, First 5 staffer Kris Roudebush and CAPSLO employee Shannon Ragsdale attended a statewide Help Me Grow convening in Fresno.

He provided an overview of time frame, amount, and summary of scope of work. The contract period commences November 1, 2019 and extends to June 30, 2024. Total projected program cost over the contract period is \$1,086,666, with \$933,333 in contracted funds from First 5,

\$40,000 in start-up funds from County agencies (passed through First 5), and \$153,333 in cash match donations through CAPSLO.

The Help Me Grow Centralized Access Point will provide a countywide hub for parents and providers with information, screening, referral, support and case coordination related to early childhood development milestones and intervention/enrichment opportunities.

Commissioner Sokolowski recused herself from discussion and vote, as a CAPSLO employee and member of the project design team.

Commissioner Gibson emphasized the importance of consistent follow-up and sustained contact with families until successful referral and/or resolution of an issue. The focus needs to be on ongoing relationship building/assururity of resolution. Mr. Wells assured Commissioners that this approach/philosophy is a fundamental feature of the Help Me Grow Model

Public Comment:

Lisa Fraser, joint Executive Director of Center for Family Strengthening of SLO County and The Link, commented on the importance of family advocates as key resources in a Help Me Grow system. Her organization is looking forward to being a partner and supporter.

Commissioner Brescia made a motion to approve a contract with Community Action Partnership of San Luis Obispo County to operate a Help Me Grow Centralized Access Point. The motion was seconded by Commissioner Drake and passed 7-0 (Commissioner Sokolowski recused herself from discussion and vote).

ITEM 7 – Memoranda of Understanding with City of SLO and San Luis Coastal Unified School District for Collaborative Child Care Study

Ms. Wendt introduced this item, which includes request for Commission approval for First 5 to enter into a set of Memoranda of Understanding with public agencies to study mechanisms for local governments to expand access to quality affordable childcare. First 5 is designated to serve as Project Manager, with the Local Childcare Planning Council overseeing an advisory committee to the project. Today's vote would include approval of an MOU with the San Luis Coastal Unified School District (already approved by their board in September), and authorization for the First 5 Executive Director to sign an MOU with the City of SLO (City approval took place on October 22, 2019). A third MOU with the County of SLO is scheduled for a consent vote by the Board of Supervisors on November 5, 2019, and will be brought to the First 5 Commission for approval at the December 4, 2019 meeting. Each participating public entity will contribute up to \$20,000 to help fund the study.

Commissioner Gibson questioned why the Local Child Care Planning Council is not taking the lead to project-manage this work.

Commissioner Borenstein expressed concern that it appears that there are duplications of effort among First 5's role, the newly formed Local Government Engagement Task Force, and the Local Childcare Planning Council.

Shana Paulson, Program Manager with Child Care Resource Connection at CAPSLO, explained that the Child Care Planning Council is fully on board, and feels that its designated role is appropriate. The Child Care Study will be an ongoing agenda item throughout the duration of the project.

Commissioner Gibson urged that First 5's planning/project management role be treated as a launching/start-up function, and that the Planning Council should be the permanent home for this type of planning and innovation in the future.

Commissioner Brescia reminded that San Luis Obispo is the county's most affluent city. The childcare challenge is countywide, and other municipalities should be involved. He urged the County's role in the study to ensure a countywide view.

Commissioner Borenstein suggested that while this is a relatively small fiscal contract to be brought to the County Board of Supervisors for a vote, it provides an opportunity to raise visibility around the issue.

Commissioner Ruvalcaba-Heredia offered to assist with constituent outreach when the study gets launched.

Public Comment:

Lisa Fraser spoke in her role as recent Chair of the Local Child Care Planning Council. In recent years, they have focused significant attention on workforce training. The Council is glad that First 5 has taken a lead on this latest effort around innovation in the public sector, and feels like it is a win-win for both entities – each of whom is eager to collaborate together toward a valuable set of outcomes for public sector partners.

Commissioner Borenstein made a motion to approve an MOU with SLCUSD, and to authorize First 5 Executive Director to review and sign an MOU with City of San Luis Obispo contingent on positive review by First 5 Counsel. The motion was seconded by Commissioner Tedford and passed unanimously.

ITEM 8 – Staff Updates

Misty provided updates on various activities at First 5:

- First 5 Express – Oceano and Birth and Baby Fair, Harvest Fest in Arroyo Grande
- Kits – F5 CA is planning to launch a new interactive parent website, also in Spanish
- We Are the Care Initiative
- HAT Training – Immigration Forum

- Sponsorships -- Health Workforce (HealSLO); FASD lecture (Martha's Place, Center for Family Strengthening)
- Parent Cafes
- Hands on Heroes – November Alora Turley (nominated by Girl Scouts). October Sara McGrath (nominated by Parents Helping Parents).
- Census 2020 messaging
 - Mr. Wells is actively involved in planning Census outreach to ensure an accurate count. There is a statewide push to outreach to hard-to-count populations. He is a part of the local Complete Count Committee. First 5's role is to amplify the message "you deserve to be counted,; to debunk fear in immigrant families about participating, to amplify state messages to encourage participation, and to work with partner agencies to encourage families to fill out the Census. There is more to come. WIC and Headstart are key players.
 - Commissioner Ruvalcaba-Heredia inquired if the Food Bank is involved and Mr. Wells confirmed yes.
 - Commissioner Tedford asked about private practice providers' involvement. Mr. Wells responded not as of yet.

Public Comment: NONE

ITEM 9 – Strategic Planning Discussion

Ms. Wendt introduced the item with a brief powerpoint overview of "complementary" initiatives that connect with First 5 focus areas identified for the 2020 Strategic Plan. She asked for Commissioner input in each area, including additional initiatives to consider that she hadn't included in the initial list.

HEALTH

- Commissioner Borenstein clarified that SLO Health Counts is a countywide framework for an array of efforts focused on population health. The Community Health Improvement Plan provides documentation on action planning under the SLO Health Counts overlay.
- (Borenstein) Add the Oral Health Strategic Plan
- (Brescia) Add tobacco use prevention (including vaping) education that is offered through the schools.
- (Borenstein) Add a focus on Cannabis and cannabis exposure – perhaps Baby's First Breath can incorporate this focus in the next strategic plan. Commissioner Gibson concurred, mentioned reading a new study coming out in the National Academy of

Sciences on Cannabis risks.

- (Drake) Include ACES. CA Surgeon General Nadine Burke Harris is effectively elevating this issue within the medical community and in the context of public health.

EARLY LEARNING

- Commissioner Brescia elaborated on the Career Apprenticeship Initiative that has recently approved funding to SLO County Office of Ed and Cuesta College to create care pathways in early childhood development.
- (Brescia) There is more funding on the governor's desk in the area of ECE
- Commissioner Borenstein pointed out that the new Child Advocacy Center initiative focused around support for older children and adults with disabilities. She encouraged First 5 to consider extending the age of population-served beyond 5 years for special needs populations.
- Add Inclusion Education. Bauer Speck may be adding an inclusion program.

RESILIENT FAMILIES

- Add studies on Poverty, food insecurity, housing, childcare, housing/infrastructure.
- Add CAPSLO Community Needs Assessment Data
- ADD data on Homeless Families

Public Comment: NONE

ITEM 10 – Adjourn

5:25 p.m.

To: First 5 Commission
From: Jason Wells
Date: December 4, 2019
Re: ITEM 4b: Contract Amendment – CAPSLO IMPACT

Recommended Action

Staff is requesting Commission approval of a contract amendment to the Community Action Partnership of SLO County (CAPSLO) Improve and Maximize Programs so All Children Thrive (IMPACT) Contract for up to \$51,000 in staff, operating and indirect costs.

Background

First 5 San Luis Obispo County receives IMPACT funds directly from First 5 California. These funds are separate and distinct from the usual First 5 funding received from the State. IMPACT funding is designated exclusively for improving early childhood care and education. First 5 San Luis Obispo does not fund IMPACT out of its general fund. While First 5 SLO County manages the contracts and reporting for the IMPACT program, the majority of IMPACT funding is used for contracts with SLO County Office of Education and CAPSLO to provide professional development, education, program assessment and quality improvement coaching. FY 2019-20 marks the final year of the current five-year IMPACT grant and the final year of this two-year contract with CAPSLO. These final year budget adjustments were anticipated based on variance of projected versus actual spending over the course of the five-year project period.

Amendment

This amendment replaces the original CAPSLO contract budgets (2) for FY 2019-20, with amended budgets of up to \$51,000. This amendment will cover increased staff costs related to staff changes over the life of the project, increased IMPACT participant incentives/stipends, staff/coaching travel and indirect costs. The increases are as follows:

Staff:	\$23,848
Operating:	\$23,448
Indirect:	\$3,704
Total Up To:	\$51,000

Fiscal Impact:

This action will have no impact on First 5 SLO County's general fund or long-term financial plan.

**FIRST 5 CHILDREN AND FAMILIES COMMISSION
SAN LUIS OBISPO COUNTY
BUDGET AMENDMENT REQUEST
July 1, 2019 - June 30, 2020**

Name of Program: CAPSLO IMPACT

Date of Request: 7/25/19

Requested by: Sheri Wilson

Phone Number: (805) 541-2272

	Original 2019-2020	Amendment Change	Revised Total
I. PERSONNEL			
LCCPC Manager/Supervisor	\$10,923	\$22,923	\$33,846
ECE Specialist (admin/data):	\$23,923	-\$23,923	\$0
CCRC/LCCPC Specialist	\$31,617	-\$31,617	\$0
ECE Specialist (bi/bi):	\$22,181	\$51,143	\$73,324
ECE Specialist (Center-based):	\$22,766	-\$22,766	\$0
Benefits	\$40,939	-\$1,947	\$38,992
Subtotal Personnel	\$152,350	-\$6,187	\$146,163
II. OPERATING			
Rent	\$3,692	\$0	\$3,692
Utilities	\$1,968	\$0	\$1,968
Telephone	\$770	\$0	\$770
Copy Charges	\$250	\$0	\$250
Program Supplies	\$4,500	-\$900	\$3,600
IT Supplies	\$1,200	\$800	\$2,000
Janitorial	\$650	\$0	\$650
Postage	\$250	\$0	\$250
Travel/Mileage	\$250	\$4,750	\$5,000
Audit	\$250	-\$250	\$0
Printing	\$500	\$0	\$500
Trainings/Reg Fees	\$7,500	-\$1,500	\$6,000
Incentives (includes CDA)	\$17,500	\$14,500	\$32,000
Consultants	\$1,000	\$3,000	\$4,000
Subtotal Operating Expenses	\$40,280	\$20,400	\$60,680
III. INDIRECT			
At 8% of Expenses	\$15,410	\$1,137	\$16,547
IV. OTHER (please list)			
Subtotal Other	0		
TOTAL BUDGET	\$208,040	\$15,350	\$223,390

First 5 Authorized Representative/Date

Program Authorized Representative/Date

Sheri Wilson 7-29-19

**FIRST 5 CHILDREN AND FAMILIES COMMISSION
SAN LUIS OBISPO COUNTY
BUDGET AMENDMENT REQUEST**

July 1, 2019 - June 30, 2020

Name of Program: CAPSLO IMPACT

Date of Request: 7/25/19

Requested by: Sheri Wilson

Phone Number: (805) 541-2272

	Original 2019-2020	Amendment Change	Revised Total
I. PERSONNEL			
Children Services Manager/Supervisor	\$2,182	\$7,111	\$9,293
Children Services Supervisor	\$5,419	-\$5,419	\$0
CCRC Specialist (bi/bi)	\$11,892	\$66,159	\$78,051
CCRC Specialist (bi/bi)	\$47,567	-\$47,567	\$0
Benefits	\$22,600	\$9,751	\$32,351
Subtotal Personnel	\$89,660	\$30,035	\$119,695
II. OPERATING			
Rent	\$3,229	\$0	\$3,229
Utilities	\$512	\$0	\$512
Telephone	\$325	\$0	\$325
Copy Charges	\$100	\$0	\$100
Program Supplies	\$3,600	-\$2,402	\$1,198
IT Supplies	\$500	-\$100	\$400
Janitorial	\$191	\$0	\$191
Postage	\$150	\$0	\$150
Travel/Mileage	\$750	\$1,250	\$2,000
Printing	\$150	\$0	\$150
Trainings/Reg Fees	\$1,800	-\$300	\$1,500
Incentives (includes CDA)	\$4,000	\$3,600	\$7,600
Consultants		\$1,000	\$1,000
Subtotal Operating Expenses	\$15,307	\$3,048	\$18,355
III. INDIRECT			
At 8% of Expenses	\$8,397	\$2,567	\$10,964
IV. OTHER (please list)			
Subtotal Other			
TOTAL BUDGET	\$113,364	\$35,650	\$149,014

First 5 Authorized Representative/Date

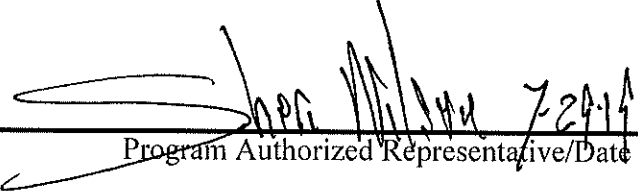

 Program Authorized Representative/Date

EXHIBIT B-2

Budget Narrative – Local Child Care Planning Council

PERSONNEL

Quality Early Learning Management – .55 FTE (\$33,846)

This position will coordinate and oversee the administrative activities and personnel of the local IMPACT/QRIS plan for San Luis Obispo County including, but not limited to consortia operations, data collection and analysis. This position will also be responsible for representing the SLO County QRIS at meetings, the coordination and logistics of convening stakeholder groups, and working with members of the QRIS coaching team to oversee the components and activities required under the QRIS plan.

Early Care and Education (ECE) Specialist – 1.65 FTE (\$73,324)

This position will support quality improvement efforts by serving as the point of contact for participating Step 3 QRIS Center-Based Programs. This position will be responsible for gathering baseline data, creating and maintaining the program portfolio in partnership with center staff, and creating and evaluating program quality improvement plans including recommendations for incentives. This position will also support coordination the of professional development opportunities based on needs and trends. Additionally this position will be certified as a CLASS and ERS assessor.

Benefits

Fringe benefits are calculated based on the personnel time allocated to the grant project and include Worker's Compensation (WC) and Health Insurance.

OPERATING COSTS

Rent -- \$3,692

The office for CAPSLO – Local Child Care Planning Council is located at 805A Fiero Lane, San Luis Obispo. The rent allocation is based on the square footage of office space used for the assigned staff.

Utilities -- \$1,968

Utilities cover the costs for the program's office. Utilities includes, gas, water, trash, electricity.

Telephone Charges -- \$770

Telephone charges are based FTE allocations.

Copy Charges -- \$250

Copy charges include reproduction of materials for enrollments, files, meetings, trainings, etc.

Program Supplies -- \$3,600

Program Supplies includes, but is not limited to the following:

- CLASS Manuals
- Desire Results Developmental Profile and supporting materials
- ECERS Spiral and All About the ECERS
- ASQ and ASQ: SE Kits
- CLASS and ERS Assessment materials

IT Supplies -- \$2,000

IT Supplies includes supplies also includes printer toner and technology supplies. This item also includes an allocation for Learning Genie, an online platform for program use to implement Desired Results, and Ages and Stages Questionnaire (ASQ) Online for Quality Counts programs requesting support.

Janitorial -- \$650

Janitorial costs will be used to purchase paper towels, mops, cleaning supplies, etc. to be used in maintain the Fiero Lane office. The cost of janitorial services is also included.

Postage -- \$250

Postage costs will be used for any mailing correspondence to participating programs and partners.

Travel/Mileage -- \$5,000

Travel/Mileage includes local mileage. Local mileage is reimbursed at the agency approved rate to all employees who must use their personal vehicle to conduct business (i.e., recruitment, attend meetings, training sessions, participating site program visits).

Travel/Mileage will primarily be used to support out of county travel for program staff to attend available trainings to prepare local staff for coaching and quality improvement activities.

Possible Trainings:

- CLASS Trainings – offered free of charge by First 5 California, but we will need to cover any travel costs including staff per diem
- ERS Trainings – offered free of charge by First 5 California, but we will need to cover any travel costs including staff per diem
- DRDP Regional Trainings – offered free of charge by California Department of Education, but we will need to cover any travel costs including staff per diem
- Statewide QRIS meetings and/or conferences hosted by CDE or First 5 CA

Contract for Services Between First 5 San Luis Obispo County and Community Action Partnership of SLO County-IMPACT SLO
 Fiscal Period July 1, 2019-June 30, 2020

Printing -- \$500

Printing cost provide for the printing needs of the program including forms, notices, business cards, training materials, newsletters, and promotional marketing materials for programs and consumer education.

Training/Registration Fees -- \$6,000

Training/Registration fees include any fees associated with maintaining staff and select partner reliability in the assessment tools. Training expenses also include hosting professional development for Quality Counts programs.

Incentives (Stipends) -- \$32,000

Direct incentives for programs in QRIS based upon recommended Quality Improvement activities; materials and items to enhance classroom environments based on ERS assessments findings; materials to improve site quality; individual educational incentives and stipends.

Stipend	Amount
Professional Growth 21 hours of professional development	\$500
Tier 1 Education Advancement 6+ ECE Units	\$1200
Tier 2 Education Advancement 3 ECE Units	\$700

Additional Incentives for FY 2019-2020

Stipend	Amount	
CSEFEL Attending all 5 training modules Participating in 6 additional coaching sessions Full implementation of CSEFEL	\$500	Approx. Participation: 10 \$5,000
Coaching Companion Participating in additional virtual coaching and digital implementation	\$500	Approx. Participation: 18 \$9,000

Consultants -- \$4,000

Consultant fees include contractor fees for trainings and consulting requests for program development.

Indirect -- \$16,547

Community Action Partnership of San Luis Obispo County, Inc. (CAPSLO) charges are 8% of total expenditures based on our federally approved indirect cost rate.

Budget Narrative – Resource and Referral

PERSONNEL

Children Services Manager/Supervisor – 0.15 FTE (\$9,293)

Management and supervision will coordinate and oversee contract administration, activities and personnel. This includes but is not limited to data collection and analysis, representation of IMPACT through local and state forums, conducting outreach and retention, and providing system level supports.

CCRC Specialist / Coaches – 1.78 FTE (\$78,051)

1.78 FTE bilingual / biliterate position will support quality improvement efforts by serving as the point of contact for participating Step 3 QRIS Family Child Care Home-Based Programs. This position will be responsible for gathering baseline data, creating and maintaining the program portfolio in partnership with the provider, creating and evaluating the program's quality improvement plan including recommendations for incentives. This position will also support coordination of professional development opportunities based on needs and trends. Additionally this position is certified as a CLASS and ERS assessor.

Fringe Benefits - \$32,351

Fringe benefits are calculated based on the personnel time allocated to the grant project and includes Worker's Compensation (WC) and Health Insurance.

OPERATING COSTS

Rent \$3,229

The office for CAPSLO – Child Care Resource Connection is located at 805A Fiero Lane, San Luis Obispo. The rent allocation is based on the square footage of office space used for the assigned staff.

Utilities - \$512

Utilities cover the costs for the program's office. Utilities includes, gas, water, trash, electricity.

Telephone - \$325

Telephone charges based on FTE

Copy Charges - \$100

Copy charges include reproduction of materials for enrollments, files, meetings etc. Some copy charges for the group training will be expensed through the Local Child Care Planning Council.

Program Supplies - \$1,198

Program Supplies includes but is not limited to the following:

- CLASS Manuals
- Desire Results Developmental Profile and supporting materials
- ECERS Spiral and All About the ECERS
- ASQ and ASQ: SE Kits

Contract for Services Between First 5 San Luis Obispo County and Community Action
Partnership of SLO County-IMPACT SLO
Fiscal Period July 1, 2019-June 30, 2020

- CLASS and ERS Assessment materials
- CDA materials

IT Supplies - \$400

IT supplies includes printer toner.

Janitorial - \$191

Janitorial costs will be used to purchase paper towels, mops, cleaning supplies, etc. to be used in maintain the Fiero Lane office. The cost of janitorial services is also included.

Postage - \$150

Postage costs will be used for any mailing correspondence to participating programs and partners.

Travel/Mileage - \$2,000

Travel/Mileage includes local mileage. Local mileage is reimbursed at the agency approved rate to all employees who must use their personal vehicle to conduct business (i.e., recruitment, attend meetings, training sessions, participating site program visits).

Possible Trainings:

- CLASS Trainings – Affiliate & Certification
- Statewide QRIS meetings and/or conferences hosted by CDE or First 5 CA
- CA Professional Learning Institute

Printing - \$150

Printing cost provide for the printing needs of the program including forms, notices, business cards, training materials, newsletters, and promotional marketing materials for programs and consumer education.

Training/Registration Fees - \$1,500

Training/Registration fees include any fees associated with registering for training described above in Travel/Mileage. Also includes hosting professional development for Quality Counts programs.

Incentives - \$7,600

Direct incentives for programs in QRIS based upon recommended Quality Improvement activities; materials and items to enhance classroom environments based on ERS assessments findings; materials to improve site quality; individual educational incentives; CDA books, materials, application fees; and stipends.

Consultants - \$1,000

Consultant fees include contractor fees for training

Contract for Services Between First 5 San Luis Obispo County and Community Action
Partnership of SLO County-IMPACT SLO
Fiscal Period July 1, 2019-June 30, 2020

Indirect - \$10,964

Community Action Partnership of San Luis Obispo County, Inc. (CAPSLO) charges are
8% of total expenditures based on our federally approved indirect cost rate.

To: First 5 Commission of San Luis Obispo County

From: First 5 Staff

Date: December 4, 2019

Re: Memorandum of Understanding with County of San Luis Obispo – Collaborative Child Care Study

Recommended Action:

Staff recommends the Commission approve a Memorandum of Understanding with County of San Luis Obispo and Community Action Partnership to enter into a collaborative study on the issue of affordable childcare.

Background:

Over the past six months, First 5 San Luis Obispo County and local stakeholders have engaged in community discussions and action planning efforts related to the local child care challenge. These have included the Where's the Care Town Hall in May 2019; a Major City Goals development process by the City of San Luis Obispo in January 2019 that surfaced child care as a topic of interest; and increasing involvement by local chambers of commerce and their members in building knowledge and strategies related addressing the needs of working families.

In spring of 2019, First 5 San Luis Obispo County and Community Action Partnership were approached together by the City of San Luis Obispo with a request to assist in studying challenges and opportunities related to child care access for families living and/or working in the city. City staff expressed a recognition that affordable childcare is a regional issue, and as such they planned to reach out to other public sector partners, including the County, local school district and other municipalities for possible participation in the collaboration.

To date, three public sector partners have announced an intension to partner with First 5 and CAPSLO on this effort: City of San Luis Obispo, San Luis Coastal Unified School District, and the County of San Luis Obispo. Each partner has developed or is in the process of developing complementary and mutually referenced Memoranda of Understanding with First 5 and CAPSLO:

- San Luis Coastal MOU was approved by the School Board at its September 3, 2019 meeting and by the First 5 SLO County Commission on October 23, 2019.
- City of San Luis Obispo MOU was approved by SLO City Council at the October 22 City Council meeting and authorized by the First 5 SLO County Commission on October 23, 2019.
- County of San Luis Obispo MOU was approved by the Board of Supervisors on November 5, 2019 (see attached). **First 5 staff recommends First 5 Commission approval of this MOU at today's meeting.**

As is articulated in each MOU document, the goal of the collaborative study is to “establish options for the region to pursue in trying to achieve the vision that residents and workers in San Luis Obispo County have access to quality affordable childcare.” First 5’s role will be to serve as project manager, receive funds from committed partners to fund the study, develop a general scope of work, administer a search process for a study consultant, oversee consultant activities and monitor deliverables, participate in a study advisory committee to be managed by Community Action Partnership/Local Child Care Planning Council, support actionable items that emerge from the study, and share results of the study with the broader community.

Fiscal Considerations:

Each of the public sector partners has expressed (or confirmed) a commitment of up to \$20,000 to fund the study. As of this report date, the total maximum funding among the three partners is \$60,000, to be managed by First 5 in securing a study consultant.



FIRST 5
SAN LUIS OBISPO COUNTY



Memorandum of Understanding (MOU) between

**The County of San Luis Obispo,
First 5 San Luis Obispo County
And**

Community Action Partnership of San Luis Obispo County

This Memorandum of Understanding (MOU) entered into by The County of San Luis Obispo ("County"), First 5 San Luis Obispo County ("First 5") and Community Action Partnership of San Luis Obispo County ("CAPSLO") defines the terms of participation in a Child Care Study ("Study"). The goal of the Study is to establish a suite of viable options for the County of San Luis Obispo to facilitate progress toward a vision that all residents and workers in San Luis Obispo County have access to quality, affordable child care that fits the developmental needs of the child and the economic, professional, and health needs of the family.

The spirit of this inter-organizational agreement is one of partnership, collaboration, and cooperation. It sets forth responsibilities for each party in the inter-organizational agreement. Other public agencies, such as City of San Luis Obispo and San Luis Obispo Coastal Unified School District are also pursuing approval of MOU's with their respective Council's and Board of Director's to join forces for this Study.

Through the system of collaboration and partnership, each of the core roles that a partner will fulfill is identified below:

1. The County agrees to the following:
 - Commit \$20,000 to fund the Study
 - Encourage additional investment and participation by other regional municipalities and within the County
 - Contract with First 5 San Luis Obispo County as Project Manager (see related First 5 responsibilities below)
 - Assign a staff liaison to work directly with First 5, CAPSLO, and other Study participants (e.g. consultant, advisory committee) in selecting a consultant, defining consultant scope of service and deliverables, and providing guidance and support as needed
 - Present Study findings to senior staff of the County and County Board of Supervisors for review
 - Pursue recommendations from the Study as feasible

2. First 5 agrees to the following:
 - Contract with the County to serve as the Study Project Manager
 - Receive \$20,000 from the County to fund the Study
 - Administer a search process for a Study consultant

- Subcontract with the Study consultant; oversee consultant activities; monitor scope and deliverables
- Partner with the County to enhance their Family Friendly Workplace Policies and benefits. Make specific recommendations that align with best practices
- Identify benchmark agencies that are similar to the County's size and demographics and their applicable Family Friendly Workplace policies. Collaborate with the County to update or develop County policies
- Identify barriers that child care centers face in finding facilities and the role local government can play in improving and expediting access to facilities
- Create resources that outline the process and key stakeholders to open a child care center for child care providers
- Provide employers tools that will allow them to understand what actions they can take, regardless of their size, to provide a Family Friendly Workplace and access to child care
- Participate in a Study Advisory Committee, to be managed through the Local Child Care Planning Council at CAPSLO (see related CAPSLO responsibilities below)
- Support actionable items that emerge from the Study
- Share Study results with the broader community to help mobilize county- and state-wide change

3. CAPSLO agrees to the following:

- Convene and manage a Study Advisory Committee through the Local Child Care Planning Council, to include the County and First 5 staff; staff of CAPSLO Child Care Resource Connection; and members of a We Are the Care Initiative stakeholder task force focused on advocating for city/county strategies to address local child care needs.
- Contribute child-care capacity data from the Child Care Resource Connection Portfolio; the Child Care Planning Council Needs Assessment; and other sources
- Support actionable items that emerge from the Study
- Share Study results with the broader community to help mobilize county- and state-wide change

TERM

The term of this MOU shall commence upon signature of this document by all three parties as noted below and will terminate upon the earlier of the following; completion of the tasks identified in paragraphs 1, 2, and 3 above or one-year after commencement. At the conclusion of the Study, First 5 will provide the County with their assessment and recommendations for review and approval. In addition, any party may terminate this MOU without cause before the term expires by giving thirty (30) days written notice to the other parties.

INDEMNIFICATION

To the fullest extent permitted by law, First 5 and CAPSLO ("Contractors") shall indemnify, defend and hold harmless the County and its officers, agents, employees and volunteers from and against all claims, demands, damages, liabilities, loss, costs, and expense (including attorney's fees and costs of litigation) of every nature arising out of this MOU, including any

willful or negligent act or omission to act on the part of Contractors or their agents, employees, independent contractors, or volunteers. This indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of the County.

VENUE

This MOU has been executed in the County of San Luis Obispo in the State of California. Each party agrees that the exclusive venue for any action arising out of breach or the interpretation of this MOU shall be the San Luis Obispo Superior Court

INSURANCE

Contractors shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractors, their agents, representatives, or employees with policy limits of not less than one million dollars (\$1,000,000.00) combined single limit per occurrence.

INDEPENDENT CONTRACTORS

Inasmuch as this arrangement requires collaboration between First 5, CAPSLO and the County of San Luis Obispo, each entity shall remain separate and distinct, and nothing in this MOU is intended or shall be construed as creating any exclusive arrangement between the County And Contractors. Nothing in this MOU is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow County to exercise discretion or control over the professional manner in which Contractors perform the services which are the subject matter of this MOU, provided that the services to be provided by Contractors shall be provided in a manner consistent with all applicable standards, regulations and Contract terms governing such services. Contractors understand and agree that their personnel will not be eligible for membership in or any benefits from any County group plan for medical, retirement, vacation or sick leave, or for any other benefit which accrues to a County employee.

This MOU may be modified, in writing, by mutual consent of all the parties.

This MOU constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, whether written or oral, concerning the subject matter herein. Contractors warrant that they have full power and authority to enter into this MOU, and the person(s) signing this MOU warrant that they have been properly authorized and empowered to enter into this MOU on behalf of their respective organizations.

AGREED:

Signature: Tami Douglas-Schatz
Human Resources Director
County of San Luis Obispo

Date


Signature: Wendy Wendt
Executive Director
First 5 San Luis Obispo County

Date

Signature: Elizabeth "Biz" Steinberg
Chief Executive Officer
Community Action Partnership of San Luis Obispo County

Date

APPROVED AS TO FORM AND LEGAL EFFECT
RITA L. NEAL
COUNTY COUNSEL

By: 

Nina Negranti,
Assistant County Counsel

Dated: 10/31/19

To: First 5 Commission of San Luis Obispo County

From: First 5 Staff

Date: December 4, 2019

Re: ITEM 8 -- First 5 Advocacy Agenda 2020

Background

At its January 2019 meeting, the First 5 Commissioners of San Luis Obispo County approved an Advocacy Agenda for the coming year that aligns with the four Priority Areas of its current Strategic Plan. It also was designed as a local companion to the state First 5 Association Policy Agenda, with a similar look and feel and some but not all of the same focal points.

On the eve of 2020, First 5 San Luis Obispo County has an opportunity to review the 2019 Advocacy Agenda and steps taken in each its goal areas.

Staff requests that in advance of the December 4, 2019 meeting Commissioners peruse the attached copy of the 2019 Advocacy Agenda for San Luis Obispo County, and begin to consider Advocacy Agenda goals that will align with the new Strategic Plan framework anticipated to launch in July 2020. As a reminder, this framework will include three areas of focus: Child Health and Development, Early Learning, and Resilient Families.

At this time, staff recommends maintaining the current language of the Advocacy Agenda for the remaining six months of the current Strategic Plan.

ADVOCACY AGENDA 2019

AND, HOW ARE THE CHILDREN?



PERINATAL READINESS Reinforcing the earliest stages of parenthood, from pregnancy planning through the first six months of life



- ADVOCACY GOALS:**
- Expanded home visiting options for new families
 - Increased awareness about health impacts of marijuana use on young children and their families

WHY? Parenting can be most isolating and stressful during the early months of a child's life. Home visiting programs offer families support and education at this critical time, helping parents build skills, confidence, and connections with resources. With cannabis legalization in CA, it is important to alert pregnant and parenting families of potential impacts on the baby.

CHILD HEALTH AND DEVELOPMENT Promoting young children's wellness and access to quality care



- ADVOCACY GOALS:**
- Stronger alignment of systems that track and address developmental milestones in young children
 - Increased access to pediatric oral health care and disease prevention

WHY? The health of our community's youngest children should be protected regardless of family income or circumstance – but isn't. Fewer than 1 in 3 infants and toddlers are given routine recommended developmental screenings, while 1 in 4 are at risk for delays. Dental disease is largely preventable, yet a majority of low-income children reach grade school with cavities.

EARLY LEARNING Ensuring that from birth, children have rich and varied opportunities to develop their minds



- ADVOCACY GOALS:**
- Increased parent engagement as a child's first teacher
 - Community investment in access, quality AND affordability for early childhood education

WHY? Children learn from birth; 80% of brain development happens in the first 3 years of life. Children who are regularly talked, read and sung to from infancy do better in school. Knowing this, our community should maximize investment and time in early learning – but doesn't. We face a paradox: quality child care and parent education costs are out of reach for most families, while child care worker salaries are among the lowest in the workforce.

FAMILY STRENGTHENING Supporting parents and families to build stable, nurturing and enriching home environments for young children



- ADVOCACY GOALS:**
- Increased access to safe, affordable homes for families with young children
 - Increased culture of family-friendly workplaces & communities that support young children & families

WHY? Our community should be a place where young children and families thrive – but sometimes it isn't. Families should be able to afford a place to live – but often can't. Children regardless of immigration status should be nurtured by communities but often aren't. It is more expensive to live here than most areas of the country. Families with young children are frequently at maximum stress and minimum earning power. Government and business have a role to play in supporting them during this important stage of life.