



***May 27, 2026 COMMISSION MEETING  
AGENDA PACKET ATTACHMENTS***

**Attachments:**

ITEM 2: Consent Agenda

- a) Draft March 25, 2026 minutes
- b) Quarterly Financial Report Q3 FY 25-26
- c) MAA Contract Amendment

ITEM 3: Memo re: Contract Approvals (note: Contract documents attached separately)

ITEM 4: Memo re: AB2576 Support Letter  
Draft Support Letter

ITEM 5: Memo re: Annual Strategic Plan Review (Long Range Financial Plan)  
Draft Long-Range Financial Plan (First Reading)

ITEM 6: Memo and 2026-27 Draft Administrative Budget (First Reading)

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

**COMMISSION MEETING MINUTES - DRAFT**

March 25, 2026

**Current Commissioners Present**

Dawn Ortiz-Legg (Chair)	SLO County Board of Supervisors
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	Community at Large
Alison Ventura	Community at Large

**Current Commissioners Absent**

Leslie Mehigan (Vice Chair)	Community at Large
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**Staff Present**

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

**Call to Order**

Chair Ortiz-Legg called the meeting to order at 3:02 PM.

**ITEM 1 – Public Comment – Items not on the agenda**

Shana Paulson, Director of CAPSLO Child Care Resource Connection, provided an update on this year's activities. Work to increase access to child care for families. In 2025, referrals were provided for nearly 3,000 children. CCRC is responsible for providing resources to pay for child care – In 2025, \$16 million was distributed to 616 child care businesses on behalf of families. CCRC also oversees a Child Care Food Program (over 400,000 meals served in 2025), a Toy Lending Library, and Professional Development for child care business owners and professionals.

**ITEM 2 (ACTION ITEM) - Consent Agenda**

- a. Approve January 28, 2026 Minutes
- b. Approve Resolution 2026-01 re: Authorizing Signatures with Columbia Bank
- c. Approve Letter of Agreement with Moss Levy Hartzheim for FY25-26 External Audit

*Public Comment: None*

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

#### **ITEM 4 – Public Hearing: Presentation on First 5 California Annual Report 2024-25**

##### PUBLIC HEARING – First 5 CA FY2024-25 Annual Report

Associate Director Jason Wells provided a high-level overview of the First 5 CA Annual Report. He explained that each year First 5 California compiles fiscal and programmatic data from all 58 counties, and provides a state-wide summary of progress in the prior year – both at the county and state levels.

This year’s Annual Report launches with a tribute to Rob Reiner as a founding ambassador and champion for First 5.

The Annual Report highlights a combined \$381 million in county-level First 5 expenditures toward a variety of initiatives supporting both young children and their care givers.

He also pointed out County Highlights, notably p. 88 (First 5 San Luis Obispo County), and several photos that showcased First 5-funded programs in San Luis Obispo County.

Commissioner Discussion ensued.

Commissioner Ortiz-Legg asked what other county First 5 agencies invest in work with Mixteco-speaking families. Answer: One key example is First 5 Ventura, which has been funding MICOP programs for many years and was one of its seed investors in parent support programs.

Commissioner Ortiz-Legg also lifted up the need across the state and here in SLO County to help families with MediCal enrollment. Commissioner Ruvalcaba reinforced this comment, emphasizing the need for clear and consistent messaging.

Ms. Wendt announced that CenCal has contracted with Becca Carsel to fund expansion of her work to great and disseminate simplified messaging regarding MediCal changes.

##### *Public Comment:*

Lisa Fraser, Executive Director at Center for Family Strengthening (CFSSLO), commented on the upcoming change to MediCal reenrollment requirements, from annually to every six months. A strategic approach to helping community members weather this and other MediCal changes is being developed as a regional project including San Luis Obispo and Santa Barbara Counties. Family Services Agency in Santa Barbara County is taking the lead on developing this “Navigation Hub,” and is partnering with CFSSLO. The partners on this project are interested to connect with First 5 SLO County to share details on its rollout.

**ITEM 4 – Recommend Approval of two-year Contract Amendments (nine)**

Associate Director Jason Wells presented this item. First 5 SLO County is currently at a midpoint in its current Strategic Planning period. Funded Partner programs are contributing to fulfilling the goals laid out in the Plan. Contracts include an option to amend through the end of the Strategic Plan. At today’s meeting, the following nine programs are being recommended for a two-year amendment. At the May 2026 meeting, an additional four programs will be presented for Commission amendment review and approval.

Organization	Program	Amended Contract Amounts		
		FY 26-27	FY 27-28	Total
Community Action Partnership of San Luis Obispo County	Help Me Grow	\$200,000	\$200,000	\$400,000
Carsel Consulting Group	Health Access Trainer	\$25,000	\$25,000	\$50,000
County of San Luis Obispo (Public Health)	BABES-Lactation Support	\$179,000	\$179,000	\$358,000
County of San Luis Obispo (Public Health)	Children's Oral Health	\$40,000	\$40,000	\$80,000
LINK Family Resource Center	SAFE 0-5 Family Support	\$100,000	\$100,000	\$200,000
Pregnancy and Parenting Support of San Luis Obispo County	Perinatal Mental Health	\$63,000	\$63,000	\$126,000
Optometric Care Associates	Vision Screening	\$12,000	\$12,000	\$24,000
South County Youth Coalition	Parent Pods	\$38,000	\$38,000	\$76,000
Tolosa Children's Dental Center	Children's Dental	\$20,000	\$20,000	\$40,000
<b>Total</b>		<b>\$677,000</b>	<b>\$677,000</b>	<b>\$1,354,000</b>

Commissioner questions:

Commissioner Borenstein asked who is staffing Pregnancy and Parenting Support contract. Answer – The contract covers 1) staff time for Post Partum Warm Line family advocates, and 2) Referrals for free First 5-funded post-partum counseling at the Community Counseling Center.

Commissioner Ortiz-Legg questioned whether amending existing contracts runs the risk of only maintaining status quo and not sufficiently responding to emerging needs. She also asked if the most vulnerable regions of the county are getting support. Answer – First 5 Funded Partners are constantly adjusting to meet emerging needs.

Commissioner Ortiz-Legg asked for clarification on First 5 funded program reach outside of SLO City. Answer – North County was specifically called out in the Strategic Plan as an area of need; several funded programs are specifically targeted to this area (LINK, Tolosa, MICOP), others specific to South County (e.g. South County Youth Coalition), and virtually all other funded programs having a countywide reach.

*Public Comment:*

*Javier Perez and Sydney Phillips with Help Me Grow (CAPSLO) expressed gratitude for First 5 support of their program.*

Commissioner Ortiz-Legg made a motion to approve the two program amendments under County Public Health – Oral Health Program Manager, BABES. The motion was seconded by Commissioner Ventura and passed 7:0 (Borenstein recused).

Commissioner Kuster made a motion to approve the remaining contract amendments – CAPSLO (Help Me Grow), Carsel Consulting Group (Health Access Training Project), LINK Family Resource Center (0-5 Family Advocates), Pregnancy and Parenting Support of San Luis Obispo County (Perinatal Mental Health), Optometric Care Associates (Vision Screening), South County Youth Coalition (Parent Pods), and Tolosa Children’s Dental Center. The motion was seconded by Commissioner Ventura and passed unanimously.

### **ITEM 5 – Update on At-Large Commissioner Recruitment/Selection Process**

Ms. Wendt presented on this item. Two of the three at-large Commissioner representatives’ terms are due to end in July 2026 – Erica Ruvalcaba and Alison Ventura. This is a bittersweet moment. Term limits were instituted by the Commission as a mechanism to keep open opportunities for new leadership over time. Unfortunately, this also comes with the reality of saying goodbye to the experience and talents of longstanding Commissioners.

According to First 5 bylaws and County ordinance, at-large Commissioners need to have some type of expertise, background and/or lived experience related to early childhood supports. An open call for applications to fill the two at-large seats will open soon, available on-line at the First 5 website and circulated through First 5 networks.

Two current Commissioners are invited to join a Review Committee, which will interview viable candidates and forward nominees to the full Commissioner at the June 24, 2026 meeting. The Commission will vote on a pair of formal nominations, which will in turn be forwarded to the County Board of Supervisors for final approval over the summer.

Commissioners Auran and Ruvalcaba volunteered to be on the Review Committee.

*Public Comment: None.*

### **ITEM 6 – ARPA Child Care Investment**

Raechelle Bowlay, SLO County Early Care & Education Planning Council Coordinator, presented on this item.

In 2022, the County Board of Supervisors dedicated \$3 million in American Rescue Plan Act (ARPA) funds to support and stabilize the child care system. This was a historic investment into the essential work of the local child care system. San Luis Obispo County was one of the first counties that dedicated ARPA money to child care, after which other Counties followed suit. Many other County investments included restrictions. The SLO County investment was flexible, and deployed to the County Office of Education/Early Care and Education Planning Council for administration and monitoring of disbursement.

The funds were divided among three categories – Stabilization, Expansion, and Workforce Development.

Stabilization grants were non-competitive and open to any licensed child care program in active operation. A total of 287 providers were awarded grants, accounting for 89% of all licensed programs in the county.

Expansion grants were competitive, and required evidence of plans to increase capacity (19 programs total), and/or license expansion (18 programs total).

Workforce development investments added to support for two existing training and professional development initiatives to build recruitment and retention in the early care and education field – Ticket to Teach and Quality Counts.

Commissioner Questions:

Commissioner Borenstein asked where things go from here in terms of sustaining capacity. Answer: There are examples of creative work springboarding off of the ARPA investment. For example, the City of Atascadero is exploring the possibility of offering a revolving loan fund for child care.

*Public Comment: None*

Commissioner Ortiz-Legg thanked Ms. Bowlay for the presentation, and requested a shorter version at an upcoming Board of Supervisors meeting. There is interest on the Board in knowing how their investment was used.

## **ITEM 7 – Staff Reports**

Misty Livengood, Communications and Outreach Coordinator, provided the following updates:

- Month of the Child Preview – Nipomo, Paso Robles, San Miguel Children’s Days
- First 5 Association Advocacy Day
- Child Abuse Prevention Flag Raising
- Pediatric Town Hall – April 29, 2026
- First 5 CA Stronger Starts Road Show
- Central Coast Childbirth Network Wellness Expo
- Parents Helping Parents Toilet Training Workshop
- South County Youth Coalition Pods spring cohort
- CAPSLO Parent Cafes
- MICOP Graduation
- Tolosa Movie Night
- First 5 System Stabilization Grants
- Commissioner Ventura “Ed Talk” hosted by First 5 Santa Barbara – April 30, 2026
- Erica Ruvalcaba – Named a Santa Barbara County Woman of the Year by Senator Monique Limón

Maggie Payne provided the following updates:

- The Uplift Grant has five months remaining, with three regional projects in motion:
  - A Child Care Coalition Manifesto
  - A municipal child care land-use policy initiative
  - External communications planning and outreach
  
- The Pediatric Town Hall is coming April 29, 2026, Embassy Suites in San Luis Obispo
  - *Help Us Grow; Connecting Care From Pregnancy Through Early Childhood*
  - Event Sponsors: CenCal, Adventist Health, Dignity/French Hospital, CHC, County of SLO, SLO Medical and Education Research Foundation
  - Featured Speakers
    - California Surgeon General Dr. Diana Ramos
    - American Academy of Pediatrics Chapter 2 President Dr. Melissa Ruiz
    - California Medical Association President Dr. René Bravo
  - Resource Fair, Panel Discussion

Commissioner Mehigan inquired if the New Parent Kit program has received supplies. Ms. Livengood responded that we are still awaiting an update from First 5 CA.

*Public Comment: None.*

## **ITEM 8 – Future Agenda Items**

Commissioner Ventura presentation at the June 24 Commission meeting.

Commissioner Ortiz-Legg expressed concern about how parents protect or don't protect their children from the elements (e.g. hats during hot or cold days). Mr. Wells suggested posting social media messages on summer safety, including skin protection, water safety, etc. Commissioner Ruvalcaba added a suggestion to include statistics. Dr. Auran pointed out that the American Academy of Pediatrics has good recommendations that could be drawn from, perhaps also sound bites from local pediatricians.

*Public Comment: None.*

## **ITEM 9: Executive Director Evaluation – Closed Session**

The Commission adjourned to closed session pursuant to Government Code section 54957(b)(1), to consider PUBLIC EMPLOYEE PERFORMANCE – Executive Director.

Commissioners returned from Closed Session. Commission Counsel Craig Steele announced that there is nothing to report.

*Public Comment: None*

## **ITEM 10: Adjournment 5:28 PM**

**To: First 5 Commission of San Luis Obispo County**

**From: Wendy Wendt**

**Date: May 27, 2026**

**Re: ITEM 2b: 2025-26 Third Quarter Financial Report**

### **Recommended Action**

Staff recommends the Commission approve the Administrative Budget report and Operating Statement for fiscal year 2025-26 as of March 31, 2026.

### **Administrative Budget**

As of March 31, 2025, 67% of the administrative budget was spent.

Administrative budget comments:

1. Program Related Administrative Expenses – Administrative budget spending has been reduced by \$259,894 (a portion of office rent and staffing costs allocated to program activities). The cost is directly related to work performed for funded programs and can be considered program related expenses as defined by the GFOA guidelines.
2. Most other Administrative expenses are at or below 75% of total budget, with the following exceptions: a) Memberships – 100% of dues paid during Q1-2 for Chamber memberships and First 5 Association membership; b) Computer Supplies due a new Microsoft All-Office Subscription that fell out of budget; b) Auditor Department services, which are typically paid in full during the first or second quarter of each fiscal year.

### **Administrative Expense as Percent of Total Operating Expense**

The Commission's adopted administrative cap is set at 15%. The administrative cap amount is defined as a percentage of Total Operating Expense. The policy also states that staff will monitor the administrative percentage to ensure it remains within approved limits. If the percentage exceeds the cap amount, staff is required to alert the Commission and explain the reason for a percentage in excess of 15%.

As of March 31, 2026, the Administrative Expense as a percentage of Total Operating Expense is 14% (\$247,568/\$1,767,074). Historically by the third quarter, Administrative Expense is under 15%. It is anticipated that during the final quarter of FY 2025-26, program and evaluation expenditures will increase, reducing the administrative percentage to even lower within the adopted policy guidelines.

**Operating Statement**

As of March 31, 2026 net revenue is \$-622,201.

Operating Statement comments:

1. Prop 10 Tobacco Tax Revenue – Four tax revenue payments – Nov 2025 - Feb 2026 appropriation, were distributed before the end of the third quarter. In addition, \$3,380 in California Electronic Cigarette Excise Tax (CECET) revenue from Q2 25-26 was received during Q3 25-26.
  
2. A total of \$287,873 in Impact Legacy revenue was received from First 5 CA during Q3. The majority of this funding is treated as a pass-through to the Ventura County Office of Education for distribution to regional IMPACT partners in Ventura, Santa Barbara and San Luis Obispo Counties.

**Tax Revenue Distribution Schedule 2025-26**

July 2025	August 2025	Sept 2025	October 2025	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026	May 2026	June 2026
97,569	89,556	77,456	83,676	26,305	116,685	83,896	26,322				

**Tax Revenue Distribution Schedule 2024-25**

July 2024	August 2024	Sept 2024	October 2024	November 2024	December 2024	January 2025	February 2025	March 2025	April 2025	May 2025	June 2025
89,669	96,256	74,797	89,142	82,170	74,858	71,804	64,724	19,118	84,723	69,805	76,503

3. Total revenue received from all sources through March 31, 2026 is \$1,144,873. This includes the above noted Prop 10 appropriation, \$7,287 in CECET revenue, \$186,134 in local interest, \$17,406 in MAA payments, \$32,710 in UPLIFT grant revenue, and \$12,000 in revenue from sponsors of the 2026 Pediatric Town Hall.
  
4. Total Program and Administrative Expenditures through March 31, 2026 are \$1,767,074.



	Jul25-Sep25	Oct25-Dec25	Jan26-Mar26	Apr26-Jun26	Total
<b>Child Health and Development</b>					
BABES (SLO Co PHD)		35,010	49,214		84,224
Oral Health Coordinator (SLO Co PHD)		12,891	14,925		27,816
Tolosa Children's Dental Clinic		12,282			12,282
Vision Screening		581	2,055		2,636
Health Access Trainers (Carsel Consulting Group)	6,339	6,245	5,366		17,950
HMG Centralized Access Point		59,578	65,420		124,998
<b>TOTAL</b>	<b>6,339</b>	<b>126,587</b>	<b>136,980</b>	<b>-</b>	<b>269,906</b>
<b>Early Learning</b>					
Curiosity to Career (SLOCOE)		6,225	8,384		14,609
Building Connections (CAPSLO)			56,832		56,832
IMPACT LEGACY (to be accrued to FY24-25)	694,693	(596,921)	187,015		284,787
<b>TOTAL</b>	<b>694,693</b>	<b>(590,696)</b>	<b>252,231</b>	<b>-</b>	<b>356,228</b>
<b>Family Strengthening</b>					
Parents Helping Parents	8,796	4,411	29,120		42,327
South County Youth Coalition	2,081	13,110	2,878		18,069
LINK Paso Robles Family Advocates	9,495	33,445	25,895		68,835
Pregnancy and Parenting Support of SLO County		25,492	4,859		30,351
Atascadero Chamber Family Friendly Workplace Accelerator		13,353	21,447		34,800
MICOP	23,302	30,705	28,450		82,457
<b>TOTAL</b>	<b>43,674</b>	<b>120,516</b>	<b>112,649</b>	<b>-</b>	<b>276,839</b>
<b>Advocacy Projects</b>					
Holly Goldberg - Uplift	9,788	18,450	5,505		33,743
Koble Collaborative - Uplift		11,250	5,625		16,875
Advocacy -- Uplift		1,370	1,576		2,946
Advocacy - Early Learning/WATC/TRS	2,046		4,917		6,963
Advocacy - Health (HMG, EI, CalAIM, etc.)	1,651	559	1,709		3,919
Advocacy - Family Resilience	2,008				2,008
<b>TOTAL</b>	<b>15,493</b>	<b>31,629</b>	<b>19,332</b>	<b>-</b>	<b>66,454</b>
<b>Other</b>					
Evaluation - Core Allocation	4,332	15,707	8,197		28,236
Kits for New Parents	480	480	5,589		6,549
Event Sponsorships	1,500	300	3,600		5,400
Emergency Response Funding					-
Together for SLO County (Community Foundation)		100,000			100,000
First 5 Early Childhood System Stabilization Fund			150,000		150,000
<b>TOTAL</b>	<b>6,312</b>	<b>116,487</b>	<b>167,386</b>	<b>-</b>	<b>290,185</b>
<b>TOTAL PROGRAM AND EVALUATION EXPENSE</b>	<b>766,511</b>		<b>688,578</b>	<b>-</b>	<b>1,259,612</b>
					Quarter ending: 3/31/2026



<b>First 5 Children and Families Commission of San Luis Obispo County</b>				
<b>Administrative Budget</b>				
<b>FY 25-26</b>				
<b>March 31, 2026</b>				
	<b>Beginning</b>	<b>YTD</b>	<b>Ending</b>	<b>%</b>
	<b>Budget Bal</b>	<b>Expensed</b>	<b>Budget Bal</b>	<b>Expensed</b>
Regular Hours - Permanent	558,820	401,083	157,737	72%
Computer Supplies	1,300	1,820	(520)	140%
Copy/Printing	2,000	-	2,000	0%
Food	2,000	275	1,725	14%
Insurance	6,000	6,082	(82)	101%
Copier Maint Contract	150	-	150	0%
Memberships	11,000	9,422	1,578	86%
Office Expense	2,000	629	1,371	31%
Other Services - Auditor Dept.	9,973	9,973	-	100%
Postage - Direct	150	6	144	4%
Professional Services	58,500	34,763	23,737	59%
Registration/Training	7,000	-	7,000	0%
Rent	40,212	30,159	10,053	75%
Significant Value Purchase	10,000	6,749	3,251	67%
Special Dept Expense	12,000	3,477	8,523	29%
Phone, Data, Internet Access	5,000	2,737	2,263	55%
Other Travel Expenses	4,000	287	3,713	7%
Contingency	23,000	-	23,000	0%
<b>Total Administrative Expense</b>	<b>753,105</b>	<b>507,462</b>	<b>245,643</b>	<b>67%</b>
<b>Less: Program Related Admin</b>	<b>(393,632)</b>	<b>(259,894)</b>	<b>(133,738)</b>	<b>66%</b>



**First 5 Children and Families Commission of San Luis Obispo County**

**Operating Statement**

**FY 25-26**

**March 31, 2026**

<b>EXPENSES</b>	<b>Jul - Sept</b>	<b>Oct - Dec</b>	<b>Jan - Mar</b>	<b>Apr-Jun</b>	<b>YTD</b>
<b><u>Administration</u></b>	196,060	170,411	140,991		507,462
Less: Program Related Admin	(83,058)	(95,358)	(81,478)		(259,894)
Net Administrative Expense	113,002	75,053	59,513		247,568
<b><u>Program &amp; Evaluation</u></b>					
Child Health and Development	6,339	126,587	136,980		269,906
Early Learning	694,693	(590,696)	252,231		356,228
Family Strengthening	43,674	120,516	112,649		276,839
Advocacy/Network Building - ECE/UPLIFT	11,834	31,070	17,623		60,527
Advocacy/Network Building - Health	1,651	559	1,709		3,919
Advocacy/Network Building - Family Resil	2,008	-	-		2,008
Event Sponsorships	1,500	300	3,600		5,400
Kits for New Parents	480	480	5,589		6,549
Evaluation (Core)	4,332	15,707	8,197		28,236
Emergency Response Funding	-	-	-		-
Together for SLO	-	100,000	-		100,000
Early Childhood System Stabilization Grants	-	-	150,000		150,000
Plus: Program Related Admin	83,058	95,358	81,478		259,894
Total Program & Evaluation Expense	849,569	(100,119)	770,056	-	1,519,506
<b>Total Operating Expense</b>	<b>962,571</b>	<b>(25,066)</b>	<b>829,569</b>	<b>-</b>	<b>1,767,074</b>
<b>REVENUE (Trust Fund: 3300000000)</b>					
Prop 10 Tobacco Tax (includes Prop 56 Backfill)	146,308	201,948	253,207		601,464
CECET (CA Electronic Cigarette Excise Tax)	5,003	(1,096)	3,380		7,287
IMPACT (Legacy)	696,400	(696,400)	287,873		287,873
UPLIFT	15,895	352	16,464		32,710
SMIF (Prop 10 interest)	9,316	(9,316)	-		-
Interest (Local)		92,560	93,575		186,134
MAA			17,406		17,406
Other Revenue	35,019	(35,019)	12,000		12,000
<b>Total Revenue</b>	<b>907,941</b>	<b>(446,972)</b>	<b>683,905</b>	<b>-</b>	<b>1,144,873</b>
<b>Net Revenue (Expenses)</b>	<b>(54,630)</b>	<b>(421,906)</b>	<b>(145,664)</b>	<b>-</b>	<b>(622,201)</b>





**To:** First 5 Commission of San Luis Obispo County

**From:** Wendy Wendt

**Date:** May 27, 2026

**Re:** CONSENT ITEM 2c: Approval of a one-year Contract Amendment with San Luis Obispo County for administrative services related to the Medi-Cal Administrative Activities (MAA) program.

**Staff Recommendation**

First 5 staff recommends the Commission approve a one-year Amendment to renew a contract with San Luis Obispo County that authorizes First 5 to receive reimbursement for administrative services related to the Medi-Cal Administrative Activities (MAA) program. The current Contract is for three years, commencing retroactively July 1, 2023 and ending June 30, 2026, with an option to renew for three successive one-year terms immediately following the initial term. The proposed Amendment term commences July 1, 2026 and concludes June 30, 2027.

**Background**

In 2009 the Commission approved a contract between First 5 San Luis Obispo County and San Luis Obispo County to provide administrative services related to the federally funded Medi-Cal Administrative Activities (MAA) program, operated through the State Department of Health Care Services (DHCS) and administered at the local level through the San Luis Obispo County Health Agency. The original contract ended on June 30, 2012, followed by three year-long extensions, a subsequent two year contract from July 1, 2015 through June 30, 2017 with a one-which concluded with a one-year extension June 30, 2018, and a subsequent contract from July 1, 2018 which sunsetted June 30, 2020, followed by a three-year contract from July 1, 2020-June 30, 2023. At its September 27, 2023 meeting, The Commission approved a new contract with the the Health Agency, commencing July 1, 2023 and extending through June 30, 2026, with an option to extend up to three additional one-year renewals.

In San Luis Obispo County, First 5 uses tax revenue to pay for activities conducted by staff and/or funded partners that help link beneficiaries to appropriate Medi-Cal service, including 1) planning or improving the delivery of Medi-Cal services, 2) conducting outreach through marketing or referrals into the Medi-Cal system, or 3) assisting clients with the Medi-Cal application process. The MAA program permits First 5 SLO County to claim reimbursement for a portion of the cost of those activities, which are then reinvested in the community to expand and improve services for low-income families. Currently a portion of First 5 SLO County staffing costs generates Medi-Cal Administrative Activities (MAA) funding in the county.

The State has executed a Medi-Cal Administrative Activities Contract with the county of San Luis Obispo Public Health Department as the qualified Local Government Agency (LGA). The county has been assigned a MAA Contract number, and is authorized to enter into a written

agreement with First 5 SLO County for the purpose of provision of MAA services. As the LGA, the county will provide to First 5 SLO County the following MAA related administrative services:

- A. Maintain a contract with the State during the term of this contract, allowing the County to submit MAA Claims.
- B. Provide First 5 SLO County with a standardized format for the MAA Claiming Plan, State Certified Public Expenditures (CPE) Certification process, detailed invoice and any subsequent updates as provided by the State.
- C. Invoice the Department of Health Care Services on behalf of First 5 SLO County for reimbursement of MAA allowable activities rendered by the contractor.
- D. Review claiming plan and amendments to the claiming plan.
- E. Review and verify documentation and certifications provided by First 5 SLO County to ensure funds being used to support MAA activities meet CFR 433.51 Certified Public Expenditure criteria and are in a format prescribed by the State.
- F. Designate a liaison with First 5 SLO County for issues regarding this Agreement.

**Financial Considerations**

The Health Agency charges First 5 SLO County a 10% administrative fee (based on the quarterly invoices) to perform the duties outlined above related to claims coordination and oversight to ensure that all State and Federal requirements are met.

Based on recent year MAA reimbursement amounts, County Health Agency staff estimate that First 5 will access a not-to-exceed ceiling of \$50,000 per year in MAA reimbursements under this contract.

(Attachment - MAA Contract Agreement – First Amendment)

**FIRST AMENDMENT TO  
CONTRACT FOR SPECIAL SERVICES  
CHILDREN AND FAMILIES COMMISSION OF SAN LUIS OBISPO  
COUNTY**

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This **FIRST AMENDMENT** to Contract is entered into between the County of San Luis Obispo, a public entity and legal subdivision in the State of California (hereafter referred to as “County”) Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1, (hereafter referred to as “Contractor”).

**WHEREAS**, on October 3, 2023, the County executed a three-year Contract with 3 successive one-year terms immediately following the initial term for Services (hereinafter “Contract”) with Contractor for the benefit of the Medi-Cal Administrative Activities Program (MAA), with a term commencing on July 1, 2023 and ending June 30, 2026; and

**WHEREAS**, the Contract will expire on June 30, 2026; and

**WHEREAS**, per Exhibit C, Section 3, the Contract may be renewed for three successive one-year terms immediately following the initial term, subject to the same contract provisions; and

**WHEREAS**, the County and Contractor desire to exercise the first of three options to renew and amend the Contract to reflect the extended term and update the payment schedule;

**NOW THEREFORE**, the parties agree as follows:

1. EXHIBIT C, Section 3, is deleted in its entirety and replaced with the following:

Unless terminated earlier or extended pursuant to the provisions of this Contract, the term of this Contract shall be from the effective date stated above until June 30, 2027.

2. EXHIBIT B, Section 3, paragraph a, is deleted in its entirety and replaced with the following:

- a. Contractor shall submit all fiscal data to County in accordance with the table below. County shall submit Contractors itemized MAA invoices to DHCS within 15 months after the end of each quarter or sooner. The County shall pay all undisputed items per the approved budget within thirty (30) days of receipt of each invoice. Services for the last quarter, which are from April through June of prior year, will be submitted to the DHCS on March 30<sup>th</sup>. In the event of the termination of this Contract, the last invoice shall be submitted no later than the month following the date of termination. If the County does not receive a billing on or before the deadline date, Contractor waives any claims that were not timely submitted. If the County disputes any billing item, County shall withhold the disputed amount until the dispute is finally resolved. The monthly billing shall follow the format determined by the County and shall include documentation specific to Contractor’s Scope of Services.

December 31 <sup>st</sup> for the period of July through December of prior year
March 30 <sup>th</sup> for the period of January through June of prior year

- b. Contractor shall submit timecard hours for each quarter, by first week of new quarter. The hours will be uploaded in the time survey system, Tractivity Pro, for reconciliation purposes.
  - c. Contractor shall not bill any person or entity other than the County for any professional services performed pursuant to this Contract. All billings and collections for such services will be the sole responsibility of the County. All funds collected with respect to services provided within the purview of the Contract shall be exclusive property of County and sole compensation to Contractor shall be as hereinabove provided.
3. All other terms and conditions of the Contract shall remain in full force and effect.

**[Signature page to follow]**

**IN WITNESS WHEREOF**, the parties have caused their duly authorized representative to execute this First Amendment to Contract for Special Services.

Executed as of the date set forth herein.

**CHILDREN AND FAMILIES COMMISSION OF SAN LUIS OBISPO COUNTY**  
A Political Subdivision of the State of California

Tax ID: Held in Confidential File

By: \_\_\_\_\_  
Dawn Ortiz-Legg, Commission Chair

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Wendy Wendt, Executive Director

Date: \_\_\_\_\_

**COUNTY OF SAN LUIS OBISPO,**  
A Public Entity in the State of California

By: \_\_\_\_\_  
Purchasing Agent

Date: \_\_\_\_\_

Approved as to form and legal effect:

JON ANSOLABEHERE  
COUNTY COUNSEL

By: \_\_\_\_\_  
Deputy County Counsel

Date: \_\_\_\_\_

**To:** First 5 Commission of San Luis Obispo County

**From:** First 5 Staff

**Date:** May 27, 2026

**Re:** Item 3: Recommendation to Approve 1) One New Contract and 2) Three Two-Year Contract Amendments

### **Recommended Action**

It is recommended that the Commission approve:

1. One new contract with United Cerebral Palsy Association of San Luis Obispo County (UCP SLO).
2. Three contract amendments with Community Action Partnership of San Luis Obispo (CAPSLO), Mixteco Indigena Community Organizing Project (MICOP), and San Luis Obispo County Office of Education.

### **Background**

#### New Contract with UCP SLO:

First 5 SLO County has partnered with Parents Helping Parents (PHP) to provide support for families with children with special needs for over twenty years. The current contract for services expires June 30, 2026. Under the First 5 contract, their work focuses on supporting families by providing information, referrals, and navigation assistance, hosting support groups and workshops on topics like behavior, benefits, and IEP processes, and maintaining lending libraries with parenting and special needs resources at locations in San Luis Obispo and Atascadero.

Since Parents Helping Parents operates as an affiliate of United Cerebral Palsy of San Luis Obispo County, First 5 SLO County is transitioning from contracting directly with PHP to routing the contract through UCP SLO as the parent organization. This change reflects the formal organizational relationship between the two entities and ensures clearer administrative and fiscal accountability.

The new contract continues the same work as mentioned above, with minor updates to the scope of work and budget.

#### Contract Amendments:

At its December 4, 2024 meeting, the Commission approved the following new contracts:

1. Aprendiendo con Mamá y Papá (Learning with Mom and Dad)
  - **Agency:** Mixteco Indigena Community Organizing Project (MICOP)
  - **Summary:** Parent-Child Engagement/Education groups for Mixteco speaking families in Paso Robles. 2-3 cohorts per year consisting of 8-10 families with children 0-5. Groups will be once per week for 8 weeks. Staffed by Mixteco speaking Promotorx.
  - **Contract Amount:** \$165,766
2. Expansion of Ticket 2 Teach (T2T)
  - **Agency:** San Luis Obispo County Office of Education (SLOCOE)
  - **Summary:** T2T is a program run by SLOCOE to address the local child care staffing shortage. It recruits, supports and trains apprentices interested in a career in early childhood education. T2T helps participants achieve certification at the Associate Teacher level and upskills current preschool teachers. T2T provides tuition, materials, wage supplements, coaching, and career guidance. First 5 funding will expand T2T by building a system to capture interested participants while they are in school before they select a major or an

occupational field. Additionally, it will expand T2T to allow for advancement of existing early childhood educators through supporting the acquisition of higher permits, providing professional coaching, and supporting directors and business owners through a community of practice.

- **Contract Amount:** \$100,000
3. **Agency:** Community Action Partnership of San Luis Obispo County (CAPSLO)
- **Proposal:** Building Connections for Infant and Toddler Development (Building Connections)
  - **Summary:** Building Connections aims to improve access to quality, affordable early learning for children aged 0-2 in SLO County by providing training, coaching, and curriculum support to Family Child Care (FCC) providers and Family, Friend, and Neighbor (FFN) caregivers. It will distribute research-based curricula, offer trauma-informed care training, and hold peer support meetings to build connections and enhance provider skills. The program aligns with existing initiatives to ensure a well-rounded approach to early childhood education and care.
  - **Contract Amount:** \$147,902

The original contracts were approved for 18 months (January 1, 2025 – June 30, 2026), with the expectation that with satisfactory performance, and ongoing need, the contracts would be extended by another two years (July 1, 2026 – June 30, 2028) to align with the four years of the Strategic Plan.

### Recommendations

Staff recommend the Commission approve:

- One new contract (attached) with United Cerebral Palsy Association of San Luis Obispo County (UCP SLO). Services under this Contract shall be delivered through Contractor's affiliate program, Parents Helping Parents of San Luis Obispo County ("PHP"), which provides resources and support to families with children with special needs. The contract amount is for up to \$124,000, through June 30, 2028.
- Three contract amendments (attached) and listed below. The amendments extend the original contracts by two years beginning July 1, 2026 through June 30, 2028. Amendments also reflect minor updates to scopes of work and budgets. All other terms, deliverables, and conditions of the original contracts remain unchanged and in full effect.
  1. Aprendiendo con Mamá y Papá (Learning with Mom and Dad)
    - Agency: Mixteco Indigena Community Organizing Project (MICOP)
    - Summary: Parent-Child Engagement/Education groups for Mixteco speaking families in Paso Robles. Staffed by Mixteco speaking Promotorx.
    - Original 18-month Contract Amount: \$165,766
    - Amended 42-month Contract Amount: \$400,000
  2. Expansion of Ticket 2 Teach (T2T)
    - Agency: San Luis Obispo County Office of Education (SLOCOE)
    - Summary: T2T is a program run by SLOCOE to address the local child care staffing shortage. It recruits, supports and trains apprentices interested in a career in early childhood education. Additionally, it will expand T2T to allow for advancement of

existing early childhood educators through supporting the acquisition of higher permits, providing professional coaching, and supporting directors and business owners through a community of practice.

- Original 18-month Contract Amount: \$100,000
- Amended 42-month Contract Amount: \$300,000

3. Community Action Partnership of San Luis Obispo County (CAPSLO)

- Proposal: Building Connections for Infant and Toddler Development (Building Connections)
- Summary: Building Connections aims to improve access to quality, affordable early learning for children aged 0-2 in SLO County by providing training, coaching, and curriculum support to Family Child Care (FCC) providers and Family, Friend, and Neighbor (FFN) caregivers. It will distribute research-based curricula, offer trauma-informed care training, and hold peer support meetings to build connections and enhance provider skills. The program aligns with existing initiatives to ensure a well-rounded approach to early childhood education and care.
- Original 18-month Contract Amount: \$147,902
- Amended 42-month Contract Amount: \$350,000

**To:** First 5 Commission of San Luis Obispo County  
**From:** First 5 Staff  
**Date:** May 27, 2026  
**Re:** Item 4: Recommendation to Support AB 2756, as amended, Medi-Cal: Vision Services: Performance Measures

### **Recommended Action**

Staff recommends the Commission take the following action:

- Adopt a position of SUPPORT for AB 2756 (Ahrens), as amended, Medi-Cal: Vision Services: Performance Measures; and
- Authorize staff to submit a formal letter of support (attached) on behalf of First 5 San Luis Obispo County to the bill's author, Assemblymember Patrick Ahrens.

### **Background**

AB 2756, authored by Assemblymember Patrick Ahrens and sponsored by the California Optometric Association (COA), would add Section 14132.916 to the Welfare and Institutions Code. As amended, the bill requires the State Department of Health Care Services (DHCS) to establish a comprehensive set of performance measures to evaluate the utilization, access, and availability of vision services provided under the Medi-Cal program for both children and adults.

The bill would require that performance measures include, at minimum: overall utilization of vision services on an aggregate and per-provider basis; time to receive vision services, including time to obtain an eye examination and average time elapsed between examination and receipt of eyeglasses; provider availability and capacity; and equity-based data stratification to identify disparities across race, ethnicity, geography, and age. Results would be publicly reported on an annual basis.

### **Need**

Vision health is foundational to child development and early learning. Research indicates that a significant majority of classroom learning is visual, yet many children, particularly those enrolled in Medi-Cal, have vision problems that go undiagnosed and untreated. AB 2756 would strengthen 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. This bill supports timely identification and treatment of vision issues in young children, with downstream benefits for school readiness, health equity, and the early detection of serious conditions such as diabetes and hypertension.

### **Alignment with First 5 SLO County**

AB 2756 directly advances First 5 SLO County's mission to ensure all children in San Luis Obispo County are healthy, learning, and developing to their optimal potential, and ready to succeed in school and life. Staff recommend a support position for the following reasons:

- **Supports School Readiness and Early Learning.** Research shows up to 80% of learning is processed visually. Undetected and untreated vision problems are a documented barrier to kindergarten readiness and early literacy.
- **Closes an Accountability Gap Without New Spending.** AB 2756 does not create a new benefit; it ensures a benefit that California already funds is actually delivered. Establishing performance measures and public reporting will create accountability to close the 84% gap in vision care access among Medi-Cal children.

- **Centers Equity for Underserved Children.** The bill’s requirement for equity-based data stratification will surface disparities by age, race, ethnicity, and geography, leading to targeted strategies to reach the most vulnerable children, including those served in SLO County.
- **Advances Early Intervention.** Early identification leads to early treatment, which reduces long-term health costs and improves child health, development, and learning outcomes.

### **Fiscal Impact on First 5 SLO County**

Adoption of a support position for AB 2756 carries no direct fiscal impact to First 5 SLO County.

### **Supporters and Opponents**

This bill is currently supported by:

- California Optometric Association (Sponsor)
- Children Now
- Courage California
- Jewish Family and Children’s Services of San Francisco, the Peninsula, Marin and Sonoma Counties
- Oakland Promise
- Southern California College of Optometry at Marshall B. Ketchum University
- Vision to Learn

At the time of this writing, there is no known opposition.

The Honorable Patrick Ahrens  
Member, California State Assembly  
State Capitol  
P.O. Box 942849  
Sacramento, CA 94249-0026

**RE: SUPPORT — AB 2756 (Ahrens), as Amended, Medi-Cal: Vision Services: Performance Measures**

Dear Assemblymember Ahrens,

The First 5 Commission of San Luis Obispo County writes in strong **SUPPORT** of **AB 2756, as amended, Medi-Cal: Vision Services: Performance Measures**. First 5 SLO County is dedicated to ensuring children prenatal through age five in San Luis Obispo County are healthy, learning, and developing to their optimal potential, and ready to succeed in school and life.

Vision health is foundational to child development and early learning. Research indicates that a significant majority of classroom learning is visual, yet many children, particularly those enrolled in Medi-Cal, have vision problems that go undiagnosed and untreated. AB 2756 would strengthen 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. This bill supports timely identification and treatment of vision issues in young children.

AB 2756 aligns with First 5 SLO County's mission to ensure all children in San Luis Obispo County are healthy, learning, and developing to their optimal potential, and ready to succeed in school and life.

Staff recommend a support position for the following reasons:

- **Supports School Readiness and Early Learning.** Research shows up to 80% of learning is processed visually. Undetected and untreated vision problems are a documented barrier to kindergarten readiness and early literacy.
- **Closes an Accountability Gap Without New Spending.** AB 2756 does not create a new benefit; it ensures a benefit California already funds is actually delivered. Establishing performance measures and public reporting will create accountability to close the 84% gap in vision care access among Medi-Cal children.
- **Centers Equity for Underserved Children.** The bill's requirement for equity-based data stratification will surface disparities by age, race, ethnicity, and geography, leading to targeted strategies to reach the most vulnerable children, including those served in SLO County.
- **Advances Early Intervention.** Early identification leads to early treatment, which reduces long-term health costs and improves child health, development, and learning outcomes.

For these reasons, we are in strong support of **AB 2756**. Thank you for your leadership in advancing these important performance measures.

Sincerely,

**Dawn Ortiz-Legg**

Chair, First 5 Commission of San Luis Obispo County

**Wendy Wendt**

Executive Director, First 5 San Luis Obispo County

CC:

Assembly Member Dawn Addis  
Assembly Member Gregg Hart  
Senator Monique Limón  
Senator John Laird



**To:** First 5 Commission of San Luis Obispo County  
**From:** Wendy Wendt  
**Date:** May 27, 2026  
**Re:** ITEM 5: Long-Range Financial Plan Update (First Reading)

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**Recommended Action**

Staff is submitting for a first review the revised Long-Range Financial Plan. A final version will be presented for approval at the June 2026 Commission meeting.

**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 2023-24 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 counties in April 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.

Long-Range Financial Plan		AUDITED	AUDITED	BUDGETED	PROPOSED					
		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-29	2029-30	2030-31	2031-32
		Year 25	Year 26	Year 27	Year 28	Year 29	Year 30	Year 31	Year 32	Year 33
	Fund Balance Beginning of Period	9,213,393	9,237,871	9,591,022	8,630,610	7,703,763	6,841,741	6,150,130	5,398,209	4,566,694
	Prop 10 Tax Revenues actual to FY 2024-25, budgeted FY25-26; F5 CA Projections through 29-30; 4% decline estimated outlying years)									
1	Interest Revenue (4%)	1,428,086	1,313,012	1,255,228	1,098,526	1,067,406	1,044,427	1,020,397	979,581	940,398
	<b>TOTAL TAX/INTEREST REVENUE</b>	<b>1,852,226</b>	<b>1,804,485</b>	<b>1,512,430</b>	<b>1,443,750</b>	<b>1,375,557</b>	<b>1,318,097</b>	<b>1,266,402</b>	<b>1,195,509</b>	<b>1,123,066</b>
	<b>OTHER REVENUE:</b>									
3	MAA	32,049	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	110,417								
5	IMPACT HUB PAYMENTS/IMPACT LEGACY	1,309,293	1,539,128	1,295,010	1,311,335					
6	First 5 Santa Barbara Regional Home Visiting Contract	91,250	63,583							
7	Uplift Coalition Catalyst Grant		13,926	164,911	25,089					
	<b>TOTAL REVENUE</b>	<b>3,395,235</b>	<b>3,465,723</b>	<b>3,007,351</b>	<b>2,815,174</b>	<b>1,410,557</b>	<b>1,353,097</b>	<b>1,301,402</b>	<b>1,230,509</b>	<b>1,158,066</b>
	<b>TOTAL REVENUE PLUS BEGINNING BALANCE</b>	<b>12,608,628</b>	<b>12,703,594</b>	<b>12,598,373</b>	<b>11,445,784</b>	<b>9,114,320</b>	<b>8,194,838</b>	<b>7,451,532</b>	<b>6,628,718</b>	<b>5,724,759</b>
8	CONTINGENCY FUND FOR MAA				(50,000)					
9	UNFUNDED LIABILITY									(100,000)
10	<b>2024-28 PRIORITY AREAS (Core Prop 10 Allocation)</b>			(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 Stabilization Fund			(300,000)	(200,000)	(100,000)				
	Child Health and Development	(711,406)	(520,158)							
	Early Learning	(238,237)	(24,657)							
	Family Resilience	(361,823)	(357,818)							
	Unallocated	(2,050)								
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	(8,453)	(6,671)	(7,000)	(7,000)	(7,000)	(5,000)	(5,000)	(5,000)	(5,000)
5	IMPACT Regional HUB Contracts / IMPACT LEGACY	(1,303,412)	(1,533,011)	(1,284,210)	(1,301,285)					
14	Collaborative Child Care Study	(30,000)								
5	Shared Services Alliance Contract (CAPSLO)	(105,835)								(709)
	Uplift Coalition Catalyst Grant		(9,477)	(138,655)	(27,144)					
	13)	(40,026)	(37,872)	(39,793)	(38,425)	(37,048)	(33,342)	(34,044)	(34,752)	(35,468)
15	SYSTEMS CHANGE/ADVOCACY AND POLICY EFFORTS	(10,537)	(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	(8,315)	(8,900)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
	<b>TOTAL PROGRAM EXPENSE</b>	<b>(2,820,094)</b>	<b>(2,510,196)</b>	<b>(3,214,658)</b>	<b>(2,973,854)</b>	<b>(1,489,048)</b>	<b>(1,253,342)</b>	<b>(1,254,044)</b>	<b>(1,254,752)</b>	<b>(1,356,177)</b>
	<b>ADMINISTRATION:</b>									
	<b>BASELINE:</b> 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	(282,323)	(303,541)	(405,995)	(414,115)	(472,397)	(507,121)	(542,192)	(577,614)	(613,390)
	Administrative Personnel and Operating Expense	(229,780)	(259,168)	(347,110)	(354,052)	(311,133)	(284,245)	(257,087)	(229,658)	(201,954)
	Debt Service (Principle and Interest on Lease)	(38,560)	(39,667)							
	<b>TOTAL ADMINISTRATION:</b>	<b>(550,663)</b>	<b>(602,376)</b>	<b>(753,105)</b>	<b>(768,167)</b>	<b>(783,530)</b>	<b>(791,366)</b>	<b>(799,279)</b>	<b>(807,272)</b>	<b>(815,345)</b>
	<b>TOTAL EXPENSE</b>	<b>(3,370,757)</b>	<b>(3,112,572)</b>	<b>(3,967,763)</b>	<b>(3,742,021)</b>	<b>(2,272,578)</b>	<b>(2,044,708)</b>	<b>(2,053,323)</b>	<b>(2,062,024)</b>	<b>(2,171,522)</b>
	<b>Remaining Fund Balance End of period</b>	<b>9,237,871</b>	<b>9,591,022</b>	<b>8,630,610</b>	<b>7,703,763</b>	<b>6,841,741</b>	<b>6,150,130</b>	<b>5,398,209</b>	<b>4,566,694</b>	<b>3,553,237</b>
	<b>Administrative %</b>	<b>6.82%</b>	<b>8.33%</b>	<b>8.75%</b>	<b>9.46%</b>	<b>13.69%</b>	<b>13.90%</b>	<b>12.52%</b>	<b>11.14%</b>	<b>9.30%</b>
	<b>Direct Program Investment to Total Expenses</b>	<b>84%</b>	<b>81%</b>	<b>81%</b>	<b>79%</b>	<b>66%</b>	<b>61%</b>	<b>61%</b>	<b>61%</b>	<b>62%</b>



To: First 5 Commission of San Luis Obispo County

From: Wendy Wendt

Date: May 27, 2026

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

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**Recommended Action**

Staff is requesting initial Commission review and discussion of the proposed Administrative Budget for Fiscal Year 2026-27. Final review and approval are scheduled for the June 24, 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 (draft pending approval, June 24, 2026).

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 \$22,764 (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 Financial Plan, a total of \$2,973,854 has been projected for program and evaluation expense, which includes \$414,115 in program-related personnel/operating costs. Total operating expense is projected at \$3,742,021.

The projected administrative expense of 9.46% 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 May 27, 2026)

Prop 10 Expenditures	2025-26 Approved Administrative Budget	2026-27 Proposed Administrative Budget	Variance	Comments
<b>Salaries</b>	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
<b>Benefits</b>	168,251	169,485	1,234	computed at 40% for all; includes \$15,000 toward PERS Unfunded Accrued Liability
<b>Cell Phone Stipend</b>	1,440	1,440	-	\$30/month per employee
<b>Sub-Total Salary and Benefits</b>	<b>558,820</b>	<b>563,137</b>	<b>4,317</b>	
<b>Professional Services</b>				
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
<b>Sub -Total Professional Services</b>	<b>58,500</b>	<b>63,700</b>	<b>5,200</b>	
<b>Services and Supplies</b>				
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	41,424	1,212	3% 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	22,764	(236)	~3% of Administrative budget.
<b>Sub-Total Services and Supplies</b>	<b>135,785</b>	<b>141,330</b>	<b>5,545</b>	
<b>Administrative Expense</b>	<b>753,105</b>	<b>768,167</b>	<b>15,062</b>	based on 2023-32 financial plan
Less: Program Related Admin	(405,995)	(414,115)	(8,120)	based on 2023-32 financial plan
<b>Total Administrative Expense</b>	<b>347,110</b>	<b>354,052</b>	<b>6,942</b>	
<b>Program &amp; Evaluation Expense</b>	<b>3,214,658</b>	<b>2,973,854</b>	<b>(240,804)</b>	based on financial plan - includes IMPACT Passthrough \$ , Uplift and Stabilization Fund
Plus: Program Related Admin	405,995	414,115	8,120	
<b>Total Program &amp; Evaluation Expense</b>	<b>3,620,653</b>	<b>3,387,969</b>	<b>(232,684)</b>	
<b>Administrative Percentage</b>	<b>8.75%</b>	<b>9.46%</b>		
<b>Total Operating Expense</b>	<b>3,967,763</b>	<b>3,742,021</b>	<b>(225,742)</b>	