

Commission Actions 04/27/2020:

- ⇒ Approved Consent Agenda
- ⇒ Approved Budget Performance Report: Third Quarter Fiscal Year 2019-2020
- ⇒ Approved contract *Brown Armstrong Certified Public Accountants*, \$20,500, 7/1/20-6/30/21
- ⇒ Approved contract amendments to extend contract terms one year - *Local QRIS*: Community Child Care Council, SCOE/Child Care Planning Council, 7/1/18-6/30/21; *IMPACT*: Community Child Care Council, SCOE/Child Care Planning Council, 7/1/16-6/30/21



**First 5 Sonoma County
COMMISSION MEETING MINUTES
April 27, 2020**

I. Call to Order

The First 5 Sonoma County Commission met virtually this date in regular session via Zoom. A quorum was present, Chair Oscar Chavez called the meeting to order at 3:30 pm.

Chair Chavez stated FIRST 5 Sonoma County Commission meetings will be held by teleconference until further notice to comply with California Governor’s Executive Order, N-29-20 and Sonoma County Public Health Officer's shelter-in-place orders.

Commission Members Present: Oscar Chavez, Kelly Bass Seibel, Karissa Kruse, Nora Mallonee Brand, José Morales, and Jennielynn Holmes.

Absent: None

Staff: Angie Dillon-Shore, Renée Alger, Natalie Kramer, Zakiya Ramirez, Sabrina Rodrigues, and Sandra Uribe

Arrived after meeting was called to order: Lynda Hopkins arrived to virtual meeting at 3:36pm.

Socorro Shiels arrived to virtual meeting at 3:40pm. Michele Rogers arrived to virtual meeting at 3:37.

II. Potential Conflicts of Interest

Chair Chavez requested that Commissioners identify potential conflicts of interest and recuse themselves from discussing or voting on the identified matter. **Karissa Kruse** recused herself from the letter to Congress included in item II of consent agenda.

III. Public Comment on Non-Agendized Items

No public comment.

IV. Consent Agenda

- I. Minutes of March 23, 2020 Commission Meeting
- II. Correspondence: Letter to Congress re: including MIECHV funding in COVID-19 Relief
- III. Contracts Executed by the Executive Director- Supporting documents: New Contracts – April 2020

Approve Consent Agenda for March 23, 2020

MOTION: BASS SEIBEL / MORALES

AYES: CHAVEZ, KRUSE, MALLONEE BRAND, HOLMES, HOPKINS, SHIELS, ROGERS

NOES: NONE

ABSTAIN: NONE

RECUSE: NONE

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V. Budget Performance Report: Third Quarter Fiscal Year 2019-2020

Christina Hollingsworth, CPA, presented on Third Quarter Budget Performance report. Ms. Hollingsworth explained in the revenues were slightly higher than budgeted. Overall total revenue YTD is close to budget. There is a lower amount of interest income due to timing of incoming funds and lower interest rates. Expenditures are under budget due to less spending in areas of salary and benefits in the earlier part of the fiscal year. The expense trend displayed program investments in higher numbers toward end of 3rd quarter, while expenditures on salary and benefits and services and supplies remained flat.

Staff Recommendation: Q3 Budget Performance Report

MOTION: ROGERS/BASS SEIBEL

AYES: CHAVEZ, HOPKINS, KRUSE, MALLONEE BRAND, MORALES, SHIELS, HOLMES

NOES: NONE

ABSTAIN: NONE

RECUSE: NONE

VI. Preliminary Budget Proposal: FY 2020-2021

Angie Dillon-Shore, Executive Director, presented the preliminary FY 2020-21 Budget Proposal. She explained that in June, the Commission will be presented with the actual budget and will vote to adopt the budget for the next fiscal year. The preliminary budget was reviewed by the Finance Committee on April 17th.

FY 20-21 REVENUE

Prop 10 revenues are based on the conservative projection that was an element of the Long Term Finance Plan that the Commission approved in January, and the emerging economic recession that will impact Prop 10 revenues. All other revenues are solid assumptions for the two MHSA (Mental Health Services Act) funding streams and QRIS (Quality Rating Improvement System) funding. First 5 Sonoma will continue to administer the Quality Rating Improvement System funding from First 5 California (IMPACT and HUB funding) as well as the Quality Counts California grant through California Department of Education. The budget does reflect lower interest earnings. The interest rates for the savings account at Poppy Bank and the County Treasury pool have both dropped significantly, similar to the last recession.

FY 20-21 PAYROLL

Salaries were higher this year due to last year's staggered hires to scale back up after separating from the County. In July, First 5 will be fully staffed and will bring on another full-time position. The full-time position will be 3 year, time –limited staffing position funded through MHSA Innovation grant, New Parent TLC.

FY 20-21 SERVICES AND SUPPLIES

Increases in services and supplies are primarily tied to the MHSA Innovation grant, including a curriculum development consultant in the first year, mass printing and marketing materials for the training project.

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FY 20-21 COMMUNITY INVESTMENTS

Program investments in the budget represent the planned allocations in the 2017 strategic plan update and any changes in those allocations made by the Commission over the last two years. There will likely be unspent funds from this year that roll over into next year because of COVID-19 interruptions in programs and services.

FY 20-21 PROJECTED USE OF FUND BALANCE/RESERVES

A little over 2.7 million is aligned with the Long Term Finance Plan approved in January.

Commissioner José Morales asked where are most of adjusted changes happening, is it through rollover grants. **Ms. Dillon-Shore** explained from the revenue that did not expect to get and unspent rollover from prior year. Last year's budget adjustments were estimates made after leaving the County and becoming an independent agency for services that would be needed, but some cost estimates needed to be adjusted for certain operating cost categories.

Commissioner Jennielynn Holmes commented on looking into fundraising or foundation grant to pursue now that First 5 are independent nonprofit. **Ms. Dillon-Shore** responded that we must be thoughtful regarding how we are fundraising and the potential competition for funding with the nonprofit organizations that First 5 currently funds. In some cases, (such as MHSA funding), funding specifically supports and improves systems. Through Strategic Planning, by engaging funders in the process, we hope to bring foundation dollars to collaboratively fund early childhood development work in Sonoma County.

VII. Contract Recommendation for Auditing Services

Commissioner Nora Mallonee Brand made a recommendation on behalf of the audit committee that reviewed proposals through a competitive process to identify an external auditing service. Commissioner Brand recommended Brown Armstrong, the most recent auditor for First 5 Sonoma County, for another year to maintain continuity.

Audit Committee Recommendation: Approve Contract for Auditing Services

Contractor: Brown Armstrong Certified Public Accountants
Amount: \$20,500
Term: 7/1/20-6/30/21

MOTION: KRUSE/HOPKINS

AYES: CHAVEZ, MALLONEE BRAND, MORALES, SHIELS, ROGERS, BASS SEIBEL, HOLMES

NOES: NONE

ABSTAIN: NONE

RECUSE: NONE

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VIII. Update on COVID-19 Community Response

Angie Dillon-Shore, Executive Director, presented an update on COVID-19 Community response. She discussed the needs and how partners are responding to those needs. [A report is attached to these minutes.]

SURVEY RESPONSE

A survey was conducted targeting parents sheltering in place with young children regarding their challenges and needs. The survey was brief, anonymous, an option to share contact information, and available in English and Spanish. It was made available via a Survey Monkey link sent out to the mailing list, posted on the First 5 website, and all social media platforms. The data was shared with partners, colleagues and member of the Funders Circle.

- *Received a total of 287 responses from parents.*
- *163 of those reported having or expecting at least one child under 5 years old.*
- *About 20% of respondents are pregnant or parenting an infant*
- *75% of total of respondents have multiple children in the household*

DEMOGRAPHICS – Respondents with children under 5 years old only

The demographics around language, geography, renters vs. homeowners and primary languages showed how the pandemic impacts parents with different income levels. The survey does not include families most vulnerable that do not have access to the internet.

- *27% of respondents with children under 5 identify Spanish as primary language*
- *73% of respondents are English-speakers*
- *42% of respondents are homeowners*
- *58% renting or other arrangement*
- *42% of households have at least one parent has either lost or reduced income as a result of COVID-19*
- *66% primarily English speakers experience **no** change in income, 10% have lost all income*
- *66% primarily Spanish speakers have either lost or reduced income, 43% lost all income*

Who/how do you reach out to for support? - Respondents with children under 5 years old only

Respondents were asked to rate how supported they feel as parents, who they reach out to for support and how they connect.

- *10% reported no support around parenting*
- *63% of respondents say they have some parental support, but are in need of more*
- *Almost half 45% of those parents who stated they need more support are parents who are temporarily working from home.*

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Commissioner Kelly Bass Seibel asked what industry respondents worked in and was it as safe assumption that majority of Spanish speakers work in hospitality. **Ms. Dillon-Shore** responded with, likely yes, a sector of economy not considered essential and many layoffs have been reported. Survey did not specifically ask type of work.

Do you feel safe at home during shelter in place? - Respondents with children under 5 years old only

Respondents were asked how safe at home parents feel during shelter in place. Resources and hotline numbers for child abuse protection and domestic violence, local YWCA hotline were provided at the beginning of the survey. Most parents indicated on survey they feel safe at home and 6% indicated 'sometimes'. The respondents that indicated sometimes expressed that their fear was related to the virus.

Commissioner Karissa Kruse asked how losing all vs. reduced household income was defined. **Renée Alger** commented that anytime income goes to 0, whether 2 parents lost their jobs or a single parent lost their job. The analysis looked at total lost and reduction in income, including a reduction in hours.

Commission Michele Rogers asked how many of the families qualify for Federal unemployment and the stimulus check. **Ms. Dillon-Shore** responded that the survey was taken around the time the federal benefit packages were being passed, prior to any implementation. The survey focused on the loss of job and/or income.

Commissioner Jennielynn Holmes and **Commissioner Socorro Shiels** requested that staff send out the slides and results.

What do you need for yourself and for your children? - Respondents with children under 5 years old only

Parents were asked to share in their own words about their most pressing needs, specifically for themselves and their children. Renee Alger conducted a qualitative analysis of the open-ended responses.

The most pressing need for Spanish-speaking parents were:

- 52% of Spanish speaking parents stated financial assistance was the most pressing need
- 32% reported food
- 18% reported rent

English-speaking parents most pressing needs for their children were:

- 28% Activities (online, off-line, outdoor, indoor, learning),
- 21% reported food
- 17% reported diapers/wipes
- Childcare was a pressing need.

Spanish-speaking parents most pressing needs for their children were:

- 61% reported Diapers/wipes
- 30% reported food
- 23% activities, things for children to do

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The data showed a need for “child care”. Access to child care looks different during sheltering in place. Most people that identified themselves as “working” are working at home, but not outside the home as essential workers. Since child care for nonessential workers is not available at this time parents face challenge to continue to work at home and continue to care, interact and teach children.

KEY TAKEAWAYS

The survey showed that the isolation and multiple roles that parents fulfill are causing stress. Diapers, food and finances are of great concern and those demographics disparities are amplified by COVID-19 and Shelter in Place. There is also gap in support for new parents around breastfeeding and mental health. Parents working at home, lack the support they need to parent and teach their children during shelter in place. There is a potential role for partners working on employer-supported child care to work with employers around supporting parents as they work, care and teach kids from home.

Commissioner Jose Morales commented on concern for Spanish-speaking community regarding impact of stimulus check not for noncitizens and asked if results can be extrapolated to the community. Lastly, he asked any services had volunteer tutoring services? **Ms. Dillon-Shore** agreed that the disparity in financial impact is awful. The Governor has proposed to fund undocumented individuals that do not benefit from tax relief. There are implications for strategic planning in terms of vulnerable children in our community due to the economic impact of the pandemic. Regarding the sample size, Ms. Dillon-Shore expressed confidence about making general assumptions. The data has good geographic representation, similar to the community in terms of Spanish and English-speaking families with children 5 and under. **Renée Alger** noted that when looking at community as a whole, the proportion of respondents is in line with representation of parents with children under 5.

Commissioner Michele Rogers suggested that First 5 repeat the survey in another two months. Responses from ELI clients during the first 3 weeks are very different from currently. The immediate needs have gone away or families have found community resource to address their needs.

Ms. Dillon-Shore responded to Commissioner Morales regarding volunteer tutoring services. She said the districts and ECE providers are reaching out to families and engaging children through virtual learning and development. Many opportunities exist such as online libraries and story time. One of the barriers, however, is for parents with younger children to get kids set up to benefit from an online experience, it takes preparation.

Commissioner Nora Mallonee Brand asked what are local agencies doing around moving services online or other capacities. **Ms. Dillon-Shore** responded with services we fund are available online such as Pasitos Playgroups, AVANCE classes, AVANCE home visits, Triple P, developmental screening and early intervention. Providers are reaching out to families through texting, calls, FaceTime, Facebook Live, and Zoom.

Commissioner Michele Rogers commented that ELI has reached out to clients by phone and email. Broader reach beyond hosting Facebook live, YouTube videos and something everyone can access. Parents pay per minute or downloads for school age children and the cost can become unmanageable. ELI has provided iPads and is working with Verizon to get extended phone cards.

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DIAPERS & SUPPLY SHORTAGES

The state had a shortage, of diapers, cleaning supplies, thermometers, liquid soap and hand sanitizer. First 5 and 4Cs have partnered to put together a large request to address the needs of child care providers and community programs. The State First 5 Commission allocated \$4 million toward diapers, wipes, thermometers and other supplies for child care providers and community programs that distribute to families. Delivery will replenish diaper banks at Redwood Empire and Child Parent Institute to provide to the community. First 5 Sonoma has also partnered with Sonoma Bros. Distillery and Sip Song Spirits to purchase 22 gallons of hand sanitizer, which is being distributed by 4Cs to child care agencies and family child care providers.

CHILD ABUSE PREVENTION

The rate of reports of suspected child abuse and neglect dropped by 49% in Sonoma County as the SIP order was implemented. First 5 sponsors the Blue Ribbon child abuse prevention month every April. Funds will be used for virtual trainings around child abuse prevention for both parents and providers.

FAMILY RESOURCE CENTER NETWORK

A written update on the Family Resource Center response to COVID-19 was provided in the packet by On The Move. All four FRCs in Healdsburg, Santa Rosa, Petaluma and Sonoma have identified the greatest needs of families as emergency financial assistance to support housing costs, and access to food. FRCs are helping families access Pandemic Unemployment Insurance, regular unemployment insurance and any eligible state/federal benefits. The Governor made over \$40 million available to address children at risk of child abuse during the shelter-in-place, \$3 million of those funds were allocated to local and family resource centers. First 5 has offered assistance, as has On The Move, to the FRCs to apply for this funding.

BETTER BEGINNINGS FOR BABIES

First 5 has launched a project with local agency, Better Beginnings for Babies, to support pregnant moms and parents with new babies during shelter in place. A warmline will be staffed 7 days a week and will provide navigation support for late-term pregnant and post-partum mothers, to be connected to virtual services, including volunteer Doulas, lactation specialists, perinatal mood and anxiety disorder support, and other relevant community resources. A “pop-up” baby weighing station will be provided twice a week in Santa Rosa to provide accurate weight to be given to pediatricians and providers. The weighing stations will be “COVID-safe” and an optional perinatal mood disorder screening will be offered. The services will be overseen by Rosanne Gephart, Director of Better Beginnings.

Commissioner Michele Rogers asked if the contract is below the procurement threshold for Commission approval, so the Commission does not have to vote on it. **Ms. Dillon-Shore** confirmed this is the case.

VIRTUAL ADVOCACY DAY

The First 5 network held its annual meetings with state senators and assembly members by conference call or Zoom. The original policy platform developed in the fall focused on scaling and expansion, but given the economic impact of COVID-19, talking points had to be pivoted. First 5 EDs and staff met with Assembly Member Wood, Assembly Member Curry, Senator McGuire and Senator Dodd, who were interested in how local families and children are doing. Senator McGuire scheduled a call with First 5 Directors from his County and Policy staff at the Association to discuss how to position child care as a state level FEMA allocation to OES.

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At this point, Ms. Dillon-Shore requested **Melanie Dodson, Executive Director of Community Child Care Council of Sonoma County (4Cs)** to update the Commission on child care for essential workers

Emergency Child Care for Health Care workers began 3/23/2020.

Phase 1: March 23 – April 7th

- 50 spaces available.
- First 5 funded 14 Child Care Spaces and 14 were served for ages 6 months to 5 years old.
- County funded served 36 child care spaces and 35 were served for age 6 to 13 years old.
- Providers: Boys & Girls Club of Greater Santa Rosa, YMCA of Sonoma County, North Bay Children’s Center, Two Licensed Family Child Care Providers

Phase 2: April 8th-May 1st

- 87 spaces available.
- First 5 funded 25 Child Care spaces and 24 were served for ages for ages 6 months to 5 years
- County funded served 62 child care spaces and 47 were served for age 6 to 13 years old.
- Providers: All providers from Phase 1 with the addition of Mt. Taylor Children’s Center Rohnert Park, Woodside West, Boys & Girls Club of Sonoma Marin

Phase 3: May 4th-May 29th with 96 spaces available may be modified.

Commissioner Kelly Bass Seibel asked if employees are paying for child care. **Ms. Dodson** responded with in Phase 1 and 2 the employees did not have to pay. Reduced the amount, in phase 1 paid \$125 a day to child care provider and phase 2, \$95 day. **Commissioner Kelly Bass Seibel** asked if this money goes to the providers or as employee hazard pay. **Ms. Dodson** responded that the funds go to child care provider’s business. She explained that “hazard pay” refers to dollar amount deemed to pay providers, a term used to ensure the County is reimbursement by FEMA. Child care providers are having to operate at greater cost with fewer dollars (smaller groups of children, professionally cleaned sites, maintain higher health and safety standards for duration emergency child care). Hazard pay is a an incentive to support programs to remain open and commit to full duration of emergency child care.

Commissioner Kelly Bass Seibel ask for clarification that some, but not all providers are receiving hazard pay. Those individuals working with children and exposed daily are not receiving additional increase. **Ms. Dodson** responded that because providers are barely covering the regular cost, there is not enough to increase salary. **Commissioner Kelly Bass Seibel** said that this is unfortunate, and added that she believed childcare workers would receive actual hazard pay, i.e. more money. **Ms. Dodson** responded that hazard pay was about “getting things up and running and not putting employees on unemployment”, cleaning, safety and janitorial. There are some teachers receiving a little more and some may receive additional vacation days.

Emergency Child Care- All Essential workers 4Cs alternative payment program.

- 4/4/2020, Governor’s EO: all essential workers receive childcare paid by the State
- 4Cs Alternative Payment programs were task with getting program started
- 4/17/2020, 4Cs alternative payment program & augmentation received
- Essential workers under State or Public order are eligible
- Up to 200 spaces available

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4Cs Emergency Child Care Stats April 21-April 24th

- 37 Applications received for 59 children
- 34 applications approved for 55 children
- 23 child care referrals
- Expanded group of Essential works had access to voucher funds: Infrastructure, Manufacturing, Emergency Services, Food & Agriculture, Health Care, State/Government, Transportation.
- Providers paid \$45 a day from state vouchers, parents' responsibility to pay the difference between the voucher covered and the Providers pay.

Commissioner Michele Rogers commented that 4Cs is doing amazing work and happy First 5 can support.

IX. Update on Strategic Planning

Angie Dillon-Shore, Executive Director, presented update on progress of the strategic planning.

STRATEGIC PLANNING ADVISORY TEAM

The Strategic Planning Advisory team are composed of:

Representing First 5 Sonoma County Commission: Commissioners Oscar Chavez, Socorro Shiels, Karissa Kruse and Michele Rogers

Representing Cradle to Career Sonoma County: Karin Demarest, Chair and Maleese Warner, runs the Early Childhood Education program at SRJC.

Representing the Sonoma County Funders Circle: Ralph Lewin, CEO of the Haas Family Foundation and Dan Schurman, Director of Community Investments for St. Joseph Health.

Representing the Leadership Advisory Roundtable: Melanie Dodson, 4Cs and Amber Twitchell, On the Move.

STRATEGIC PLANNING TIMELINE

The Strategic Planning Advisory team meeting scheduled for 5/19 and 6/24.

May- *The team will look at the landscape analysis, current portfolio of programs and services that the Commission supports. Also, establish a process for decision-making and a work plan for developing recommendations to bring to Commission about priority investments.*

May 19- *A virtual Strategic Planning Advisory team meeting via ZOOM*

July- *The Commission will meet to review preliminary recommendations coming out of Advisory team.*

July 17- *The Commission will have a half-day retreat to wrestle with the recommendations from the Strategic Planning Advisory team*

August- *The Advisory Team will refine the plan before it goes to Commission for public hearing.*

Ms. Dillon-Shore explained that listening sessions at FRCs are likely cancelled given the uncertainty of convening parents in group settings. A decision will be made in the next few weeks based on Health Officers plan to lift restrictions.

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X. Extend Contract Terms: Local Quality Rating Improvement System (QRIS) & IMPACT

Natalie Wright, Program Manager, proposed a no cost extension for the four existing contracts with Community Child Care Council and Child Care Planning Council. Contracts funds various aspects of Quality Counts system. The Local QRIS is funded by Prop 10 and IMPACT is funded by First 5.

Staff Recommendation: Approve Extend Contract Terms QRIS & IMPACT

Local QRIS	Amount	Original Term	New Term
4Cs, Community Child Care Council	\$240,000	7/1/18-6/30/20	7/1/18- 6/30/21
SCOE/Child Care Planning Council	\$100,000	7/1/18-6/30/20	7/1/18- 6/30/21
IMPACT (First 5 California)			
	Amount	Original Term	New Term
4Cs, Community Child Care Council	\$1,089,941	7/1/16-6/30/20	7/1/16- 6/30/21
SCOE/Child Care Planning Council	\$200,000	7/1/16-6/30/20	7/1/16- 6/30/21

MOTION: KRUSE/ MALLONEE BRAND

AYES: CHAVEZ, MORALES, SHIELS, ROGERS, BASS SEIBEL, HOPKINS

NOES: NONE

ABSTAIN: NONE

RECUSE: NONE

XI. Adjourn

The meeting was adjourned at 5:04 pm.