



First 5 Commission, April 5, 2023

Agencies/Organizations affected by Action Items or Discussion Items on the agenda for today's meeting are:

None

Conflict of Interest Reminder for Commissioners and Alternates:

Commissioners with a direct financial interest (for themselves or their family members) shall recuse themselves from the decision on the proposal.

Commissioners who wish to recuse themselves for reason other than a financial interest (such as a possible perception of personal or professional bias for or against a proposal), may recuse themselves from the decision. Commissioners are asked to carefully evaluate this if there might be any problem with a quorum.

It is the Commission's practice to ask individuals who are recusing themselves to leave the room while the proposal is being considered. If you recuse yourself, please remain available in the Health Dept. waiting room, so that you can be easily found to rejoin the meeting for subsequent agenda items.

Advisory Committee Members Participation. Advisory Committee members should avoid any perception of influencing the Commissioner's funding decisions affecting their own agencies. Although they may speak on any agenda item at any time, it is impossible to speak regarding one's own agency's First 5 funding without the public perception of bias, and they are encouraged to avoid doing so. Although it is appropriate to answer specific questions of the Commission regarding a proposal affecting their agency, it would be inappropriate to advocate for a proposal affecting their agency.



ATTACHMENT # 3
First 5 Meeting, April 5, 2023

Item 5. Consider action to approve Minutes for February 15, 2023 (attachment #3)

February 15, 2023

Tuolumne County Superintendent of Schools Office, Rm 217
175 Fairview Ln, Sonora, CA 95370

Welcome and introductions

Public comment

The public may speak on any item not on the printed agenda. No action may be taken by the Commission. Public Comment is also taken on each agenda item.

Presentation

1. Mid-Year Benchmark Report for funded programs in FY 2022/2023-*Tabled until April*

Action Items

2. Consider action to approve Minutes for December 2022(attachment #1)
Call for a motion to “Approve Minutes for December 2022”
Motion: Commissioner Sunday
2nd: Commissioner Clark
All in favor: 7 ayes (Clark, Freeman, Keshner, Martin, Parker, Sunday, Patey)
3. Consider action to approve Minutes for October 2022(attachment #2)
Call for a motion to “Approve Minutes for October 2022”
Motion: Commissioner Sunday
2nd: Commissioner Patey
All in favor: 7 ayes (Clark, Freeman, Keshner, Martin, Parker, Sunday, Patey)
4. Consider approval of a 4.25% ongoing increase for First 5 Director, retroactive to July 1, 2022. (attachment #3)
Call for a motion to “Approve a 4.25% ongoing increase for First 5 Director, retroactive to July 1, 2022”
Motion: Commissioner Sunday
2nd: Commissioner Patey
All in favor: 7 ayes (Clark, Freeman, Keshner, Martin, Parker, Sunday, Patey)
5. Consider action to approve the grant request from Infant Child Enrichment Services for “Family Strengthening-Family Engagement” for fiscal 23/24, with intent to contract for 4 years. (attachment #4)
Call for a motion to “Approve the grant request from Infant Child Enrichment Services for “Family Strengthening-Family Engagement” at \$185,000 for year 1 and a 3% increase through the term of the grant”

Motion: Commissioner Sunday

2nd: Commissioner Patey

All in favor: 7 ayes (Clark, Freeman, Keshner, Martin, Parker, Sunday, Patey)

6. Consider action to approve the grant request from Tuolumne County Superintendent of Schools Smile Keepers for “Services to Promote Healthy Children” for fiscal 23/24, with intent to contract for 4 years. (attachment #5)
Call for a motion to “Approve the grant request from Tuolumne County Superintendent of Schools Smile Keepers at \$71,314.08 for year 1 and a 3% increase each year for the term of the grant”
Motion: Commissioner Sunday
2nd: Commissioner Patey
All in favor: 7 ayes (Clark, Freeman, Keshner, Martin, Parker, Sunday, Patey)
7. Consider action to approve the grant request from Tuolumne County Superintendent of Schools Supporting Early Education and Development (SEED) for “Services to Promote Quality Early Learning” for fiscal 23/24, with intent to contract for 4 years. (attachment #6)
Call for a motion to “Approve the grant request from Tuolumne County Superintendent of Schools Supporting Early Education and Development (SEED) at \$100,000 for year 1 and a 3% increase each year for the term of the grant”
Motion: Commissioner Sunday
2nd: Commissioner Clark
All in favor: 7 ayes (Clark, Freeman, Keshner, Martin, Parker, Sunday, Patey)
8. Accept the resignation from Pam Orebaugh as a First 5 Commissioner Community Alternate (attachment #7)
Call for a motion to “Accept the resignation from Pam Orebaugh as a First 5 Commissioner Community Alternate”
Motion: Commissioner Sunday
2nd: Commissioner Keshner
All in favor: 7 ayes (Clark, Freeman, Keshner, Martin, Parker, Sunday, Patey)
9. Consider action to approve \$3,398.38 of additional funds to Smile Keepers for FY 22/23 for oral health supplies and staffing cost increase. (attachment #8)
Call for a motion to “Approve \$3,398.38 of additional funds to Smile Keepers for FY 22/23 for oral health supplies and staffing cost increase.”
Motion: Commissioner Clark
2nd: Commissioner Sunday
All in favor: 7 ayes (Clark, Freeman, Keshner, Martin, Parker, Sunday, Patey)

Discussion Items, Information Items and Reports

10. Monthly Financial Report through December 2022 (attachment #9)
11. Consider the creation of a Sustainability Working Group
 - a. Jared Martin offered to spearhead this effort with multiple meeting attendees volunteering to participate.

12. Reports from Executive Director, Commissioners and Ex-Officios
 - a. Commissioner Sunday notified the Commission of the upcoming Volunteer Fair.
 - b. Commissioner Patey shared that there is a new preschool teacher and that the Inclusion Specialist is working to improve all sites in Tuolumne County to provide inclusion with students.
 - c. Commissioner Freeman shared that Public Health is working to get accurate opioid use and suicide numbers for Tuolumne County.
 - d. Commissioner Parker shared she is now on the Resiliency Village Board. She is now spearheading a Lunch and Learn for staff of Adventist Health to learn from agencies about what services are available in Tuolumne County.

Time and location for next meeting:

April 5, 2023, 2023 at 2:15 pm,

Tuolumne County Superintendent of Schools Office, Rm 217 175 Fairview Ln, Sonora, CA 95370

Adjournment.



Item 9. Approve updated budget for 2022/2023

	April 2023 Update
All Fund Balance & Revenues	Current Year
Interest Income	\$8,400.00
SMIF	\$153.08
State - Prop 10 Children and Fam	\$282,254.00
SPCFA- First 5 CA	\$194,896.51
State - IMPACT	\$136,078.05
Other Operating Revenue - Grant	\$110,535.00
State- QRIS	\$79,892.00
Revenues This FY Only	\$825,996.82
Total Funds & Revenues	\$825,996.82
Expenditures	Update
Dues and memberships	\$4,000.00
P S & S Auditor-Controller	\$250.00
P S & S-Professional Services (ED)	\$37,105.43
P S & S County Counsel	\$3,000.00
Office Expense - Advertising	\$250.00
P S & S Accounting and Auditing	\$14,100.00
Oral Health Access (Dental Help)	\$3,000.00
Prof Svcs-Program Svcs: ED	\$48,177.61
P S & S - Evaluations	\$18,552.71
Outreach	\$300.00
ICES Raising Healthy Families	\$170,000.00
A-TCAA Family Learning Cntrs	\$71,027.19
New Parent Kit	\$50.00
Imagination Library	\$18,000.00
TCSOS SEED	\$119,272.87
TCSOS Smile Keepers	\$66,462.84
Workforce Pathways Grant	\$8,669.00
Prof. Dev. Grant Renewal	\$7,875.00
IMPACT	\$85,100.00
QRIS- PS	\$35,659.00
QRIS- IT- Rename "QCC"	\$27,689.00
Local Grants	\$12,500.00
Home Visiting Collaboration	
Emergency Response Fund	\$10,000.00
Unite Tuolumne	\$68,850.00
Total Expenses	\$829,890.66

FIRST 5 Meeting, April 5, 2023



Item 10. Approve a preliminary operating budget for Fiscal Year 2023/2024

All Fund Balance & Revenues	Current Year	2023-2024
Interest Income	\$8,400.00	\$9,732.00
SMIF	\$153.08	
State - Prop 10 Children and Fam	\$282,254.00	\$256,328.00
SPCFA- First 5 CA	\$194,896.51	\$205,466.39
State - IMPACT	\$136,078.05	\$73,800.00
Other Operating Revenue - Grant	\$110,535.00	\$70,000.00
State- QRIS	\$79,892.00	\$75,643.00
Revenues This FY Only	\$825,996.82	\$690,969.39
Total Funds & Revenues	\$825,996.82	\$690,969.39
Expenditures	Update	2023-2024
Dues and memberships	\$4,000.00	\$4,000.00
P S & S Auditor-Controller	\$250.00	\$250.00
P S & S-Professional Services (ED)	\$37,105.43	\$38,358.95
P S & S County Counsel	\$3,000.00	\$3,000.00
Office Expense - Advertising	\$250.00	\$250.00
P S & S Accounting and Auditing	\$14,100.00	\$14,100.00
Oral Health Access (Dental Help)	\$3,000.00	\$3,000.00
Prof Svcs-Program Svcs: ED	\$48,177.61	\$52,792.31
P S & S - Evaluations	\$18,552.71	\$19,179.48
Outreach	\$300.00	\$300.00
ICES Raising Healthy Families	\$170,000.00	\$185,000.00
A-TCAA Family Learning Cntrs	\$71,027.19	\$-
New Parent Kit	\$50.00	\$50.00
Imagination Library	\$18,000.00	\$9,000.00
TCSOS SEED	\$119,272.87	\$80,000.00
TCSOS Smile Keepers	\$66,462.84	\$71,314.00
Workforce Pathways Grant	\$8,669.00	\$8,669.00
Prof. Dev. Grant Renewal	\$7,875.00	\$1,258.00
IMPACT	\$85,100.00	\$73,800.00
QRIS- PS	\$35,659.00	\$38,659.00
QRIS- IT- Rename "QCC"	\$27,689.00	\$27,057.00
Local Grants	\$12,500.00	\$-
Home Visiting Collaboration		\$50,000.00
Emergency Response Fund	\$10,000.00	\$10,000.00
Unite Tuolumne	\$68,850.00	\$-
Total Expenses	\$829,890.66	\$690,037.73



Item 12. Monthly Financial Reports through February 2023

Fiscal Year 2022-2023	Monthly Itemization				
January/February					
All Fund Balance & Revenues	Budgeted	Prior Balance	Month 1	Month 2	Cumulative
Balance brought forward					\$ 918,477.00
Outstanding accts payable prior FY					
Due from State/AR, apply to prior FY					
Prepaid expenditures					
Other adjustments					
Total Balance Brought forward	\$ 918,477.00	\$-	\$-	\$-	\$ 918,477.00
Interest Income	\$ 8,400.00	\$ 7,143.73			\$ 7,143.73
State - IMPACT	\$ 136,078.05	\$ 14,137.00			\$ 14,137.00
State - Mo. Disb, current FY	\$ 282,254.00	\$ (1,054.84)	\$ 17,413.84	\$ 9,305.53	\$ 25,664.53
SPCFA First 5 CA	\$ 200,106.73	\$ 55,082.96			\$ 55,082.96
SMIF (state generated interest)	\$ 153.08	\$ (153.08)		\$ 153.08	\$-
Refunds/Reimbursements	\$-	\$-			\$-
Other Operating Revenue - Grant	\$ 20,000.00	\$ 5,000.00	\$ 25,000.00		\$ 30,000.00
QRIS CSPP and QCC	\$ 69,448.00	\$ (32,416.00)		\$ 1,258.00	\$ (31,158.00)
					\$-
Revenues This FY Only	\$ 716,439.86	\$ 47,739.77	\$ 42,413.84	\$ 10,716.61	\$ 100,870.22
Total Funds & Revenues	\$ 1,634,916.86	\$ 47,739.77	\$ 42,413.84	\$ 10,716.61	\$ 1,019,347.22
Expenditures	Budgeted	Prior Balance	Month 1	Month 2	Cumulative
Dues and Memberships	\$ 4,000.00	\$ 4,000.00			\$ 4,000.00
Advertising	\$ 250.00	\$-			\$-
Professional Svcs-Admin	\$ 37,105.43	\$ 17,777.95			\$ 17,777.95
County Counsel	\$ 3,000.00	\$ 1,500.00	\$ 250.00	\$ 250.00	\$ 2,000.00
Auditor-Controller (local)	\$ 250.00	\$ 38.50	\$ 14.00		\$ 52.50
Accounting & Audit (outside audit)	\$ 14,100.00	\$ 12,800.00			\$ 12,800.00
Oral Health Access	\$ 3,000.00	\$-			\$-
Prof Services- Program Svcs: ED	\$ 54,361.85	\$ 12,743.90			\$ 12,743.90
Professional Services- Evaluation	\$ 12,368.48	\$ 8,888.98			\$ 8,888.98
Outreach Expenses	\$ 300.00	\$-			\$-
Imagination Library	\$ 18,000.00	\$ 11,880.75			\$ 11,880.75
QRIS Preschool	\$ 32,464.00	\$ 3,591.00			\$ 3,591.00
QCC	\$ 27,057.00	\$ 5,000.00			\$ 5,000.00
Workforce Pathways Grant	\$ 8,669.00	\$ 1,258.00			\$ 1,258.00
Prof. Dev. Grant Renewal	\$ 1,258.00	\$-			\$-
ICES Raising Healthy Families	\$ 170,000.00	\$ 35,186.00	\$ 36,222.00		\$ 71,408.00
ATCAA Family Learning Cntrs	\$ 71,027.19	\$ 2,890.34	\$ 5,832.13		\$ 8,722.47
Kits for New Parents - Total	\$ 50.00	\$-			\$-
TCSOS SEED	\$ 119,272.87	\$ 48,305.70			\$ 48,305.70
TCSOS Smile Keepers	\$ 66,462.84	\$ 33,945.85			\$ 33,945.85
IMPACT	\$ 136,078.05	\$ 24,917.00	\$ 5,321.00		\$ 30,238.00
Local Grants	\$-	\$-			\$-
Help Me Grow	\$ 43,001.00	\$ 5,304.00	\$ 41,584.90		\$ 46,888.90
Emergency Response Fund	\$ 10,000.00	\$-			\$-
Total Expenses	\$ 832,075.71	\$ 224,723.97	\$ 89,224.03	\$ 250.00	\$ 319,502.00