

Memo

To: Commission Members
From: Alexander Khu
Date: Monday December 4, 2017
Re: December 4, 2017 Commission Meeting

Enclosed are the materials for the December 4, 2017 Commission meeting which will take place as follows:

Time: 6:00 PM
Location: 1485 Civic Court Suite 1200, Concord, CA
925-771-7300

A light dinner will be provided.

This year, we once again make available a bin from the Food Bank for food donations. Please consider bringing in Non-Perishable cans or packaged Food Items to donate. Thank you for supporting this. No Glass Jars/Containers.

The Food Bank's most needed items are as follows:

- Canned Meat, Fish & Soups
- Canned Ready to Eat Meals
- Canned Vegetables & Tomato Products
- Peanut Butter (plastic container)
- Iron Rich Cereal (45% or more of daily value)
- 100% Fruit Juice (48 oz. or less plastic bottles)
- Canned Fruit (in juice)
- Dry Beans (any type)
- Enriched Rice or Pasta
- Powdered Milk

Please let me know if you have any questions.

Kind Regards,

Alexander Khu, Executive Assistant
First 5 Contra Costa
1485 Civic Court
Suite 1200
Concord, CA 94520
925-771-7342 Direct
925-771-6083 Fax



Commission Meeting Agenda

Monday, December 4, 2017, 6:00 pm
1485 Civic Court, Suite 1200
Large Conference Room
Concord, CA

1.0 Call to Order and Roll Call

2.0 Public Comment

The public may comment on any item of public interest within the jurisdiction of the First 5 Contra Costa Children and Families Commission. In accordance with the Brown Act, if a member of the public addresses an item not on the posted agenda, no response, discussion, or action on the item may occur.

3.0 Approval of Consent Calendar

Action

A Commissioner or member of the public may ask that any of the following consent items be removed from the consent calendar for consideration under Item 4.

3.1 **Approve the minutes from the October 2, 2017 meeting.**

3.2 **Accept the Executive Committee Report from the October 2, 2017 meeting.**

3.3 Approve the Contracts Docket

3.3.1 APPROVE and AUTHORIZE the Executive Director to execute a contract amendment with Underground Advertising, Inc. to increase the payment limit from \$123,600 to \$233,600 (an increase of \$110,000) to implement the Help Me Grow (HMG) campaign. Funds will be used for digital and outdoor advertising along with collateral materials (printed posters and brochures). FY2017-18 budget line: Systems Change: Public Information (\$311,500). 100% of additional funds are from First 5 Prop 10 funding.

3.3.2 APPROVE and AUTHORIZE the Executive Director to execute a contract with Loving Campos Associates, Architects, Inc. (dba: LCA Architects Inc.) to provide comprehensive architectural design, permitting, contractor bidding and construction administration for the renovation of the Commission's property at 355 E. Leland Road, Pittsburg, CA in an amount up to \$160,025 for term December 5, 2017 to December 31, 2018. Funding Source: Fund balance: Capital Assets (\$841,227).

3.4 **Accept the FY 2017-18 First Quarter Financial Report**

3.5 **Consider approving the updated First 5 Contra Costa Employee Compensation and Benefits Resolution.**

4.0 **Consider for discussion any items removed from the consent calendar.**

5.0 **Recognize First 5 staff who have surpassed service milestones and appreciate the entire staff for their continuing dedication and accomplishment**



- | | | |
|-------------|---|---------------|
| 6.0 | Consider approving the Slate of Officers of the Commission for 2018:
Chair: Gareth Ashley
Vice-Chair: John Jones
Secretary / Treasurer: Marilyn Lucey
Additional Non-Voting Member: Lee Ross | Action |
| 07.0 | Presentation of the 2017 Year in Review | |
| 08.0 | Annual Report to First 5 California for Fiscal Year 2016-2017.
(a) Public Hearing on First 5 Contra Costa's Annual Report for Fiscal year 2016-2017.
(b) Adopt the Annual Report to First 5 California for Fiscal Year 2016-2017 | Action |
| 09.0 | Advocacy Updates | Discussion |
| 10.0 | Executive Director's Report | Discussion |
| 11.0 | Communications
None Received | Discussion |
| 12.0 | Commissioner F.Y.I. Updates | Discussion |
| 13.0 | Adjourn | |

The First 5 Contra Costa Children and Families Commission will provide reasonable accommodations for persons with disabilities planning to participate in Commission meetings who contact the Commission's offices, at least 48 hours before the meeting, at (925) 771-7300.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the First 5 Contra Costa Children and Families Commission to a majority of members of the First 5 Contra Costa Children and Families Commission less than 96 hours prior to that meeting are available for public inspection at 1485 Civic Court, Suite 1200, Concord, CA 94520 during normal business hours.

In consideration of those who may suffer from chemical sensitivities or who may have allergic reactions to heavy scents, First 5 Contra Costa requests that staff and visitors refrain from wearing perfume, cologne, or the use of strongly scented products in the work place. We thank you for your consideration of others.



Monday December 4, 2017

Agenda Item 3.1

Approve the minutes from the October 2, 2017 Commission Meeting.



**Commission Meeting
MINUTES**

Monday, October 2, 2017, 6:00 pm
1485 Civic Court, Suite 1200
Large Conference Room
Concord, CA

1.0 Call to Order and Roll Call

The meeting was called to order at 6:06 PM.

Sean Casey welcomed District 1 Alternate Commissioner Trisha Mindel to her first Commission meeting. Chairwoman Kathy Gallagher began with introductions.

Commissioners in attendance were: Trisha Mindel for District 1, Marilyn Lucey, Lee Ross for PJ Shelton, Gareth Ashley, John Jones, Wanda Session for Dr. William Walker, and Kathy Marsh.

Also present was County Counsel Keiko Kobayashi.

Absent were Commissioners PJ Shelton, Dr. William Walker, Supervisor Federal Glover, and alternates Matt Regan, Katharine Mason and Supervisor Candace Andersen.

2.0 Public Comment

Mary Rocha, community leader from Antioch thanked First 5 Contra Costa for being a community partner in helping educate many of the residents in family child development information and health – reaching Spanish-speaking families who were just starting to establish their young children and families in the community. She expressed concern over the planned move of the First 5 Centers in Antioch and in Bay Point to a new consolidated location and how it might leave behind families that do not have the ability to travel far. She asked the Commission to re-consider the plan to move.

Leslie Gleason of Shelter Inc. reported another success story of a young family who is successfully moving out of the shelter to a more permanent home.

3.0 Approval of Consent Calendar

A motion to approve the consent calendar was made by John Jones and seconded by Kathy Marsh.

AYES: Trisha Mindel for District 1, Marilyn Lucey, Lee Ross for PJ Shelton, Gareth Ashley, John Jones, Wanda Session for Dr. Walker, Kathy Gallagher and Kathy Marsh.

NOES: None

ABSTAIN: None

Motion was **APPROVED**.

5.0 Consider accepting the Fiscal Year 2016-2017 Financial Audit.

Chairwoman Kathy Gallagher opened the public hearing on the First 5 Contra Costa Annual Financial Audit 2016-2017. The report was given by auditor James Ramsey, of the accounting firm Vavrinek, Trine, Day & Co.

He informed the Commission that gave a more detailed report on their audit to the Executive Committee meeting prior to the Commission meeting.

The Commission received an unmodified opinion, which is the highest form of opinion, on all the financial statements, with no findings. There were no material weaknesses and no issues with internal controls. No instances of non-compliance found.

There were no questions from the floor.

Chairwoman Kathy Gallagher closed the public hearing on the FY 2016-2017 Financial Audit.

A motion was made by Wanda Session and seconded by Kathy Marsh to accept the Annual Financial Audit for Fiscal Year 2016-2017.

AYES: Trisha Mindel for District 1, Marilyn Lucey, Lee Ross for PJ Shelton, Gareth Ashley, John Jones, Wanda Session for Dr. Walker, Kathy Gallagher and Kathy Marsh.

NOES: None

ABSTAIN: None

Motion was **APPROVED**.

6.0 Consider approving and authorizing the Executive Director to execute a purchase agreement for the property located at 355 East Leland Road in Pittsburg, in the amount of \$1,000,000, for the purpose of creating the East County First 5 Center, and to be funded from undesignated funds in the Commission's fund balance.

Sean Casey reported that the desire to secure a larger space in Pittsburg resulted from the success of the West County First 5 Center, which we hope to recreate in a permanent site in East County. Staff were also prompted by the increasing homeless activity at the Bay Point First 5 Center site, which is becoming burdensome for the staff and families who use the facilities there.

The proposed site is a former charter school located between Harbor Street and Railroad Avenue where there are many bus routes and excellent off-street parking. The property is solid but will require renovation. The property was originally listed for \$1.37 million. The funds to purchase this will originate from the "unassigned fund balance" of the budget. As of June 30, 2017, that balance was \$12,000,000. The planned renovation will be funded from the capital asset account that currently has \$848,000 balance as of June 2017. Staff asked the Commission to approve the four recommendations outlined on the staff report.

Wanda Session asked why the property was exempt from the California Environmental Quality Act under CEQA Guidelines section 15061(b)(3).

County Counsel Keiko Kobayashi informed that because of the planned use, a general exemption applies in situations where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

Mary Rocha said that the location is also near a senior center and a dental office and is adjacent to the main thoroughfare.

Gareth Ashley made a motion and John Jones seconded to approve and authorize the Executive Director to execute the Purchase and Sale Agreement for the property located at 355 East Leland Road in Pittsburg, CA for

the amount of \$1,000,000, for the purpose of creating the East County First 5 Center, and to be funded from undesignated funds in the Commission's fund balance.

AYES: Trisha Mindel for District 1, Marilyn Lucey, Lee Ross for PJ Shelton, Gareth Ashley, John Jones, Wanda Session for Dr. Walker, Kathy Gallagher and Kathy Marsh.

NOES: None

ABSTAIN: None

Motion was **APPROVED**.

7.0 Consider proposed priorities and process for staff engagement in State and Federal legislative advocacy

Sean Casey put forward a proposed new process for First 5 Contra Costa's engagement in State and Federal advocacy activities. We have been moving more in this direction since the Commission's October 2016 retreat where there was strong support among Commission members to build up First 5's advocacy role. Other First 5s, including the First 5 Association of California, are also moving in this direction. However, since the legislative and Commission calendars do not always coincide, staff propose confirming First 5's policy priorities now for a broad confirmation of the Commission's interests. In the spring, staff will bring to the Commission the First 5 Association's legislative agenda and identify any of the Association's bill positions we might not agree with. Staff will also update the Commission on ongoing activities at each meeting.

For the coming year, staff proposed these three advocacy priorities:

- Seek **funding streams** for programs that support Contra Costa children and families.
- Strengthen and sustain **early childhood education, family support** and **early intervention** systems, programs and services.
- Support **policies that reduce poverty and inequity, and stabilize low-income families.**

Commissioners had several questions:

What will be the process of identifying bills that the Commission agrees or disagrees with? Sean noted that the Association's list could have as many as 40 to 50 bills and the likelihood is high that we will agree with their position on them. We would only be looking for anything where we wouldn't agree.

How will staff keep Commission informed on updates and on particular bills that First 5 Contra Costa is focused upon? Staff will keep Commission informed at each meeting on particular activities and on the ones we are following and remind which we had taken support on or opposed to.

What does it mean to "seek funding streams?" In order to sustain the work that we have started –for example QRIS, which is funded entirely by First 5 – we'll need to develop funding sources to sustain programs well into the future.

Are individual First 5s able to sponsor specific Bills? We have sponsored our first legislation this year, AB435, which was carried by Assemblymember Tony Thurmond.

What are our limitations on our focus? There are limitations on what we can use First 5 funds for. We cannot tell voters how to vote, but we can tell other public agencies (such as Legislature, or the Board of Supervisors) on where we stand or how we feel about certain policies.

Kathy Marsh made a motion and Lee Ross seconded to adopt proposed priorities and process for staff engagement in State and Federal legislative advocacy.

AYES: Trisha Mindel for District 1, Marilyn Lucey, Lee Ross for PJ Shelton, Gareth Ashley, John Jones, Wanda Session for Dr. Walker, Kathy Gallagher and Kathy Marsh.

NOES: None

ABSTAIN: None

Motion was **APPROVED**.

8.0 Executive Director's Report

Sean Casey started his report by ceding the floor to Commissioner John Jones, who announced that the East Bay Leadership Council named First 5 Contra Costa "**Outstanding Community Grant Maker**" for its 7th Annual Philanthropy Awards. The Award date is on November 9 at 7:30 AM at the Blackhawk Museum in Danville. A reception on October 18 from 4 to 6:30 pm in Walnut Creek will be sent soon to invite all staff and Commissioners for a photo session.

Stand Together Initiative

As mentioned at the last meeting, we supported the proposed Stand Together initiative to provide community education and rapid response activities for those at risk of deportation. In our letter to the Board we noted the importance of keeping families whole and healthy in a time of high anxiety for immigrant families. On September 19th, the Board of Supervisors voted unanimously to approve and partially fund the initiative. Our letter was cited several times by members of Board as a persuasive argument to support the measure. Members of our Regional Groups met with Board members and gave testimony to the program's impact on families with young children. Rhea Laughlin, our Community Engagement Program Officer also works closely on developing strategy with the entire coalition supporting the initiative. The program will launch in January 2018.

Monument First 5 Parking Lot

Over the last several months we have been in negotiation with the owner of the parking lot adjacent to the Monument First 5 Center, on Clayton Rd. Center staff and families have been able to park there for the last several years because the City of Concord has held a lease on the lot that provided the access. Last year the City asked to transfer the lease to First 5, which we agreed to do. In our negotiation with the owner's attorney, the terms were heightened, particularly around the area of ADA compliance and liability. While we were willing to pay to bring the sight into compliance, the liability standard that the owner required is unacceptable high and places the Commission at full risk for any suit brought on by anyone faulting the site's compliance. At this point, the existing lease with the City has expired, and the owner has notified us that they will no longer allow use of the lot for First 5 Center purposes. Staff are investigating other parking options in the area, including across the street, but the impact on families' access to the Center at this point is a concern.

AB435 Update:

AB435 is at the Governor's desk with the three other pilot bills. Our fellow advocates have joined us in sending him letters urging him to sign the bill; he has until October 15 to do so.

Upcoming events:

FESP with Mark DeSaulnier: The October 19 meeting of the Family Economic Security Partnership has a special guest. Congressman Mark DeSaulnier will be joining in a discussion of federal policy affecting families now and



in the future. That will be two weeks from Thursday at 9:00 am at the Willow Pass Community Center at 2748 E. Olivera Road, Concord.

Right Start Commission Town Hall with George Miller: Next Wednesday, DeSaulnier's predecessor, George Miller will be participating in a town hall organized by Common Sense Kids Action and the Right Start Commission on child care and early learning needs in Contra Costa and California. I will be on a panel joined by several local advocates. This event is at Our Savior's Lutheran Church in Lafayette, 6:30 – 8:00 pm.

9.0 Communications

Kathy Gallagher informed that a copy of former District 1 Commissioner Maria Fort's thank you letter is included in the packet under item 9. Sean also informed that there was article last Friday on the park opening at the Meadow Homes.

10.0 Commissioner F.Y.I. Updates

Lee Ross announced that he is now representing First 5 Contra Costa on the Head Start Policy Council.

11.0 Adjourn

The meeting was adjourned at 7:11 pm



Monday December 4, 2017

Agenda Item 3.2

Accept the Executive Committee Report from the October 2, 2017 meeting.



**Executive Committee
MINUTES**

OCTOBER 2, 2017
4:00 p.m.
Small Conference Room,
1485 Civic Court, Suite 1200, Concord, CA

1.0 Call to Order

The meeting was called to order at 4:37 pm

In attendance were: Kathy Gallagher, Gareth Ashley, Marilyn Lucey, John Jones, James Ramsey auditor of the accounting firm Vavrinek, Trine, Day & Co., Sean Casey, Shawn Garcia and Marnie Huddleston.

2.0 Public Comment

There was none.

3.0 Staff Updates

The First 5 Center Request for Qualifications review panel made their recommendation on September 13th to fund AspiraNet to operate the East County, Delta and Monument First 5 Centers and Bay Area Community Resources to operate the West County First 5 Center and satellite sight in Richmond. The First 5 Centers will be awarded a 2 ½ year contract that will begin January 1, 2018.

The Early Intervention Initiative has submitted a presentation abstract for the Helping Families Change Conference an international conference on parenting and family issues, convened by Triple P International. The conference will occur in Santa Rosa, February 28th through March 2, 2018, and is only the second time it has been held in the USA. The conference theme is: Promoting children's development and well-being through evidence-based parenting support programs. This submission was completed in partnership with Counseling Options Parent Education (C.O.P.E), First 5 Sonoma, and Triple P International.

Our community engagement team, with the regional group participants, was involved in two local successes in September. First in the Board of Supervisors' approval of the Stand Together Initiative, of which I will say more at the meeting tonight, and in the City of Concord's adoption of an "Inclusive, Welcoming, Tolerant and Supportive Community" Resolution that affirms that city employees will not be involved in federal efforts to detain or deport city residents. In both these cases First 5particiated in broader coalitions that have formed to address immigration issues for families that have emerged in the past year.

We are close to completing the Deputy Director hiring process but not yet ready to publicly announce the outcome.

4.0 Commission Updates

None

5.0 Statewide Updates

None

6.0 Items for Consideration

Executive Committee

MINUTES

October 2, 2017

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6.1 Review of the FY 2016-17 Fiscal Audit with the Commission's external audit team. The Commission's auditor, James Ramsey, of Vavrinek, Trine, Day, reviewed the 2017 audit with the Committee.

6.2 Review proposed language revisions for the 2018 Compensation and Benefits Resolution. Shawn Garcia presented potential language regarding the Executive Director's compensation, as requested by Commission Chair Kathy Gallagher.

7.0 Review agenda items for upcoming Commission meetings

December: Staff recognition and milestones; 2017 year in review; PH on F5CA state report; approve 2018 comp/bens resolution

8.0 Adjourn

Meeting adjourned at 5:33 PM

Executive Committee

MINUTES

October 2, 2017

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Monday December 4, 2017

Agenda Item 3.4

Accept the FY 2017-18 First Quarter Financial Report



Line #		FY17/18 Budget			FY17/18 First Quarter Revenue and Expenditures			
		F5 Contra Costa Funds	Other Funds	Total Budget	F5 Contra Costa Funds	Other Funds	Total Revenue and Expense	% of Budget
REVENUE								
1	Prop 10 - Tax Apportionment	7,022,011		7,022,011	2,101,273		2,101,273	30%
2	First 5 California IMPACT	-	1,040,852	1,040,852		230,796	230,796	22%
3	COE/Preschool QRIS Block Grant	-	412,431	412,431		77,480	77,480	19%
4	COE/Infant Toddler Block Grant			-		57,658	57,658	
5	Thomas J. Long Foundation Help Me Grow	-	700,000	700,000		647,500	647,500	93%
6	Sunlight Giving	-	100,000	100,000			-	-
7	Interest Income	165,000		165,000			-	-
8	MHSA/Community Engagement Grants	-	167,250	167,250		73,750	73,750	44%
9	TOTAL REVENUE	7,187,011	2,420,533	9,607,544	2,101,273	1,087,184	3,188,457	33%
	Fund Balance	4,570,884	22,175	4,593,059	287,598	(548,338)	(260,740)	-6%
	TOTAL REVENUES AND FUND BALANCE	11,757,895	2,442,708	14,200,603	2,388,871	538,847	2,927,717	21%

PROGRAM								
Initiatives		7,100,447	1,399,628	8,500,075	1,464,032	314,822	1,778,853	21%
10	Early Care and Education Initiative							
11	Professional Development	911,556	140,000	1,051,556	205,101	600	205,701	20%
12	Early Learning Quality	64,000	736,278	800,278	4,319	217,459	221,778	28%
13	Literacy	244,942	25,000	269,942	60,737		60,737	23%
14	Total	1,220,498	901,278	2,121,776	270,157	218,059	488,216	23%
15	Family Support							
16	First 5 Centers	2,483,710		2,483,710	523,242		523,242	21%
17	Home Visiting	1,200,000		1,200,000	270,000		270,000	23%
18	Training and support	25,200		25,200	859		859	3%
19	Total	3,708,910		3,708,910	794,101		794,101	21%
20	Early Intervention							
21	Therapeutic Services	172,250	77,250	249,500	16,778	16,778	33,555	13%
22	ECE Consultation	1,022,972		1,022,972	230,169		230,169	23%
23	Help Me Grow	352,350	360,600	712,950	51,750	79,985	131,735	18%
24	Children at Risk of Stress or Trauma	173,412		173,412	56,040		56,040	32%
25	Training and Consultation	23,555		23,555	300		300	1%
26	Total	1,744,539	437,850	2,182,389	355,037	96,763	451,799	21%
27	Community Information and Education							
28	Public Information	261,500	50,000	311,500	17,128		17,128	5%
29	Community Engagement	160,000	10,500	170,500	27,532		27,532	16%
30	Family Economic Stability	5,000		5,000	77		77	2%
31	Total	426,500	60,500	487,000	44,737		44,737	9%
32	Program Expenses							
33	Program Salaries & Wages	1,195,699	632,799	1,828,498	286,111	130,404	416,515	23%
34	Program Employee Benefits	651,606	327,457	979,063	140,694	74,126	214,820	22%
35	Office Overhead and Other Expenses	386,456	1,450	387,906	51,241	225	51,466	13%
36	Total	2,233,761	961,706	3,195,467	478,046	204,755	682,801	21%
37	TOTAL PROGRAM	9,334,208	2,361,334	11,695,542	1,942,078	519,577	2,461,654	21%

STRATEGIC INFORMATION & PLANNING								
39	Evaluation Salaries & Wages	349,991	12,167	362,158	85,414	1,919	87,333	24%
40	Evaluation Employee Benefits	181,524	6,965	188,489	41,254	1,280	42,534	23%
41	Professional Services	474,748	22,500	497,248	18,780	7,500	26,280	5%
	Purchased Services and Supplies	31,118		31,118	9,668		9,668	31%
42	Office Overhead and Other Expenses	38,447		38,447	6,760		6,760	18%
43	TOTAL EVALUATION	1,075,828	41,632	1,117,460	161,876	10,699	172,575	15%

ADMINISTRATION								
44	Administrative Salaries & Wages	618,444	23,845	642,289	149,796	5,143	154,939	24%
45	Administrative Employee Benefits	343,463	15,897	359,360	71,327	3,428	74,755	21%
46	Professional Services	133,000		133,000	24,815		24,815	19%
47	Purchased Services, Equip Lease, Supplies	179,299		179,299	18,915		18,915	11%
48	Office Overhead	73,653		73,653	20,064		20,064	27%
49	TOTAL ADMINISTRATION	1,347,859	39,742	1,387,601	284,917	8,571	293,488	21%
50	TOTAL EXPENDITURES	11,757,895	2,442,708	14,200,603	2,388,871	538,847	2,927,717	21%

Distribution of expenses by department:	Program	84%
	SIP	6%
	Administration	10%
	Total	100%

Fund Balance as of 6/30/2017:	
Nonspendable	346,507
Prepays and Deposits	132,507
Loans Receivable - Brighter Beginnings	214,000
Restricted	424,092
Long Foundation - Help Me Grow	424,092
Committed	841,227
Capital Assets	841,227
Assigned	5,004,362
Elimination of FY17/18 Budget Deficit	4,570,884
Leases	433,478
Unassigned Funds	19,551,762
Contingency Fund	7,500,000
Unassigned	12,051,762
Total Fund Balance	26,167,950

NOTES:

- Second year of F5 CA IMPACT grant (4 year grant)
- FY16/17 Infant Toddler income and expense grant funds rolled over to current fiscal year
- Long Fdn Help Me Grow funds received; prior year spent \$722,813 of HMG grant funds
- Contractors received first quarter payments
- \$204,530 program staff salaries and benefits paid with grant funds



Monday December 4, 2017

Agenda Item 3.5

Consider approving the updated First 5 Contra Costa Employee Compensation and Benefits Resolution



**Staff Report
December 4, 2017**

ACTION: X
DISCUSSION:

TITLE: First 5 Employee Compensation and Benefits Resolution No. 2017/001

Introduction:

The Commission utilizes the County's payroll and benefits program for its employees. Since 2012, the Commission has maintained its employee staff compensation and benefits resolution to clarify where Commission compensation and benefits policies diverge from those of the County.

This Resolution includes the following revisions:

Page 1: Compensation. Inserted language that the executive director is eligible for merit increases in an amount determined by the Commission.

Cost of Living Adjustment (COLA): Inserted language that the Commission may award a COLA to all staff, including the executive director.

Page 6: Health and Dental premiums. Inserted 2018 monthly contributions to health and dental premiums as approved by the Commission September 11, 2017.

Recommendation:

Staff recommends the Commission approve the Employee Compensation and Benefits Resolution No. 2017/001.



**EMPLOYEE COMPENSATION
AND
BENEFITS RESOLUTION
NO. 2017/001**

**Draft for Approval
December 4, 2017**

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1. Compensation

It is the policy of the Commission to provide its employees with a fair and competitive compensation package. The policy for setting compensation is described in the Commission's Consolidated Financial Policies.

- A. Executive Director: The approved salary range for the Executive Director is \$110,000 to \$160,000. The Executive Director's salary is set by the Commission.

The Commission, at its discretion, may provide the Executive Director with an annual merit increase in an amount to be determined by the Commission.

- B. Employees: Employees starting salaries fall within the following ranges according to classification.

Starting Annual Salary Ranges by Classification

Directors	\$94,998	-	\$110,120
Managers, Program Officers	\$75,999	-	\$97,369
Specialists, Coordinators	\$63,332	-	\$78,359
Assistants II, Executive Assistant, Community Liaison	\$48,272	-	\$57,865
Assistants	\$47,787	-	\$50,632

First 5 Contra Costa has a performance increase structure. Employees are eligible, but not guaranteed to receive up to five (5) annual salary (step) increases, based upon performance, thereafter employees are no longer eligible for annual salary (step) increases. Salary increases range from 0% for lowest performance to 5% for highest performance.

- C. Cost of Living Adjustment (COLA): COLAs are determined and approved by the Commission. If awarded, the COLA is generally applied at the beginning of a fiscal year (July 1). All employees, including the Executive Director, are eligible to receive a COLA provided they have been employed the previous six months.

Commented [SG1]:
Inserted language that the executive director is eligible for merit increases in an amount determined by the Commission.

Commented [SG2]:
Inserted language that the Commission may award a COLA to all staff, including the executive director.

2. Employment Status – Definitions

Full-Time Employees are scheduled to work 40 hours per work week.

Part-Time Employees are scheduled to work 20 hours or more per work week.

Intermittent Employees work on an as needed, irregular basis. Intermittent employees are paid by the hour, and offered limited benefits specified in this Resolution.

Temporary Employees/Interns work for a limited period of time. Paid temporary employees/interns will be paid on an hourly basis, and offered limited benefits specified in this Resolution.

Non-exempt Employees are eligible to be paid for overtime work in accordance with the Federal Fair Labor Standards Act (FLSA).

Exempt Employees are exempt from earning overtime compensation under the provisions of the Federal Fair Labor Standards Act (FLSA).

3. Work Week Defined

Work Week Defined: The work week begins at 12:01 a.m. on Saturday and ends at 12:00 midnight on Friday.

4. Leaves With and Without Pay, and Related Benefits

Refer to the Benefits and Leaves of Absence Sections within the Employee Handbook to determine eligibility.

A. Holidays Observed: First 5 Contra Costa observes 10 holidays each year. The following holidays are observed for all employees and the office is officially closed on these days:

New Year's Day	Labor Day
Martin Luther King Jr. Day	Veterans' Day
Presidents' Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day

Full-time employees are entitled to observe a holiday (8 hours off work), without a reduction in pay, when a holiday is observed by First 5. Part-time employees who work 20 hours or more per work week are entitled to observe a holiday (time off work) in proportion to their regular weekly schedule, without a reduction in pay, when a holiday is observed by First 5.

Eligible intermittent employees will receive holiday pay proportionate to the number of hours they are scheduled to work on an observed holiday.

B. Personal Holiday Leave: Full-time employees are eligible to accrue two (2) hours of personal holiday leave each month. Personal holiday leave for part-time employees who work 20 or more but less than 40 hours per week will be prorated based upon the number of hours they work each week. No employee may accrue more than forty (40) hours of personal holiday leave. Intermittent and temporary employees/interns are not eligible to receive personal holiday leave.

Upon separation from First 5 Contra Costa, an employee will be paid for any unused accrued personal holiday leave at the employee's then current rate of pay.

- C. Vacation: Full-time employees are eligible to accrue paid vacation each month according to years of service. Vacation for part-time and intermittent employees working more than one (1) but less than 40 hours per week will be prorated based upon the number of hours they work. Temporary employees/interns are not eligible to receive vacation benefits.

Vacation accrual rates and accrual maximums based upon years of service for full-time employees are reflected in the following table. No employee may accrue more than the designated maximum hours of vacation.

<u>Length of Service</u>	<u>Monthly Accrual Hours</u>	<u>Maximum Cumulative Hours</u>
Under 11 years	10	240
11 years	10 2/3	256
12 years	11 1/3	272
13 years	12	288
14 years	12 2/3	304
15 through 19 years	13 1/3	320
20 through 24 years	16 2/3	400
25 through 29 years	20	480
30 + years	23 1/3	560

Upon separation from First 5 Contra Costa, an employee will be paid for any unused accrued vacation at the employee's then current rate of pay.

- D. Vacation Buy Back: Exempt employees may elect payment of up to one-third (1/3) of their annual vacation accrual, subject to the following conditions:
1. the choice can be made only once every twelve (12) months with eleven (11) full months between each election;
 2. payment is based on an hourly rate determined by dividing the employee's monthly salary by 173.33; and
 3. the maximum number of vacation hours that may be paid in any one sale is one-third (1/3) of the annual accrual.
- E. Sick Leave: Full-time employees are eligible to accrue eight (8) hours of sick leave per month. Sick leave for part-time and intermittent employees working more than one (1) but less than 40 hours per week will be prorated based upon the number of hours they work. There is no cap on sick leave accruals.

On July 1 each fiscal year, temporary employees/interns will be credited with twenty-four (24) hours of sick leave. Temporary employees/interns hired during the fiscal year will receive 24 hours of sick leave regardless of when hired. Sick leave may be used 90 days from date of hire. Sick leave is non-accruable and all balances will be zeroed out each June 30.

There will be no payout of accrued sick leave upon separation from First 5 Contra Costa.

- F. Administrative Leave: On January 1 each year, full-time exempt employees in an active paid status will be credited with sixty (60) hours of paid administrative leave. Part-time exempt employees receive an amount proportionate to their established work schedule. Non-exempt, intermittent and temporary employees/interns are not eligible to receive administrative leave.

Employees hired or promoted to exempt positions are eligible for administrative leave on the first day of the month following their appointment date and will receive administrative leave on a prorated basis for that first year.

Administrative leave is non-accruable and all balances will be zeroed out each December 31. There is no payout of administrative leave balances upon separation from First 5 Contra Costa.

- G. Disability Insurance: First 5 Contra Costa provides short and long-term disability insurance for eligible employees. Eligibility is outlined below:

	Full-Time and Part-Time Employees who work at least 20 hours per week		Part-Time Employees who work less than 20 hours per week and Intermittent Employees		Temporary Employees /Interns
	Exempt	Non-Exempt	Exempt	Non-Exempt	Non-Exempt
Long Term Disability Insurance*	Included with benefits	Provided by First 5	Not eligible	Not eligible	Not eligible
Short Term Disability* (CA State Disability Insurance-SDI)	Provided by First 5	SDI through payroll deduction	Not eligible	SDI through payroll deduction	SDI through payroll deduction

*The criteria for current coverage through Contra Costa County benefits are based upon exempt and non-exempt classification.

- H. Disability Insurance for Partial Wage Replacement: First 5 Contra Costa will provide the same disability coverage for employees as provided through and administered by Contra Costa County:

1. Exempt employees participate in the Long-Term Disability Insurance program with a replacement limit of eighty-five (85%) of total monthly base earnings reduced by any deductible benefits.
 2. Non-exempt, Intermittent and paid Temporary/Intern employees participate in California's State Disability Insurance program through payroll deductions as mandated by the California Unemployment Insurance Code and administered by the Employment Development Department.
- I. Supplemental Disability Insurance: First 5 Contra Costa provides additional short and long-term disability insurance, at no cost to employees, for full-time and part-time employees working 20 hours or more per week. Part-time employees working less than 20 hours per work, intermittent employees, and temporary employees/interns are not eligible to receive supplemental disability insurance.
 - J. Paid Family Leave: Non-exempt employees who participate in California's State Disability Insurance program through payroll deductions may be eligible for up to six (6) weeks of the state's Paid Family Leave program, which provides partial wage replacement for absences related to care of a family member, or bonding with a new child. This program is coordinated through the State Employment Development Department (EDD).

5. Health, Dental, and Related Benefits for Active Employees

For a full description of plans, rates and benefits listed below, refer to the County Employee Benefits information online at www.co.contra-costa.ca.us.

- A. Health Plan Coverages: First 5 Contra Costa will provide the same medical and dental plans for employees and for their eligible family members, as provided through Contra Costa County and the following providers:

1. Contra Costa Health Plan
2. Kaiser Permanente
3. Health Net
4. Delta Dental Premier
5. Delta Care (PMI)

- B. Monthly Premium Subsidy:

1. For each health plan, First 5 Contra Costa's monthly premium subsidy is a set percentage of the premium charged by the plan.

First 5 Contra Costa will pay 80% of the monthly health plan premium for permanent full-time and part-time employees working at least 20 hours per week. Employees are required to pay 20% of the monthly premium.

2. For each dental plan, First 5 Contra Costa's monthly premium subsidy is the same rate as County unrepresented employees.
3. Intermittent employees are eligible to participate in the health and/or dental plans offered, and will pay the full premiums costs of the plan. Temporary employees/interns are not eligible to participate in the optional health and dental plans.
4. First 5 Contra Costa will pay the following monthly premium subsidies for permanent full-time and part-time employees working 20 hours or more per week:

HEALTH PLANS

**2018 Employer
Monthly Contribution**

	Plan A	Plan B
Contra Costa Health Plan-Basic Plan		
Employee on Basic Plan	\$595.89	\$660.56
Employee & 1	\$1,191.76	\$1,321.11
Employee & 2 or more dependents	\$1,787.66	\$1,981.66
Kaiser Permanente-Basic Plan		
Employee on Basic Plan	\$627.09	\$498.44
Employee & 1	\$1,254.17	\$996.88
Employee & 2 or more dependents	\$1,881.26	\$1,495.32
Kaiser Permanente-High Deductible Health Plan		
Employee on Basic Plan	\$399.96	-
Employee & 1	\$799.91	-
Employee & 2 or more dependents	\$1,199.86	-
Health Net HMO Plan-Basic Plan		
Employee on Basic Plan	\$1,210.15	\$841.52
Employee & 1	\$2,420.29	\$1,683.03
Employee & 2 or more dependents	\$3,630.44	\$2,524.54
Health Net CA & Out of Area PPO Plan-Basic Plan		
Employee on Basic Plan	\$1,631.77	-
Employee & 1	\$3,263.54	-
Employee & 2 or more dependents	\$4,895.31	-

DENTAL PLANS

	Delta Dental Premier PPO	Delta Care (HMO)
For CCHP Plans		
Employee	\$41.17	\$24.83
Employee & 1	\$93.00	\$53.65

Commented [SG3]:
Inserted 2018 health and dental contributions approved by the Commission 9/11/2017.

Employee & 2 or more dependents	\$93.00	\$53.65
For Health Net Plans		
Employee	\$34.02	\$20.73
Employee & 1	\$76.77	\$44.79
Employee & 2 or more dependents	\$76.77	\$44.79
For Kaiser Permanente Plans		
Employee	\$34.02	\$20.73
Employee & 1	\$76.77	\$44.79
Employee & 2 or more dependents	\$76.77	\$44.79
Without a Health Plan		
Employee	\$43.35	\$26.73
Employee & 1	\$97.81	\$57.77
Employee & 2 or more dependents	\$97.81	\$57.77

5. In the event that First 5 Contra Costa's premium subsidy amounts are greater than one hundred percent (100%) of the applicable premium of any health or dental plan, for any plan year, First 5's contribution will not exceed one hundred percent (100%) of the applicable plan premium.

C. Health Plan Coverages and Provisions: The following provisions are applicable to First 5 Contra Costa Employee's Health and Dental Plan participation:

1. Employee Contribution Deficiencies: First 5 Contra Costa contributions to the Health Plan and/or Dental Plan premiums are payable for any month in which the employee is paid. If an employee's compensation in any month is not sufficient to pay the employee share of the premium, the employee must make up the difference by remitting the unpaid amount to the County Auditor Controller. The responsibility for this payment rests solely with the employee.
2. Leave of Absence: First 5 Contra Costa will continue to pay its shares of health and/or dental plan premiums for enrolled employees who are on an approved paid or unpaid leave of absence provided the employee's share of the premiums is paid by the employee.
3. Health Savings Account (HSA): Permanent full-time and part-time employees working at least 20 hours per week and who are enrolled in the Kaiser High Deductible Health Plan may elect to enroll in a Health Savings Account (HSA). Employees may contribute up to the maximum annual contribution rate for HSAs as set forth in the Internal Revenue Code. Funds contributed to the HSA are invested as directed by the employee. First 5 does not provide any recommendations or advice on investment or use of HSA funds. Employees are responsible for paying any HSA account management fees

charged by the HSA administrator. First 5 does not manage or administer the HSA. The HSA is not available to temporary or intermittent employees.

D. Family Member Eligibility Criteria: The following persons may be enrolled as the eligible Family Members of a medical and/or dental plan Subscriber:

1. Health Insurance

a. Eligible Dependents:

- Employee's legal spouse
- Employee's qualified domestic partner (State registered domestic partnership or Contra Costa County non-registered domestic partnership)
- Employee's child to age 26
- Employee's disabled child who is over age 26, unmarried, and incapable of sustaining employment due to a physical or mental disability that existed prior to the child attainment of age 19.

b. "Employee's child" includes natural child, step-child, adopted child, child of a qualified domestic partner, and a child specified in a Qualified Medical Child Support Order (QMCSO) or similar court order.

2. Dental Insurance

a. Eligible Dependents:

- Employee's legal spouse
- Employee's qualified domestic partner (State registered domestic partnership or Contra Costa County non-registered domestic partnership)
- Employee's unmarried child who is:
 - i. Under age 19; or
 - ii. Age 19 or above, but under age 24; and
 - (a) Resides with the employee for more than 50% of the year, excluding time living at school; and
 - (b) Receives at least 50% of their support from employee; and
 - (c) Is enrolled and attends school on a full-time basis, as defined by the school, unmarried and living with you (except when away at school)
 - iii. Employee's disabled child who is over age 19, unmarried, incapable of sustaining employment due to a physical or mental handicap that existed prior to the child's attainment of age 19 and is your dependent as defined by the Internal Revenue Service.

b. "Employee's child" includes natural child, step-child, adopted child, child of a qualified domestic partner, and a child specified in a Qualified Medical Child Support Order (QMCSO) or similar court order.

E. Voluntary Vision Plan: Full-time, part-time, and intermittent employees are eligible to enroll in a voluntary vision plan. Employees will pay the full premium costs of the plan.

- F. CalPERS Long-Term Care: Eligible employees may voluntarily elect to purchase long-term care at their expense through the CalPERS Long-Term Care Program.
- G. Premium Conversion Plan: Employees may elect to participate in the Premium Conversion Plan designed to qualify for tax savings under Section 125 of the Internal Revenue Code, but tax savings are not guaranteed. The program allows employees to use pre-tax dollars to pay health and dental premiums.

6. Health, Dental and Related Benefits for Separated or Retired Employees

For a full description of plans, rates and benefits listed below, refer to the County Employee Benefits information online at www.co.contra-costa.ca.us.

- A. Coverage Upon Separation: An employee who separates from First 5 Contra Costa is covered by his/her health and/or dental plan through the last day of the month in which s/he separates. Employees who separate from First 5 Contra Costa employment may continue group health and/or dental plan coverage to the extent provided by the COBRA laws and regulations, at the same rates as Contra Costa County Cobra plans.
- B. Coverage Upon Retirement: An employee who retires from First 5 Contra Costa may be eligible to continue his/her health and/or dental plan at the retiree rates as approved by the Commission. Refer to Section 10D for additional information.

7. Workers' Compensation

First 5 Contra Costa provides workers' compensation insurance to employees injured within the course and scope of their employment with medical and other benefits as prescribed in the California Labor Code.

8. Flexible Spending Accounts

Employees working 20 hours or more per week are eligible to participate in the following flexible spending accounts. Part-time employees working less than 20 hours per work, intermittent employees, and temporary employees/interns are not eligible to participate.

- A. Health Care Spending Account: After six (6) months of continuous employment, employees working 20 hours or more per week may elect to participate in a Health Care Spending Account (HCSA) Program designated to qualify for tax savings under Section 125 of the Internal Revenue Code. Such savings are not guaranteed. This program allows employees to set aside a predetermined amount of before-tax dollars from their pay each calendar year for health care expenses that are not reimbursed by any other health benefit plans. HCSA dollars may be expended on any eligible medical expenses allowed by Internal

Revenue Code Section 125. Any unused balance is forfeited and cannot be recovered by the employee.

- B. Dependent Care Assistance Program: The Dependent Care Assistance Program (DCAP) is designed for employees to qualify for tax savings under Section 129 of the Internal Revenue Code. Such savings are not guaranteed. Any unused balance is forfeited and cannot be recovered by the employee.

9. Life Insurance

- A. Life Insurance Benefit Under Health and Dental Plans: For employees who are enrolled in First 5 Contra Costa's program of medical or dental coverage as either the primary or the dependent, term life insurance in the amount of ten thousand dollars (\$10,000) will be provided by First 5 Contra Costa.
- B. Voluntary Supplemental Life Insurance: In addition to the life insurance benefits provided by this resolution, employees may subscribe voluntarily and at their own expense for supplemental life insurance. Employees may elect from \$20,000 up to \$500,000 of coverage as provided through and administered by Contra Costa County.
- C. Non-exempt Employees: Non-exempt employees are covered by term life insurance, at First 5 Contra Costa's expense, in the amount of forty thousand dollars (\$40,000) in addition to the insurance provided under Section 7.A.
- D. Exempt Employees: Exempt employees are covered by term life insurance, at First 5 Contra Costa's expense, in the amount of fifty seven thousand dollars (\$57,000) in addition to the insurance provided under Section 7.A.
- E. Executive Director: In lieu of the insurance provided under Section D, the Executive Director is covered by term life insurance, at First 5 Contra Costa's expense, in the amount of sixty thousand dollars (\$60,000) in addition to the insurance provided under Section 7.A.

10. Retirement

The Contra Costa County Employees' Retirement Association (CCCERA) was established by the County of Contra Costa in 1945. CCCERA is governed by the County Employees' Retirement Law of 1937 (California Government Code Section 31450 et. seq), the California Public Employees' Pension Reform Act of 2013 (PEPRA), and the regulations, procedures, and policies adopted by CCCERA's Board of Retirement.

CCCERA is a cost-sharing multiple employer public employee retirement association whose main function is to provide service retirement, disability, death and survivor benefits to members employed by First 5 Contra Costa.

Eligible First 5 Contra Costa employees are General Members. General members hired prior to January 1, 2013, are eligible to retire once they attain the age of 70 regardless of service or at age 50 and have acquired 10 or more years of retirement service credit. A member with 30 years of service is eligible to retire regardless of age. General members who are first hired on or after January 1, 2013, are eligible to retire once they have attained the age of 70 regardless of service or at age 52, and have acquired five years of retirement service credit.

Part-time employees working less than 20 hours per work, intermittent employees, and temporary employees/interns are not eligible to participate.

The retirement benefit is based upon age at retirement, final average compensation, years of retirement service credit and retirement plan and tier.

CCCERA may approve an annual cost-of-living benefit to all retirees. The cost-of-living adjustment, based upon the Consumer Price Index for the San Francisco-Oakland-San Jose Area, is capped at 3.0% for General Tier 1 and PEPRAs General Tier 4. The plan also provides a post retirement lump sum death benefit of \$5,000 to the member's beneficiary (\$31789.5) paid from the Post Retirement Death Benefit Reserve.

The program is a defined benefit retirement plan and includes mandatory deductions, as determined by CCCERA.

- A. Membership in the Contra Costa County Employees' Retirement Association (CCCERA). Full-time employees and part-time employees who work twenty (20) hours or more per week are members of the Contra Costa County Employees' Retirement Association (CCCERA). Participation is automatic and cannot be waived. Employees become members of CCCERA effective on the first full pay period after employment.

- B. Rates: The member and employer contribution rates are split into two sets;
 - 1. Employees with membership dates before January 1, 2013 are Legacy Members enrolled in Tier 1 Enhanced.
 - 2. Employees with membership dates on or after January 1, 2013 are PEPRAs Members enrolled in Tier 4.

PEPRAs Members are governed by the California Public Employees' Pension Reform Act of 2013 (PEPRA) (Chapters 296 and 297, Statutes of 2012). To the extent that this resolution conflicts with any provision of PEPRA, PEPRA governs.

Contribution rates for employers and employees are determined by the CCCERA Board of Directors. For more information about contribution rates contact CCCERA at 925-521-3960 or online at www.cccera.org.

C. Pre-Tax Payment of Retirement Contributions: First 5 Contra Costa follows Section 414(h) (2) of the Internal Revenue Code which allows the County Auditor-Controller to reduce the gross monthly pay of employees by an amount equal to the employee's total contribution to the County Retirement System before Federal and State income taxes are withheld, and forward that amount to the Retirement system. This program of deferred retirement contribution will be universal and non-voluntary as required by statute.

D. Health and Dental Benefit Participation Upon Retirement

For a full description of plans, rates and benefits listed below, refer to the County Employee Benefits information online at www.co.contra-costa.ca.us.

1. Upon retirement, eligible employees and their eligible family members may remain in their First 5 Contra Costa health/dental plan, but without First 5 Contra Costa-paid life insurance coverage, if immediately before their proposed retirement the employees and dependents are either active subscribers to one of the contracted health/dental plans or if while on authorized leave of absence without pay, they have retained continuous coverage during the leave period. First 5 Contra Costa will pay the health/dental plan monthly premium subsidies for eligible retirees and their eligible family members at the same rates as Contra Costa County retirement plans.
2. Employees Hired After December 31, 2006: All employees hired after December 31, 2006 are eligible for retiree health/dental coverage pursuant to subsections D.1 above and E. below, upon completion of fifteen (15) years of service as an employee of First 5 Contra Costa. For purposes of retiree health eligibility, one year of service is defined as one thousand (1,000) hours worked within one anniversary year. The existing method of crediting service while an employee is on an approved leave of absence will continue. Upon retirement, employees (and their eligible family members) are eligible to receive a monthly premium subsidy for health and dental plans at the same rates as Contra Costa County retiree plans.
3. Employees Hired on or after January 1, 2009: Eligible employees who retire under the Contra Costa County Employees' Retirement Association (CCCERA), and their eligible family members, may retain continuous coverage of a health and/or dental plan, however no monthly premium subsidy will be paid by First 5 Contra Costa for any health or dental plan after they retire. They will receive continuous coverage of a health and/or dental plan, provided that (i) he or she begins to receive a monthly retirement allowance from CCCERA within 120 days of separation from First 5 Contra Costa employment and, (ii) he or she pays the full premium cost under the health and/or dental plan without any First 5 Contra Costa premium subsidy.

4. Any person who becomes age 65 on or after January 1, 2009 and who is eligible for Medicare must immediately enroll in Medicare Parts A and B.

E. Employees Who File For Deferred Retirement: Employees, who resign and file for a deferred retirement and their eligible family members, may continue in their First 5 Contra Costa group health and/or dental plan under the following conditions and limitations.

1. Health and dental coverage during the deferred retirement period is entirely at the expense of the employee, without any First 5 Contra Costa contributions.
2. Life insurance coverage is not included.
3. To continue health and dental coverage, the employee must:
 - a. be qualified for a deferred retirement under the 1937 Retirement Act provisions;
 - b. be an active member of a First 5 Contra Costa group health and/or dental plan at the time of filing their deferred retirement application and elect to continue plan benefits;
 - c. be eligible for a monthly allowance from the Retirement System and direct receipt of a monthly allowance within twenty-four (24) months of application for deferred retirement; and
 - d. file an election to defer retirement and to continue health benefits hereunder with the Benefits Division within thirty (30) days before separation from First 5 Contra Costa.
4. Deferred retirees who elect continued health benefits hereunder and their eligible family members may maintain continuous membership in their health and/or dental plan group during the period of deferred retirement by paying the full premium for health and dental coverage on or before the 10th of each month, to the Contra Costa County Auditor-Controller. When the deferred retirees begin to receive retirement benefits, they will qualify for the same health and/or dental coverage pursuant to subsection D.1 above, as similarly situated retirees who did not defer retirement.
5. Deferred retirees may elect retiree health benefits hereunder without electing to maintain participation in their First 5 Contra Costa health and/or dental plan during their deferred retirement period. When they begin to receive retirement benefits, they will qualify for the same health and/or dental coverage pursuant to subsection D.1 above, as similarly situated retirees who did not defer retirement, provided reinstatement to a Contra Costa group health and/or dental plan will only occur following a three (3) full calendar month waiting period after the month in which their retirement allowance commences.

- 6. Employees who elect deferred retirement will not be eligible in any event for First 5 Contra Costa health and/or dental plan subsidy unless the member draws a monthly retirement allowance within twenty-four (24) months after separation from First 5 Contra Costa.
- 7. Deferred retirees and their eligible family members are required to meet the same eligibility provisions for retiree health/dental coverage as similarly situated retirees who did not defer retirement.

F. For purposes of Section 10 only, “eligible family members” does not include Survivors of employees or retirees.

11. Deferred Compensation

Employees working 20 hours or more per week are eligible to participate in the Deferred Compensation plan. Part-time employees working less than 20 hours per work, intermittent employees, and temporary employees/interns are not eligible to participate.

Refer to the County Employee Benefits information online at www.co.contra-costa.ca.us.

- A. Deferred Compensation Incentive: First 5 Contra Costa will contribute eighty-five dollars (\$85) per month to each eligible employee who participates in the Deferred Compensation Plan. To be eligible for this Deferred Compensation Incentive, the employee must contribute to the deferred compensation plan as indicated below.

Employees with Current Monthly Salary of:	Qualifying Base Contribution Amount	Monthly Contribution Required to Maintain Incentive Program Eligibility
\$2,500 and below	\$250	\$50
\$2,501 – 3,334	\$500	\$50
\$3,335 – 4,167	\$750	\$50
\$4,168 – 5,000	\$1,000	\$50
\$5,001 – 5,834	\$1,500	\$100
\$5,835 – 6,667	\$2,000	\$100
\$6,668 and above	\$2,500	\$100

Employees who discontinue contributions or who contribute less than the required amount per month for a period of one (1) month or more will no longer be eligible for the eighty-five dollar (\$85) Deferred Compensation Incentive. To reestablish eligibility, employees must again make a Base Contribution Amount as set forth above based on current monthly salary. Employees with a break in deferred compensation contributions either because of an approved medical leave or an approved financial hardship withdrawal will not be required to reestablish eligibility. Further, employees who lose eligibility due to displacement

by layoff, but maintain contributions at the required level and are later employed in an eligible position, will not be required to reestablish eligibility.

- B. Maximum Annual Contribution: All of the employee and First 5 Contra Costa contributions will be added together to ensure that the annual maximum contribution to the employee's deferred compensation account does not exceed the annual maximum contribution rate set forth in the United States Internal Revenue Code.
- C. Deferred Compensation Plan (IRC 457) Loan Provision: Employees who participate in the Deferred Compensation program are eligible to borrow funds from their Deferred Compensation account.

12. Professional Development and Training

- A. Career Development Training Reimbursement: First 5 Contra Costa provides educational assistance reimbursement to up to \$500 per year for eligible employees, with Executive Director approval.
- B. Management Development Policy: First 5 Contra Costa may elect to pay the cost of employees' attendance at professional conferences or trainings as they relate to an employee's job function, with Executive Director approval.
- C. Memberships, Subscriptions, and Dues: First 5 Contra Costa may elect to pay the cost of memberships, subscriptions, etc. as they relate to an employee's job function, with Executive Director approval.
- D. Executive Director Memberships, Subscriptions, and Dues: First 5 Contra Costa's Executive Director is eligible for up to \$825 reimbursement, in each 2 year period, for memberships, subscriptions, etc.

13. Mileage Reimbursement

- A. Mileage Reimbursement: First 5 Contra Costa will pay a mileage allowance for the use of personal vehicles on First 5 Contra Costa business at the rate allowed by the Internal Revenue Service (IRS) as a tax deductible expense, adjusted to reflect changes in this rate on the date it becomes effective or the first of the month following announcement of the changed rate by the IRS, whichever is later.

14. Executive Director Automobile Allowance

First 5 Contra Costa's Executive Director receives a \$300 monthly car allowance.



Monday December 4, 2017

Agenda Item 5.0

Recognize First 5 staff who have surpassed service milestones and appreciate the entire staff for their continuing dedication and accomplishment



**Staff Report
December 4, 2017**

ACTION: _____
DISCUSSION: X

TITLE: Staff Appreciation and Service Milestones

Introduction:

The Commission has adopted the practice of annually appreciating First 5 staff and recognizing those who have surpassed service milestones this year.

Background:

The Commission recognizes staff who have achieved five-year increments of service with First 5.

This year one staff member has surpassed their fifteen year anniversary:

Fran Biderman, Special Projects Coordinator

And one staff member has surpassed their five year anniversary:

Alex Khu, Executive Assistant

Recommendation:

That the Commission recognize staff who have surpassed service milestones and appreciate the entire staff for their continuing dedication and accomplishment.



Monday December 4, 2017

Agenda Item 6.0

Consider approving the Slate of Officers of the Commission for 2018



**Staff Report
December 4, 2017**

ACTION: X
DISCUSSION: _____

TITLE: Consider approving the Slate of Officers for the Commission for 2018

The Nominations Committee met on October 4, 2017 and prepared a slate of officers for the election on December 4, 2017.

Commissioners were invited to serve as an officer (Chair, Vice-Chair or Secretary/Treasurer) and thereby on the Executive Committee – or if they want to propose another Commissioner for the Nominating Committee’s consideration. Note that according to our Bylaws, only Commissioners may serve as officers of the Commission.

In addition, there is a non-voting seat on the Executive Committee that may be filled by either a Commissioner or Alternate Commissioner. This seat will also be on the slate prepared by the Nominating Committee.

In accordance with the Bylaws, the Nominating Committee sent out this Slate of Officers for election for 2018 to the entire Commission on October 5, 2017:

Chair: Gareth Ashley
Vice-Chair: John Jones
Secretary/Treasurer: Marilyn Lucey
Additional Non-Voting Member: Lee Ross

Recommendation:

Approve the Slate of Officers for Calendar Year 2018.



Monday December 4, 2017

Agenda Item 8.0

Annual Report to First 5 California for FY 2016-2017



**Staff Report
December 4, 2017**

ACTION: X
DISCUSSION: _____

TITLE: Annual Report for Fiscal Year 2016-2017

By statute, the Commission is required to conduct a public hearing on its annual report to the California Children and Families Commission. The attached report meets the annual report requirements set by First 5 California.

Data presented here is drawn from Family Surveys, quarterly funded program reports, ongoing data collection activities, and special evaluation studies. All reports are based on services to parents, children, other family members, and providers.

The First 5 California annual report framework aggregates demographic information and common key findings across 58 counties within “Services” and “Result Areas.” These do not necessarily align with First 5 Contra Costa’s Initiatives.

The attached documents were submitted to First 5 California on October 30, 2017:

- County Revenue and Expenditure Summary (AR 1) FY 2016/17
- Evaluation Summary Overview of selected funded activities (AR 3) FY 2016/17
- Two brief narratives of compelling service outcomes that address at least two of First 5 California’s four Result Areas for Improved Health, Improved Family Functioning, and Improved Child Development based on evaluations. These include:
 - Highlight of General Parenting Education and Family Supports
 - Highlight of Early Education Provider Programs
- Three brief explanations of funds expended in the Result Area for Improved Systems of Care for each of three separate categories: Policy and Broad Systems Change Efforts, Public Education and Information, and Organizational Support. These include:
 - Service Highlight of Policy and Broad Systems Change Efforts - FESP
 - Service Highlight of Public Ed and Information – Quality Matters and Sugar Bites
 - Service Highlight of Organizational Support – Database Management
- Demographic worksheets for each funded set of services as outlined by the First 5 California’s Result and Service Areas.

Recommendation:

Adopt the Annual Report for Fiscal Year 2016-2017.

First 5 Contra Costa Highlights for State Annual Report 2017

As a trusted partner to families for nearly 20 years, First 5 Contra Costa heard from families throughout the county about the fear and anxiety provoked by new federal policies in 2017. First 5 Contra Costa's Community Engagement and Family Support programs offered specialized trainings to ensure contractors had accurate information about immigrant rights and safe spaces, and offered first-hand support to parents and caregivers feeling the stress of aggressive deportation policies.

Additional highlights from the year include:

- First 5 Contra Costa's child care rating system shows that quality is improving. Combined with last year's ratings, F5 now has ratings for 109 licensed child care programs. Of the 28 sites that were re-rated this year, 11 increased their score, many moving from a 4 to a 5.
- To address demographic changes in the county, First 5 Contra Costa assessed its First 5 Centers, which are innovative, place-based hubs where parents receive support, training and information, and connections to other parents and resources in their community. The assessment led First 5 to pursue the purchase of a new large regional site located in Pittsburg to better serve families in the eastern portion of the county. An additional site acquisition is planned.
- Two new playgrounds were built in Contra Costa as a result of the local organizing work done by parent community leaders First 5 Contra Costa's Community Engagement program trained.
- Contra Costa's Help Me Grow program continues to build: 19 low-income pediatric offices, over 50 QRIS child care sites, and a wide range of programs and providers that serve vulnerable families conducted developmental screenings for more than 3,000 low-income children. In addition, the centralized Help Me Grow phone line provided referrals and support to 250 families.

FY2016/17 First 5 California and First 5 Contra Costa Categories

This table aligns the First 5 California Result Areas and Service Categories with First 5 Contra Costa Initiatives and Programs.

First 5 Initiatives:

Early Childhood Education (ECE), Early Intervention (EI), Family Support (FS), Community Information and Engagement (CIE)

First 5 California Result Areas and Service Categories	Initiative	First 5 Contra Costa Programs
Result Area 1: Improved Family Functioning		
Community Resource and Referral	CIE	· Crisis Center 211 Line
Distribution of Kit for New Parents	CIE	· New Parent Kit Distribution
Adult and Family Literacy Programs	ECE	· Tandem StoryCycles
Targeted Intensive Family Support Services	EI	· Triple P · Mental Health Therapeutic Services · Help Me Grow Developmental Playgroups · Crisis Center Help Me Grow-211 · Mt Diablo Unified School District Crossroads High School Teen Parenting Program · YMCA of the East Bay Teen Parenting Program
General Parenting Education and Family Support Programs	FS	· The 5 First 5 Centers
Quality Family Functioning Systems Improvement	FS CIE FS/EI EI	· First 5 Centers' Community Advisory Councils · Community Engagement Regional Groups · Trainings for First 5 Center and Mental Health Therapeutic Services staff · Care Parent Network Volunteer Parent Mentors · Select provider convenings
Result Area 2: Improved Child Development		
Preschool Programs for 3- and 4-Year-Olds	ECE	· Mt. Diablo Adult Education Literacy Preschools
Infants, Toddlers, and All-Age Early Learning Programs	EI	· Family Homeless Shelters: Shelter, Inc. and GRIP
Early Education Provider Programs	ECE	· Professional Development Program: Contra Costa College, Diablo Valley College, and Los Medanos College · IMPACT Stipends · California Infant/Toddler Block Grant stipends · CSPP-State Preschool Program site stipends
Quality ECE Investments	ECE	· CoCoKids Quality Improvement (Coaching for QRIS) · Contra Costa County Office of Education (QRIS Support) · First 5 Contra Costa Coaching for QRIS · Workshops/Trainings for early childhood educators

Result Area 3: Improved Child Health	
Nutrition and Fitness	CIE · Community Engagement Sports Classes · Pittsburg PACE participants
Maternal and Child Health Care	FS · Home Visiting: ASPIRAnet Welcome Home Baby
Comprehensive Screening and Assessments	EI · All ASQ-3 screenings · Help Me Grow Pediatric Provider Outreach
Targeted Intensive Intervention for Identified Special Needs	EI · CoCoKids Inclusion Program · Child Care Solutions Program · Care Parent Network
Safety Education & Injury Prevention	FS · Car Seat Project for First 5 Center families
Quality Health Systems Improvement	FS · Home Visiting Training and Support EI · Training for Early Intervention and Health providers · Help Me Grow Cafés · Trainings sponsored by Family Economic Security Partnership CIE
Result Area 4: Improved Systems of Care	·
Policy and Broad Systems-Change Efforts	CIE · Family Economic Security Partnership (FESP)
Organizational Support	All · Database Support and cost-share for select staff
Public Education and Information	CIE · Public Information and Communications



**Annual Report Form 1 (AR-1)
County Revenue and Expenditure Summary
For Fiscal Year July 1, 2016 - June 30, 2017**

County: Contra Costa

Friday, November 17, 2017

Revenue Detail	
Tobacco Tax Funds	\$8,064,566
Small County Augmentation Funds	\$0
IMPACT	\$582,536
Other Funds	\$818,598
Other Funds Description	Preschool QRIS Block Grant \$369,775 Infant Toddler QRIS Block Grant \$360,104 Contra Costa County MHSA Grant \$77,250 IMPACT HUB T&TA \$11,369 VISA Card Rebate \$100
Grants	\$743,500
Grants Description	Sunlight Giving \$125,000 Kaiser \$20,000 Wells Fargo Foundation \$1,000 Long Foundation \$597,500
Donations	\$0
Revenue From Interest Earned	\$273,771
Total Revenue	\$10,482,971



**Annual Report Form 1 (AR-1)
County Revenue and Expenditure Summary
For Fiscal Year July 1, 2016 - June 30, 2017**

Improved Family Functioning	
Community Resource and Referral	\$131,157
Distribution of Kit For New Parents	\$50,000
Adult and Family Literacy Programs	\$156,000
Targeted Intensive Family Support Services	\$738,699
General Parenting Education and Family Support Programs	\$2,255,321
Quality Family Functioning Systems Improvement	\$427,832
Total	\$3,759,009

Improved Child Development	
Preschool Programs for 3- and 4- Year Olds	\$106,080
Infants, Toddlers, and All-Age Early Learning Programs	\$214,812
Early Education Provider Programs	\$894,254
Kindergarten Transition Services	\$0
Quality ECE Investments	\$1,249,504
Quality ECE Investments Description	In 16/17: Expenditures for workshops for ECE providers; expenditures for coaching, assessment, ratings, and site stipends for QRIS/QIS sites provided by First 5, County Office of Ed, and CoCoKids with funding from IMPACT, CSPP Block Grant, Infant/Toddler Block Grant; and cost-share of F5 program expenses.
Total	\$2,464,650



**Annual Report Form 1 (AR-1)
County Revenue and Expenditure Summary
For Fiscal Year July 1, 2016 - June 30, 2017**

Improved Child Health	
Nutrition and Fitness	\$106,141
Health Access	\$0
Maternal and Child Health Care	\$1,265,183
Oral Health	\$0
Primary and Specialty Medical Services	\$0
Comprehensive Screening and Assessments	\$203,931
Targeted Intensive Intervention for Identified Special Needs	\$1,213,081
Safety Education and Injury Prevention	\$10,428
Tobacco Education and Outreach	\$0
Quality Health Systems Improvement	\$203,005
Quality Health Systems Improvement Description	In 16/17: Expenditures for workshops for Home Visiting and Early Intervention providers, and support of the Family Economic Security Partnership, a coalition working to improve family/community health and financial well-being; cost-share of F5 program expenses.
Total	\$3,001,769

Improved Systems of Care	
Policy and Broad Systems-Change Efforts	\$632,962
Organizational Support	\$244,728
Public Education and Information	\$455,760
Total	\$1,333,450



**Annual Report Form 1 (AR-1)
County Revenue and Expenditure Summary
For Fiscal Year July 1, 2016 - June 30, 2017**

Expenditure Detail	
Program Expenditures	\$10,558,878
Administrative Expenditures	\$1,167,289
Evaluation Expenditures	\$825,210
Total Expenditures	\$12,551,377
Excess (Deficiency) of Revenues Over (Under) Expenses	(\$2,068,406)

Other Financing Sources	
Sale(s) of Capital Assets	\$0
Other: Specify Source Below	\$0
Other Description	
Total Other Financing Sources	\$0

Net Change in Fund Balance	
Fund Balance - Beginning July 1	\$28,236,356
Fund Balance - Ending June 30	\$26,167,950
Net Change In Fund Balance	(\$2,068,406)

FY Fund Balance	
Nonspendable	\$346,507
Restricted	\$424,092
Committed	\$841,227
Assigned	\$5,004,362
Unassigned	\$19,551,762
Total Fund Balance	\$26,167,950



**Annual Report Form 1 (AR-1)
County Revenue and Expenditure Summary
For Fiscal Year July 1, 2016 - June 30, 2017**

Expenditure Notes

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Annual Report Form / Evaluation Summary Overview

County Evaluation Summary for FY 16/17
July 1, 2016-June 30, 2017

County: **Contra Costa**

Provide a description of the evaluation activities completed during the fiscal year

Key Evaluation Activities

- Commissioned a pilot Kindergarten Readiness Assessment with 19 schools in 3 school districts, assessing 425 children in their first few weeks of kindergarten.
- Conducted analysis to support a strategic planning process for identifying new sites for Family Resource centers in East county, including mapping a needs index by census tract and home location of all current First 5 Center families by their Center.
- Developed new features in the college advising database to streamline the process of recommending, authorizing, and paying stipends to qualifying Professional Development Program participants. The database provides more complete evaluation data on participants. Continued involvement in the Bay Area QRIS Partnership's database, WELS.
- Obtained consistent attendance records for every professional training funded by F5, which allows for an accurate unduplicated count of participants trained.

Family and Provider Survey

All contractors collect family and child surveys in English or Spanish for all new participants each year. These capture demographics, health information, consumption of sugary drinks, reading practices, maternal education, special needs or concerns regarding child development, and exposure to smoking. Most baseline data have been collected since 2002, with nearly 2500 Family Surveys collected in FY16-17 from 18 programs.

- 19% of families earn less than \$15,000 annually; another 31% earn between \$15,000 and \$30,000.
- 33% of adults speak only Spanish in the home, and an additional 21% speak both Spanish and English.
- 26% of parents have a concern that their child is not developing like other children.
- 18% of children have been identified as having a developmental delay or disability.

Additional Data Collection Activities

Data collection measures cross all four of First 5 Contra Costa's initiatives:

- First 5 Centers (family resource centers) use an online database called ETO to track registration, class participation, developmental playgroup attendance, assessments, and other service data.
- Welcome Home Baby, First 5 Contra Costa's home visiting program, uses ETO to track referrals and services, child assessments, postpartum depression assessments, the home environment, and other child and family outcomes.
- All child-focused programs use the Ages & Stages Questionnaire (ASQ-3), and some use the ASQ-SE for social-emotional health.
- Parents attending Triple P classes complete the ECBI, Parenting Scale, DASS 21, and Evaluation Form.
- Pregnant and parenting teens complete pre/post surveys, and program staff sends First 5 high school enrollment data and rates of graduation.
- Mental health consultation and inclusion facilitation services use an Excel database to track intake/discharge data, service activity data, exit surveys, and child placement information.
- Professional Development Program staff use an Access database to track coursework,

Annual Report Form / Evaluation Summary Overview

County Evaluation Summary for FY 16/17
July 1, 2016-June 30, 2017

County: **Contra Costa**

professional development activities, advancement data on the child development permit matrix, degree requirements and attainment of college degrees. County Office of Education, CoCoKids (Child Care Council) and First 5 staff use the WELS database to collect site applications, coaching activities, assessments, and rating information about sites participating in Quality Matters (QRIS and QIS).

- Community Engagement program records attendance at sports classes for 758 children (unduplicated count), and uses ETO to record Regional Group members' activities.

Reporting Activities

All funded programs submit quarterly updates online that include units of service, counts of population reached, and brief narratives regarding specific service activities, issues and innovations with providing services, training and support needs. Additionally, contractors routinely include vignettes that highlight the impact of services on families, children and providers.

Describe the evaluation findings reported during the fiscal year 4,000 characters

First 5 Centers

Over the course of services, parents taking parenting classes reported large, statistically significant increases in: Knowledge of child development, confidence in parenting, ability to identify their child's needs, more time spent reading and doing activities with their child, and greater connection to other families.

Home Visiting Programs

Participants report significant increases in the number of protective factors after 9 or more months of services. The largest gains were in help making ends meet, finding a new job, and knowing what to do as a parent.

Quality Matters

Of the 156 programs participating in Quality Matters, our QRIS program, 29% are family child care homes, 48% are centers, and 22% are license-exempt school district programs. 110 QRIS sites have been rated. In 16/17 28 sites were re-rated: 39% went up a Tier; 57% stayed in the same Tier and 1 went down a Tier.

Professional Development

Three local community colleges provided support to 618 early childhood educators. 137 participants met the requirements for a higher level of permit or academic degree, including 126 for permits, and 17 for degrees (6 persons qualified for both).

Professional trainings

Of professional trainings that were evaluated (n=223 forms), 85% of all learning objectives were met, with a 59% increase in knowledge of the learning objectives (n=83 forms).

Kindergarten Readiness Pilot Study

A pilot Kindergarten Readiness Assessment targeted schools in high poverty areas. Of the children included, 32% were rated "fully ready" in academics, self-regulation, and social

Annual Report Form / Evaluation Summary Overview

County Evaluation Summary for FY 16/17
July 1, 2016-June 30, 2017

County: **Contra Costa**

expression. Strongest predictors of readiness were health and well-being, older age, and fewer child-related concerns such as behavioral issues.

Help Me Grow

Developmental Screening

Of the 2,023 children for whom screening results are available, 25% scored in the monitoring zone at first screening, and 25% needed a referral based on their score in at least one domain. 19% of children were rescreened at least one month after their initial ASQ.

Pediatric Providers in high-volume Medi-Cal clinics

Recruitment efforts successfully reached 257 pediatricians from 19 low-income clinics who attended a training, established screening procedures, and provided First 5 with ASQ-3 Summary Sheets.

Developmental Playgroups

HMG referred 228 children to 30 developmental playgroups. The percentage of children scoring in the typical range on the ASQ at post (33%) compared to pre (0%) suggests that children served by Contra Costa playgroups are making developmental gains in previously identified problem areas.

HMG-211

The centralized Help Me Grow line referred 259 parents to needed services and resources for their child. Of these, 76% received a referral. 28% accessed one or more referrals; 12% of families' referrals are in progress; 36% were lost to contact after a referral was made.

Triple P

Caregivers who attend Triple P trainings report significant improvement in parenting, decreases in child behavioral issues, and decreases in adult depression, anxiety and stress. Of those rated "at-risk" at class start, 73% of over-reactive parents, 55% of hostile parents, and about 60% with child behavior issues, lax parenting, depression, anxiety, and stress are no longer at risk by the end of class.

Mental Health Consultation and Inclusion Services

Of the 191 children with exit information, 49% were able to remain in their child care setting and 51% moved to a setting considered more beneficial. At exit, consultants report 90% of children improve difficult behavior and 82% of providers have skills to work with the child or children with similar issues.

Regional Groups/Community Engagement

Three grassroots parents groups inaugurated a street project and renovated a park and continue to enhance park use and safety. Regional Group members began working on new initiatives focused on affordable housing and Sanctuary policies. These efforts led to the passage of sanctuary policies in 3 cities and 4 school districts.

Annual Report Form / Evaluation Summary Overview

County Evaluation Summary for FY 16/17
July 1, 2016-June 30, 2017

County: **Contra Costa**

Describe the policy impact of the evaluation results 3,000 characters

Kindergarten Readiness Assessment

In FY16/17, First 5 Contra Costa commissioned a pilot Kindergarten Readiness Assessment in three school districts with the highest rates of low-income families. The findings from the study were shared with school superintendents, local and state representatives to provide a sense of children's readiness for Kindergarten in their district. These conversations offered an opportunity to reinforce the need for high-quality early childhood education and additional early childhood support services.

Based on the success of the pilot, F5CC commissioned a county-wide, representative Kindergarten Readiness Assessment, which will include most districts in the county and will over sample for children with low-income. The results will be available in early 2018, and will be the basis for a large convening of school district superintendents and staff. We hope to spark a conversation about leveraging ESSA and LCFF funds to improve early childhood education and Kindergarten readiness through that convening. We will also use the findings to educate legislators about variations across the county in school readiness.

First 5 Center Strategic Planning

To address demographic changes in the county, F5CC assessed its First 5 Centers, which are innovative, place-based hubs where parents and caregivers with young children receive support, training and information, and connections to other families and resources in their community. The assessment included the careful analysis of census data, First 5 user demographics and program use data, and mapping to gauge the best locations for services. As a result of this process, F5CC is in the process of purchasing a new large regional site located in Pittsburg to better serve families in the eastern portion of the county. A second site acquisition is planned. In addition, F5CC commissioned a study of service needs of Contra Costa African American families to design welcoming and culturally-appropriate services.

New Strategic Plan

The Commission reviewed its 4-year Strategic Plan that begins the pivot towards increased policy work and prioritized direct services funding as revenues continue to decline.

Highlights of Services for First 5 Centers Contra Costa County FY 2016/2017

Result Area 1: **Improved Family Functioning**
Service: **General Family Support Services**

Most Compelling Service Outcome 1,000 characters

First 5 Centers support parents and strengthen families in measurable ways. Parents who attend parenting classes report statistically significant gains in:

- Knowledge of child development (58%)
- Connection to other families (53%)
- Confidence in parenting (51%)
- Ability to identify needs of children (47%)
- Amount of time with child (47%)

79% of parents increased their strengths in at least one of the protective factors after 9+ mos of service.

About a third of families increased their score on each protective factor domain:

- 38% increased their family functioning
- 35% experienced increased concrete support
- 34% increased parenting knowledge
- 28% increased social support

Other compelling outcomes include increased reading to children time and frequency among First 5 Center families. Participating parents permit their children less media access, 51% of them using less media time with their children than is recommended by the American Academy of Pediatrics, compared to 31% at intake.

Benchmark/Baseline Data 1,000 characters

Baseline data for families reported in Outcome section:

Parenting class at class start (n=184, ratings range from 0 to 6)

- Knowledge of child development 3.3
- Connections to others 3.4
- Confidence in parenting 3.5
- Ability to identify and respond to needs 3.6
- Amount of time with children: 3.5

Strengthening Families- Family Functioning initial score (n=164, sum total can range from 0 to 5)

Highlights of Services for First 5 Centers Contra Costa County FY 2016/2017

Result Area 1: **Improved Family Functioning**
Service: **General Family Support Services**

Avg. number of strength items: 4.45

Reading reported on initial survey (n=351)

- 82% read to children weekly
- 60% read at least 3 days/week

Media use reported on initial survey (n=346)

31% limited media time to the recommended amount.

Outcome Measurement Tool 300 characters

Baseline:

Family Survey FY15-17: Reading and media at service initiation.

Parenting Survey FY15-17: Protective factors.

Follow-up:

Annual Survey FY16-17: Family and Parenting Survey items.

Parenting Ladder FY16-17: Parent ratings of skills and knowledge before and after a parent class.

Highlights of Services for Professional Development Program Contra Costa County FY 2016/2017

Result Area 2: Improved Child Development
Service: Early Education Provider Programs

Most Compelling Service Outcome 1,000 characters

The Professional Development Program offers supports to Early Childhood Educators to gain the educational requirements necessary to advance their careers. First 5 Contra Costa has been investing in supports for the workforce for over a decade, and it is now a mature, well-functioning program. First 5 Contra Costa invests almost \$900,000 annually to support ECE workforce development in three community colleges.

In FY1617, 618 community college students benefitted from the program through advising, referrals, and financial supports. Of these, 26% earned a degree or advanced their permit.

The PDP Program is aligned with Contra Costa's QRIS program, called Quality Matters. Teaching staff working at Quality Matters sites have priority to participate in PDP. 59% of PDP students worked at a Quality Matters program this year.

132 program participants advanced their permit level and 41 obtained an AA or BA/BS degree. Teachers continue to be challenged to move from the Associate Teacher Permit to Teacher Permit, which requires teachers to complete 24 general education units.

Benchmark/Baseline Data 1,000 characters

In 2010/11:

- 1000 students received advising services
- 186 completed core ECE courses
- 37 achieved an AA degree
- 106 students became eligible for advancement on the child development matrix.

In 2015/16, First 5 Contra Costa strengthened data collection for PDP and has additional benchmark data as a result:

- 729 educators participated in 15/16; 51% worked at a Quality Matters site.
- 153 participants met educational requirements to advance their permit level or qualify for an academic degree, including 126 who advanced their permit and 37 who obtained a degree (10 did both).
- Assistant Teacher Permit: 20
- Associate Teacher Permit: 64

Highlights of Services for Professional Development Program Contra Costa County FY 2016/2017

Result Area 2: Improved Child Development
Service: **Early Education Provider Programs**

- Teacher Permit: 30
- Master Teacher Permit: 10
- Site Supervisor Permit: 15
- Program Director Permit: 0
- AA: 2
- AS: 10
- AS Transfer ready to Cal State system: 24
- BA: 1

Outcome Measurement Tool 300 characters

The program uses a specialized on-line database into which Advisors enter approved coursework for degree attainment and/or permit renewals and all educational services provided. First 5 staff approves PDP participant stipends based on the colleges' recommendations.



Highlights of Policy and Systems Change Efforts (FESP)

Contra Costa County FY 2016/2017

Result Area 4: **Improved Systems of Care**
Service: **Policy and Broad Systems-Change Efforts**

Primary Target Audience

The Family Economic Security Partnership is a coalition of 45 nonprofit, public, and private agencies that collaborate to increase income and build assets of families with low-income. FESP raises awareness about the root causes of poverty and increases the engagement of direct service providers in advocacy on needed structural and systemic change. FESP participates in numerous coalitions including Ensuring Opportunity Campaign to End Poverty in Contra Costa County and the CalFresh Working Group.

Types of Services

- Organized presentations on topics related to poverty and economic stability.
- Meetings to provide information, resources and skill building opportunities for FESP members.
- Trainings on movement building and engaging staff and constituents in policy work.
- Updates to members of impending legislation that may impact family financial stability.
- Membership in relevant community coalitions and partnerships to represent the needs of direct service providers and their constituents.

Intended Result / Community Impact

- Educated over 100 FESP agency member staff and constituents that poverty is not inevitable and is a function of policy and systemic/structural choices.
- Raised awareness about policies (e.g., administrative, legislative) that impact peoples' ability to get or stay out of poverty.
- Explored the capacity of direct service providers, staff and constituents, to engage in policy advocacy.
- Engaged in a six-month "deeper dive" process with SparkPoint and the Building Movement Project to explore SparkPoint's advocacy capacity for increasing staff and constituent engagement; an action plan was created that includes steps to incorporate advocacy and constituent engagement in their work.
- A White Paper is being created to describe the "deeper dive project" and to serve as a model to encourage other direct service providers to increase their advocacy engagement.
- Created a first-ever Policy Platform with guiding values, top policy priorities and a protocol for taking action.



Highlights of Public Education and Community Information Dissemination

Contra Costa County FY 2016/2017

Result Area 4: Improved Systems of Care

Service: **Public Education and Community Information Dissemination**

Primary Target Audience

First 5 Contra Costa ran two public education campaigns: 1) Sugar Bites to encourage parents to serve children water instead of sugary drinks; and 2) Quality Matters, which promotes our child care quality rating and improvement system. We also made headway developing a third campaign with First 5 Alameda to promote Help Me Grow as a reliable and trusted resource for East Bay parents. All campaigns target low-income parents with children 0 to 5. Help Me Grow also targets pediatricians.

Types of Services

The Sugar Bites and Quality Matters campaigns reached parents in a variety of settings – commuting to work, grocery shopping, on public transit, and online searches for parents seeking child care or other child-centered topics. These campaigns ran for four months. Development for the Help Me Grow campaign included initial research, interviews with partners, message testing, and focus groups with parents to determine final creative concepts and messages for the campaign.

Intended Result / Community Impact

Online banner ads for Quality Matters effectively targeted parents on websites based on keyword and demographics aligned with our target audience. Traffic to the bilingual qualitychildcarematters.org site increased 86% when online ads ran. The overall media buy for Quality Matters generated 34 million media impressions (the # of times people viewed the ads).

Sugar Bites ads ran in two cities: San Pablo and Concord. This modest yet targeted ad-buy generated 24 million media impressions. In the five years since launching Sugar Bites, there's been a decline in the number of surveyed families who serve young children sugary drinks, according surveys of families new to First 5 Contra Costa-funded services.

The Help Me Grow campaign will launch in early 2018 with outdoor and online ads and outreach materials for parents and pediatricians. It also will include a new website to link parents to information on parenting, child development, developmental screening, family events and more.



Highlights of Organizational Support

Contra Costa County FY 2016/17

Result Area 4: **Improved Systems of Care**
Service: **Organizational Support**

Primary Target Audience 500 characters

Several F5 program staff support cross-agency systems, including portions of three staff in the Contracts department, a small portion of the Deputy Director and a portion of her executive assistant.

Additionally, First 5 Contra Costa uses databases to support its funded contractors, regional partners, and First 5 staff. The primary focus is to ensure that data entry is timely, accurate and complete, and that data can be used to inform practice on service delivery and evaluation outcomes.

Types of Services 500 characters

- Contracts staff conduct program site visits, and monitor program contracts.
- Deputy Director oversees all program officers.
- The ETO database is used by five First 5 Centers, a home visiting program, and a Community Engagement program.
- Support for three different Excel databases for Triple P, Mental Health Consultation and Inclusion services.
- Support for two Access databases for three community colleges and a program for parents with children identified with special needs.

Intended Result / Community Impact 1,000 characters

Rather than issuing grants, F5 contracts with organizations to carry out a specified set of activities for a target population; this enables F5 to tailor program deliverables to its strategic needs.

First 5-funded organizations have collected years of data and received ongoing technical assistance from staff at First 5 and its evaluation contractors for database development and quality assurance. These programs now have the ability to pull data, run reports, and use data to better understand their clientele, improve service delivery, and manage internal decisions. Because the databases are functioning well and the data are robust, First 5 staff members use the bases to make decisions.

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 1: Improved Family Functioning (Family Support, Education and Services

Service Area: 13. Community Resource and Referral

Reporting Requirements

TOTAL

Population Served

Children less than 3	0
Children 3 to Five Years	0
Children - Ages Unknown(birth to five years)	1424
Parents/Guardians/Primary Caregivers	0
Other family members	0
Providers	1424
TOTAL	1424

Total Children
0

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	17
Asian	0	54
Black/African-American	0	467
Hispanic/Latino	0	337
Pacific Islander	0	15
White	0	332
Multiracial	0	75
8. Other	0	0
Unknown	0	127
TOTAL	0	1424

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 1: Improved Family Functioning (Family Support, Education and Services

Service Area: 14. Distribution of Kit for New Parents

Reporting Requirements

TOTAL

Population Served

Children less than 3	0
Children 3 to Five Years	0
Children - Ages Unknown(birth to five years)	4212
Parents/Guardians/Primary Caregivers	0
Other family members	19
Providers	4231
TOTAL	4231

Total Children
0

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	0
Asian	0	0
Black/African-American	0	0
Hispanic/Latino	0	0
Pacific Islander	0	0
White	0	0
Multiracial	0	0
8. Other	0	0
Unknown	0	4212
TOTAL	0	4212

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	0	1305
Spanish	0	109
Cantonese	0	0
Mandarin	0	0
Vietnamese	0	0
Korean	0	0
7. Other	0	2
Unknown	0	8
TOTAL	0	1424

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	0	0
Spanish	0	0
Cantonese	0	0
Mandarin	0	0
Vietnamese	0	0
Korean	0	0
7. Other	0	0
Unknown	0	4212
TOTAL	0	4212

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 1: Improved Family Functioning (Family Support, Education and Services)
 Service Area: 16. Adult and Family Literacy Programs

Reporting Requirements

TOTAL

Population Served

Children less than 3	281	Total Children	4010
Children 3 to Five Years	3729		
Children - Ages Unknown(birth to five years)	0		
Parents/Guardians/Primary Caregivers	4010		
Other family members	0		
Providers	197		
TOTAL	8217		

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	0
Asian	0	0
Black/African-American	0	0
Hispanic/Latino	0	0
Pacific Islander	0	0
White	0	0
Multiracial	0	0
8. Other	0	0
Unknown	4010	4010
TOTAL	4010	4010

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	0	0
Spanish	0	0
Cantonese	0	0
Mandarin	0	0
Vietnamese	0	0
Korean	0	0
7. Other	0	0
Unknown	4010	4010
TOTAL	4010	4010

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 1: Improved Family Functioning (Family Support, Education and Services)
 Service Area: 17. Targeted Intensive Family Support Services

Reporting Requirements

TOTAL

Population Served

Children less than 3	483	Total Children	620
Children 3 to Five Years	125		
Children - Ages Unknown(birth to five years)	12		
Parents/Guardians/Primary Caregivers	833		
Other family members	1		
Providers	20		
TOTAL	1474		

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	5	6
Asian	25	57
Black/African-American	31	74
Hispanic/Latino	235	492
Pacific Islander	0	5
White	17	58
Multiracial	46	26
8. Other	3	10
Unknown	258	105
TOTAL	620	833

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	49	336
Spanish	141	406
Cantonese	1	0
Mandarin	2	5
Vietnamese	0	1
Korean	0	0
7. Other	16	37
Unknown	411	48
TOTAL	620	833

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 1: Improved Family Functioning (Family Support, Education and Services

Service Area: 18. General Parenting Education and Family Support Programs

Reporting Requirements

TOTAL

Population Served

Children less than 3	1459
Children 3 to Five Years	612
Children - Ages Unknown(birth to five years)	0
Parents/Guardians/Primary Caregivers	2105
Other family members	23
Providers	0
TOTAL	4199

Total Children
2071

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	11	8
Asian	200	249
Black/African-American	71	92
Hispanic/Latino	1299	1368
Pacific Islander	24	26
White	217	248
Multiracial	182	56
8. Other	35	37
Unknown	32	21
TOTAL	2071	2105

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	447	422
Spanish	1069	1236
Cantonese	10	15
Mandarin	34	39
Vietnamese	8	16
Korean	1	0
7. Other	133	176
Unknown	369	201
TOTAL	2071	2105

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 1: Improved Family Functioning (Family Support, Education and Services

Service Area: 19. Quality Family Functioning Systems Improvement

Reporting Requirements

TOTAL

Population Served

Children less than 3	0
Children 3 to Five Years	0
Children - Ages Unknown(birth to five years)	240
Parents/Guardians/Primary Caregivers	57
Other family members	148
Providers	445
TOTAL	890

Total Children
0

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	1
Asian	0	8
Black/African-American	0	12
Hispanic/Latino	0	169
Pacific Islander	0	2
White	0	11
Multiracial	0	3
8. Other	0	0
Unknown	0	34
TOTAL	0	240

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	0	62
Spanish	0	166
Cantonese	0	0
Mandarin	0	0
Vietnamese	0	0
Korean	0	1
7. Other	0	6
Unknown	0	5
TOTAL	0	240

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 2: Improved Child Development (Child Development Services)

Service Area: 21. Preschool Programs for 3 and 4 Year Olds

Reporting Requirements

TOTAL

Population Served

Children less than 3	17	Total Children	126
Children 3 to Five Years	109		
Children - Ages Unknown(birth to five years)	0		
Parents/Guardians/Primary Caregivers	127		
Other family members	0		
Providers	0		
TOTAL	253		

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	0
Asian	22	23
Black/African-American	1	1
Hispanic/Latino	76	75
Pacific Islander	0	0
White	10	8
Multiracial	4	2
8. Other	8	6
Unknown	5	12
TOTAL	126	127

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	3	3
Spanish	70	76
Cantonese	0	0
Mandarin	0	1
Vietnamese	0	0
Korean	0	0
7. Other	36	35
Unknown	17	12
TOTAL	126	127

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 2: Improved Child Development (Child Development Services)

Service Area: 26. Infants, Toddlers, and All-Age Early Learning Programs

Reporting Requirements

TOTAL

Population Served

Children less than 3	31	Total Children	48
Children 3 to Five Years	17		
Children - Ages Unknown(birth to five years)	0		
Parents/Guardians/Primary Caregivers	89		
Other family members	0		
Providers	0		
TOTAL	137		

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	0
Asian	0	0
Black/African-American	17	12
Hispanic/Latino	9	7
Pacific Islander	1	1
White	11	10
Multiracial	9	5
8. Other	1	1
Unknown	0	53
TOTAL	48	89

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	15	32
Spanish	2	4
Cantonese	0	0
Mandarin	0	1
Vietnamese	0	0
Korean	0	0
7. Other	0	0
Unknown	31	52
TOTAL	48	89

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 2: Improved Child Development (Child Development Services)

Service Area: 27. Early Education Provider Programs

Reporting Requirements

Population Served	Children	Parents/Guardians	Total Children
Children less than 3	0	0	0
Children 3 to Five Years	0	0	0
Children - Ages Unknown(birth to five years)	0	0	0
Parents/Guardians/Primary Caregivers	0	0	0
Other family members	618	0	618
Providers	0	0	0
TOTAL	618	0	618

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	0
Asian	0	0
Black/African-American	0	0
Hispanic/Latino	0	0
Pacific Islander	0	0
White	0	0
Multiracial	0	0
8. Other	0	0
Unknown	0	0
TOTAL	0	0

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	0	0
Spanish	0	0
Cantonese	0	0
Mandarin	0	0
Vietnamese	0	0
Korean	0	0
7. Other	0	0
Unknown	0	0
TOTAL	0	0

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 2: Improved Child Development (Child Development Services)

Service Area: 29. Quality ECE Investments

Reporting Requirements

Population Served	Children	Parents/Guardians	Total Children
Children less than 3	0	0	0
Children 3 to Five Years	0	0	0
Children - Ages Unknown(birth to five years)	0	0	0
Parents/Guardians/Primary Caregivers	0	0	0
Other family members	814	0	814
Providers	0	0	0
TOTAL	814	0	814

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	0
Asian	0	0
Black/African-American	0	0
Hispanic/Latino	0	0
Pacific Islander	0	0
White	0	0
Multiracial	0	0
8. Other	0	0
Unknown	0	0
TOTAL	0	0

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	0	0
Spanish	0	0
Cantonese	0	0
Mandarin	0	0
Vietnamese	0	0
Korean	0	0
7. Other	0	0
Unknown	0	0
TOTAL	0	0

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 3: Improved Health (Health Education and Services)

Service Area: 32. Nutrition and Fitness

Reporting Requirements

TOTAL

Population Served

Children less than 3	122	Total Children
Children 3 to Five Years	636	758
Children - Ages Unknown(birth to five years)	0	
Parents/Guardians/Primary Caregivers	0	
Other family members	131	
Providers	0	
TOTAL	889	

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	0
Asian	0	0
Black/African-American	0	0
Hispanic/Latino	0	0
Pacific Islander	0	0
White	0	0
Multiracial	0	0
8. Other	0	0
Unknown	758	0
TOTAL	758	0

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	0	0
Spanish	0	0
Cantonese	0	0
Mandarin	0	0
Vietnamese	0	0
Korean	0	0
7. Other	0	0
Unknown	758	0
TOTAL	758	0

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 3: Improved Health (Health Education and Services)

Service Area: 35. Maternal and Child Health Care

Reporting Requirements

TOTAL

Population Served

Children less than 3	316	Total Children
Children 3 to Five Years	13	329
Children - Ages Unknown(birth to five years)	0	
Parents/Guardians/Primary Caregivers	347	
Other family members	1	
Providers	0	
TOTAL	677	

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	0
Asian	6	7
Black/African-American	18	19
Hispanic/Latino	242	253
Pacific Islander	1	1
White	13	20
Multiracial	18	8
8. Other	31	39
Unknown	0	0
TOTAL	329	347

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	8	96
Spanish	22	235
Cantonese	0	1
Mandarin	0	1
Vietnamese	1	1
Korean	0	0
7. Other	0	13
Unknown	288	0
TOTAL	329	347

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 3: Improved Health (Health Education and Services)

Service Area: 39. Comprehensive Screening and Assessments

Reporting Requirements

TOTAL

Population Served

Children less than 3	1369
Children 3 to Five Years	596
Children - Ages Unknown(birth to five years)	1094
Parents/Guardians/Primary Caregivers	0
Other family members	0
Providers	257
TOTAL	3316

Total Children
3059

Population Served

Children less than 3	258
Children 3 to Five Years	407
Children - Ages Unknown(birth to five years)	139
Parents/Guardians/Primary Caregivers	352
Other family members	0
Providers	531
TOTAL	1687

Total Children
804

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	10	0
Asian	122	0
Black/African-American	96	0
Hispanic/Latino	975	0
Pacific Islander	10	0
White	179	0
Multiracial	153	0
8. Other	43	0
Unknown	1471	0
TOTAL	3059	0

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	0
Asian	45	33
Black/African-American	50	18
Hispanic/Latino	203	164
Pacific Islander	11	12
White	170	97
Multiracial	59	7
8. Other	37	18
Unknown	229	3
TOTAL	804	352

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	0	0
Spanish	0	0
Cantonese	0	0
Mandarin	0	0
Vietnamese	0	0
Korean	0	0
7. Other	0	0
Unknown	3059	0
TOTAL	3059	0

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	283	177
Spanish	176	138
Cantonese	1	1
Mandarin	2	2
Vietnamese	0	0
Korean	0	0
7. Other	53	29
Unknown	289	5
TOTAL	804	352

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 3: Improved Health (Health Education and Services)

Service Area: 41. Safety Education and Injury Prevention

Reporting Requirements

TOTAL

Population Served

Children less than 3	80	Total Children
Children 3 to Five Years	28	108
Children - Ages Unknown(birth to five years)	0	
Parents/Guardians/Primary Caregivers	0	
Other family members	0	
Providers	0	
TOTAL	108	

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	0
Asian	13	0
Black/African-American	11	0
Hispanic/Latino	63	0
Pacific Islander	0	0
White	4	0
Multiracial	7	0
8. Other	2	0
Unknown	8	0
TOTAL	108	0

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	14	0
Spanish	45	0
Cantonese	0	0
Mandarin	1	0
Vietnamese	0	0
Korean	0	0
7. Other	9	0
Unknown	39	0
TOTAL	108	0

County: ContraCosta First5 Results and Service Area Worksheet AR2

Result Area 3: Improved Health (Health Education and Services)

Service Area: 44. Quality Health Systems Improvement

Reporting Requirements

TOTAL

Population Served

Children less than 3	0	Total Children
Children 3 to Five Years	0	0
Children - Ages Unknown(birth to five years)	0	
Parents/Guardians/Primary Caregivers	0	
Other family members	0	
Providers	180	
TOTAL	180	

Ethnic Breakdown of Population Served (Children and Families)

	Children	Parents/Guardians
Alaska Native/American Indian	0	0
Asian	0	0
Black/African-American	0	0
Hispanic/Latino	0	0
Pacific Islander	0	0
White	0	0
Multiracial	0	0
8. Other	0	0
Unknown	0	0
TOTAL	0	0

Primary Language Spoken in the Home (Children and Families)

	Children	Parents/Guardians
English	0	0
Spanish	0	0
Cantonese	0	0
Mandarin	0	0
Vietnamese	0	0
Korean	0	0
7. Other	0	0
Unknown	0	0
TOTAL	0	0



Monday December 4, 2017

Agenda Item 9.0

Advocacy updates

Bills Passed

Family Strengthening		
Bill #	Author	Description
AB 60	Santiago/ Gonzalez Fletcher	<i>Subsidized Child Care and Development Services: 12 month Eligibility Period</i> Would require eligibility redetermination periods for subsidized child care to be set for not less than 12 months and limit mandatory reports during the eligibility period. The bill would also update eligibility rules to the most recent state median income (SMI) data published by the Census Bureau.— <i>Passed through state budget</i>
SB 63	Jackson	<i>Unlawful Employment Practice: Parental Leave</i> This bill would prohibit an employer from refusing to allow an employee to take up to 12 weeks of parental leave to bond with a new child within one year of the child’s birth, adoption, or foster care placement. The bill would also prohibit an employer from refusing to maintain and pay for coverage under a group health plan for an employee who takes this leave. Applies to business with at least 20 employees within a 75 miles radius.
AB 273	Aguiar-Curry	<i>Child Care Services Eligibility</i> To receive a child care subsidy, families must meet at least one requirement in each of 2 specified areas, including why the family has a need for the child care service. This bill would include in the area relating to need, as a requirement that may be satisfied for purposes of eligibility, that the family needs the child care services because the parents are engaged in an educational program for English as a second language learners or to attain a high school diploma or general educational development certificate.
AB 480	Gonzalez Fletcher	<i>Diaper Assistance for CalWORKs Families</i> This bill would amend the Welfare and Institutions Code to clarify that diapers for infants and toddlers are reimbursable ancillary expense under existing law for CalWORKs participants with young children in the Welfare to Work program. Current ancillary expenses include “the cost of books, tools, clothing specifically required for the job, fees, and other necessary costs.”
AB 1164	Thurmond	<i>Funding For Foster Care Placement</i> This bill would establish the Child Care Bridge Program for Foster Children (bridge program). The bill would authorize, contingent upon an appropriation of \$22,000,000 annually, county welfare departments to administer the bridge program and distribute vouchers to children between birth and 4 years of age, placed with an approved resource family or the child of a young parent involved in the child welfare system.
AB 1520	Burke	<i>Lifting Children and Families Out of Poverty Act of 2017</i> Would make legislative findings and declarations regarding child poverty in California. The bill would state the intent of the Legislature to move toward reducing child poverty in this state by 50% over a 20-year period, commencing with the 2018–19 fiscal year and ending with the 2038–39 fiscal year. The bill would also state the intent of the Legislature to use a specified framework as guiding and nonbinding recommendations for purposes of enacting future legislation to fund programs or services that have been proven to reduce child poverty in California and to fund future innovations that are shown to achieve similar outcomes.
Early Identification and Intervention		
Bill #	Author	Description
AB 340	Arambula	<i>Early and Periodic Screening, Diagnosis, and Treatment Program: trauma screening</i> The bill would require, consistent with federal law, that screening services under the EPSDT program include screening for trauma, as defined by the bill and as specified. The bill also would require the department, in consultation with the State Department of Social Services and others, to adopt, employ, and develop, as appropriate, tools and protocols for screening children for trauma and would authorize the department to implement, interpret, or make specific the screening tools and protocols by means of all-county letters, plan letters, or plan or provider bulletins, as specified.

AB 1340	Maienschein	<i>Continuing medical education: mental and physical health care integration.</i> This bill would require the board to consider including in its continuing education requirements a course in integrating mental and physical health care in primary care settings, especially as it pertains to early identification of mental health issues and exposure to trauma in children and young adults and their appropriate care and treatment.
Oral Health		
Bill #	Author	Description
SB 379	Atkins	<i>SB 379: Oral Health Assessments</i> This bill would add caries experience to the data collected during the kindergarten oral health assessments. This bill would also allow for passive parental consent during the oral health exam, while still requiring active consent for treatment.
Quality Early Learning		
Bill #	Author	Description
AB 258	Arambula	<i>Fresno County's Child Care Subsidy Program</i> Would Fresno County with the flexibility needed to utilize their unearned child care funding. Flexibilities are allowed in: 1) family eligibility; 2) family fees; 3) reimbursement rates; 3) methods of maximizing the efficient use of subsidy dollars & contracts.
AB 300	Caballero	<i>Monterey, Santa Cruz, and San Benito's Counties' Child Care Subsidy Program</i> Would allow counties with the flexibility needed to utilize their unearned child care funding. Flexibilities are allowed in: 1) family eligibility; 2) family fees; 3) reimbursement rates; 3) methods of maximizing the efficient use of subsidy dollars & contracts
AB 377	Frazier	<i>Solano and San Diego Counties' Child Care Subsidy Program</i> Would allow Solano and San Diego County with the flexibility needed to utilize their unearned child care funding. Flexibilities are allowed in: 1) family eligibility; 2) family fees; 3) reimbursement rates; 3) methods of maximizing the efficient use of subsidy dollars & contracts.
AB 435	Thurmond	<i>Contra Costa, Marin, Sonoma County's Child Care Subsidy Program</i> Would allow Contra Costa, Marin, and Sonoma Counties with the flexibility needed to utilize their unearned child care funding. Flexibilities are allowed in: 1) family eligibility; 2) family fees; 3) reimbursement rates; 3) methods of maximizing the efficient use of subsidy dollars & contracts.
AB 752	Rubio	<i>Child care: expulsion</i> Would, under the Child Care and Development Services Act, prohibit a contracting agency from expelling or unenrolling a child because of a child's behavior unless the contracting agency has explored and documented all possible steps to maintain the child's safe participation in the program and determines, in consultation with the parents or legal guardians of the child, the child's teacher, and, if applicable, the local agency responsible for implementing the Individuals with Disabilities Education Act, and that the child's continued enrollment would present a continued serious safety threat to the child or other enrolled children.
AB 1106	Weber	<i>Child care and development services: alternative payment programs</i> This bill would require an alternative payment program to have no less than 36 months to expend funds allocated to that program in any fiscal year, and would require the Superintendent of Public Instruction to develop a contracting process that provides alternative payment programs no less than 36 months to expend funds allocated to that program in any fiscal year.

Bills Vetoed

Sustainability & Reach; Tobacco & Marijuana Regulation		
Bill #	Author	Description
AB 350	Salas	<i>Marijuana edibles: appealing to children</i> Edibles Appealing to Children - specifies that a marijuana product is deemed to be appealing to children or easily confused with commercially sold candy if it is in the shape of a person, animal, insect, fruit, or in another shape normally associated with candy, but would not prohibit a licensee from making an edible marijuana product in the shape of the licensee's logo.

Bills Held in Committee

Family Strengthening		
Bill #	Author	Description
AB 5	Gonzalez Fletcher	<i>Employers: Opportunity to Work Act</i> Would require an employer with 10 or more employees to offer additional hours of work to an existing nonexempt employee before hiring an additional employee or subcontractor.
AB 164	Arambula	<i>Food assistance</i> Would establish a new chapter in Welfare and Institutions code which would provide for a state funded anti-hunger CalFresh benefit to be issued under prescribed circumstances, such as drought, disaster or in the case of federal SNAP ineligibility, and to be issued using the EBT system.
AB 992	Arambula	<i>CalWORKs: Baby Wellness and Family Support Home Visiting Program</i> This bill would establish the Baby Wellness and Family Support Home Visiting Program that would require the State Department of Social Services to award funds to counties for the purpose of implementing or contracting with specified early home visiting programs to provide voluntary maternal, infant, and early childhood home visiting programs approved by the department and would authorize the funds to be used to coordinate early home visiting services with, among others, diaper bank services.
AB 1268	Reyes	<i>Domestic Violence</i> This bill would, on or before January 1, 2019, require would create the California Domestic Violence Prevention Fund to provide grants to nonprofit organizations, local education agencies, and local governments for the purpose of funding initiatives to educate communities on domestic violence and the available resources for victims of domestic violence. The bill would require grants to be awarded by the Office of Emergency Services' Underserved Victims Unit. The bill would require grants to be 3 years in length and for a minimum amount of \$250,000.
SB 192	Bealle	<i>Mental Health</i> This bill would amend the MHSR by instead requiring that any funds allocated to a large or medium county, as defined, that have not been spent for the authorized purpose within 3 years, and any funds allocated to a small county, as defined, that have not been spent for their authorized purpose within 5 years, to revert to the state for deposit into the newly established Mental Health Services Reversion Fund.
AB 15	Maienschein	<i>Denti-Cal Reimbursement Rates Increases.</i> This bill would require the State Department of Health Care Services to increase Denti-Cal provider reimbursement rates for the 15 most common prevention, treatment, and oral evaluation services to the regional average commercial rates.
AB 753	Caballero	<i>Denti-Cal Improved Access</i>

		Would appropriate \$191 million to Denti-Cal services from Proposition 56 funding. Funding would increase reimbursements rates for the 20 most common pediatric diagnostic and restorative services.
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System Sustainability and Reach

Bill #	Author	Description
SB 18	Pan	<p><i>Bill of Rights for Children and Youth in CA:</i></p> <ul style="list-style-type: none"> (1) The right to parents, guardians, or caregivers who act in their best interest. (2) The right to form healthy attachments with adults responsible for their care and well-being. (3) The right to live in a safe and healthy environment. (4) The right to social and emotional well-being. (5) The right to opportunities to attain optimal cognitive, physical, and social development. (6) The right to appropriate, quality education and life skills leading to self-sufficiency in adulthood. (7) The right to appropriate, quality health care. <p>Would determine and obtain the revenue necessary to fund evidenced-based policy solutions that fulfill the bill of right by 2022.</p>
AB 43	Thurmond	<p><i>Taxation: prison contracts: goods and services</i></p> <p>Levies a tax on private companies that contract with the corrections industry to provide goods and services. Directs funding a Prevention Fund to support programs that prevent incarceration, including preschool, higher education, and poverty reduction.</p>

Sustainability & Reach; Tobacco & Marijuana Regulation

Bill #	Author	Description
AB 175	Chau	<p><i>Adult-use marijuana: marketing: packaging and labeling.</i></p> <p>Requires the Bureau of Marijuana Control to determine whether the edible marijuana packaging and labeling are in compliance with the requirements of this division, including the requirements that the packaging be child resistant and not attractive to children</p>
AB 1250	Jones-Sawyer	<p><i>Counties: contracts for personal services</i></p> <p>This bill would establish specific standards for the use of personal services contracts by counties. Beginning January 1, 2018, the bill would allow a county or county agency to contract for personal services currently or customarily performed by employees, as applicable, when specified conditions are met. Among other things, the bill would require the county to clearly demonstrate that the proposed contract will result in actual overall costs savings to the county or city and also to show that the contract does not cause the displacement of county or city workers.</p>