

# SUMMARY ACTION MINUTES

## REGULAR MEETING FIRST 5 ORANGE COUNTY, CHILDREN & FAMILIES COMMISSION

*Wednesday, June 2, 2021, 9:00 A.M.*

Orange County Transportation Authority Conference Center  
550 South Main Street  
Orange, California

**RAMIN BASCHSHI, MD**  
Chair

**KENNETH MCFARLAND**  
Vice Chair

**VACANT**  
Chair Pro Tem

**DEBRA BAETZ**  
Commissioner

**DOUG CHAFFEE**  
Commissioner

**CLAYTON CHAU, MD**  
Commissioner

**JACKIE FILBECK**  
Commissioner

**YVETTE LAVERY, MPA, MBE**  
Commissioner

**SUSAN MCCLINTIC**  
Commissioner

ATTENDANCE: All Members Present (all Commissioners participated via Zoom)

EXCUSED: None

PRESENT: PRESIDENT/CEO  
COMMISSION COUNSEL  
CLERK OF THE COMMISSION

Kimberly Goll (participated via Zoom)  
Cassie Trapesonian (participated via Zoom)  
Jamie Ross, Deputy (participated via Zoom)

### **PLEDGE OF ALLEGIANCE**

Pledge of Allegiance led by Commission Counsel Cassie Trapesonian

### **PRESENTATION:** (Item 1)

1. Receive presentation on Phase II of the Orange County Child Care Landscape Analysis  
**PRESENTED**

## SUMMARY ACTION MINUTES

### **CONSENT CALENDAR:** (Items 2 - 5)

37124568      **APPROVED AS RECOMMENDED**

2.      Receive update on First 5 Orange County's Strategic Plan
3.      Postponement of Officer Elections for Fiscal Year 2021/22
4.      Receive update on First 5 Orange County's Equity Work
5.      Adopt resolution to approve agreement No. PS-257 with Woodruff, Spradlin & Smart for Professional Legal Services  
            *RESO: 21-015 C&FC*

### **PUBLIC HEARING:** (Item 6)

6.      Conduct public hearing, adopt resolution and receive the Fiscal Year 2021/2022 Proposed Budget C.O.      **CLOSED PUBLIC HEARING**

45123678      **APPROVED AS RECOMMENDED**  
            *RESO: 21-016 C&FC*

### **REGULAR ITEMS:** (Items 7 - 11)

7.      Adopt resolution authorizing an amendment to agreement with Families Forward to provide funding for the Family Solutions Collaborative for the implementation of the Diversion Program  
31245678      **APPROVED AS RECOMMENDED**  
            A      *(Commissioner McClintic abstained from discussion and vote on this matter.)*
8.      Adopt resolution authorizing agreement with the Center for the Study of Social Policy for receipt of grant funds for consultant support  
14235678      **APPROVED AS RECOMMENDED**  
            *RESO: 21-017 C&FC*
9.      Adopt resolution authorizing agreement with Charitable Ventures as the fiscal agent for Early Childhood OC  
37124568      **APPROVED AS RECOMMENDED**  
            *RESO: 21-018 C&FC*
10.      Adopt resolution authorizing catalytic funding for a three-year integrated primary care behavioral health pilot in selected Federally Qualified Health Centers  
56123478      **APPROVED AS RECOMMENDED**  
            *RESO: 21-019 C&FC*
11.      Adopt resolution authorizing an agreement with the Orange County Department of Education to fund an Early Learning Liaison in support of special 0-5 populations  
71234568      **APPROVED AS RECOMMENDED**  
            *RESO: 21-020 C&FC*

## SUMMARY ACTION MINUTES

### PRESIDENT/CEO REPORT: (Item 12)

12. Receive the Executive Officers Report
  - a. Financial and Quarterly Investment report
  - b. Policy and Communications Update

**RECEIVED**

### PUBLIC & COMMISSION COMMENTS:

PUBLIC COMMENTS: None

COMMISSION COMMENTS:

Commissioner Filbeck – Oral Re.: Thanked staff for all of the presentations today.

Commissioner Baschshi – Oral Re.: Thanked staff for a very informative meeting.

**ADJOURNED:** 10:28 A.M.

\*\*\* KEY \*\*\*

### *Left Margin Notes*

1 Debra Baetz	A = Abstained
2 Ramin Baschshi, MD	X = Excused
3 Doug Chaffee	N = No
4 Clayton Chau, MD	C.O. = Commission Order
5 Jackie Filbeck	
6 Yvette Lavery, MPA, MBE	
7 Susan McClinitc	Reso = Resolution
8 Kenn McFarland	Ord = Ordinance

*(1st number = Moved by; 2nd number = Seconded by)*

/s/

---

RAMIN BASCHSHI, MD  
Chair

/s/

---

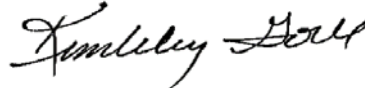
Jamie Ross, Deputy  
Clerk of the Commission

**Agenda Item 1**  
**June 2, 2021**  
**PRESENTATION ITEM**

**DATE:** April 28, 2021

**TO:** First 5 Orange County, Children and Families Commission

**FROM:** Kimberly Goll, President/CEO



**ACTION:** Receive Presentation on Phase II of the Orange County Child Care Landscape Analysis

---

In January of 2020, First 5 Orange County launched a three-phased Child Care Landscape Analysis. In October staff, in partnership with NP Strategies, presented the findings from Phase I of the landscape analysis, which focused on the availability child care, the flow of public funding to support child care, and key providers and partners involved in providing child care. Phase I uncovered:

- 60% of children under the age of five have all their parents in the workforce.
- There is a significant shortage of infant and toddler care in our county. Even if only  $\frac{1}{3}$  of infants and toddlers in Orange County required child care, there would still only be enough licensed capacity for 1 in 7 children.
- 6% of total eligible infant and toddlers are served by state and federal subsidized programs.
- There are insufficient and inappropriate facilities to expand infant/toddler care.

Phase II was intentionally focused on building a shared understanding of how critical child care is for working families and employers, and the economic impact that results from a lack of adequate child care in Orange County. To conduct the Phase II analysis, First 5 Orange County again partnered with NP Strategies, along with Dr. Wallace Walrod from TCCG, LLC. The research team gathered input through surveys and interviews from over 50 Orange County employers (representing over 71,000 employees) and more than 1,240 parents.

The Phase II findings make it clear that addressing the child care crisis will have a significant positive impact on the county's economy and ability to rebound from the effects of the pandemic. Further, developing and implementing solutions will require an "all hands on deck" approach. While significant federal and state policy changes are currently being contemplated by elected officials, there are also opportunities at the local level to address the significant shortfall. As evidenced in the report, employers, policymakers, funders, and the child care sector itself want change. A summary of the key findings of Phase II of the Child Care Landscape Analysis is provided in the attached presentation.

In the coming months, First 5 staff and consultants will be making presentations and distributing the report findings to key partners. This effort will build shared knowledge and recruit local stakeholders willing to participate in identifying solutions and building public will for



implementation. Phase III of First 5 Orange County's Child Care Landscape work is the culmination of our efforts and will develop actionable solutions for Orange County.

In alignment with First 5 Orange County's strategies of empowering champions and aligning systems of care, Phase III will focus on convening and leveraging of partnerships to strengthen and grow the child care system by developing a Local Child Care Advisory and Policy Committee and building a local Child Care Capital Fund with flexible loans and other mechanisms for child care operators wanting to expand and provide infant and toddler child care.

**ATTACHMENT:**

1. Phase II Child Care Landscape Analyses – Presentation Slides

**CONTACT:**                      Tiffany Alva

# Child Care Landscape Phase II

## Child Care & Its Impact on Orange County's Economy

---

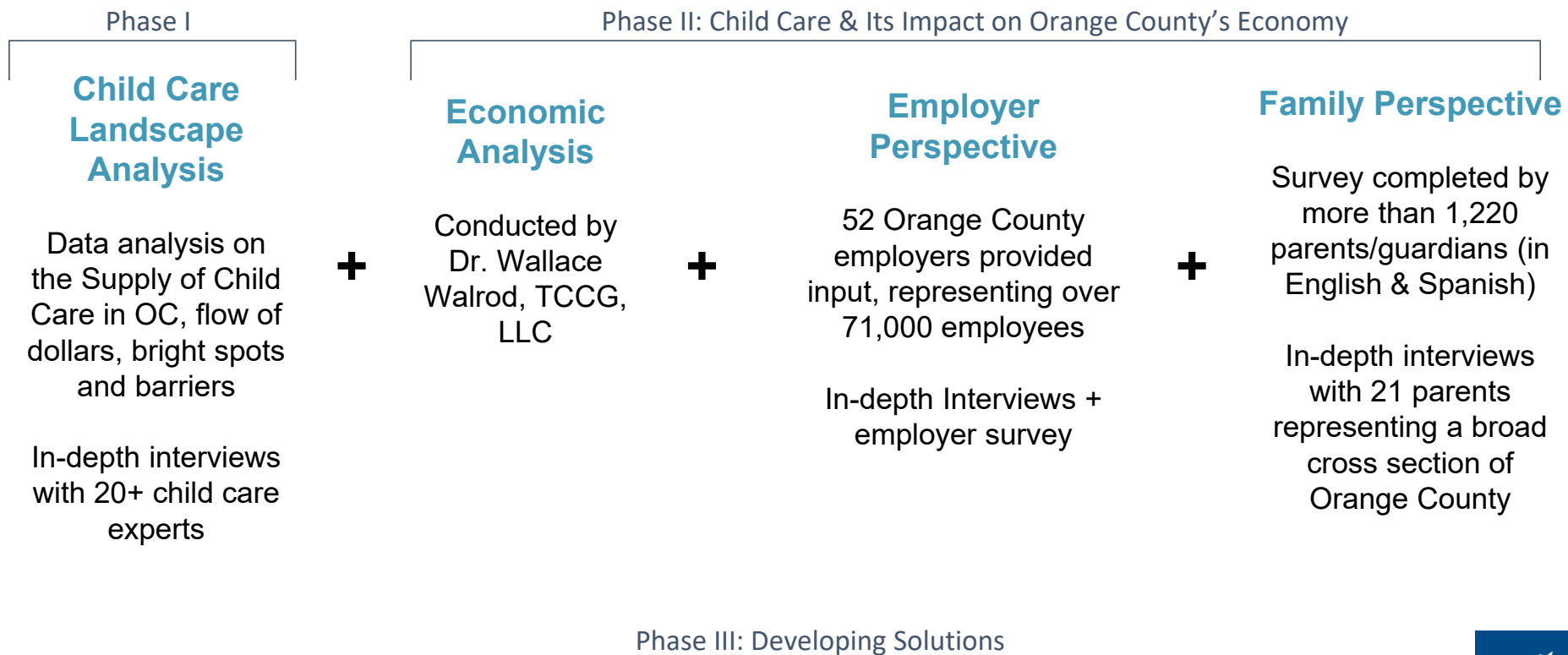
Tiffany Alva, First 5 Orange County

Dr. Wallace Walrod, TCCG, LLC

Rebecca Alvarez, NP Strategies



# Two Phases of Child Care Reports to Inform Actions in Phase III



# Phase I: Key Findings

---

- 60% of children under the age of five have all their parents in the workforce.
- There is a significant shortage of infant and toddler care in our county – even if just  $\frac{1}{3}$  of infants and toddlers in Orange County required child care, there would still only be enough licensed capacity for 1 in 7 children.
- 6% of total eligible infant and toddlers are served by state and federal subsidized programs.
- There are insufficient and inappropriate facilities to expand infant/toddler care.

# Economic Analysis

# Economic Analysis Approach

---

- Based on model developed by the Bureau of Economic Analysis (BEA)
- Measures the 'ripple effect'
- Result: a more complete understanding of the overarching impacts associated with child care and child care-related challenges

# The impact of child care-related challenges -- to the overall Orange County economy, families and employers -- is *significant*<sup>1</sup>

---

- \$4.3 Billion annually in lost productivity and wages
- \$372 Million annually in lost tax revenue
- More than 67,000 lost jobs annually due to disruptions or gaps in child care

Note: The impact of child care combines economic impact on Orange County family and the overall Orange County Economy with impact on Orange County employers

<sup>1</sup> Emsi (Economic Modeling Specialists International) and U.S. Chamber of Commerce data; TCCG LLC analysis

# More about the economic impact numbers

The economic impact analyses in this report were calculated using an input-output modeling system, based on an initial model created by the Bureau of Economic Analysis (BEA). While other reports on child care may measure one job lost as one job lost or a reduction in earnings taken at face value, this report measures the ‘ripple effect’ or additional impacts that one job lost or a reduction in earnings has throughout the region’s economy. This gives a more complete understanding of the overarching impacts associated with child care and child care-related challenges.<sup>1</sup>

	Lost Jobs	Lost Earnings	Lost Taxes
Impact on Orange County Families and the Overall Economy Due to voluntary and involuntary separations from work, going from full- to part-time, and not being able to go full-time due to child care challenges	36,376	\$2.27 Billion	\$202 Million
Impact on Orange County Employers From turnover, absenteeism and recruitment	31,013	\$2.04 Billion	\$170 Million
<b>Total Economic Impact</b>	<b>67,389</b>	<b>\$4.3 Billion</b>	<b>\$372 Million</b>

<sup>1</sup> Emsi (Economic Modeling Specialists International) and U.S. Chamber of Commerce data; TCCG LLC analysis



# Child care problems affect working parents/guardians in a number of ways<sup>1</sup>

---

**1 in 5 arrive late** to work due to gaps in child care

**1 in 6 have to leave work early** on a regular basis

**1 in 10 either choose to resign or lose their jobs** due to child care challenges

**1 in 11 are forced to reduce their hours** or are not able to go into full-time positions

Note: These are conservative estimates for working parents with children under 6

<sup>1</sup> Emsi (Economic Modeling Specialists International) and U.S. Chamber of Commerce data; TCCG LLC analysis

# This is hard for employers *and* working parents/guardians...

---

“I am a single mother of 3 and work from about 9 to 6 Tuesday through Saturday. My children's daycare is only open Monday through Friday so my mom has to watch them on Saturdays...I have to leave early a lot because my kids cannot stay past 6...If I could find child care with more flexible hours, I would look for a better position.” -- Cecilia, Orange County Parent

"If we could double, triple, quadruple child care capacity, demand is that much greater than supply...the need is great for both students and faculty/staff.” -- Cal State University, Fullerton, Orange County Employer

Source: Orange County Parent/guardian interviews; Orange County employer interviews

# Employer Perspective

# Many Employers Recognize Child Care Affects the Talent Pool

---

**“How do we better help working parents? Make it easier for them to focus on work without worrying how their child is doing throughout the day.”** -- James Morrison, Human Resources Business Partner, Orange County Employer

**“Even before we were significantly impacted by COVID-19, a medical staff survey revealed to us that some clinicians were already having difficulty finding childcare due to their variable shifts.”** -- Orange County Academic Health System, Employer

# Child Care is a “Rising Issue” in Terms of the Importance to HR Benefits

---

- Common child care related benefits include: dependent care flexible spending accounts, assistance finding child care (e.g., through Care.com/Care@Work), and employer contribution to health insurance for family members
- Larger employers have more resources to offer these benefits and others
- It is more challenging for small-mid sized organizations
- Employers that are “ahead of the curve” also offer back-up child care (e.g., 10 days paid child care at Bright Horizons), employer contribution to child care costs, and/or a contract with designated child care provider(s)
  - These employers shared that investing in these areas translates to less turnover in voluntary separations and much lower absenteeism

# What employers say they need

---

- Increased employee access to financial assistance
- Incentives and support if they are considering providing child care at or near their work site
  - Some employers say they could provide a location for contracted child care
  - Employers have liability concerns about providing onsite child care, regardless of whether they provide it themselves or contract out

# Parent/Guardian Perspective

**Over 40% of Orange County parents/guardians that completed our survey reported that the price and/or inaccessibility of child care has prevented them from working at some point**



## Many parents/guardians shared that they can't work due to the cost of child care

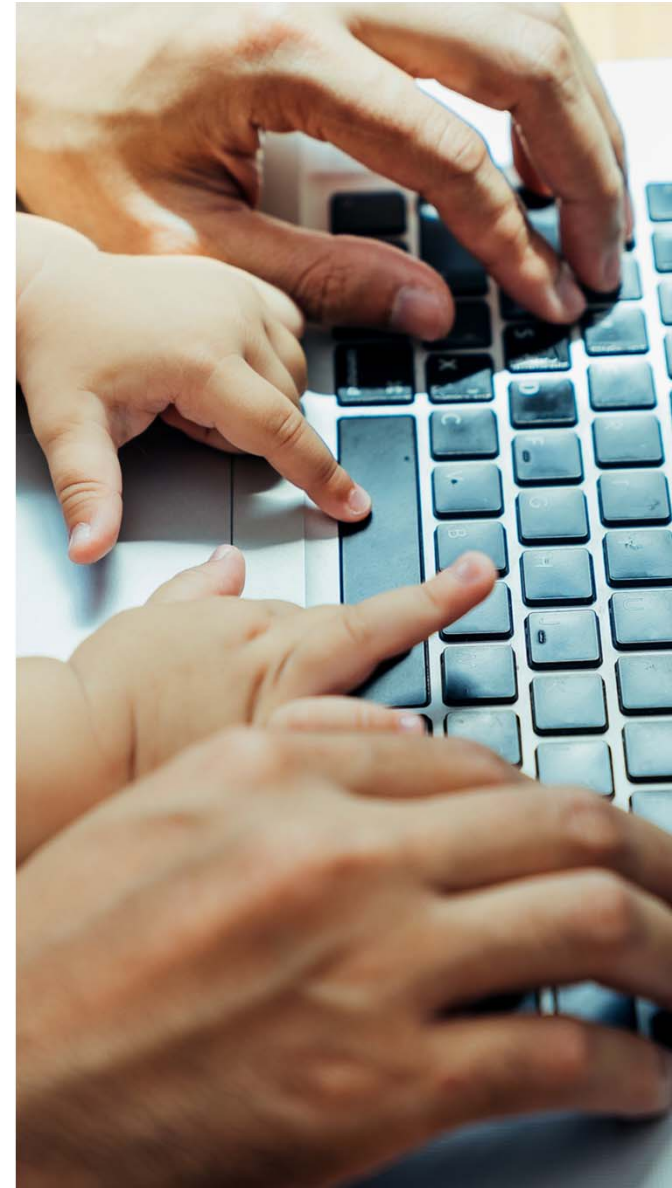
---

“It is not worth working just to pay for child care, so our family chose for me to quit my job and care for our children myself.”

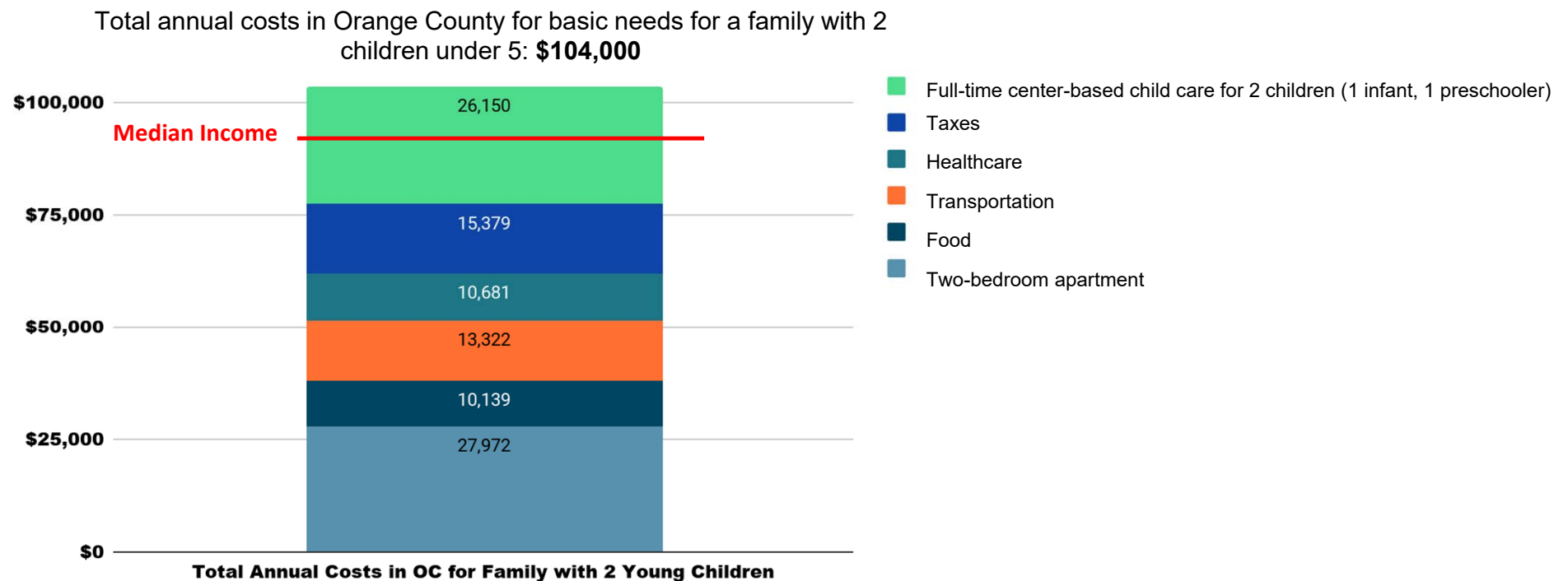
**“Most of my income pays for child care – it doesn't make much sense but I am working so that when they are older and don't need child care, I have a job.”**

“I can not work because child care is too expensive.”

Source: Orange County Parent/Guardian Survey



# Price of Child Care in Orange County Breaks Most Families' Budgets



Sources for the graph: [https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2021\\_code/2021summary.odn](https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2021_code/2021summary.odn); Economic Policy Institute: <https://www.epi.org/resources/budget/>; Orange County Local Planning Council, Orange County Needs Assessment (Submitted 5/30/20) <https://occhildcarecouncil.org/Pages/default.aspx>; U.S. Census Orange County, CA Fact Sheet <https://www.census.gov/quickfacts/orange-county-california>

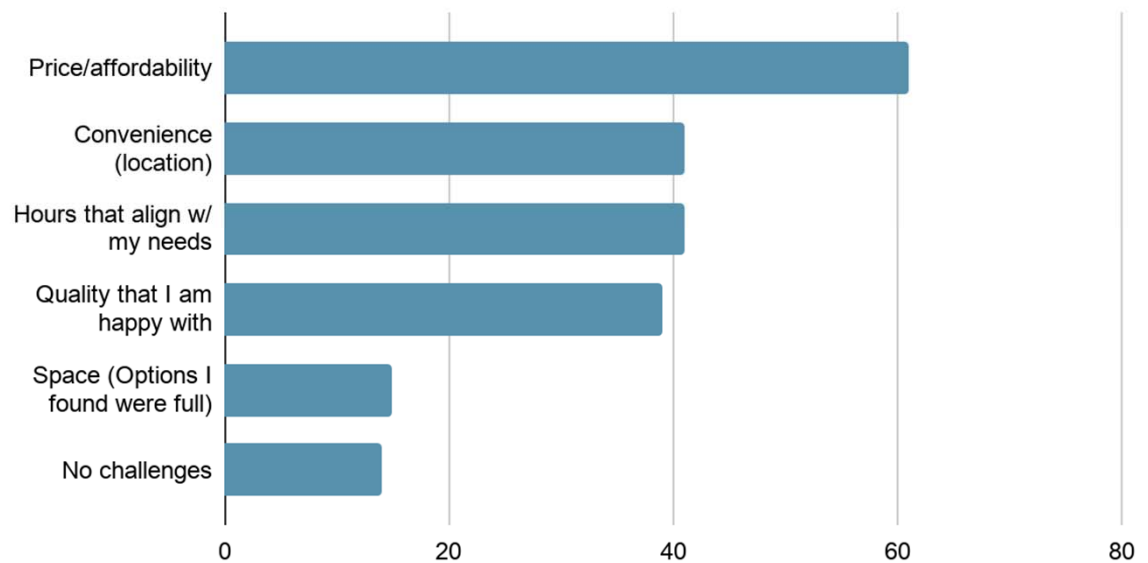
# Orange County parents/guardians reported that their greatest challenges with finding child care are:

1. Price/Affordability

2. Convenience (both location and hours)

3. Quality that Meets Expectations

Biggest Challenges Finding Child Care (Reported by Parents/Guardians)



Percent of Total Responses  
(Total is more than 100% because respondents could select top 3 challenges)



## Parent Survey/Interviews Validated the Lack of Infant and Toddler Care

**“Up until kids turn 3, each 6 months that the child gets older, the available child care [goes up] and cost decreases. Looking for 15 month v. 2 year old v. older child is a HUGE difference in terms of what is available.” -- Megan, Orange County Parent**

**Sources:** Parent interviews/survey



## What Parents Say They Need

- More affordable, quality options or assistance covering the cost of child care
- More flexible hours that meet work schedules when factoring in pick-up and drop-off time, and including shift hours and weekends
- More options for infant/toddler care
- Assistance finding quality child care
- Flexibility at work and support from their employers

# Call to Action

## Positive change is within reach

---

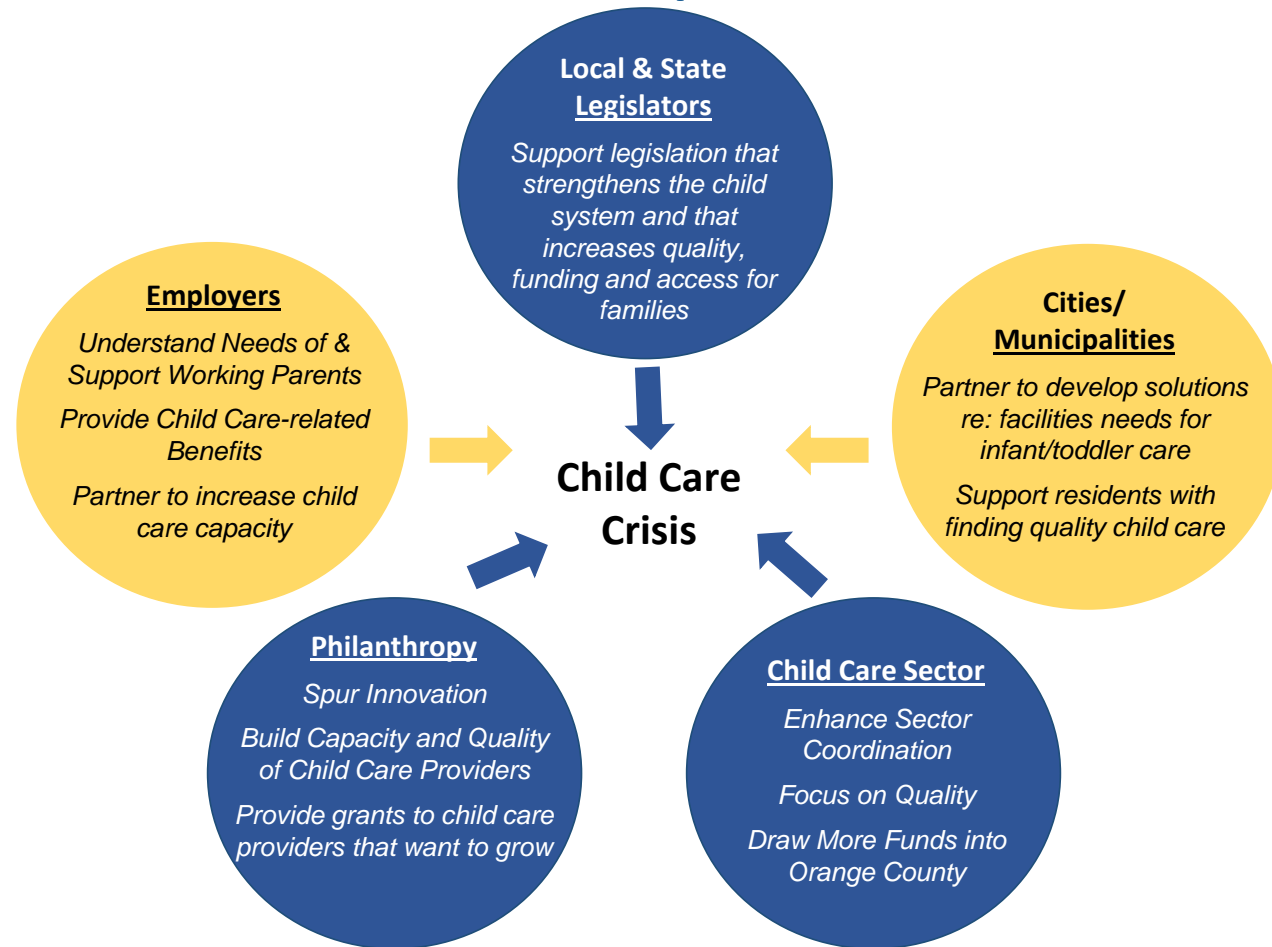
Even a 2% increase in the workforce participation rate of mothers with young children would result in:

- + 2,657 more jobs
- + \$174.9 Million in additional earnings
- + \$14.6 Million in additional tax revenue

Sources: Emsi (Economic Modeling Specialists International) and U.S. Chamber of Commerce data; TCCG LLC analysis



# We Need Active Participation from All Sectors







## Our Next Steps




### **Raise awareness and build champions across sectors.**

- ☐ Launch website, including child care page with full set of findings from research
- ☐ Share findings with groups involved in Phase I
- ☐ Convene stakeholders from different sectors
- ☐ Identify and prioritize solutions for Orange County

**Agenda Item 2**  
**June 2, 2021**

**DATE:** May 9, 2021

**TO:** First 5 Orange County, Children and Families Commission

**FROM:** Kimberly Goll, President/CEO 

**ACTION:** Receive Update on First 5 Orange County's Strategic Plan

---

**SUMMARY:**

In April, First 5 Orange County approved its Strategic Plan for Fiscal Year 2021/22 through Fiscal Year 2025/26. This agenda item provides more detail about the work to be conducted as part of the Strategic Plan goals and objectives, and proposed stakeholder engagement including the Technical Advisory Committee.

**DISCUSSION:**

Since the April meeting, staff has further developed the streams of work needed over the next 24 months to support the goals and objectives of the Strategic Plan. Included are programming, policy, communications, and administrative activities. Attachment 1 shows this greater detail for the proposed 24-month work effort, referred to as the Action Plan for 2021-2023.

We have shared the Strategic Plan with the Technical Advisory Committee (TAC) and other stakeholders and will continue to engage our partners in the community as we are working on the identified activities as described below.

Technical Advisory Committee

At their March meeting, staff gave the TAC a preview of the Strategic Plan and indicated we would include this topic on their June agenda with additional direction from the First 5 Orange County board as to how they can support the Strategic Plan implementation.

Staff recommends the TAC continue to focus its energy in the Prenatal to Three (PN3) space, helping to vet and coordinate a comprehensive and integrated countywide PN3 strategy. For the past several months, TAC members have been sharing and discussing programs within their agency purview related to PN3. They also have grounding in an effective system framework for PN3 and a beginning matrix of PN3 programs and services in Orange County. In particular, the TAC could focus on Home Visiting, which all TAC members are connected with in some form.

Community Partners & Elected Leadership

After Commission review and input, we will share the Action Plan at an all staff and consultant meeting in June to ensure alignment with the Strategic Plan of our internal work efforts and funded partner scopes of work. Then, we will host webinars in July and August for our funded and community partners at which we will share the Strategic Plan and the detailed 24-month activities. After time for questions, we will facilitate breakout rooms with opportunity for discussion about where our partners' work fits within the Strategic Plan, any related programs beyond those funded

by First 5, and opportunities for amplifying collective programming, policy, and communications efforts because of mutual goals. Additionally, we will discuss implications of our recent equity work.

In addition, and as appropriate, staff will share the Strategic Plan with funded and community partners on an individual organization basis. For example, we recently presented the Strategic Plan to HomeAid OC, and discussed how we might work together to engage the construction industry in securing or retrofitting facilities for infant and toddler child care. We also previewed Strategic Plan goals related to well-child visits and screenings with Detect & Connect OC and plan to work with this collaborative closely in the future on mutual well-child and screening targets, communications, and outreach activities. We will also develop specific outreach to CalOptima on this subject since they manage the health care including well-child visits for a significant number of Orange County's young children.

We also shared the Strategic Plan goals with federal and state legislators on Advocacy Day and with the Board of Supervisors. We will be sharing with city leadership in the engaged neighborhoods.

#### Parents & Caregivers

We are in the process of building infrastructure to engage parents and expect to have a comprehensive parent engagement strategy to share with the board in August. One of our first activities is developing a statement about our Commitment to Equity through Parent Engagement. The first draft of this statement is provided as Attachment 2. We are preparing a complementary document that illustrates the various commitment statements with activity currently underway – in essence showing how we are “walking the talk.” We will also be sharing this statement and examples of related activities with parents for their input and will bring it back to the board as part of the comprehensive parent engagement strategy and implementation.

We have also shared the Strategic Plan broadly with our general email list serve.

#### **STRATEGIC PLAN & FISCAL SUMMARY:**

This staff report has been reviewed in relation to the Strategic Plan and is consistent with applicable goals. This agenda item does not include a funding request.

#### **PRIOR COMMISSION ACTIONS:**

- April 2021 – Approve Fiscal Year 2021/22 – 2025/26 Strategic Plan
- April 2019 – Adopt Fiscal Year 2019-2024 Strategic Plan
- February 2019 – Conduct annual planning meeting to review and discuss new Strategic Plan
- April 2018 – Conduct Public Hearing, adopt resolutions and receive the annual review of the Strategic Plan, Fiscal Year 2018/2019 Business Plan, Fiscal Year 2017/2018 Amended Operating Budget and Fiscal Year 2018/2019 Proposed Budget

#### **RECOMMENDED ACTIONS:**

Receive Update

**ATTACHMENTS:**

1. Detailed Action Plan for 2021-2023
2. Commitment to Equity through Parent Engagement

**CONTACT:** Lisa Burke



## First 5 Orange County Strategic Plan Action Plan for 2021/22 and 2022/21

---

### Help families get the most out of well-child visits and screenings

---

#### 1. Leverage data to prioritize needs, set community targets for the Medi-Cal population

- Leverage Detect & Connect OC and its committees to:
  - Explore baseline data from CalOptima, health networks and Federally Qualified Health Centers on well-child visits/screenings among the Medi-Cal population to understand and leverage what is already being done
  - Integrate First 5 and other partner data as appropriate, for example, Early Development Index, school district, OC Children's Screening Registry, Early Head Start, Strong Start Index, etc. to help determine a shared goal for and barriers to increased well-child visits and developmental screens
  - Ensure consistency across Detect & Connect partners and F5 funded programs when discussing well-child visits and screenings

#### 2. Ensure well-child visits, linkage to health homes, and screenings are included in some form in all First 5-funded partner scopes

#### 3. Integrate parent voice and empower them to participate in discussion and decision-making about well-child visits, screenings, and interventions

- Conduct focus groups with parents to understand the barriers they experience to attending well-child visits
- Periodically reconvene focus groups to evaluate actions taken by Detect & Connect OC/funded partners to improve well-child visits and screenings
- Empower parents to help design and implement the communications campaign below
- Incorporate tools for families to feel successful once they reach all well-child visits and screening

#### 4. Develop comprehensive messaging and outreach

- Develop communications campaign about why parents should keep well-child visits and addressing identified barriers. Focus on first 15 months of life.
  - Leverage partnership with Detect & Connect and First 5 OC funded partners to expand outreach and system alignment
  - Build a parent-to-parent communications campaign
  - Develop mechanism for parents to provide feedback loop on effectiveness of campaign

#### 5. Continue to advocate for continuous enrollment for children through their 5<sup>th</sup> birthday

---

## Promote services that support Protective Factors for children and families

---

- 1. Connect with community efforts to increase access to financial supports (e.g., CalFresh, WIC, CalWORKs, child care, etc.)**
  - Engage in conversations with community partners about the unique ways that F5OC can assist in identifying barriers and alleviating those barriers, for example, streamlining application process, expanding outreach/application efforts to include early points of intervention such as home visiting, homeless shelters, and child care
  - Contribute data to support targeted outreach including Early Development Index, Disparity Index, and Strong Start
  - Bring Engaged Neighborhood collaboratives into the discussion to help co-design solutions to barriers to accessing concrete benefits
  - Bring the Technical Advisory Committee into the discussion for ideas for system alignment, promotion, support
  
- 2. Develop an educational outreach campaign about what are the Protective Factors and why they are important**
  - Work with parents, partners, and community collaboratives to develop and disseminate messaging
    - Provide trainings on protective factors for Engaged Neighborhoods parents
    - Determine what messages resonate with Orange County providers and parents
    - Leverage partnerships to expand outreach and system alignment
    - Build a parent-to-parent communications campaign
    - Develop mechanism for parents to provide feedback loop on effectiveness of campaign
  
- 3. Implement a parent engagement plan that helps inform program design and provides infrastructure to connect with, strengthen, and support parents, community leaders, public agencies, and community organizations to co-create and advocate for solutions**
  
- 4. Refine and continue the strategy of parent engagement in each Engaged Neighborhood**
  - Support Engaged Neighborhood Collaboratives with their new Scopes of Work with specific focus on parent engagement
  - Explore relationship with and funding for Stanton as new Engaged Neighborhood, including sharing Early Development Index data
  - In partnership with a set of Engaged Neighborhood fathers and providers, co-create a Father Engagement strategy and cultivate support to implement the strategy by year 2.
  - Support funded programs to build out parent participation/parent voice

---

## Promote services that support Protective Factors for children and families (cont.)

---

### 5. Expand programmatic offerings to build resilient families

- Perinatal Mood and Anxiety Disorders (PMADs): Increase prevention, identification, and treatment of Perinatal Mood and Anxiety Disorders (PMADs)
  - Increase awareness of PMADs among parents by developing and disseminating parent-to-parent PMAD materials throughout Engaged Neighborhood communities and to other partners
  - Deploy updated provider resources to support education, identification, referral, and treatment
- Mothers with perinatal substance use and infants with prenatal substance exposure: Strengthen the system of care services for mothers with perinatal substance use and infants with prenatal substance exposure
  - Design and implement an Intergovernmental Transfer project in partnership with CalOptima, OC Social Services Agency, and CHOC Children's to expand evidence-based, family-centered/dyadic services for infants with neonatal abstinence syndrome and their families to decrease the number of infants placed in out-of-home care
  - Expand follow-up services and monitoring which could include a resource specialist dedicated to connecting these families with community resources, improving continuity of care for families; connection and data-sharing with pediatricians and other members of the care team.
  - Engage with OC Social Services Agency to leverage opportunities under the Family First Prevention Services Act to support families at risk of disruption through mental health, substance use disorder, and in-home supports
  - Participate in countywide collaboratives to explore additional systemic approaches to improving the system of care including the Child Welfare System Improvement Plan Partnership (CSWIP), the SUD Leadership Group of Be Well, and the County Touchpoints Learning Collaborative
- Home Visiting System: Strengthen the **home visiting system** through alignment with need, working with partners, and expansion
  - Elevate learnings to partners about current resources and systems gaps (i.e., special populations as identified in CalAIM)
  - Engage partners and cultivate their interest in building and integrating system of supports to increase uptake and coordination of home visiting services
  - increasing referral pathways between clinic services (e.g., Healthy Steps, DULCE) and home visiting
  - Integrate parents into systems-building work
  - Develop and implement a strategy to build public will around the need for Home Visitation
  - As part of Bridges, use our data to conduct an equity audit on program offerings and where gaps may exist. Build a more diverse program offering and share findings with partners
  - Identify advocacy and funding opportunities to sustain home visiting efforts as part of a larger countywide effort



- Increase prenatal engagement of families in home visiting services families where they are
- Medical Legal Partnership Boston: Implement the Medical Legal Partnership Boston (MLPB) program to equip early childhood communities with legal education and problem-solving insight
  - Leverage Engaged Neighborhood Collaboratives
  - Disseminate needs assessment
  - Specify local early childhood cohort up to 25 participants
  - Engage 4-6 ambassadors in MLPB's Content Advisory Committee
  - Ensure sustainability through Trainer of Trainer model
- Family Homelessness Prevention: Prevent families from becoming homeless by supporting Family Solutions Collaborative in their implementation of Diversion work through amendment to Housing Navigator Program
- Community Collaboratives: Elevate emphasis on prevention and advocate for a focus on children 0-5 and their caregivers within community collaboratives and planning processes whose aims are to improve the health of all residents, e.g., Be Well and its committees, Trauma-Informed Network of Care and committees, ACEs Aware, MHSA community planning, CWSIP

---

## **Increase availability and accessibility of quality infant and toddler child care**

---

### **1. Implement Communications Plan for Child Care Landscape to capitalize on the momentum from Phases I and II and build public will**

- Conduct webinars and presentations and other outreach to parents, stakeholders, and partners to identify potential solutions and champions
- Provide technical assistance for local businesses to become champions and part of solutions by sharing how child care challenges impact the workforce and developing actions tailored to business and having specific ways they can help – “Asks”
- Advocate to legislators to become champions and support legislative solutions
- Illuminate best practices currently happening in OC and /assist interested organizations in pursuing best practices to increase the number of quality child care sites in OC

### **2. Establish infant/toddler child care task force**

- Work through the Local Planning Council to set vision and community target for increased amount of child care and/or subsidy dollars coming into OC for infant/toddler care, shared measurements, and strategy for action.
  - Identify local strategies for expansion that don't require state/federal funding
  - Create more linkages among early childhood education service providers
  - Create new partnerships specifically to address 0-3 service expansion and system alignment
  - Include strategies for increased quality in infant/toddler child care.
  - Use EDI/Disparity Index data to target local investment



---

**Increase availability and accessibility of quality infant and toddler child care (cont.)**

---

**3. Align systems to prioritize special populations to access child care**

- Invest in Early Learning Liaisons with a focus on linking home visiting clients and families experiencing or at risk of homelessness

**4. Build the capacity of family, friend, and neighbor providers**

- Enhance the connection between family, friend and neighbor providers and the community college early childhood education (ECE) infrastructure for expansion and quality improvement
- Provide technical assistance to build the capacity of high quality, culturally and linguistically appropriate child care providers to become leaders and trainers

## Committed to Equity through Parent Leadership - Draft

**First 5 Orange County's vision is that all children reach their full potential – no matter their culture, color, or condition. To achieve this vision, we put families at the center, acknowledging that parents and other caregivers are children's first teachers and best advocates.**

First 5 Orange County is committed to embracing parent leadership. To do this, we connect with, empower, and support parents and families to co-create and advocate for solutions to pressing issues facing their young children and families. Further, we prioritize equitable access to quality services and positive outcomes to reduce disparities that leave families vulnerable. We work to understand and remove barriers, and instead, build bridges so that parents can voice what's best for their families, provide input to our work, and access services.


Here's how we hold ourselves accountable.

- ★ We strengthen parent leadership by building trust with and establishing parent groups in communities. We help build their capacity for leadership and advocacy for their children and neighbors. We will be successful when we see **more families and communities effectively advocating for and receiving resources** that help their children reach their full potential.
- ★ We create opportunities for parents and other caregivers to be meaningfully involved in the decisions that First 5 Orange County is making about funding, program development, implementation, data collection, evaluation of programming, and more. We will be successful when **families and parent leaders become influencers** and their input is used for our investment and program oversight.
- ★ We examine our data to determine if children and families are experiencing disparities in accessing services because of implicit bias or racism. If so, we will change our policies and practices to address this inequity, and we will be successful when further **data analyses demonstrate equitable outcomes**.
- ★ We champion the inclusion of family voices in the policies and practices of our funded partners, especially those families experiencing adversity or disparities in care. We will be successful when 100% of our funded partners indicate they **include parents in their planning and decision-making**.
- ★ We lead countywide policy change beginning with promoting family voices within the collaboratives and early childhood systems in which we participate. We identify, connect, and support motivated parents to actively participate in collaborative tables and will be successful when **parents have an effective voice in local decision-making** on issues related to early childhood.

**Agenda Item 3  
June 2, 2021**

**DATE:** May 20, 2021

**TO:** First 5 Orange County, Children and Families Commission

**FROM:** Kimberly Goll, President/CEO 

**ACTION:** Postponement of Officer Elections for Fiscal Year 2021/22

---

**SUMMARY:**

First 5 Orange County's by-laws require the election of officers before the beginning of each fiscal year. This item requests the Commissioners' approval of a one-time extension of the existing officers for no longer than six months.

**DISCUSSION:**

Commissioner Ramin Baschshi, M.D. and Commissioner Kenneth McFarland were nominated and elected to one-year terms as Chair and Vice-Chair on June 3, 2020. Due to the Orange County Board of Supervisors' delay in appointment of First 5 Commissioners, staff is recommending a one-time, six month postponement of officer elections. This action will allow the appointment of Commissioners to come to completion prior to officer elections. Approval of this action will also confirm that the existing officers, Dr. Ramin Baschshi as Chair and Kenneth McFarland as Vice Chair, will continue to serve until officer elections are completed on or before December 1, 2021.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended actions presented in this staff report have been reviewed in relation to the Strategic Plan and are consistent with applicable goals. There are no funding actions proposed for this item.

**PRIOR COMMISSION ACTIONS:**

- June 3, 2020- Elected Commission Chair and Vice Chair for Fiscal Year 2020/21
- June 5, 2019- Elected Commission Chair and Vice Chair for Fiscal Year 2019/20
- June 6, 2018- Elected Commission Chair and Vice Chair for Fiscal Year 2018/19

**RECOMMENDED ACTION:**

Approve postponement of officer elections for no more than six months and approve the extension of current officer terms until the election occurs.


**ATTACHMENTS:** NONE

**CONTACT:** Kim Goll

**Agenda Item 4**  
**June 2, 2021**

**DATE:** April 30, 2021

**TO:** First 5 Orange County, Children and Families Commission

**FROM:** Kimberly Goll, President/CEO 

**ACTION:** Receive Update on First 5 Orange County's Equity Work

---

**SUMMARY:**

First 5 Orange County is striving to advance our understanding of race, equity, diversity, and inclusion and in so doing, positively changing our policies and practices to reduce equity gaps among Orange County's young children and their families. Two organizations are assisting us in this work; this agenda item provides a summary of activities to date.

**DISCUSSION:**

First 5 Orange County has two equity-related efforts underway, working with Orange County Human Relations Commission and the Center for the Study of Social Policy.

Orange County Human Relations

As you may know, First 5 Orange County is participating in the first cohort of the Orange County Human Relations (OCHR) reStructure program. As part of this cohort, we are sponsoring the participation of eight people including Commissioner Susan McClintic; First 5 staff Lisa Burke; three First 5 consultants who are integral to our parent engagement (Cristina Blevins), data collection and use (Limor Zimskind), and evaluation (Hallie Stohler/Charitable Ventures); and three community partners including two Social Services Agency staff overseeing the CalWORKs home visiting program (Nadia Moradi and Amber Nowak) and the Orange County Business Council (Jennifer Ward).

The reStructure program is a year-long curriculum, aimed at creating a more inclusive Orange County through supporting local organizations to enhance their diversity, equity, and inclusion. This peer learning cohort meets monthly in a community of practice that includes both training and interactive facilitated dialogue to positively impact the thinking and practice of individuals along with their organization's policies and practices.

The first cohort has completed three of the 12 sessions, meeting in March, April, and May. In the first session, the cohort of 25+ individuals got to know each other, learned the various ways that we identify (e.g., race, class, gender, age, etc.), and explored together how the history of Orange County has implications for race, equity, diversity and inclusion that reaches to the children and families and neighborhoods we serve today. The second session focused on implicit and explicit bias and the different levels of racism. The third session began a deeper dive into the concepts of diversity, equity, and inclusion as foundations for an organization. The facilitated discussion fostered greater understanding of organizations' starting points and potential shared goals.

In addition to participating in the reStructure sessions, the First 5 cohort participants are meeting monthly to brainstorm ways to bring back our learnings to share with our organizations. One idea we are exploring with OCHR is hosting a screening of their video documenting Orange County's history and how it impacted and continues to impact our county today in terms of equity and disparity.

A second reStructure cohort is scheduled to begin in August. First 5 Orange County's initial outreach for Cohort 1 resulted in more interest than available spots, and we plan to sponsor several additional participants in Cohort 2.

#### Center for the Study of Social Policy

In April, we launched a training curriculum for staff and consultants with the help of the Center for the Study of Social Policy (CSSP). The intent of this training is fourfold:

- To build individual and collective capacity and knowledge;
- To strengthen First 5 Orange County's organizational stance on racial equity and anti-racism;
- To translate this stance into a new way of approaching our work; and
- To hold spaces for racial equity work in Orange County with new and existing collaborators including parents and other agencies and stakeholders.

CSSP first conducted a survey of staff and consultants to help assess our knowledge of a variety of terms related to Race, Equity, Diversity, and Inclusion (REDI), as well as our readiness as individuals and organizationally to talk about these concepts and how they intersect with the work of First 5 Orange County.

The survey showed that while staff and consultants are generally ready to discuss most of the concepts, there are varying levels of confidence in fully understanding the language and terms related to racial equity and anti-racism, as well as comfort in discussing these concepts. For example, more than 50% of respondents agreed that talking about racism is welcomed in internal First 5 Orange County settings. In contrast, slightly less than a third of respondents agreed that talking about racism is welcomed in settings external to First 5 Orange County; and about a third of respondents were unsure if talking about racism is welcomed in external settings.

There are also differing points of view about First 5 Orange County's work to involve parent leaders. About 25% of respondents believe we have not yet started inviting parent leaders to help design solutions that will work for them and their neighbors, while 50% think we are just getting started, and about 20% think we are making good progress in this area.

All staff and consultants met again with CSSP in May for a grounding session and to gain greater understanding of each other as we do the difficult work of growing our capacity for discussions about equity. From June to September, we will hold monthly meetings, with individual, small- and large-group activities to build our knowledge and deepen our comfort and familiarity in understanding and addressing issues of racial equity, anti-racism, and parent engagement. From October to February, we will conduct project-specific work such as adapting assessment tools, developing strategies for disrupting practices that are inequitable, and modifying policies and procedures.

We are also creating connectivity between the OCHR and CSSP work through joint meetings and cross-reporting.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended actions presented in this staff report have been reviewed in relation to the Strategic Plan and are consistent with applicable goals. This agenda item does not include a funding request.

**PRIOR COMMISSION ACTIONS:**

- February 2021 – Receive Update and Authorize Agreements for Technical Support Related to Advancing Equity
- October 2020 – Update on First 5 Orange County's Equity Work

**RECOMMENDED ACTIONS:**

Receive Update

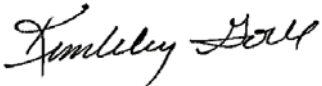
**ATTACHMENTS:**      None

**CONTACT:**              Lisa Burke

**Agenda Item 5**  
**June 2, 2021**

**DATE:** June 2, 2021

**TO:** First 5 Orange County, Children and Families Commission

**FROM:** Kimberly Goll, President/CEO 

**ACTION:** Adopt Resolution to Approve Agreement No. PS-257 with Woodruff, Spradlin & Smart for Professional Legal Services

---

**SUMMARY:**

First 5 Orange County, Children and Families Commission has a professional legal services agreement with Woodruff, Spradlin & Smart (WSS) to provide general legal services and serve as Commission Counsel. This item requests approval of a new agreement with WSS to continue providing general legal services for First 5 Orange County at the same hourly rates previously approved by First 5 Orange County.

**DISCUSSION:**

First 5 Orange County entered into professional services Agreement No. C-207 with WSS in 2006 to provide general legal services and serve as Commission Counsel. Prior to that time, WSS had served First 5 Orange County as special counsel, and another law firm, Stradling, Yocca, Carlson & Rauth (SYC&R), served as Commission Counsel. However, SYC&R resigned as Commission Counsel in 2006, and First 5 Orange County entered into the current professional services Agreement No. C-207 on October 4, 2006 to designate WSS as Commission Counsel and SYC&R as special counsel.

First 5 Orange County recently approved an amendment to Agreement No. C-207 on April 7, 2021 to appoint Cassie Trapesonian of WSS as Commission Counsel and Supervising Attorney. Commission Staff provided the amendment to SYC&R for signature. However, SYC&R declined to sign the amendment unless SYC&R's hourly rates were increased.

First 5 Orange County has not utilized SYC&R's services since 2011, and certain key personnel who were designated under the agreement have since retired. Commission Staff does not anticipate needing SYC&R's services at a future date. As such, Staff recommends terminating the existing Agreement No. C-207 between WSS and SYC&R and approving a new Agreement No. PS-257 with WSS to continue to provide general legal services and serve as Commission Counsel.

This new agreement proposes the same hourly rates for WSS' legal services that First 5 Orange County approved in 2013. If special counsel services are needed by First 5 Orange County, Commission Counsel can obtain those services through Agreement No. PS-257 with approval of the President/CEO or Commissioners, as appropriate.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The proposed action has been specifically reviewed in relation to the Commission's Strategic Plan and is consistent with the Commission's goals. Funding for this action will be included each year in the Proposed Commission Fiscal Year Budget within the Administrative Functions line item.

**PRIOR COMMISSION ACTIONS:**

- April 7, 2021 – Approved amendment to Agreement No. C-207 designating new Supervising Attorney and Commission Counsel.
- April 3, 2013 – Approved amendment to Agreement No. C-207 updating rates for professional legal services.
- September 5, 2012 – Approved amendment to Agreement No. C-207 designating new Supervising Attorney and Commission Counsel.
- October 2006 - Approved Agreement No. C-207 with Woodruff, Spradlin & Smart for professional legal services and Stradling, Yocca, Carlson & Rauth for special counsel services.

**RECOMMENDED ACTION:**

1. Authorize termination of Agreement No. C-207 with Woodruff, Spradlin & Smart and Stradling, Yocca, Carlson & Rauth.
2. Adopt resolution (Attachment 2) approving Agreement No. PS-257 with Woodruff, Spradlin & Smart, APC (Attachment 1) to provide Professional Legal Services and serve as Commission Counsel, effective June 2, 2021, and authorize the President/CEO and Commission Chair to execute the Agreement.

**ATTACHMENTS:**

1. Agreement No. PS-257
2. Resolution

**CONTACT:** Kimberly Goll, President/CEO



**WOODRUFF, SPRADLIN & SMART**  
**A Professional Corporation**  
**555 Anton Boulevard, Suite 1200**  
**Costa Mesa, CA 92626**  
**(714) 558-7000**

**ATTORNEY-CLIENT FEE AGREEMENT**

This agreement ("Agreement"), dated as of June 2, 2021, is entered into by and between the Children and Families Commission of Orange County, a public body and legal public entity ("Client"), and Woodruff, Spradlin & Smart, a Professional Corporation ("Attorney").

1. **SCOPE OF SERVICES.** Client has retained Attorney to provide general counsel services and specialized legal services to Client, as directed from time to time by the Board of Commissioners, or their designee. Attorney will provide those legal services reasonably required to represent Client. Attorney will take reasonable steps to keep Client informed of progress and to respond to Client's inquiries. Unless Attorney and Client make a different agreement in writing, this Agreement will govern all future services Attorney may perform for Client.

2. **CLIENT'S DUTIES.** Client agrees to be truthful with Attorney, to cooperate, to keep Attorney informed of developments, to abide by this Agreement, and to pay Attorney's bills on time.

3. **LEGAL FEES AND BILLING PRACTICES.**

(a) Client agrees to pay by the hour at Attorney's prevailing rates for time spent on Client's matters by Attorney's legal personnel. Attorney's current hourly rates for legal personnel (and other billing rates) are set forth on Exhibit A, Rate Schedule.

(b) Attorney will charge Client for the time spent on telephone calls relating to Client's matters, including telephone conversations with Client and opposing counsel. The legal personnel assigned to Client's matters will confer among themselves about the matters, as required. When they do confer, each person will charge for the time expended. Likewise, if more than one of Attorney's legal personnel attends a meeting or other proceeding, each will charge for the time spent. Attorney will charge for waiting time in court and elsewhere and for travel time, both local and out of town, should any be required.

(c) Attorney will send Client periodic statements for fees and costs incurred. Each statement will be due upon receipt. Client may request a statement at intervals of no less than 30 days; upon request, Attorney will provide the statement within 10 days.

4. **COSTS AND OTHER CHARGES.**

(a) **In General.** Attorney will incur various costs and expenses in performing legal services under this Agreement. Client agrees to pay for those costs and expenses in

addition to the hourly fees. The costs and expenses commonly include fees fixed by law or assessed by courts and other agencies, long distance telephone calls, messenger and other delivery fees, postage, parking and other local travel expenses, photocopying and other reproduction costs, extraordinary word processing charges, charges for computer research time and other similar items. Except for the items listed on the Rate Schedule, all costs and expenses will be charged at Attorney's rates which are competitive with other sources of the same products or services.

- (b) Out-of-Town Travel. Client agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by Attorney's personnel. Client will also be charged the hourly rates for the time legal personnel spend traveling.
- (c) Expenses. Except where a specific rate is specified in this Agreement, Client shall reimburse Attorneys for their actual out-of-pocket expenses but without any additional costs for having advanced the funds or for expenses generally considered as overhead already reflected in the Attorney's hourly rates. Reimbursable extraordinary expenses and clerical staff overtime shall include charges of which Attorney has obtained Client's prior approval, through its staff.

5. **LIEN**. Client hereby grants Attorney a lien on any and all claims or causes of action that are the subject of Attorney's representation under this Agreement. Attorney's lien will be for any sums owing to Attorney at the conclusion of Attorney's services. The lien will attach to any recovery Client may obtain, whether by arbitration award, judgment, settlement or otherwise.

6. **TERMINATION**.

- (a) Client may terminate this Agreement in whole or in part at any time Client deems termination to be in its best interest. Client shall terminate services by delivering to Attorney a written Termination Notice, specifying the extent to which services are terminated and the effective termination date.
- (b) After receiving a Termination Notice, and unless otherwise directed by Client, Attorney shall:
  - a. Take all necessary steps to stop services on the date and to the extent specified in the Termination Notice.
  - b. Complete services not terminated by the Termination Notice.
  - c. Provide Client a Closing Report within 30 days of the termination of services, as follows:
    - i. Attorney shall deliver an oral Closing Report shall include, but not be limited to:
      - 1. A brief description of any outstanding legal issues or matters which were pending with Attorney.

2. A discussion of applicable law.
  3. A list and description of all future scheduled outstanding meetings which Attorney were to attend.
  4. Attorney shall give Client copies of all files and attorney work product for any matters in which Attorney was retained hereunder when instructed by Client.
- d. Submit final billing for terminated services promptly, but not later than thirty (30) calendar days from the effective termination date. If Attorney fails to submit a final billing within the time allowed, Client may determine, on the basis of information available to Client, the amount, if any, due to Attorney. After Client makes a determination, it shall pay Attorney that amount. Client's determination shall be final.
- (c) Attorney may withdraw at any time if, in Attorney's sole discretion, Attorney determines that Client is in breach of this Agreement, or Client refuses to cooperate with Attorney or to follow Attorney's advice, or Client and Attorney do not agree on fees due Attorney, or any other fact or circumstance arises that would render Attorney's continuing representation unlawful or unethical in the opinion of Attorney. Attorney and Client mutually agree to sign any documents reasonably necessary to effectuate or complete the withdrawal or discharge
- (d) When Attorney's services conclude, all unpaid charges will immediately become due and payable. After Attorney's services conclude, Attorney will, upon Client's request, deliver any funds or property of Client in Attorney's possession.
7. **DISCLAIMER OF GUARANTEE**. Nothing in this Agreement and nothing in Attorney's statements to Client may be construed as a promise or guarantee about the outcome of Client's matters. Attorney makes no such promises or guarantees. Attorney's comments about the outcome of Client's matters are expressions of opinion only.
8. **ENFORCEMENT**. If either party is required to resort to court to enforce any of the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees.
9. **EXECUTION**. This Agreement has been executed in duplicate and fully executed copies given to Attorney and Client, receipt of which is hereby acknowledged.
10. **NOTICES**. Unless otherwise specified, all formal notices, invoices, claims, correspondence, or reports related to this Agreement shall be addressed as follows:

**ATTORNEY:** Woodruff, Spradlin & Smart APC  
Attn: Cassie Trapesonian  
555 Anton Blvd., Suite 1200  
Costa Mesa, CA 92626

**CLIENT:** Children and Families Commission of Orange County  
Attn: Contracts Manager  
1505 E. 17<sup>th</sup> Street, Suite 230

Santa Ana, CA 92705

All notices shall be deemed effective when in writing and personally delivered or deposited in the United States mail, express, priority, or first class, postage prepaid and addressed as above. Attorney and Client may mutually agree in writing to change the addresses to which notices are sent.

11. **KEY PERSONNEL.**

- (a) Attorney's Supervising Attorney for this Agreement shall be Cassie Trapesonian. Any change in Attorney's Supervising Attorney shall be first authorized in writing by the Board of Commissioners, or their designee. Any addition of assisting attorneys shall be authorized by the President/Chief Executive Officer (CEO).
- (b) Attorney's Supervising Attorney shall have full authority to act for Attorney on all daily operational matters under this Agreement and shall serve as or designate Lead Counsel for all meetings and other proceedings in which substantive rights of the parties may be determined. Designation of Lead Counsel shall be subject to Client's President/CEO's written approval.

12. **CONFLICT OF INTEREST POLICY.** Without limitation as to, or alteration of, obligations otherwise imposed on Attorney with respect to Client under the Rules of Professional Conduct or under law, and in addition to such obligations, Attorney agrees to comply with the following conflict of interest policy:

- (a) It is the policy of the Client to prohibit the employment by any law firm adverse to Client while simultaneously being employed by Client, unless the Board of Commissioners is advised of, and gives specific consent to, such adverse employment.
- (b) Any law firm responding to a request for proposal or contract offer shall disclose all present and contemplated employment which is or may be adverse to Client.
- (c) Any law firm which has been retained by Client that desires employment which is or may be adverse to Client shall transmit a statement of such desire to the President/CEO and the Supervising Attorney (unless the Supervising Attorney is the subject of the conflict) prior to undertaking such employment. The statement shall include a description of the employment and reasons, if any, why Client should consent. The President/CEO will forward the request to the Board of Commissioners with recommendation for action.
- (d) If the Board of Commissioners declines to consent to the employment, the law firm shall decline any such employment or shall not represent Client. The authority to give consent of Client is not delegated to any officer or employee of Client.
- (e) Client recognizes that this policy may exceed the Rules of Professional Conduct of the State Bar of California. Where applicable, law firms employed by the Client shall comply with such rules in securing necessary consent from their other clients.

13. **LEGAL REPRESENTATION.**

- (a) Attorney shall provide Client with the necessary representation by staff qualified to perform the legal tasks at the least costly billing category acceptable to Client.
- (b) Attorney shall provide all legal services requested by Client.
- (c) Attorney shall perform all normal and customary duties required of general counsel in connection with Client's activities; provided nothing herein or in designation of Attorney as general counsel shall preclude Client from engaging separate or other counsel of its choosing for any special purpose, and Attorney acknowledges that Client may engage such separate counsel for specific purposes.
- (d) Services under this Agreement shall be performed at the direction of Client's President/CEO, except in circumstances in which Attorney determines or is directed to perform such services at the direction of the Board of Commissioners. In light of the variability of the time and complexity of the issues that are expected to be involved, Attorney and President/CEO agree to consult regularly, at least monthly, as to the level of effort which is appropriate in performing services hereunder.
- (e) Attorney shall obtain, as is applicable, the approval of Client's President/CEO prior to undertaking research of more than twenty (20) hours on any particular issue.
- (f) Attorney shall keep and preserve all backup documentation to support all entries included in its billings as referenced in Section 3 for a period of four (4) years after termination or completion of the matters for which Attorney has been retained.

14. **ASSIGNMENT.** No part of this Agreement or any right or obligation arising from it is assignable without Client's written consent. Any attempt by Attorney to assign or subcontract services relating to this Agreement without Client's consent, as is applicable, shall constitute a material breach of this Agreement. However, Attorney may retain consultants and experts, including special counsel, as Attorney deems appropriate after receiving Client's written approval. Certain contracts may be approved by Client's President/CEO in accordance with Client's current policy. Contracts outside of the President/CEO's authorized limits must be approved by the Board of Commissioners.

15. **INDEMNIFICATION.** Attorney shall indemnify, defend and save harmless Client, its agents, officers and employees from and against any and all liability expense, including defense costs and legal fees, and claims for damages for bodily injury, death, personal injury, or property damage (including Attorney's property), caused by Attorney's operation or their services performed under this Agreement; provided liability of Agreement for professional services shall be excluded herefrom, and shall be according to law.

16. **INSURANCE.**

- (a) Without limiting Attorney's indemnification of Client, Attorney shall provide and maintain at its own expense during the term of this Agreement the following program

of insurance covering its operations. Attorney shall deliver evidence of a satisfactory insurance program to Client on or before the effective date of this Agreement. Evidence shall specifically identify this Agreement and shall contain express conditions that Client is to be given written notice by registered mail at least thirty (30) days in advance of any modification or termination of any program of insurance.

- i. Comprehensive General Liability Insurance. Comprehensive General Liability Insurance for bodily injury, including death, and property damage which provides not less than One Million Dollars (\$1,000,000) combined single limit (CSL) per occurrence and not less than Two Million Dollars (\$2,000,000) annual aggregate. The coverage shall include:
    1. Premises and Operations
    2. Products/Completed Operations with limits of One Million Dollars (\$1,000,000) per occurrence and One Million Dollars (\$1,000,000) annual aggregate to be maintained for two (2) years following the end of the term of this Agreement.
    3. Contractual Liability expressly including liability assumed under this Agreement, except such requirement does not apply to service contracts.
    4. Personal Injury Liability.
  - ii. Comprehensive Automobile Liability Insurance. Comprehensive Automobile Liability Insurance for bodily injury, including death, and property damage which provides total limits of not less than One Million Dollars (\$1,000,000) CSL per occurrence and One Million Dollars (\$1,000,000) annual aggregate applicable to all owned, non-owned, and hired vehicles/watercraft.
  - iii. Workers' Compensation Insurance. Workers' Compensation Insurance shall be maintained. Statutory California Workers' Compensation coverage shall include a broad form all-states endorsement and waiver of subrogation.
  - iv. Employers' Liability Coverage. Employers' Liability Coverage of not less than One Million Dollars (\$1,000,000) per occurrence for all employees engaged in Services or operations under this Agreement.
  - v. Professional Liability. Coverage for professional liability/errors and omissions is required in an amount not less than Five Million Dollars (\$5,000,000) per claims made or per occurrence and Five Million Dollars (\$5,000,000) annual aggregate. If Attorney's professional liability policy is a "claims made" policy, Attorney shall agree to maintain professional liability coverage for two (2) years following the termination of this Agreement.
- (b) Attorney understands and agrees that all of Attorney's personnel furnishing services to Client under this Agreement are employees solely of Attorney and not of Client for purposes of workers' compensation liability.

(c) Attorney shall bear the sole responsibility and liability for furnishing workers' compensation benefits to any Attorney's personnel for injuries arising from services performed under this Agreement.

(d) Failure on the part of Attorney to procure or maintain required insurance shall constitute a material breach of contract upon which Client may immediately terminate or suspend this Agreement.

17. **INDEPENDENT CONTRACTOR STATUS.** This Agreement is between Client and Attorney and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between Client and Attorney.

18. **COVENANT AGAINST CONTINGENT FEES.** Attorney warrants that no person or selling agency has been employed or retained to solicit or secure this Agreement upon an agreement or understanding for a commission, percentage, brokerage or contingent fee. For breach or violation of this warranty, Client shall have the right to terminate this Agreement, and in its sole discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of any such commission, percentage, brokerage or contingent fee.

19. **GRATUITIES.** Client may, by written notice to Attorney, terminate Attorney's right to proceed under this Agreement upon one (1) calendar days' notice, if it is found that Attorney or any representative of Attorney offered or gave gratuities in the form of entertainment, gifts or otherwise to any officer or employee of Client with a view toward securing an agreement or securing favorable treatment in the awarding, amending, or making of any determination on the performance of such agreement. In the event of such termination, Client shall be entitled to pursue the same remedies against Attorney as it could pursue in the event of Attorney's default.

20. **GOVERNING LAW AND JURISDICTION.** This Agreement shall be construed in accordance with the laws of the State of California. Legal actions concerning any default, dispute, interpretation, declaration of rights, or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California.

21. **COMPLIANCE WITH LAWS.** Attorney shall comply with all applicable Federal, State, and local laws, rules, regulations, ordinances, and directives, and all provisions required to be included are incorporated by reference. Attorney shall indemnify and hold Client harmless from any loss, damage, or liability resulting from a violation on Attorney's part of such laws, rules, regulations or ordinances.

22. **EMPLOYMENT ELIGIBILITY VERIFICATION.** Attorney warrants that it fully complies with all statutes and regulations regarding employment of aliens and others, and that all of its employees performing services hereunder meet the citizenship or alien status requirements contained in all statutes and regulations. Attorney shall obtain, from all covered employees performing services hereunder, all verification and other documentation of employment eligibility status required by all statutes and regulations as they currently exist and as they may be hereafter amended. Attorney shall retain such documentation for all covered employees for the period prescribed by law. Attorney shall indemnify, defend and hold harmless Client, its officers and employees from employer sanctions and any other liability which may be assessed against Attorney



or Client in connection with an alleged violation of any statute or regulation pertaining to the eligibility for employment of persons performing services under this Agreement.

23. **RECORD RETENTION AND INSPECTION.** Within ten (10) days of Client's written request, Attorney shall allow Client or authorized State or Federal agencies or any duly authorized representative to have the right to access, examine, audit, excerpt, copy or transcribe any pertinent transaction, activity, time cards or other records relating to this Agreement. Attorney shall keep such material, including all pertinent cost accounting, financial records and proprietary data for a period of four (4) years after termination or completion of this Agreement unless Client's written permission is given to dispose of material prior to the end of such period or until such time as all audits are complete, whichever is later. In the event that records are located outside the County of Orange, Attorney shall pay Client for travel and per diem costs when an inspection or audit is required.

24. **LIMITATION OF CLIENT'S OBLIGATION DUE TO NON-APPROPRIATION OF FUNDS.** Client's obligation is payable only from funds appropriated for the purpose of this Agreement. All funds for payments after June 30 of the current fiscal year are subject to Client's legislative appropriation for this purpose. Payments during subsequent fiscal periods are dependent upon the same action. In the event this Agreement extends into succeeding fiscal year periods and the Board of Commissioners does not allocate sufficient funds for the next succeeding fiscal year's payments, the affected services shall be terminated as of June 30 of the then current fiscal year. Client shall notify Attorney in writing of such non-allocation at the earliest possible date.

25. **DEFAULT FOR INSOLVENCY.** Client may cancel this Agreement for default in the event any of the following occur:

- (a) Attorney's insolvency. Attorney shall be deemed to be insolvent if it has ceased to pay its debts in the ordinary course of business or cannot pay its debts as they become due, whether it has committed an act of bankruptcy or not, and whether insolvent within the meaning of the Federal Bankruptcy Law or not;
- (b) The filing of a voluntary petition for reorganization or bankruptcy;
- (c) The appointment of a Receiver or Trustee for Attorney;
- (d) Attorney's execution of an assignment for the benefit of creditors.

/

/

/

26. **NONDISCRIMINATION IN EMPLOYMENT.**

- (a) Attorney certifies that all persons employed by Attorney, its affiliates, subsidiaries, or holding companies are and will be treated equally by them without regard to or because of race, religion, ancestry, national origin, sex, age, condition of physical handicap, marital status, or political affiliation, and in compliance with all applicable Federal and State antidiscrimination laws and regulations.



- (b) Attorney shall take affirmative action to ensure that qualified applicants are employed and that employees are treated during employment without regard to race, religion, ancestry, national origin, sex, age, condition of physical handicap, marital status or political affiliation. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation and selection for training, including apprenticeship.
- (c) Attorney shall deal with its subcontractors, bidders, or vendors without regard to or because of race, religion, ancestry, national origin, sex, age, condition of physical handicap, marital status, or political affiliation.
- (d) If Client finds that any of the above provisions have been violated, such shall constitute a material breach of contract upon which Client may determine to cancel, terminate or suspend this Agreement. While Client reserves the right to determine independently that the antidiscrimination provisions of this Agreement have been violated, in addition, any determination by the California Fair Employment Practices Commission or the Federal Equal Employment Opportunity Commission that Attorney has violated State or Federal antidiscrimination laws or regulations shall also constitute a finding by Client that Attorney has violated the antidiscrimination provisions of this Agreement.

27. **ASSURANCE OF COMPLIANCE WITH CIVIL RIGHTS LAWS.** Attorney assures that it shall comply with Subchapter VI of the Civil Rights Act of 1964, Title 42 of the United States Code Sections 2000c through 2000e(17), to the end that no person shall, on the grounds of race, religion, ancestry, national origin, sex, age, condition of physical handicap, marital status or political affiliation, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Agreement or under any project, program or activity supported by this Agreement.

28. **CONFLICT OF INTEREST/CONTRACTS PROHIBITED.**

- (a) Attorney represents and warrant that no Client employee whose position in Client enables him/her to influence the award of this Agreement or any competing agreement, and no spouse or economic dependent of such employee, is or shall be employed in any capacity by Agreement, or shall have any direct or indirect financial interest in this Agreement.
- (b) Attorney represents and warrants that it is aware of, has read and will comply with Client's Conflict of Interest Policy as in effect as of the date hereof.
- (c) Anyone who is a former employee of Client at the time of execution of this Agreement or who subsequently becomes affiliated with Attorney in any capacity (employee, associate or partner) shall not 1) participate in the services provided by Attorney to Client, or 2) become a partner, shareholder or otherwise share in the

profits of Attorney for a period of one year from the date the former Client employee left Client's employment.

29. **CONFIDENTIALITY**. Attorney shall maintain the confidentiality of all information which it may acquire arising out of or connected with activities under this Agreement in accordance with all applicable Federal, State and Client laws, regulations, ordinances, and directives relating to confidentiality, including the Code of Professional Responsibility. Attorney shall inform all of its principals, employees and agents providing services hereunder of the confidentiality provisions of this Agreement. These confidentiality obligations shall survive this Agreement's termination or expiration.

30. **COMMUNICATIONS WITH CLIENT**. Attorney recognizes that its relationship with Client and its agents and employees, officers and/or representatives is subject to the attorney-client privilege and that any information acquired during the term of this Agreement from or through Client is confidential and privileged. Attorney warrants that it shall not disclose in any manner whatsoever any of the information from Client officers, employees, and agents in connection with said relationships or proceedings without Client's express consent.

31. **AUTHORIZATION WARRANTY**. Attorney represents and warrants that the signatory(s) to this Agreement are fully authorized to obligate Attorney and that all corporate acts necessary to the execution of this Agreement have been accomplished.

32. **CHANGES AND AMENDMENTS TO TERMS**. No addition to, or alteration of, the terms of this Agreement, whether written or verbal, by the parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this Agreement which is formally approved and executed by both parties.

33. **VALIDITY**. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision.

34. **WAIVER**. No waiver of a breach of any provision of this Agreement by either party shall constitute a waiver of any other breach of the provision or any other provision of this Agreement. Failure of either party to enforce any provision of this Agreement at any time shall not be construed as a waiver of that provision. Client's remedies as described in this Agreement shall be cumulative and additional to any other remedies in law or equity.

35. **REMEDIES RESERVED TO CLIENT AND ATTORNEY**. The remedies reserved to Client and Attorney shall be cumulative as additional to any other remedies provided in law or equity.

36. **MERGER**. Exhibit A, Rate Schedule, and Exhibit B, Attorney's Declaration on Billing Statement, are attached hereto and incorporated as part of this Agreement. This Agreement shall constitute the complete and exclusive statement of understanding between Client and Attorney which supersedes all previous written or oral agreements, and all prior communications between Client and Attorney relating to the subject matter of this Agreement.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]**

**IN WITNESS WHEREOF**, Attorney and Client caused this Agreement to be effective in the County of Orange, State of California on the date first above written.

ATTORNEY:

WOODRUFF, SPRADLIN & SMART  
A Professional Corporation

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
M. Lois Bobak, President

Attorney and Client have read and understand the foregoing terms and those set forth on the attached Rate Schedule and agree to them, as of the date Woodruff, Spradlin & Smart first provided services. If more than one party signs below, Attorney and Client each agree to be personally liable, jointly and severally, for all obligations under this Agreement.

CLIENT:

CHILDREN AND FAMILIES COMMISSION OF  
ORANGE COUNTY, a public body and legal public  
entity

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
Chair

SIGNED AND CERTIFIED THAT A COPY  
OF THIS DOCUMENT HAS BEEN DELIVERED  
TO THE CHAIR OF COMMISSION

By: \_\_\_\_\_  
Robin Stieler  
Clerk of the Commission

Dated: \_\_\_\_\_

**EXHIBIT A**  
**RATE SCHEDULE**

<b><u>Staffing Level</u></b>	<b><u>Hourly Rate</u></b>
Supervising Attorney	\$255
All other attorneys	\$215
Paralegals	\$120

**Standard Charges**

Attorney charges for Attorney's time in minimum units of six minutes.

**Costs and Expenses**

Costs advanced will be charged at rates which are competitive with other sources of the same products or services. Rates for in-house costs are currently:

In-office photocopying	\$ .25 per page
Mileage at IRS prevailing rate	IRS Rate (Currently \$ .535 per mile)
Clerical staff overtime	\$55.00 per hour

Attorney shall not be reimbursed for mileage from or to Attorney's place of business (or home) to or from Client's offices in order to perform work under this Agreement.

**EXHIBIT B**

**ATTORNEY'S DECLARATION ON BILLING STATEMENT**

The following declaration shall be made on the original of each billing statement and personally signed and dated by Attorney's Supervising Attorney or Designated Lead Counsel.

"I have personally examined this billing statement. All entries are in accordance with the Agreement for Professional Legal Services, are correct and reasonable for the services performed and costs incurred, and no item on this statement has been previously billed to the Commission.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
NAME

\_\_\_\_\_  
TITLE

(Supervising Attorney or Designated Lead Counsel)"

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_\_-21 C&FC**

**June 2, 2021**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY APPROVING AGREEMENT NO. PS-257 WITH WOODRUFF, SPRADLIN & SMART, APC FOR PROFESSIONAL LEGAL SERVICES; AND AUTHORIZING EXECUTION OF SUCH AGREEMENT ON BEHALF OF THE COMMISSION**

**WHEREAS**, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the “Act”) implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County (“Commission”); and

**WHEREAS**, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County’s children prenatal to five years of age as codified in the Act; and

**WHEREAS**, the Commission desires to enter into Agreement No. PS-257 (“Agreement”) with Woodruff, Spradlin & Smart APC (hereinafter referred to as “Contractor”) for professional legal services as specified in the June 2, 2021 staff report for this Agenda Item; and

**WHEREAS**, Commission desires to enter into the Agreement with Contractor in furtherance of the purposes of the Act and the Strategic Plan on the terms and conditions set forth in the Agreement; and

**WHEREAS**, Commission hereby finds and determines that the proposed Agreement is in furtherance of and consistent with the Commission’s Strategic Plan; and

**WHEREAS**, Commission desires to authorize the Commission Chair and Commission Clerk to execute the Agreement with the Contractor as specified in the June 2, 2021 staff report for this Agenda Item.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** Commission hereby approves the Agreement with Contractor as specified in the June 2, 2021 staff report for this Agenda Item.

**Section 3** The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Agreement on behalf of the Commission.



**Section 4** A copy of the Agreement when executed by the Commission Chair and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. The final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

**Section 5** In addition to the authorization of Section 2 above, the President/CEO, or designee, is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Agreement(s), (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement(s), and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement(s) in the furtherance thereof.

**Section 6** The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on June 2, 2021 to wit:

AYES Commissioners: \_\_\_\_\_

NOES Commissioner(s): \_\_\_\_\_

EXCUSED Commissioner(s): \_\_\_\_\_

ABSTAINED Commissioner(s): \_\_\_\_\_

\_\_\_\_\_  
CHAIR

STATE OF CALIFORNIA    )  
  )  
COUNTY OF ORANGE    )

I, ROBIN STIELER, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

**IN WITNESS WHEREOF**, I have hereto set my hand and seal.

\_\_\_\_\_  
ROBIN STIELER  
Clerk of the Commission, Children and Families  
Commission of Orange County, County of Orange,  
State of California

Resolution No: \_\_-20-C&FC

Agenda Date: June 2, 2021

Item No. \_\_



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

ROBIN STIELER, Clerk of the Commission

By: \_\_\_\_\_

Deputy


**EXHIBIT A TO RESOLUTION OF COMMISSION**

(Attach copy(ies) of final executed Agreement)

**Agenda Item 6**  
**June 2, 2021**

**DATE:** May 5, 2021

**TO:** First 5 Orange County, Children and Families Commission

**FROM:** Kimberly Goll, President/CEO 

**ACTION:** Conduct Public Hearing, Adopt Resolution and Receive the Fiscal Year 2021/2022 Proposed Budget

---

**SUMMARY:**

First 5 Orange County Children and Families Commission conducts a public hearing to approve the annual budget for the upcoming fiscal year. This item recommends approval of the Budget, as described below, for Fiscal Year 2021/2022.

**DISCUSSION:**

The proposed budget (Attachment 2) is consistent with the recommendations made by Commissioners at the April 2021 meeting and does not provide funding authority for specific programs or contracts. All program funding is approved through specific Commission action. In alignment with prior practices, the budget is built on the assumptions in the Long Term Financial Plan, realized and anticipated revenue, and planned programmatic expenses.

The proposed budget includes \$15.9 million in base program funding compared to base program funding of \$16.8 million assumed in the financial plan projections. Any additional allocations to base program funding will be presented in future agenda items and then incorporated into the Amended Budget.

Below is a summary of the key drivers for this years' budget.

*Revenue*

- Following the latest revenue projections from the California Department of Finance, tobacco tax revenue is budgeted to be \$23.4 million. This revenue projection was presented as part of the updated Long Term Financial Plan at the April Commission meeting. Monthly revenues will be closely monitored throughout the year, and if any adjustment or revision to budgeted tobacco tax revenue is deemed necessary due to unexpected deviations of tax receipts, the Commission will be notified and presented with different budget planning scenarios in a subsequent budget amendment.
- Estimated revenue has been budgeted for First 5 Orange County's pass-through and subcontracted programs: First 5 California funded Childcare Quality Improvements (\$1.6 million) and CalWORKS Home Visitation (\$2 million).
- Other revenue sources consist of contributions for both the Conditions of Children Report, investment earnings, and other miscellaneous anticipated reimbursements and payments.
- Total revenue exceeds budgeted expenses by \$2.1 million in the proposed budget. Expected disbursements include nearly \$1.7 million in System Building projects. These are

one-time projects that are tracked against the System Building fund that was initially established by the Commission in 2012. System Building projects are not funded by current tobacco tax revenues and are not included as ongoing annual budget demands.

#### *Program Funding*

- The current budget presents program funding under the goal areas of Prenatal-to-Three, School Readiness Initiative, Homeless Prevention, Children's Dental, and Systems Building.
- All budget program areas are consistent with the February 2020 Commission three-year funding actions.
- Estimates of System Building expenses are included in the proposed Fiscal Year 2021/2022 budget and include \$250,000 for the remaining payment for the Intergovernmental Transfer (IGT) approved in April 2020. Catalytic funding consists of one-time Systems Building projects that are tracked separately from annual budgeted programs.
- Program management, evaluation and administrative consultants are included in the proposed budget.
- Staff salaries and benefits supporting a specific First 5 Orange County program or project are allocated to the related program goal area totaling approximately \$1.45 million. Allocations are based on First 5's organizational staffing chart and consider specific job descriptions and staff assignments.

#### *Administrative Budget*

- Total administrative expenses of \$1.53 million are higher than the previous year amount of \$1.48 million due to small increases in staff benefits and office expenses.
- All staff salaries and benefits dedicated to administrative activities are included along with office operations, travel, meetings, communications, and professional services.
- The proposed administrative budget is 6 percent of the total annual operating budget of \$25.9 million. Total staff salaries and benefits are budgeted at \$2.03 million compared to \$1.9 million in Fiscal Year 2020/2021. The staffing budget reflects the organizational design approved by the Commission in October 2019 and assumes all approved positions are filled for the entire year. Benefits are provided through the County of Orange and budgeted at the current rates.

The Fiscal Year 2021/2022 Proposed Budget is fully compliant with the policy to limit administrative expenses to 10 percent of the annual budget. California Health and Safety Code Section 130140 requires the Commission to adopt a limit on the percentage of the operating budget that may be spent on administrative functions. Administrative costs and functions are defined by the First 5 California Commission guidelines pursuant to Chapter 284, Statutes of 2005 (AB 109). Adoption of the Fiscal Year 2021/2022 budget includes a 10 percent limitation of the operating budget on administrative function expenditures.

Approval of the Fiscal Year 2021/2022 Proposed Budget (Attachment 2) is requested.

**STRATEGIC PLAN & FISCAL SUMMARY:** The Fiscal Year 2021/2022 proposed Operating Budget and recommended actions presented in this staff report have been reviewed in relation to the Commission's Strategic Plan and are consistent with applicable goals. The proposed evaluation priority areas are consistent with the Strategic Plan and statutory requirements related to evaluation.

**PRIOR COMMISSION ACTIONS:**

- April 2021 – Received Financial Update
- December 2020 - Approved the Fiscal Year 2020/2021 Amended Budget
- June 2020 - Conducted Public Hearing and Approved 2020/2021 Proposed Budget
- February 2020 – Approved Renewal Funding Actions

**RECOMMENDED ACTION:**

1. Conduct Public Hearing.
2. Adopt resolution (Attachment 1) approving the Annual Operating Budget for Fiscal Year 2020/2021 (Attachment 2) and confirming the 10 percent limitation on administrative expenditures for the operating budget.

**ATTACHMENTS:**

1. Resolution - Fiscal Year 2021/2022 Operating Budget
2. Fiscal Year 2021/2022 Proposed Budget

**CONTACT:** Michael Garcell

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_\_-21-C&FC**

**June 2, 2021**

**A RESOLUTION OF THE CHILDREN AND FAMILIES  
COMMISSION OF ORANGE COUNTY (1) ADOPTING THE  
FISCAL YEAR 2021-22 OPERATING BUDGET, AND (2)  
CONFIRMING A 10% LIMIT ON ADMINISTRATIVE  
EXPENSES**

**WHEREAS**, the Children and Families Act of 1998 requires the Children and Families Commission of Orange County (“Commission”) to adopt and annually review its Strategic Plan in order to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County’s children prenatal to five years of age as codified in the Act; and

**WHEREAS**, the Act requires the Commission to conduct a public hearing with respect to (1) its adoption of an Annual Operating Budget, and (2) adoption of a percentage limitation of its operating budget that may be spent on administrative functions; and

**WHEREAS**, at its meeting of June 2, 2021, the Commission conducted a public hearing and reviewed the following documents prepared and recommended by staff and identified in the staff report for the June 2, 2021 Commission meeting with the Attachment number set forth herein: The Annual Operating Budget for the Fiscal Year 2021-22 (Attachment 2).

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** The Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** The Commission hereby adopts the Annual Operating Budget for Fiscal Year 2021-22.

**Section 3** Pursuant to California Health and Safety Code Section 130140(d)(5), the Commission confirms 10% of the operating budget as the limit that may be expended on administrative functions.

**Section 4** Notwithstanding the approval of the budget, no expenditures from the line item categories for grant funding for Program Services (or any subcategory within such categories) is authorized or may be approved except by subsequent action of the Board of Commissioners, no category is required to be funded at any particular level, no grant funding decisions for individual applicants or types of applicant will be made except in connection with specific grant processes, and no ceiling or floor for such categories is established by this budget.

**Section 5** Approval by the Board of Commissioners is required to increase or decrease the existing total amount of budgeted appropriations, revenues, and/or reserves as adopted by the Board of Commissioners. The President/CEO, or designee, is authorized to transfer existing budgeted



appropriations mid-fiscal year between existing budget categories and accounts in order to pay for required operating expenses. In accordance with the Commission's Budgetary Control policy, the Commission renews its delegation of authority to approve budgetary transfers to the President/CEO for Fiscal Year 2021-22.

**Section 6** The Clerk of the Commission shall append to this Resolution a copy of the Annual Operating Budget for Fiscal Year 2021-22 set forth in Section 2, as Exhibit A (which shall correspond to Attachment 2 of the June 2, 2021 staff report). Exhibit A is hereby fully incorporated as part of this Resolution by this reference and made a part hereof as though fully set forth herein.

**Section 7** Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this Resolution or any part thereof is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this resolution or any part thereof. The Commission Board hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof irrespective of the fact that any one (1) or more subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared unconstitutional, or invalid, or ineffective.

**Section 8** The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on June 2, 2021 to wit:

AYES: Commissioners: \_\_\_\_\_

NOES: Commissioner(s): \_\_\_\_\_

EXCUSED: Commissioner(s): \_\_\_\_\_

ABSTAINED: Commissioner(s) \_\_\_\_\_

\_\_\_\_\_  
CHAIR

STATE OF CALIFORNIA     )  
  )  
COUNTY OF ORANGE     )

I, ROBIN STIELER, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

**IN WITNESS WHEREOF**, I have hereto set my hand and seal.

\_\_\_\_\_  
ROBIN STIELER

Clerk of the Commission, Children and Families Commission of  
Orange County, County of Orange, State of California

Resolution No: \_\_-21-C&FC

Agenda Date: June 2, 2021

Item No. \_\_\_\_



I certify that the foregoing is a true and correct copy of the  
Resolution adopted by the

ROBIN STEILER, Clerk of the Commission

By: \_\_\_\_\_  
Deputy

**EXHIBIT A TO RESOLUTION OF COMMISSION**  
**(ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2021-2022)**  
**(attached)**

# First 5 Orange County Children and Families Commission

## Fiscal Year 2021/2022 Proposed Budget

	<b>FY 21/22 Proposed Budget</b>
<b><u>FINANCING</u></b>	
<b>Prop 10 Tax Allocations</b>	23,354,480
<b>Other Revenues</b>	
Investment Earnings	100,000
MAA Revenue	250,000
Childcare Quality Improvement: First 5 CA	1,622,534
CalWORKS Home Visitation Program	2,000,000
Other Revenue	232,700
	<b>27,559,714</b>
<b><u>PROGRAM SERVICES</u></b>	
<b>Prenatal-to-Three</b>	
Bridges: Maternal Child Health Network Hospitals	1,248,500
Bridges: Maternal Child Health Network Home Visiting Services	4,140,476
CalWORKS Home Visitation Program	2,000,000
Early Relational and Mental Health Systems	1,075,000
Autism and Pediatric Support	1,019,240
Prenatal-to-Three Catalytic Funding	250,000
Prenatal-to-Three Program Support	691,351
Prenatal-to-Three subtotal	10,424,567
<b>School Readiness Initiative</b>	
School District Partnerships	6,186,400
Childcare Quality Improvement: First 5 CA	1,877,534
Early Literacy and Math Programs	270,260
School Readiness Initiative Program Support	579,546
School Readiness Initiative subtotal	8,913,740

# First 5 Orange County Children and Families Commission


## Fiscal Year 2021/2022 Proposed Budget

	<b>FY 21/22 Proposed Budget</b>
<b>Homeless Prevention</b>	
Homeless Prevention Operational Support	1,049,000
Homeless Prevention Systems Building	<u>0</u>
Homeless Prevention subtotal	1,049,000
<b>Children's Dental</b>	
Children's Dental Education, Outreach, Prevention and Treatment	<u>1,400,000</u>
Children's Dental subtotal	1,400,000
<b>System Building</b>	
System Building	377,500
Engaged Neighborhoods	410,000
System Building Support	<u>305,250</u>
Systems Building subtotal	1,092,750
<b>Performance Evaluation</b>	
Performance Management - Data Systems Platforms	268,000
Evaluation and Performance Management Support	<u>768,125</u>
	1,036,125
<b>Total Program</b>	<b>23,916,182</b>
<b>Administrative Functions</b>	
Administrative Staff Salary and Benefits	583,800
Strategic Communications	208,600
Professional and Technical Services	484,000
Office, Training & Operating Costs	<u>257,690</u>
Administrative Functions Subtotal	1,534,090
<b>Fiscal Year 2021/2022 Proposed Budget Total</b>	<b>25,450,272</b>

**Agenda Item 7**  
**June 2, 2021**

**DATE:** June 1, 2021

**TO:** First 5 Orange County Children and Families Commission

**FROM:** Kimberly Goll, President/CEO 

**ACTION:** Authorize an Amendment to the Agreement with Families Forward to Provide Funding for the Family Solutions Collaborative to Implement a Diversion Program

---

**SUMMARY:**

First 5 Orange County approved an agreement with the Family Solutions Collaborative (FSC) in June 2020 to develop a family-focused diversion plan to expand the county's Homeless System of Care. The FSC is fiscally sponsored by Families Forward through Agreement No. FCI-FSC-02 with First 5 Orange County. This item requests approval of an amendment to Agreement No. FCI-FSC-02 to fund the FSC to implement a homeless prevention diversion program for the next two years.

**DISCUSSION:**

Diverting families from becoming homeless is one of the most effective ways to reduce demand on the system and improve outcomes for families. Diversion is a strategy focused on people experiencing literal homelessness who are seeking services. It focuses on exploring and identifying alternative housing options that can be accessed with the lowest amount of engagement or resources from the homelessness response system. The strategies used in diversion include problem solving, conflict resolution, resource connections, mediation, and limited financial assistance.

In 2018, First 5 Orange County funded an evaluation of the system performance of homeless service providers, including those within the FSC. The FSC is a coalition of 23 shelters and agencies serving families at risk of, or facing homelessness, that was formed to streamline the process for connecting families to services in a timely manner. One of the strongest recommendations from that evaluation was the need for Orange County's homeless system of care to include a diversion program. The system was not working at its highest efficiency because it was not reducing the flow of new homeless families.

In response, First 5 Orange County issued a Request for Proposals in September 2019 to identify providers willing to develop and implement a diversion program. We received an application from the FSC, but the Commission funding panel determined it was not comprehensive enough to initiate funding. Instead, a six-month deliverable-based grant was awarded to the FSC to develop a robust diversion plan. Due to Covid-19 and other unforeseen delays, the final diversion plan was submitted to First 5 Orange County in April 2021.

The diversion plan has three key drivers:

1. The learnings from a performance and process evaluation by an independent consulting firm of the FSC's past delivery of diversion practices. This evaluation found that approximately 13% of families whose outcomes were included in the study were successfully diverted.
2. A review of national effective practices and current local practices for diversion. These were used to develop updated diversion policy and practice standards.
3. The development of a multi-phased implementation strategy for diversion expansion. This strategy includes steps to roll out the new policies and practices that have been developed, training for Family System providers, and performance management standards including a systems-wide approach to training and implementation.

The final diversion plan seeks to implement a system-wide diversion strategy across Orange County's family homeless providers. The diversion plan leverages the FSC's role of managing the county's Family Coordinated Entry System (FCES). The entry system provides access points throughout the county that allocate available housing units based on prioritization and vulnerability. By linking resources and leveraging the existing infrastructure, the diversion program aims to implement consistent, sustainable diversion strategies across Orange County's coordinated family response system through capacity building and training efforts. It will also provide a framework to monitor how the homeless system is impacted by the implementation of a formal diversion effort.

Based on the local evaluation of informal diversion strategies, coupled with learnings from other municipalities such as Los Angeles and San Francisco, we anticipate that 16% of families will be successfully diverted in year 1 of funding and 20% in year 2. The focus of First 5's funding is on families with children ages 0-5; however, diversion will be offered to all families with children with diversion services being provided "in-kind" for families with children ages 6-17. As part of this agreement, sustainable funding sources for the entire program will be identified.

As noted previously, the FSC is fiscally sponsored by Families Forward. First 5 Orange County currently has an agreement with Families Forward to provide housing navigation services. Staff proposes to add the diversion program so that both funding allocations are under one agreement. As the total impact of these First 5 investments are intended to move families out of the homeless system of care as fast as possible and reduce the flow of new families, linking a system evaluation of the housing navigation and diversion programs under one comprehensive evaluation will allow for accountability to performance measurements outlined in the agreement while evaluating the efficacy of both programs to understand the combined impact these programs have on the family homeless system of care.

#### **STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended actions presented in this staff report have been reviewed in relation to the Strategic Plan and are consistent with applicable goals. Funding for this item will be included in the Fiscal Year 2021/2022 and 2022/2023 budgets.

#### **PRIOR COMMISSION ACTIONS:**

- February 2020 – Adopted resolution authorizing agreement with Families Forward to serve as fiscal intermediary for FSC

- February 2020 - Adopted resolution authorizing agreement with the FSC for the Diversion Planning Grant
- June 2020 - Corrected term of FSC Diversion Planning grant

**RECOMMENDED ACTIONS:**

Adopt resolution (Attachment 1) authorizing the President/CEO, or designee, and Commission Counsel to prepare and negotiate the First Amendment to Agreement No. FCI-FSC-02 with Families Forward, as the fiscal intermediary for the Family Solutions Collaborative, to add \$1,103,765 for a total, three-year maximum obligation of \$1,703,765 for the term July 1, 2020 to June 30, 2023 to implement the diversion program and evaluation.

**ATTACHMENTS:**

1. Resolution

**CONTACT:**

Mike Anderson



# Homeless Diversion Program

---

FY 2021/22 and FY 2022/23

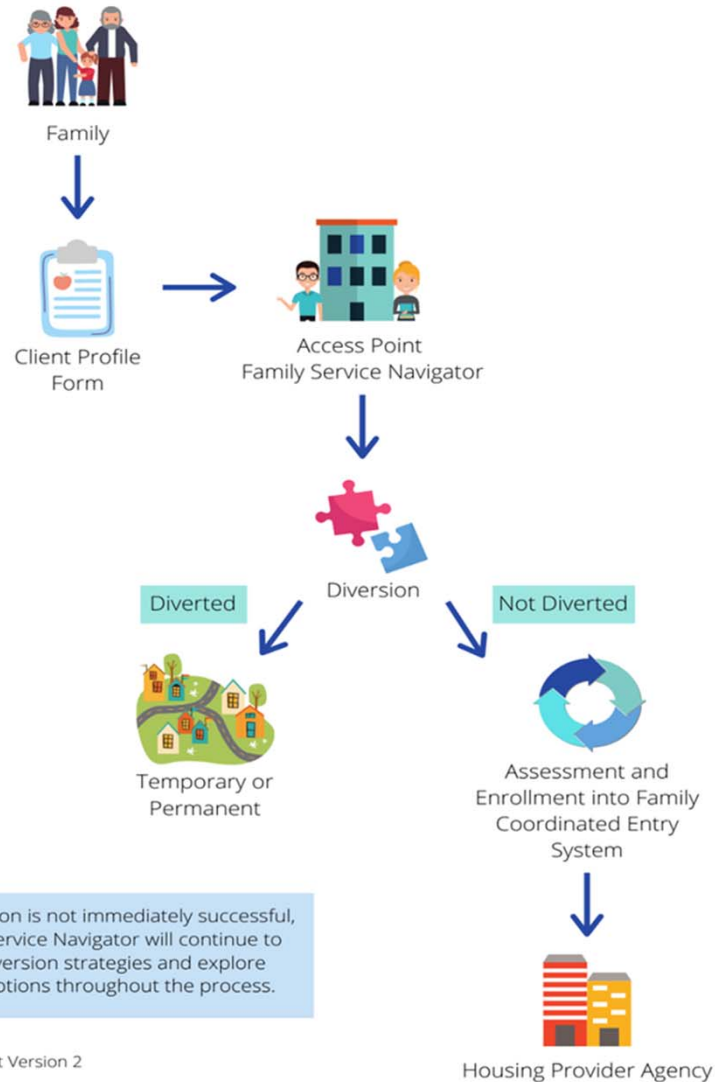
# Background

---

First 5-funded evaluation of family homeless system of care found:

- Need for expansion of services:
  - Diversion to stop the flow of potential homeless families
  - Housing Navigation to shorten time in shelter
- Improved outcomes are achieved through system investment vs. individual provider investment
- First 5 issued RFP for Housing Navigation and Diversion programs:
  - Housing Navigation funded in 2020
  - Diversion Program received funding for planning

# Family Coordinated Entry System Flowchart



FSC FCES Flowchart Version 2



## Targeted Outcomes

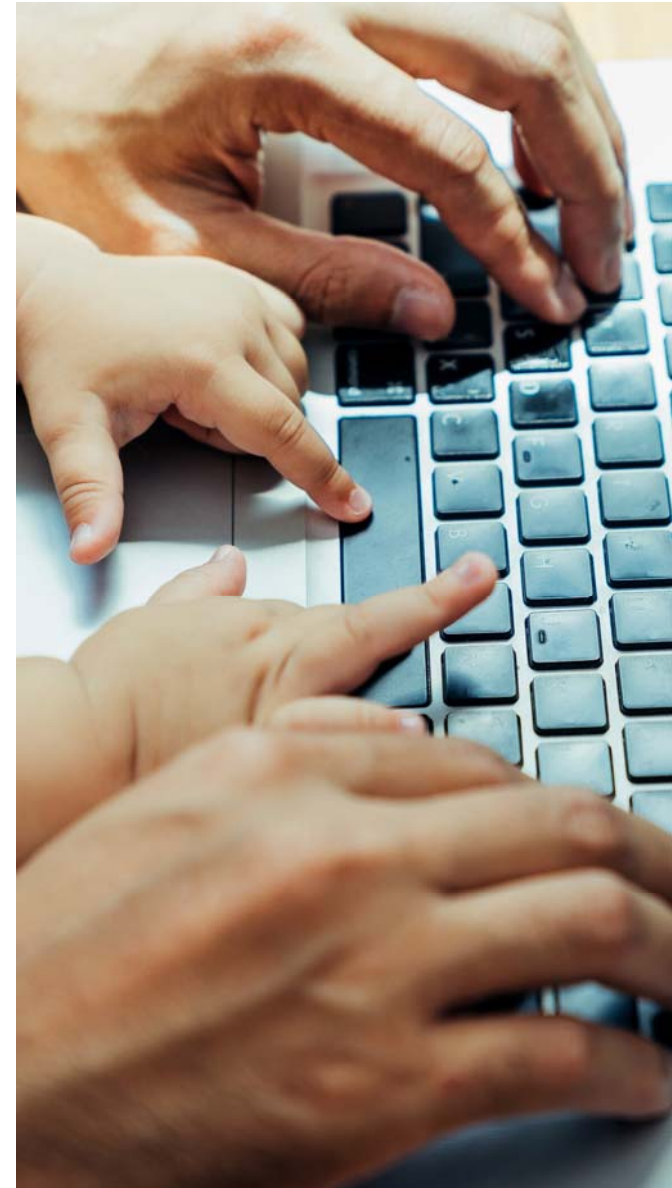
---

- 95% of families seeking services through the shelter system will be engaged in diversion conversations
- 16% of those families will have a successful diversion exit in year 1
- 20% of those families will have a successful diversion exit in year 2

# System Monitoring

---

- Close monitoring of system performance including:
  - Efficacy of diversion strategies to identify viable alternative housing options
  - Increase in the number of families that seek homeless services but are successfully diverted
  - Number of families that are diverted and return to the system
  - Disparities in service and outcomes based on race, ethnicity, gender, age, and location



# System Evaluation

---

- Reducing the flow of families into the homeless system of care
- Reducing amount of time families are being served by shelters
- Monitoring shelter bed utilization
- Monitoring provider compliance with program guidelines
- Monitoring system performance against other high-performing systems through out the country





# Diversion Program Recommendations

**Term:** Two years

**Total Funding:** \$1,103,765

- Diversion strategy to scale throughout the county leveraging Coordinated Entry System (CES)
- Systems-level impact of diverting families from the family shelter system

## Key Points:

- **\$983,765** – diversion implementation to scale
- **\$120,000** – over two years for system evaluation


Questions?



**Agenda Item 8**  
**June 2, 2021**

**DATE:** May 13, 2021

**TO:** First 5 Orange County, Children and Families Commission

**FROM:** Kimberly Goll, President/CEO 

**ACTION:** Adopt Resolution Authorizing Agreement with the Center for the Study of Social Policy for Receipt of Grant Funds for Consultant Support

---

**SUMMARY:**

The Center for the Study of Social Policy (CSSP) is providing grants of \$32,500 to existing Developmental Understanding and Legal Collaboration for Everyone (DULCE) programs to further align and strengthen systems of care. The Orange County DULCE program, operating in three CHOC clinics, is one of four localities eligible to receive these funds. This item requests approval to enter into an agreement with CSSP for a grant of \$32,500 for CHOC's DULCE clinic sites.

**DISCUSSION:**

In partnership with CHOC, First 5 Orange County supported the early implementation of DULCE at Clinica CHOC Para Niños in Santa Ana, California. DULCE is designed for families with infants between the ages of two weeks and six-months, who are experiencing family stressors that can impact a child's developmental trajectory. A 2015 randomized control trial determined that infants in DULCE were more likely to have completed their six-month immunization schedule on time; obtained five or more routine preventive care visits by age one-year; and were less likely to have visited the emergency department by age six-months.

With support and technical assistance from CSSP, the Orange County DULCE program has strengthened the delivery of services for families with infants and facilitated their access to needed services and supports. The value of DULCE's interdisciplinary health delivery approach to effect systemic change in a clinic environment within the pediatric health care system further strengthened the continued need for DULCE and led to expansion to two additional CHOC clinic sites. This was accomplished through an intergovernmental transfer (IGT) that was initiated in FY 2018/19 and will support DULCE sites until approximately 2023.

As part of the ongoing DULCE work, CSSP recently shared that a small funding pool of approximately \$130,000 is available for grants to four existing DULCE programs that were part of the first funded cohort. These funds are to be shared by the four localities (approximately \$32,500 each) across the country to address a local question or challenge that will either improve implementation of DULCE or demonstrate how DULCE is meeting a need in the respective community and early childhood system. The award period is relatively short with funding available as early as May 2021 with an end date of October 31, 2021.

In response, CHOC and First 5 Orange County discussed opportunities to identify intersections of work that will leverage the existing home visiting infrastructure, improve DULCE's integration into the network, and create linkages to our Engaged Neighborhoods so that families can access additional supports within their communities. To further strengthen and align systems of care, the funding from CSSP will support development of recommendations for specific strategies and steps to:

- Optimize the coordination of referrals, linkages and services including streamlined communication between the DULCE clinic's family specialist and First 5 Orange County programs;
- Support parent engagement within and between DULCE and First 5's Engaged Neighborhoods;
- Incorporate the role of the family specialist as part of the larger system of Prenatal to Three support services.

DULCE's clinic-based intervention aligns with the Strategic Plan focus areas of well-child visits, developmental screenings, and linkages to services and resilience among children and families. Given the grant's abbreviated timeline, First 5 staff recommend that we serve as the project lead to execute an agreement with CSSP and optimize the time available to complete the scope of work. First 5 staff and consultants will work closely with CHOC's DULCE program in the planning process and resulting deliverable.

#### **STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended actions presented in this staff report have been reviewed in relation to the Strategic Plan and are consistent with applicable goals. Funding for this item will be available once an agreement is signed with CSSP and is required to be used by October 31, 2021 and will be included in the Fiscal Year 2021/2022 Commission Budget.

#### **PRIOR COMMISSION ACTIONS:**

- May 2020- adjustment in Funding terms for approved IGT transactions
- April 2020 – Approved IGT Transaction
- October 2018 – Approved IGT Transaction
- December 2017 – Approved IGT Transaction
- March 2017 – Approved IGT Transaction
- April 2016 – Approved Amended Resolution for IGT transaction
- February 2016 – Approved IGT Transaction
- December 2015 – Receive update on proposed Intergovernmental Transfer (IGT)
- October 2015 – Authorized the Executive Director to pursue a potential Intergovernmental Transfer (IGT)
- June 2014 – Annual Planning Meeting, Sustainability Strategies

#### **RECOMMENDED ACTIONS:**

1. Authorize First 5 Orange County to receive a mini-grant in the amount \$32,500 from CSSP and authorize the President/CEO and Commission Counsel to negotiate and execute a new agreement with the Center for the Study of Social Policy for consultant support to align and strengthen systems of care for the Orange County DULCE program for the term of June 2, 2021 – October 31, 2021.
2. Adopt resolution (Attachment 1) authorizing the President/CEO, or designee, and Commission Counsel to prepare and negotiate an First Amendment to Agreement PS-251

with Health Management Associates, Inc. for consultant support to align and strengthen systems of care for the Orange County DULCE program and add \$32,500 for an amended maximum payment obligation of \$182,5000 for the term of April 8, 2021-March 31, 2022.

**ATTACHMENTS:**

1. Resolution

**CONTACT:** Leticia Casillas-Sanchez

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_\_-21-C&FC**

**June 2, 2021**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE PRESIDENT/CEO AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE THE FIRST AMENDMENT TO AGREEMENT PS-251 WITH HEALTH MANAGEMENT ASSOCIATES, INC. TO ALIGN AND STRENGTHEN SYSTEMS OF CARE FOR THE ORANGE COUNTY DULCE PROGRAM; AND, AUTHORIZING APPROVAL AND EXECUTION OF SUCH AMENDMENT ON BEHALF OF THE COMMISSION**

**WHEREAS**, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the “Act”) implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County (“Commission”); and

**WHEREAS**, On April 7, 2021, Commission authorized the Executive Director or designee to prepare and negotiate Agreement PS-251 with Health Management Associates, Inc. for the term of April 8, 2021- March 31, 2022;

**WHEREAS**, The Commission desires to prepare and negotiate a First Amendment (“Amendment”) to Agreement PS-251 with Health Management Associates, Inc. (hereinafter referred to as “Contractor”) to align and strengthen systems of care for the Orange County DULCE program for the term and in the amount as described in June 2, 2021 staff report for this agenda item; and

**WHEREAS**, Contractor desires to enter into the Amendment to the agreements in furtherance of the purposes of the Act and the Strategic Plan on the terms and conditions set forth in the applicable Agreements; and

**WHEREAS**, Commission has reviewed the staff report for the June 2, 2021 Commission meeting relating to the scopes of services to be provided and hereby finds and determines that the proposed Amendment is in furtherance of and consistent with the Commission’s Strategic Plan; and

**WHEREAS**, Commission desires to authorize the Commission Chair and Commission Clerk to execute the Amendment with Contractor for the terms and in the amount specified in the June 2, 2021 staff report for this Agenda Item.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** Commission authorizes the President/CEO, or designee, and Commission Counsel to prepare and negotiate the Amendment with the Contractor to align and strengthen systems of care for the Orange County DULCE program for the terms and in the amount consistent with the June 2, 2021 staff report and scope of services referenced therein.

**Section 3** The form of the Amendment with the Contractor shall be substantially similar to the form of the standard Amendment to a Professional Services Agreement, subject to minor, non-substantive revisions as reviewed and approved by the President/CEO or designee and Commission Counsel. The approval by the President/CEO or designee of the Amendment shall be conclusively evidenced by the execution of such Amendments by the Commission Chair and delivery thereof to the Commission Clerk.

**Section 4** Commission hereby approves the Amendment with Contractor to align and strengthen systems of care for the Orange County DULCE program for the terms and in the amount specified in the June 2, 2021 staff report for this Agenda Item.

**Section 5** The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Agreements on behalf of the Commission.

**Section 6** A copy of the Amendment to Agreement when executed by the Commission Chair and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. Each final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

**Section 7** In addition to the authorization of Section 2 above, the Executive Director, or designee, is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Amendments(s), (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement(s), and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement(s) in the furtherance thereof.

**Section 8** The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on June 2, 2021 to wit:

AYES Commissioners: \_\_\_\_\_

NOES Commissioner(s): \_\_\_\_\_

EXCUSED Commissioner(s): \_\_\_\_\_

ABSTAINED Commissioner(s): \_\_\_\_\_

\_\_\_\_\_  
CHAIR

STATE OF CALIFORNIA    )  
  )  
COUNTY OF ORANGE    )

I, ROBIN STIELER, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

**IN WITNESS WHEREOF**, I have hereto set my hand and seal.

\_\_\_\_\_  
Robin Stieler  
Clerk of the Commission, Children and Families Commission of  
Orange County, County of Orange, State of California

Resolution No: \_\_-15-C&FC

Agenda Date: June 2, 2021

Item No. \_\_



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

ROBIN STIELER, Clerk of the Commission

By: \_\_\_\_\_  
Deputy

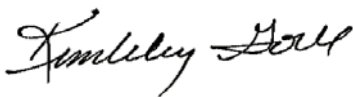
**EXHIBIT A TO RESOLUTION OF COMMISSION**

(Attach copy(ies) of final executed Agreements)

**Agenda Item 9**  
**June 2, 2021**

**DATE:** May 20, 2021

**TO:** First 5 Orange County, Children and Families Commission

**FROM:** Kimberly Goll, President/CEO 

**ACTION:** Adopt Resolution Authorizing Agreement with Charitable Ventures as the Fiscal Agent for Early Childhood OC

---

**SUMMARY:**

First 5 Orange County invests in partnerships supporting the work of engaging champions to advocate on behalf of young children. Early Childhood OC serves as the backbone agency for a local community collaborative that developed an Early Childhood Policy Framework to consolidate advocacy efforts on behalf of young children. This agenda item requests authorization to allocate funding to support Early Childhood OC's work.

**DISCUSSION:**

First 5 Orange County staff are active members of Early Childhood OC, which has more than 37 participating agencies focused on advocating and creating a collective voice for early childhood in Orange County. In 2018, the group created the Early Childhood Policy Framework which was presented at the April 2018 Commission meeting and is in alignment with First 5 Orange County's policy framework and focuses on increasing access, quality, and equity in three focus areas for young children (Attachment 1).

Over the last year, Early Childhood OC has been essential in providing technical assistance to parents and child care providers during the pandemic. They built a local child care database to ensure that providers could get timely and up to date information from the Orange County Emergency Taskforce. Early Childhood OC also hosted multiple webinars and distributed resources promoting children and families' mental health and supported the expansion of Perinatal Mood and Anxiety Disorders (PMAD) materials to families and providers.

Today's action will provide \$75,000 per year to support Early Childhood OC for the next two fiscal years, in alignment with First 5 Orange County's current programmatic funding cycle. Over the next two years, Early Childhood OC will work closely with First 5 Orange County building a unified advocacy voice to address large-scale issues in the county facing young children and families. First 5's funding will support three major streams of work:

- Increasing understanding of the importance of early childhood, how Orange County's children are faring, and how communities can make this knowledge actionable, using the Early Development Index (EDI) and Early Childhood Policy Framework;
- Building and expanding public will to advocate on behalf of early childhood, including support for policy and legislative activities; and



- Continuing to build its infrastructure to reach parents of young children and providing resources such as webinars and other materials to support their ongoing health and development, strong homes and neighborhoods, and equitable outcomes.

Authorization is requested to enter into an agreement with Charitable Ventures as the fiscal agent for Early Childhood OC. Staff will develop a scope of work with specific deliverables to support Early Childhood OC's administrator position and implement the streams of work described above.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended action presented in this staff report have been reviewed in relation to the Strategic Plan and is consistent with applicable goals. Funding for this item will be included in the Fiscal Year 2021/2022 to 2023/2024 Commission Budgets.

**PRIOR COMMISSION ACTIONS:**

- November 2018- Adopted a resolution authorizing an agreement with Charitable Ventures the fiscal agent for Early Childhood OC
- June 2018 – Orange County Early Childhood Policy Framework Panel Presentation
- February 2018 - Received report on the Orange County Early Childhood Policy Framework

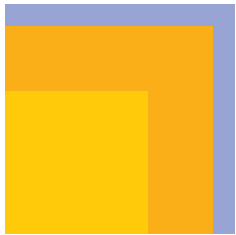
**RECOMMENDED ACTION:**

Adopt resolution authorizing the President/CEO, or designee, and Commission Counsel to prepare and negotiate Agreement No. FCI-ECF-03 with the Charitable Ventures as the fiscal agent for Early Childhood OC for the term July 1, 2021 to June 30, 2023 in an amount not to exceed \$150,000 to support an administrator and implement the streams of work stated above.

**ATTACHMENTS:**

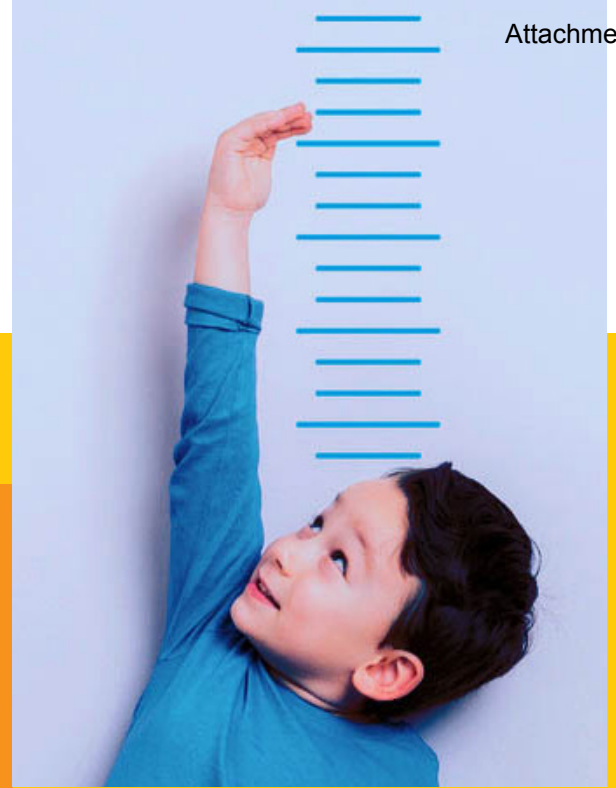
1. Early Childhood Policy Framework
2. Resolution

**CONTACT:** Lisa Burke and Tiffany Alva



EARLY  
CHILDHOOD  
OC

*Partnering for Thriving Communities*



## Our Shared Vision



**Young children** reach their developmental potential and are ready to succeed in school and in life



**Adults** are knowledgeable, nurturing, responsive and interact effectively with other adults, children and the family unit



**Environments** that impact children are safe, supportive, stable and healthy



**Orange County** attains economic and social benefits by prioritizing children and families

All children  
are valued,  
nurtured,  
healthy,  
and thriving.

## Core Principles

- Children and families thrive regardless of income, language and culture
- Supports and services are coordinated and integrated across settings and sectors
- Policies and practices are family centered

## Strategies for Action

- Promote and share knowledge
- Identify and eliminate barriers
- Build community capacity
- Make data-informed decisions
- Encourage public-private approaches
- Advance adequate and sustainable funding
- Implement quality standards
- Embed continuous quality improvement
- Ensure coordinated messaging

# Orange County Early Childhood Policy Framework



## Resilient Families



## Quality Early Learning



## Comprehensive Health & Development

### ACCESS

Recognizes that availability of services are important

- Parenting programs are sufficiently available, promote the resilience of caregivers, and enhance knowledge of parenting and child development
- Programs, schools and communities offer opportunities for family engagement and leadership
- Family friendly policies and practices exist in the workplace

- High quality, developmentally appropriate learning experiences and environments are sufficiently available to meet the needs of all children and families
- Education, coaching and training are available for caregivers, teachers and other professionals

- Comprehensive health coverage and services are sufficiently available and utilized, including screening, early identification, consultation and treatment
- Mental health needs are identified and treated
- Workforce shortages of pediatric specialists are addressed

### QUALITY

Recognizes that services must meet a standard of quality, not simply exist

- Programs promote and support family self-efficacy and self-sufficiency
- Families are empowered to choose high quality comprehensive services, supports and education
- Services and programs for families incorporate protective factors

- Formal and informal care environments and education practices reach the highest standards of quality
- Curriculum and behavior expectations for programs serving children birth through 2nd grade are developmentally appropriate
- All settings provide effective transitions across and within programs, schools and systems

- Providers and practices consistently meet quality indicators for their respective standards of care
- Settings and practices promote positive relationships, optimal child development, and appropriate nutrition and physical activity

### EQUITY

Recognizes that special populations need special attention

- All families have help to access preventive, timely and coordinated services and supports according to their needs, including high-need children and families and special populations
- Education, employment, housing, financial, health and legal supports and policies contribute to family economic stability and long-term security

- Readiness and academic achievement gaps are eliminated for children birth through eight
- Early childhood professionals are well-trained and well-compensated across programs and settings

- Health disparities are eliminated through education, employment, housing, financial and legal policies that support child and family health
- All environments are safe, free of toxins, have affordable nutritious foods and other opportunities for physical activity
- Children with special health, behavioral or developmental needs receive individualized services and supports



EARLY  
CHILDHOOD  
OC

For more information or to put the framework into action, visit: [earlychildhoodoc.org](http://earlychildhoodoc.org)

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_\_-21 C&FC**

**June 2, 2021**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE PRESIDENT/CEO AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE AGREEMENT NO. FCI-ECF-03 WITH CHARITABLE VENTURES TO SERVE AS THE FISCAL AGENT FOR EARLY CHILDHOOD OC AND TO SUPPORT AN ADMINISTRATOR AND IMPLEMENTATION; AND AUTHORIZING APPROVAL AND EXECUTION OF SUCH AGREEMENT ON BEHALF OF THE COMMISSION**

**WHEREAS**, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the “Act”) implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County (“Commission”); and

**WHEREAS**, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County’s children prenatal to five years of age as codified in the Act; and

**WHEREAS**, the President/CEO and Commission Counsel have prepared a standard Non-Profit Agreement, which was approved by the Commission; and

**WHEREAS**, the Commission desires to enter into Agreement No. FCI-ECF-03 (“Agreement”) with Charitable Venture (hereinafter referred to as “Contractor”) to serve as the fiscal agent for Early Childhood OC for the terms and in the amounts as specified in the June 2, 2021 staff report; and

**WHEREAS**, Commission desires to enter into the Agreement with Contractor in furtherance of the purposes of the Act and the Strategic Plan on the terms and conditions set forth in the Agreement; and

**WHEREAS**, Commission has reviewed the staff report for the June 2, 2021 Commission meeting relating to the scopes of services to be provided and hereby finds and determines that the proposed Agreement is in furtherance of and consistent with the Commission’s Strategic Plan; and

**WHEREAS**, Commission desires to authorize the Commission Chair and Commission Clerk to execute the Agreement with the Contractor in the amount and for the terms as specified in the June 2, 2021 staff report for this Agenda Item;

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** Commission authorizes the President/CEO, or designee, and Commission Counsel to prepare and negotiate the Agreement with the Contractor in the amounts and for the terms consistent with the June 2, 2021 staff report and scope of services referenced therein.

**Section 3** The form of the Agreement with the Contractor shall be substantially similar to the form of the standard Non-Profit Agreement, subject to minor, non-substantive revisions as reviewed and approved by the President/CEO or designee and Commission Counsel. The approval by the President/CEO or designee of the Agreement shall be conclusively evidenced by the execution of such Agreement by the Commission Chair and delivery thereof to the Commission Clerk.

**Section 4** Commission hereby approves the Agreement with Contractor in the amounts and for the terms as specified in the June 2, 2021 staff report for this Agenda Item.

**Section 5** The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Agreement on behalf of the Commission.

**Section 6** A copy of the Agreement when executed by the Commission Chair and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. The final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

**Section 7** In addition to the authorization of Section 2 above, the President/CEO, or designee, is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Agreement(s), (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement(s), and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement(s) in the furtherance thereof.

**Section 8** The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on June 2, 2021 to wit:

AYES Commissioners: \_\_\_\_\_

NOES Commissioner(s): \_\_\_\_\_

EXCUSED Commissioner(s): \_\_\_\_\_

ABSTAINED Commissioner(s): \_\_\_\_\_

\_\_\_\_\_  
CHAIR

STATE OF CALIFORNIA     )  
  )  
COUNTY OF ORANGE     )

I, ROBIN STIELER, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

**IN WITNESS WHEREOF**, I have hereto set my hand and seal.

\_\_\_\_\_  
ROBIN STIELER  
Clerk of the Commission, Children and Families  
Commission of Orange County, County of Orange,  
State of California

Resolution No: \_\_-20-C&FC

Agenda Date: June 2, 2021

Item No. \_\_



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

ROBIN STIELER, Clerk of the Commission

By: \_\_\_\_\_

Deputy

**EXHIBIT A TO RESOLUTION OF COMMISSION**

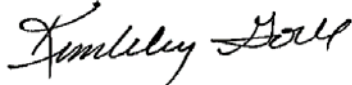
(Attach copy(ies) of final executed Agreement)



**Agenda Item 10**  
**June 2, 2021**

**DATE:** May 7, 2021

**TO:** First 5 Orange County, Children and Families Commission

**FROM:** Kimberly Goll, President/CEO 

**ACTION:** Adopt Resolution Authorizing Catalytic Funding for a Three-Year Integrated Primary Care Behavioral Health Pilot in Selected Federally Qualified Health Centers

---

**SUMMARY:**

First 5 Orange County conducted a study to research and review integrated primary care behavioral health models that are utilized in the primary care setting. First 5's Strategic Plan embraces the development of sustainable, evidence-based practices in the pediatric setting to achieve and support Early and Ongoing Health and Development and Safe and Nurturing Homes. This item provides findings from this study and requests the approval of funding for a three-year integrated primary care behavioral health pilot in selected Federally Qualified Health Centers (FQHCs).

**DISCUSSION:**

**Background, Research, and Evaluation**

The success of our partnership with CHOC utilizing the DULCE (Developmental Understanding and Legal Collaboration for Everyone) model in assessing the psychosocial needs of families and linking them to essential services within early childhood systems, along with expansion of Medi-Cal reimbursement for family therapy, led First 5 Orange County to further explore the potential for developing sustainable, evidence based dyadic models within the pediatric setting.

To promote timely well-child visits and opportunities for early identification and intervention, the American Academy of Pediatrics (AAP) developed the Bright Futures guidelines, which provides evidence-driven guidance for preventive care screenings and well-child visits. The Bright Futures Periodicity Schedule, which has been adopted by both the California's Early and Periodic Screening, Diagnosis, and Treatment program and the Child Health and Disability Prevention program, identifies the recommended screenings, assessments, physical examinations, and procedures to be delivered within preventive well-child visits at each age milestone of a child's life beginning from birth. Using the Bright Futures screening schedule and surveillance tools, practices are equipped to identify developmental, behavioral, and emotional problems in young children.

The Bright Futures surveillance guidelines also require practices to screen for maternal depression, social determinants of health, and other health concerns during the well-child visit.

**Model Overview**

First 5 Orange County identified HealthySteps as an evidence-based primary care behavioral health model that incorporates all of the Bright Futures surveillance and screening tools but also requires practices to provide short-term treatment for children and/or family dyads that are experiencing mild to moderate emotional/behavioral issues and to provide support to families who need more intensive services not available in the primary care setting. HealthySteps is an interdisciplinary pediatric primary care program designed to promote nurturing parenting and healthy development of babies and toddlers. This model was developed by the organization Zero to Three to assist pediatric practices in complying with AAP's Bright Futures Guidelines.

In addition to assessing the child's growth and development (surveillance during well-child visits), the HealthySteps population health model incorporates evidence-based screening tools that are used to identify psychosocial concerns, such as postpartum depression, as well as assessing the family's social determinants of health needs (i.e., food insecurity, etc.). As part of the interdisciplinary team, a licensed clinician is dedicated to addressing the developmental and/or behavioral needs of the child or family on-site while facilitating any necessary linkages to community resources and programs. Recently published outcomes of this national model point to areas of alignment with First 5's strategic plan such as increased likelihood to attend scheduled well-child visits, increased understanding of child development and willingness to discuss or receive mental health support by parents, reduced likelihood of reporting harsh punishment, increased attachment and reading, higher rates of both developmental and nonmedical referrals, higher satisfaction rates among both clients and providers, and cost savings that exceeded program operating costs.

### **Federally Qualified Health Center Partnerships**

Recognizing the comprehensive nature of family care provided at FQHCs, they are an ideal partner to pilot integrated models focused on early childhood. Additionally, the reimbursement rates received on a per visit basis by FQHCs will allow the HealthySteps program to become self-sustaining overtime. The project team identified FQHCs based on the Office of Statewide Health Planning and Development (OSHPD) data with a specific focus on their pediatric patient volumes, geographic proximity to our existing Engaged Neighborhoods, and history of previous partnerships with First 5 Orange County. Each FQHC considered for the HealthySteps pilot was interviewed by the project team and responded to an in-depth questionnaire regarding their program and services. Interviewees included the clinic's leadership team, and when possible, their clinical leaders so that we could assess the clinic's interest and fit for the pilot. Each clinic considered for the pilot will have the opportunity to review the HealthySteps program and clinical requirements and understand that they must meet specific criteria to qualify for funding.

In addition to meeting all the HealthySteps model requirements, the FQHCs will be required to participate in the Help Me Grow Orange County Registry, submit performance metrics to First 5 Orange County on a quarterly basis, and conduct Adverse Childhood Events (ACEs) screenings per the AAP guidelines.

### **Implementation**

First 5 staff recommend funding a three-year initiative that supports three FQHCs to launch and sustain the HealthySteps program. Given that this is one-time funding for programming that can sustain itself once fully operational, we recommend using First 5 Systems Building funds. Attachment 2 includes a description of scope, term and maximum obligation for each of the initiative partners. Given that successful implementation has two critical components, full integration into the care model for families and maximizing reimbursement for all eligible services, staff is recommending the additional support of a dedicated clinic operations expert. This

individual will oversee the project outcomes in the data dashboard; align with First 5's overall strategic goals; and ensure coordination with and linkages to additional prenatal to five programs, including home visiting, CalWORKs, and Engaged Neighborhoods initiatives. We expect the HealthySteps Specialist to see about eight patients and/or family dyads every day or approximately 2,000 children/family dyad visits per year. We estimate about 20% of all families will require a referral to an external agency, and that the HealthySteps Specialist will be responsible for managing these referrals.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended action presented in this staff report have been reviewed in relation to the Strategic Plan and is consistent with applicable goals. Funding for the proposed action will be included in the Proposed Fiscal Year 2021/2022 Budget.

**RECOMMENDED ACTION:**

Adopt resolution authorizing the President/CEO, or designee, and Commission Counsel to prepare and negotiate agreements, at the President/CEO's sole discretion, with designated consultants and organizations to provide services for the terms, in the amounts, and on the conditions as specified in Attachment 2.

**ATTACHMENTS:**

1. HealthySteps Logic Model
2. Term Sheet for HealthySteps Implementation
3. Resolution

**CONTACT:** Sarah O'Rourke



## HealthySteps Logic Model

HealthySteps transforms the promise of pediatric care to improve the health and well-being of babies and young children so that they thrive in school and life. We set the standard by integrating a child development specialist into the primary care team to promote healthy relationships, foster positive parenting, strengthen early social and emotional development, and ensure access to services that address both child and family needs, with a particular emphasis on families living in low-income communities.

### INPUTS

- HealthySteps Specialist (HSS), families, Physician Champion, and clinic staff, all working as a team
- Training, technical assistance, and ongoing professional development from the National Office
- Diverse funding streams

### APPROACH

- Preventive
- Family-centered
- Strengths-focused
- Interdisciplinary
- Relationship-based
- Culturally & linguistically attuned
- Well-coordinated

### CORE COMPONENTS (SERVICES)

#### TIER 1. UNIVERSAL SERVICES

- ✓ Child developmental, social-emotional & behavioral screening
- ✓ Screening for family needs (i.e., maternal depression, other risk factors, social determinants of health)
- ✓ Child development support line (e.g., phone, text, email, online portal)

#### TIER 2. SHORT-TERM SUPPORTS (mild concerns)

- All Tier 1 services plus...
- ✓ Child development & behavior consults
  - ✓ Care coordination & systems navigation
  - ✓ Positive parenting guidance & information
  - ✓ Early learning resources

#### TIER 3. COMPREHENSIVE SERVICES (families most at risk)

- All Tier 1 & 2 services plus...
- ✓ Ongoing, preventive team-based well-child visits (WCV)

### KEY OUTPUTS

- Number of screenings for child/family concerns
- Number of support line inquiries
- Number of developmental & behavioral consults
- Number of preventive team-based WCV
- Number of referrals to needed services
- Number of families receiving positive parenting guidance & early learning resources



**PEDIATRIC CARE • SUPPORTING • PARENTING**  
A Program of ZERO TO THREE

## HealthySteps Logic Model

HealthySteps positively affects both children and their families. Many of the outcomes listed below were demonstrated in a large national evaluation, whereas others were indicated in local evaluations or other published research. The National Office continues to assess and refine our understanding of the model's outcomes today. To learn more, visit [HealthySteps.org](https://HealthySteps.org).

### KEY OUTCOMES

(for families receiving Tier 2 & Tier 3 services)

#### Short-Term (<1 year)

##### CHILD HEALTH

- Greater adherence to well-child visits
- Increased vaccination rates
- Earlier identification & treatment of child concerns
- Increased breastfeeding & age-appropriate nutrition
- Earlier adoption of preventive dental hygiene

##### PARENTING KNOWLEDGE & PRACTICES

- Increased understanding of child development & behavior
- Increased use of positive parenting approaches
- Increased child safety practices
- Decreased use of harsh & severe discipline
- Increased behaviors/activities that enhance child development & early learning

##### FAMILY HEALTH & WELL-BEING

- Increased use of available services to address family needs
- Greater maternal adherence to postpartum check-up
- Reduction in unmet caregiver healthcare needs
- Increased parental satisfaction with care

#### Intermediate (1-3 years)

##### CHILD & FAMILY WELL-BEING

- Increased continuity of child preventive care
- Improved child health & social-emotional development
- Stronger, more secure parent-child relationships
- Fewer child behavior problems
- Enhanced child early learning
- Improved maternal health
- Increased parental self-efficacy & competency
- Increased family security

#### Long-term (3+ years)

##### HEALTHIER, HAPPIER CHILDREN WHO THRIVE IN SCHOOL & LIFE

- ✓ Improved perceptual, motor & physical development
- ✓ Enhanced social-emotional well-being
- ✓ Improved cognitive skills
- ✓ Enhanced language & communication skills
- ✓ Improved approaches to learning

## HEALTHY STEPS CONTRACTOR TERM SHEET

Contractor	Agreement Number	Scope of Work	Term	Maximum Payment Obligation
<b>UCI Healthy Family Health Center — Santa Ana and Anaheim</b>	FCI-HS-01	Implement the HealthySteps integrated primary care behavioral health model which includes: <ul style="list-style-type: none"> <li>Conducting Well Child Visits (WCVs) and developmental screenings for all pediatric patients in accordance with the AAP's Bright Futures program:               <ul style="list-style-type: none"> <li>Provide universal screening for all children ages 0-3 (Tier 1),</li> <li>Provide treatment and counseling services for children and/or their family dyad that have mild to moderate behavioral health concerns (Tier 2), and</li> <li>Provide more intensive support to children and their families who are most at risk (Tier 3).</li> </ul> </li> <li>Recruitment of a child development professional, known as a HealthySteps Specialist (HSS), who connects with families during well-child visits as part of the primary care team.               <ul style="list-style-type: none"> <li>The HealthySteps Specialist offers screening and support for common and complex concerns including feeding, behavior, sleep, attachment, depression, social determinants of health, and adapting to life with a baby or young child.</li> <li>Specialists are trained to provide families with parenting guidance, support between visits, referrals, and care coordination, all specific to their needs.</li> </ul> </li> </ul>	6/2/21 – 6/30/24	\$315,000
<b>SOS Children and Family Health Center and SOS-EI SOL Wellness Center</b>	FCI-HS-02		6/2/21 – 6/30/24	\$315,000
<b>Families Together of Orange County</b>	FCI-HS-03		6/2/21- 6/30/24	\$315,000
<b>Debra Mathias</b>	C-441	Provide technical support for one year to implement an outpatient integrated primary care and behavioral health program, HealthySteps, in three Federally Qualified Health Centers (FQHCs). Review HealthySteps program goals, performance metrics, and implementation timelines with FQHCs. Implement and track data from scorecard. Coordinate with HealthySteps national office to ensure smooth implementation. Work with community programs and leaders to develop a more seamless referral process. Ensure coordination and linkages to additional prenatal to five programs (home visiting, CalWorks, etc.). Work with community agencies and school systems to ensure they have an in-depth understanding of the HealthySteps model and the value of the WCVs.	6/2/21 – 6/30/22	\$175,000
<b>Zero to Three</b>	PS- 256	Provide training for the HealthySteps model to three clinic sites.	6/2/21- 6/30/22	\$60,000

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_\_-21-C&FC**

**June 2, 2021**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE PRESIDENT/CEO AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE NEW AGREEMENTS, AT THE PRESIDENT/CEO'S SOLE DISCRETION, WITH DESIGNATED ORGANIZATIONS FOR A PRIMARY CARE BEHAVIORAL HEALTH PILOT; AND, AUTHORIZING APPROVAL AND EXECUTION OF SUCH AGREEMENTS ON BEHALF OF THE COMMISSION**

**WHEREAS**, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the "Act") implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County ("Commission"); and

**WHEREAS**, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County's children prenatal to five years of age as codified in the Act; and

**WHEREAS**, the Commission desires to enter into new agreements, at the President/CEO's sole discretion, with each of the consultants and/or organizations, hereinafter referred to as the "Contractors," identified in Attachment 2 to the staff report for the June 2, 2021 Commission meeting for this Agenda Item (hereinafter collectively referred to as "Agreements"). Contractors will provide services for the terms and in the amounts and on the conditions as described therein; and

**WHEREAS**, each Contractor desires to enter into the applicable Agreements, if authorized by the President/CEO, in furtherance of the purposes of the Act and the Strategic Plan on the terms and conditions set forth in the applicable Agreements; and

**WHEREAS**, Commission has reviewed the staff report for the June 2, 2021 Commission meeting relating to the scopes of services to be provided and hereby finds and determines that the proposed Agreements are in furtherance of and consistent with the Commission's Strategic Plan; and

**WHEREAS**, Commission desires to authorize the Commission Chair and Commission Clerk to execute the Agreements with each of the Contractors for the terms and in the amounts and on the conditions as specified in Attachment 2 to the June 2, 2021 staff report for this Agenda Item.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** Commission authorizes the President/CEO, or designee, and Commission Counsel to prepare and negotiate an Agreement with each of the Contractors to provide services for the terms and in the amounts and on the conditions consistent with the June 2, 2021 staff report and Attachment 2 referenced therein; and

**Section 3** The form of any Agreements shall be substantially similar to the standard, Non-Profit, Consultant or Professional Services Agreements, subject to minor, non-substantive revisions, or as otherwise required to comply with state/federal grant funding sources, and will be reviewed and approved by the President/CEO, or designee, and Commission Counsel. The approval by the President/CEO, or designee, of the Agreements shall be conclusively evidenced by the execution of such Agreements by the Commission Chair and delivery thereof to the Commission Clerk.

**Section 4** Commission hereby approves the Agreements, to be entered into at the President/CEO's sole discretion, with each of the Contractors as described in Attachment 2 to the June 2, 2021 staff report for this Agenda Item to provide services for the terms and in the amounts and on the conditions as specified therein.

**Section 5** The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Agreements on behalf of the Commission.

**Section 6** A copy of each final Agreement when executed by the Commission Chair and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. Each final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

**Section 7** In addition to the authorization of Section 2 above, the President/CEO, or designee, is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Agreement(s), (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement(s), and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement(s) in the furtherance thereof.

**Section 8** The Clerk of the Commission shall certify to the adoption of this Resolution.



The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on June 2, 2021 to wit:

AYES Commissioners: \_\_\_\_\_

NOES: Commissioner(s): \_\_\_\_\_

EXCUSED: Commissioner(s): \_\_\_\_\_

ABSTAINED: Commissioner(s) \_\_\_\_\_

\_\_\_\_\_  
CHAIR

STATE OF CALIFORNIA    )  
  )  
COUNTY OF ORANGE    )

I, ROBIN STIELER, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

**IN WITNESS WHEREOF**, I have hereto set my hand and seal.

\_\_\_\_\_  
ROBIN STIELER

Clerk of the Commission, Children and Families Commission of  
Orange County, County of Orange, State of California

Resolution No: \_\_-21-C&FC

Agenda Date: June 2, 2021

Item No. \_\_



I certify that the foregoing is a true and correct copy of the  
Resolution adopted by the

Robin Stieler, Clerk of the Commission

By: \_\_\_\_\_  
Deputy


**EXHIBIT A TO RESOLUTION OF COMMISSION**

(Attach copy(ies) of final executed Amendments and Agreements)

**Agenda Item 11**  
**June 2, 2021**

**DATE:** May 21, 2021

**TO:** First 5 Orange County, Children and Families Commission

**FROM:** Kimberly Goll, President/CEO 

**ACTION:** Adopt Resolution Authorizing an Agreement with the Orange County Department of Education to Fund an Early Learning Liaison in Support of Special 0-5 Populations

---

**SUMMARY:**

Childcare continues to be a consistent referral needed by families receiving First 5 funded services. This item requests funding for Orange County Department of Education (OCDE) to receive these referrals and work directly with providers and families to identify appropriate childcare and early learning services.

**DISCUSSION:**

Last June, the Commission accepted \$843,500 of First 5 California, Improve and Maximize Programs so All Children Thrive (IMPACT), incentive funds to achieve the goal of helping children ages 0 to 5 and their families thrive by increasing the number of high-quality early learning settings, including supporting and engaging families in the early learning process. These additional dollars were awarded by First 5 California to counties that exceed targets related to the IMPACT scope of work. The guidance provided for the use of these funds is very broad and reflective of the changing needs given the impacts of the pandemic and the current lack of infant and toddler childcare.

This agenda item recommends allocating \$312,000 of these incentive funds to OCDE. This funding will support an Early Learning Liaison that can assist families in connecting to child care. These supports would be offered to families experiencing additional stressors including families experiencing homelessness, infants and their families affected by substance use disorders, and families engaged in the CalWORKs home visiting program. Staff recommends entering into an agreement with OCDE as part of a larger strategy to connect home visiting families with support that extends from the prenatal-to-three period into the early learning space.

OCDE is a critical partner and contributor to interface between the prenatal-to-three and early learning systems of care. They are uniquely positioned as First 5 Orange County's lead partner in our countywide IMPACT work and hold agreements with the California Department of Education for childcare subsidies and provider technical assistance. One of the most important outcomes for this work is to reduce the time parents are searching for childcare and to provide parents with the best possible match for their family's unique needs. OCDE will receive referrals, link families with child care, identify and remove barriers that prevent CalWORKs and homeless families from connecting to child care, and make these resources more accessible for families.

In addition, OCDE's strong, collaborative relationships with prenatal-to-three system providers create a supported pathway for families to smoothly transition into the early learning spaces vital to a child's development and kindergarten readiness. This includes increased access to early learning activities and services in the community and within school districts. These early points of introduction help establish and strengthen a foundation for continued engagement of families with the districts that will serve them as their children navigate the K-12 system. Therefore, it is critical to connect parents at the earliest stage possible to an array of supports that will strengthen the family, increase parenting knowledge and skills, decrease preventable childhood injuries, promote child and family health, promote optimal child development, and link families to medical, social, educational, and other needed resources like child care.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended actions have been reviewed in relation to the Strategic Plan and are consistent with all goal areas and in alignment with our strategies. Support for this item will come from the First 5 California IMPACT incentive funds.

**PRIOR COMMISSION ACTIONS:**

- June 2020 – Received funding of \$841,028 from First 5 California

**RECOMMENDED ACTION:**

Adopt resolution authorizing the President/CEO, or designee, and Commission Counsel to prepare and negotiate Agreement No. FCI-ECF-04 with the Orange County Superintendent of Schools (Orange County Department of Education) for the term July 1, 2021 – June 30, 2023 in an amount not to exceed \$312,000 to provide Early Education Liaison services.

**ATTACHMENTS:**

1. Resolution

**CONTACT:** Leticia Casillas-Sanchez

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_\_-21 C&FC**

**June 2, 2021**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE PRESIDENT/CEO AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE AGREEMENT NO. FCI-ECF-04 WITH ORANGE COUNTY SUPERINTENDENT OF SCHOOLS TO PROVIDE EARLY EDUCATION LIAISON SERVICES; AND AUTHORIZING APPROVAL AND EXECUTION OF SUCH AGREEMENT ON BEHALF OF THE COMMISSION**

**WHEREAS**, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the “Act”) implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County (“Commission”); and

**WHEREAS**, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County’s children prenatal to five years of age as codified in the Act; and

**WHEREAS**, the President/CEO and Commission Counsel have prepared a standard Non-Profit Agreement, which was approved by the Commission; and

**WHEREAS**, the Commission desires to enter into Agreement No. FCI-ECF-04 (“Agreement”) with Orange County Superintendent of Schools (hereinafter referred to as “Contractor”) to provide Early Education Liaison services for the term and in the amount as specified in the June 2, 2021 staff report; and

**WHEREAS**, Commission desires to enter into the Agreement with Contractor in furtherance of the purposes of the Act and the Strategic Plan on the terms and conditions set forth in the Agreement; and

**WHEREAS**, Commission has reviewed the staff report for the June 2, 2021 Commission meeting relating to the scopes of services to be provided and hereby finds and determines that the proposed Agreement is in furtherance of and consistent with the Commission’s Strategic Plan; and

**WHEREAS**, Commission desires to authorize the Commission Chair and Commission Clerk to execute the Agreement with the Contractor in the amount and for the terms as specified in the June 2, 2021 staff report for this Agenda Item;

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** Commission authorizes the President/CEO, or designee, and Commission Counsel to prepare and negotiate the Agreement with the Contractor to provide Early Education Liaison services in the amount and for the term consistent with the June 2, 2021 staff report and scope of services referenced therein.

**Section 3** The form of the Agreement with the Contractor shall be substantially similar to the form of the standard Non-Profit Agreement, subject to minor, non-substantive revisions, or as otherwise required to comply with state/federal grant funding sources, as reviewed and approved by the President/CEO, or designee, and Commission Counsel. The approval by the President/CEO, or designee, of the Agreement shall be conclusively evidenced by the execution of such Agreement by the Commission Chair and delivery thereof to the Commission Clerk.

**Section 4** Commission hereby approves the Agreement with Contractor in the amounts and for the terms as specified in the June 2, 2021 staff report for this Agenda Item.

**Section 5** The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Agreement on behalf of the Commission.

**Section 6** A copy of the Agreement when executed by the Commission Chair and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. The final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

**Section 7** In addition to the authorization of Section 2 above, the President/CEO, or designee, is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Agreement(s), (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement(s), and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement(s) in the furtherance thereof.

**Section 8** The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on June 2, 2021 to wit:

AYES Commissioners: \_\_\_\_\_

NOES Commissioner(s): \_\_\_\_\_

EXCUSED Commissioner(s): \_\_\_\_\_

ABSTAINED Commissioner(s): \_\_\_\_\_

\_\_\_\_\_  
CHAIR

STATE OF CALIFORNIA     )  
  )  
COUNTY OF ORANGE     )

I, ROBIN STIELER, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

**IN WITNESS WHEREOF**, I have hereto set my hand and seal.

\_\_\_\_\_  
ROBIN STIELER  
Clerk of the Commission, Children and Families  
Commission of Orange County, County of Orange,  
State of California

Resolution No: \_\_-21-C&FC

Agenda Date: June 2, 2021

Item No. \_\_



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

ROBIN STIELER, Clerk of the Commission

By: \_\_\_\_\_  
Deputy

**EXHIBIT A TO RESOLUTION OF COMMISSION**

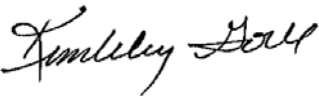
(Attach copy(ies) of final executed Agreement)



**Agenda Item 12**  
**June 2, 2021**

**DATE:** May 24, 2021

**TO:** First 5 Orange County, Children and Families Commission

**FROM:** Kimberly Goll, President/CEO 

**ACTION:** Receive the President/CEO's Report

---

**Financial and Quarterly Investment Report**

Financial highlights for the months of March (Attachment 1) and April (Attachment 2) are attached. The reports summarize information regarding year-to-date revenue, expenses and encumbrances. Pursuant to First 5 Orange County's fiscal year 2020/2021 Investment Policy Statement, the Orange County Treasurer submits Quarterly Investment Reports to the Commission. This Investment Report (Attachment 3) summarizes investment activities for the three-month period from January 1 through March 31, 2021. The primary objective of the Treasurer is to invest the Commission's funds to provide safety of principal and liquidity, while providing a reasonable return on investments. Currently, the Treasurer has invested 100 percent of the Commission's funds in the Orange County Investment Pool (OCIP).

**Policy and Communications Update**

Staff is continuing to conduct outreach and work with the Orange County Delegation to address the shortfalls of the May Revise of the Governor's Budget and to prioritize young children and their families in the final June budget.

The Budget May Revise provides insights to Governor Newsom's vision for a \$100 billion California Comeback Plan. There is much to applaud in the governor's budget proposal, yet our children and families' wellbeing and our state's economic recovery is contingent on stabilization and expansion of child care. The proposed 100,000 new child care slots are a strong start, but simply not enough to build back from the loss of 57,000 permanent slots during the pandemic, on top of the state's pre-pandemic waitlists, especially for infant-toddler care. The May Revise also announced the long-awaited dyadic care Medi-Cal benefit that will improve health outcomes for young children and caregivers and expands Medi-Cal eligibility to 12 months (from 60 days) for postpartum individuals. It is important to note that a few of the top priorities for the First 5 Association and First 5 Orange County were not included in the May Revise. It does not address the foundational issue of increasing reimbursement rates for child care providers. And, while we were pleased to see 12 months of Medi-Cal coverage included for postpartum women, it is disappointing that there is not similar coverage for children up to age 5. The First 5 Association's overview of the May Revise is attached.

The communications team continues to position First 5 Orange County as a leader in the child care and early childhood arena, with recent coverage in the Orange County Register, KNX1070, Daily Breeze, Los Angeles Daily News, Long Beach Post, and more.

With help from several Commissioners, the team created videos promoting literacy in conjunction with Dia de los Ninos that were shared on all First 5 Orange County social media channels. Our social media posts continue to share resources and support for parents and child care providers as well.

The First 5 Orange County website redesign is fully underway with a planned summer launch that will include a new look and website design, photos, branded content, and a video that reflect our updated Strategic Plan. A new section will provide resources for parents and providers.

Working in partnership with the County of Orange Social Services Agency, we are also creating two videos for the CalWORKs home visiting program that depict the lifechanging impact of the program. The first video is intended for parents, encouraging enrollment and participation. The second video is targeted to social service case workers promoting the benefits of encouraging their clients to sign up for the program.

Finally, we are ramping up our media relations work around Phase II of the Child Care Landscape Analysis, with a planned media pitch. The unveiling of "Child Care and its Impact on Orange County's Economy," will include a press release, written op-ed, curated social media toolkit and hashtags, and multiple video and photo testimonials.

Attachment:

1. Financial Highlights-March
2. Financial Highlights-April
3. Investment Report- January-March 2021
4. First 5 Association May Review overview

# Financial Highlights as of March 31, 2021

## Comparison of Budget vs. Actual Fiscal Year 2020-21 Unaudited Period Ending 3/31/21

	FY 2020-21 Amended Budget	FY 2020-21 Actuals	
<b>Financing Sources</b>			
Tobacco Tax Revenue	\$21,554,480	\$20,886,315	96.9%
Interest Earnings	100,000	299,636	299.6%
Other Revenue	<u>10,733,500</u>	<u>-1,403,521</u>	
<b>Revenue Total</b>	<b>\$32,387,980</b>	<b>\$19,782,430</b>	
<b>Expenses*</b>			
Prenatal-to-Three	\$12,289,862	\$3,081,568	25.1%
School Readiness Initiative	9,110,192	2,204,267	24.2%
Homeless Prevention	1,865,000	337,265	18.1%
Children's Dental	7,000,000	5,447,378	77.8%
Systems Building	975,327	538,858	55.2%
Performance Evaluation	<u>1,252,746</u>	<u>599,254</u>	47.8%
<b>Program Services</b>	<b>\$32,493,127</b>	<b>\$12,208,590</b>	
Admin. Functions**	<u>1,484,320</u>	<u>683,368</u>	46.0%
<b>Total Operating Exp.</b>	<b>\$33,977,447</b>	<b>\$12,891,959</b>	

\*Including One-Time Systems Expenses (previously called Catalytic)

\*\*Administrative costs and functions are defined by State Commission guidelines (Fiscal Memo No. 05-01, dated April 14, 2006) pursuant to Chapter 284, Statutes of 2005 (AB 109). Actual Administrative expenses of \$683,368 and encumbrances of \$220,106 were 2.7% of the Fiscal Year 2020/2021 Amended Budget of \$34 million. Final administrative expenses are projected to be 6% at year-end.

### **Total Encumbrances as of March 31, 2021 including multi-year contracts through Fiscal Year 2022/2023**

Prenatal-to-Three	\$16,430,510
School Readiness Initiative	\$20,221,886
Homeless Prevention	\$1,698,517
Children's Dental	\$6,238,075
Systems Building	\$698,639
Performance Evaluation	\$1,008,418
Admin. Functions	\$220,106

## Revenue and Cash Balance Update

Tobacco Tax Revenue has been received through January 2021. Current year revenue (July 2020 – June 2021) as reported by First 5 California is \$18.3 million including the annual backfill amount of \$5.9 and revenue through February.

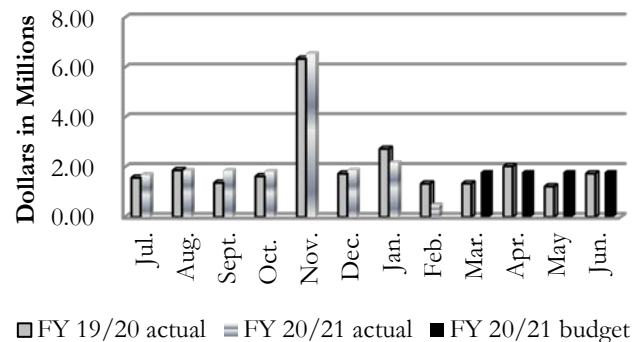
Interest earnings for July 2020 through **March 2021 are \$299,636.**

## Systems Funding Update

\$43,193,819 in One-Time Systems Funding was expensed from FY 2012-13 through FY 2019-2020.

As of March 31, 2021, \$4,429,286 was encumbered for one-time Systems Building programs. Nearly \$3.4 million is encumbered for Children's Dental and \$1 million for Developmental Services.

## Fiscal Year 2019-20 & 2020-21 Tobacco Monthly Revenues



## Fiscal Year 2019-20 Ending Fund Balance From Commission Long Term Financial Plan

Beginning Fund Balance, July 1, 2019	\$37,293,188
Total Revenue	37,404,178
Total Program Expenses	(31,371,697)
Fund Balance for Systems Building Projects	<u>(17,161,352)</u>

**June 30, 2020 Fund Balance \$26,164,317\***

\*Based on Commission action through December 2019 and financial results through June 30, 2020. Final fund balance does not include One-time Systems Building Projects. For financial planning purposes, One-time Systems Building Projects have been designated by Commission action and removed from available fund balance.

# Financial Highlights as of April 30, 2021

## Comparison of Budget vs. Actual Fiscal Year 2020-21 Unaudited Period Ending 4/30/21

	<u>FY 2020-21 Amended Budget</u>	<u>FY 2020-21 Actuals</u>	
<b>Financing Sources</b>			
Tobacco Tax Revenue	\$21,554,480	\$21,358,846	99.1%
Interest Earnings	100,000	328,001	328.0%
Other Revenue	<u>10,733,500</u>	<u>-493,168</u>	
<b>Revenue Total</b>	<b>\$32,387,980</b>	<b>\$21,193,679</b>	
<b>Expenses*</b>			
Prenatal-to-Three	\$12,289,862	\$4,148,719	33.8%
School Readiness Initiative	9,110,192	2,745,129	30.1%
Homeless Prevention	1,865,000	358,772	19.2%
Children's Dental	7,000,000	5,471,323	78.2%
Systems Building	975,327	594,204	60.9%
Performance Evaluation	<u>1,252,746</u>	<u>659,014</u>	52.6%
<b>Program Services</b>	<b>\$32,493,127</b>	<b>\$13,977,162</b>	
Admin. Functions**	<u>1,484,320</u>	<u>862,691</u>	58.1%
<b>Total Operating Exp.</b>	<b>\$33,977,447</b>	<b>\$14,839,853</b>	

\*Including One-Time Systems Expenses (previously called Catalytic)

\*\*Administrative costs and functions are defined by State Commission guidelines (Fiscal Memo No. 05-01, dated April 14, 2006) pursuant to Chapter 284, Statutes of 2005 (AB 109). Actual Administrative expenses of \$862,691 and encumbrances of \$192,699 were 3.1% of the Fiscal Year 2020/2021 Amended Budget of \$34 million. Final administrative expenses are projected to be 6% at year-end.

### Total Encumbrances as of April 30, 2021 including multi-year contracts through Fiscal Year 2022/2023

Prenatal-to-Three	\$16,310,070
School Readiness Initiative	\$19,716,196
Homeless Prevention	\$1,673,488
Children's Dental	\$6,214,130
Systems Building	\$719,333
Performance Evaluation	\$901,547
Admin. Functions	\$192,699

## Revenue and Cash Balance Update

Tobacco Tax Revenue has been received through February 2021. Current year revenue (July 2020 – June 2021) as reported by First 5 California is \$20.4 million including the annual backfill amount of \$5.9 and revenue through March.

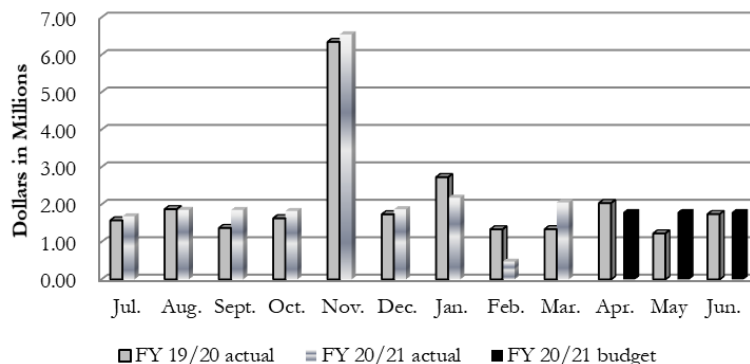
Interest earnings for July 2020 through **April 2021 are \$328,001.**

## Systems Funding Update

\$43,193,819 in One-Time Systems Funding was expensed from FY 2012-13 through FY 2019-2020.

As of April 30, 2021, \$4,429,286 was encumbered for one-time Systems Building programs. Nearly \$3.4 million is encumbered for Children's Dental and \$1 million for Developmental Services.

Fiscal Year 2019-20 & 2020-21 Tobacco Monthly Revenues



## Fiscal Year 2019-20 Ending Fund Balance From Commission Long Term Financial Plan

Beginning Fund Balance, July 1, 2019	\$37,293,188
Total Revenue	37,404,178
Total Program Expenses	(31,371,697)
Fund Balance for Systems Building Projects	<u>(17,161,352)</u>

**June 30, 2020 Fund Balance \$26,164,317\***

\*Based on Commission action through December 2019 and financial results through June 30, 2020. Final fund balance does not include One-time Systems Building Projects. For financial planning purposes, One-time Systems Building Projects have been designated by Commission action and removed from available fund balance.

**First 5 Orange County, Children & Families Commission**  
**Quarterly Investment Report**  
**January 1, 2021 through March 31, 2021**

---

**OVERVIEW**

Pursuant to the First 5 Orange County, Children & Families Commission (Commission) fiscal year 2020/2021 Investment Policy Statement (IPS), the Treasurer submits this Quarterly Investment Report to the Commission. This Investment Report summarizes investment activities for the Commission for the three-month period from January 1 through March 31, 2021.

**COMMISSION INVESTMENTS**

The primary objective of the Treasurer is to invest the Commission's funds to provide safety of principal and liquidity, while providing a reasonable return on investments. Currently, the Treasurer has invested 100% of the Commission's funds in the Orange County Investment Pool (OCIP). As of March 31, 2021, these totaled \$52,436,584.48. All funds are managed by the Office of the Orange County Treasurer. We have attached a summary of key OCIP investment information (Attachment A).

**ORANGE COUNTY INVESTMENT POOL**

The primary goal of the OCIP is to invest public funds in a manner which will provide the maximum security of principal invested with secondary emphasis on providing adequate liquidity to Pool Participants and lastly to achieve a market rate of return.

**PORTFOLIO PERFORMANCE SUMMARY – QUARTERLY**

The following table presents an overview of the Commission's investments for the months of January, February and March 2021. The net year-to-date yield for fiscal year 2020/2021 is 0.835%, net of the estimated investment administrative fee of 5.9 basis points. The current gross and net yields forecast for fiscal year 2020/2021 for the Commission's investment in the OCIP is 0.86%. The OCIP has a net asset value (NAV) of 1.00 and there is sufficient liquidity to meet the forecasted expenditures for the next six months.

Month Ended	Commission's Month End Balance	Commission's Monthly Gross Yield	OCIP Market Value	OCIP Book Value	Weighted Average Maturity	Net Asset Value	Modified Duration
January	\$52,847,271.02	0.694%	\$5,139,230,833	\$5,116,406,850	233 days	1.00	0.62
February	\$54,502,596.59	0.803%	\$5,341,853,859	\$5,319,021,084	226 days	1.00	0.59
March	\$52,436,584.48	0.624%	\$5,549,386,374	\$5,528,689,718	274 days	1.00	0.68

**ECONOMIC UPDATE**

The job market added 233,000 (revised) jobs in January, added 468,000 (revised) jobs in February, and added 916,000 jobs in March. The unemployment rate decreased to 6.3% in January from the prior month's 6.7%, further decreased to 6.2% in February, and then further decreased to 6.0% in March. The U.S. Gross Domestic Product fourth quarter of 2020 rate decreased to 4.3% from the prior quarter's rate of 33.4%. The index for pending home sales on a year-over-year basis increased by 23.1% in December, increased by 8.8% in January, and decreased by 2.7% in February.

U.S. Treasury Yield Curve: Yields on the 3-month Treasury decreased, and yields on the 2-year, 5-year, 10-year and 30-year Treasury increased during the quarter ended March 31, 2021.

	Quarter Ended December 31, 2020	Quarter Ended March 31, 2021
3 - Month	0.09%	0.03%
2 - Year	0.13%	0.16%
5 - Year	0.36%	0.92%
10 - Year	0.93%	1.74%
30 - Year	1.65%	2.41%

Source U.S. Department of Treasury

### COMPLIANCE MONITORING

As of March 31, 2021, 100% of the holdings of the Commission are in compliance with the Commission's IPS. The investment portfolios had no compliance exceptions for the quarter ended March 31, 2021.

The County Treasurer's investments are audited regularly by the County Auditor-Controller Internal Division (ACIAD). The ACAID issued two reports (Attachments D and E) during the quarter ended March 31, 2021 as follows:

Review of the Schedule of Assets Held by the County Treasury as of September 30, 2020.

On February 3, 2021 the Auditor Controller issued their review stating that they were not aware of any material modifications, except that Management has elected to omit disclosures, which is consistent with prior Review reports.

First Follow-up Audit: Management Letter on Review of the Schedule of Assets Held by the County Treasury as of September 30, 2019.

On February 26, 2021, the Auditor Controller issued the First Follow-Up Audit stating that Treasurer is in process of implementing the one outstanding recommendation.

We have attached the Investment Policy (IPS) and Treasury Oversight Committee Compliance Summary as reported in the Treasurer's Monthly Report for the months of January, February and March 2021 (Attachment B). This summary tracks compliance in a variety of areas.

### PORTFOLIO HOLDINGS OF DEBT ISSUED BY POOL PARTICIPANTS

Under guidelines outlined in the County's current IPS, the County Treasurer may invest in A or above rated securities issued by municipalities. Municipal debt issued by the County of Orange is exempt from this credit rating requirement. OCIP may invest no more than 5% of pool assets in any one issuer, with the exception of the County of Orange which has a 10% limit. As of March 31, 2021, OCIP has a total market value of \$315 million in County of Orange debt, which represents approximately 6.38% of total OCIP assets.

### STATEMENT OF ACTIVITY

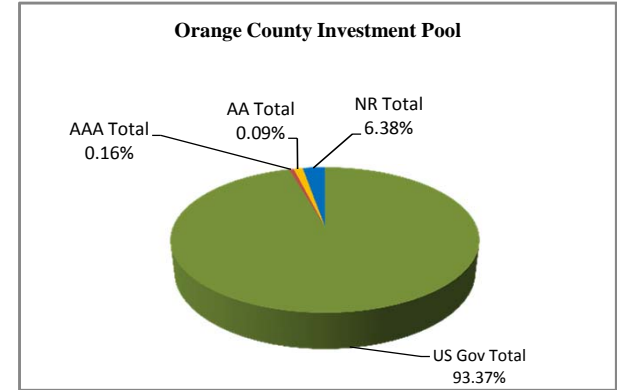
We have attached the Statement of Activity for the months of January, February and March 2021. (Attachment C). These Statements report the beginning and ending balances of the Commission's funds invested in the OCIP.

### Attachments:

- A. Orange County Investment Pool Summary
- B. Investment Policy and Treasury Oversight Committee Compliance Summary for January, February, and March 2021
- C. Statement of Activity for the months of January, February, and March 2021
- D. Schedule of Assets Held by the County Treasury as of September 30, 2020.
- E. First Follow-up Audit: Management Letter on Review of the Schedule of Assets Held by the County Treasury as of September 30, 2019

**ORANGE COUNTY TREASURER-TAX COLLECTOR  
ORANGE COUNTY INVESTMENT POOL  
INVESTMENT POOL SUMMARY  
AT MARCH 31, 2021**

<b>OCIP PORTFOLIO COMPOSITION</b>				
<b>Security Type</b>	<b>Market Value</b>	<b>% of Market Value</b>	<b>Book Value</b>	<b>Unrealized Gain (Loss)</b>
U.S. GOVERNMENT AGENCIES	\$ 2,613,131,295	47.09%	\$ 2,594,928,744	\$ 18,202,551
U.S. TREASURIES	1,697,314,554	30.58%	1,694,874,260	2,440,294
MEDIUM-TERM NOTES	13,703,950	0.25%	13,650,139	53,811
MUNICIPAL DEBT	315,072,890	5.68%	315,072,890	-
MONEY MARKET MUTUAL FUNDS	871,353,618	15.70%	440,104,239	431,249,379
LOCAL AGENCY INVESTMENT FUND	38,810,066	0.70%	855,100,863	(816,290,797)
CERTIFICATES OF DEPOSIT	-	0.00%	-	-
<b>TOTAL</b>	<b>\$ 5,549,386,373</b>	<b>100.00%</b>	<b>\$ 5,913,731,135</b>	<b>\$ (364,344,762)</b>



US GOV Includes Agency Debt, Treasury Debt and US Gov. MMMF's  
AA includes AA+, AA-, & AA  
NR Includes LAIF and Orange County Pension Obligation Bonds

**SUMMARY OF INVESTMENT DATA  
INVESTMENT TRENDS  
OCIP**

	<b>MARCH 2021</b>	<b>FEBRUARY 2021</b>	<b>INCREASE (DECREASE)</b>	<b>NET CHANGE %</b>	<b>MARCH 2020</b>	<b>INCREASE (DECREASE)</b>	<b>NET CHANGE %</b>
<b><u>Orange County Investment Pool (OCIP)</u></b>							
End Of Month Market Value <sup>1,2</sup>	\$ 5,549,386,374	\$ 5,341,853,859	\$ 207,532,515	3.885%	\$5,061,152,253	\$ 488,234,121	9.647%
End Of Month Book Value <sup>2</sup>	\$ 5,528,689,718	\$ 5,319,021,084	\$ 209,668,634	3.942%	\$5,017,857,275	\$ 510,832,443	10.180%
Monthly Average Balance <sup>2</sup>	\$ 5,507,323,509	\$ 5,203,721,655	\$ 303,601,854	5.834%	\$4,770,518,871	\$ 736,804,638	15.445%
Year-To-Date Average Balance	\$ 5,164,199,328	\$ 5,121,308,806	\$ 42,890,523	0.837%	\$4,435,074,175	\$ 729,125,153	16.440%
Monthly Accrued Earnings <sup>3</sup>	\$ 2,864,210	\$ 3,256,669	\$ (392,459)	-12.051%	\$7,413,690	\$ (4,549,480)	-61.366%
Monthly Net Yield <sup>2,3,4</sup>	0.565%	0.744%	-0.179%	-24.059%	1.741%	-1.176%	-67.547%
Year-To-Date Net Yield <sup>3</sup>	0.835%	0.871%	-0.036%	-4.133%	2.026%	-1.191%	-58.782%
Annual Estimated Gross Yield <sup>3,4</sup>	0.860%	0.860%	0.000%	0.000%	1.868%	-1.008%	-53.958%
Weighted Average Maturity (WAM)	274	226	48	21.239%	294	(20)	-6.803%

<sup>1</sup> Market values provided by Bloomberg and Northern Trust.

<sup>2</sup> The OCIP End Of Month Book Value, Monthly Average Balance and Year-To-Date Average Balance were higher than the prior year due to higher property tax receipts, higher voluntary pool participants balances, higher special revenue balances and higher general fund balances.

<sup>3</sup> The OCIP Monthly Accrued Earnings, Monthly Net Yield were lower than the prior month due to investment maturities being replaced with lower yielding investments. The OCIP and OCEIP Monthly Accrued Earnings, Monthly Net Yields, Year-To-Date Net Yields and Annual Estimated Gross Yields were lower than the prior year primarily due to the five Federal Reserve short-term rate cuts totaling 2.25% since June 2019. The OCIP Annual Estimated Gross Yields for February 2020 is reported at the actual annual adjusted gross yields for FY 19-20.

<sup>4</sup> The OCIP WAM increased from the prior month as additional liquidity is not currently needed due to incoming funds from the Federal Government.



**ORANGE COUNTY TREASURER-TAX COLLECTOR  
INVESTMENT POLICY (IPS) AND TREASURY OVERSIGHT COMMITTEE (TOC) COMPLIANCE SUMMARY  
January 31, 2021**

COMPLIANCE CATEGORY	RESPONSIBLE PARTY	REGULATORY/POLICY GUIDELINES	CURRENT STATUS
Annual Compliance Audit	TOC	Performance Evaluation-Cal Govt. Code 27134	June 30, 2019 and June 30, 2020 in progress.
Quarterly Compliance Monitoring	TOC	TOC Directive	December 31, 2020 in progress.
Annual Statement of Assets Audit	AC	Performance Evaluation-Cal Govt. Code 26920(b)	June 30, 2020 in progress.
Quarterly Statement of Assets Review	AC	Performance Evaluation-Cal Govt. Code 26920(a)	September 30, 2020 and December 31, 2020 in progress.
Investment Administrative Fee	TTC	Compensation Agreement-Cal Govt. Code 27013	FY 17/18, FY 18/19 and FY 19/20 in progress.
Annual Broker/Dealer Review	TTC	Authorized Financial Dealers and Qualified Institutions	Calendar year 2019 in progress.
Annual Broker/Dealer IPS Certification	TTC	Authorized Financial Dealers and Qualified Institutions	2020 IPS certifications received for all active approved brokers. 2021 IPS certifications requests in progress.
IPS Compliance Deficiencies	TTC	Investment/Diversification/Maturity Restrictions	As of December 31, 2020, five compliance exceptions have been identified (self-identified), two in August 2020 and three in December 2020.
TOC Bylaw Changes	BOS	TOC Review and BOS Annual Approval	The TOC reviewed Bylaws and made no changes at the October 28, 2020 meeting. No BOS approval required.
Annual IPS Approval	BOS	TOC Review and BOS Annual Approval	The TOC reviewed proposed IPS changes at the October 28, 2020 meeting and did not make any additional changes. BOS approved on November 17, 2020.
TOC Annual Report	BOS	TOC Bylaws Rule 30 - Oral and Written Report	The TOC 2020 Annual Report was approved by TOC on January 27, 2021 and is pending submission to the BOS for approval.
Broker/Financial Institution List	TTC	OC Gift Ban Ordinance and Form 700	The TOC members were provided a list of active TTC Broker/Dealers and Financial Institutions at the TOC meeting on October 28, 2020.
Certificates of Compliance	TTC	TOC Bylaws Rule 34 - Annual	The TOC members are in compliance for calendar year 2020. Review for calendar year 2021 in progress.
Ethics Training	TTC	TOC Bylaws Rule 34 - Every Two Years	Review for calendar year 2020 compliance in progress.
Conflict of Interest Form 700 Filing	TTC	TOC Bylaws Rule 34 / IPS - Every Year	All current TOC members and designated employees are in compliance for calendar year 2019.

LEGEND	
Auditor-Controller	AC
Board of Supervisors	BOS
Treasury Oversight Committee	TOC
Office of Treasurer-Tax Collector	TTC



**ORANGE COUNTY TREASURER-TAX COLLECTOR  
INVESTMENT POLICY (IPS) AND TREASURY OVERSIGHT COMMITTEE (TOC) COMPLIANCE SUMMARY  
February 28, 2021**

COMPLIANCE CATEGORY	RESPONSIBLE PARTY	REGULATORY/POLICY GUIDELINES	CURRENT STATUS
Annual Compliance Audit	TOC	Performance Evaluation-Cal Govt. Code 27134	June 30, 2019 and June 30, 2020 in progress.
Quarterly Compliance Monitoring	TOC	TOC Directive	December 31, 2020 in progress.
Annual Statement of Assets Audit	AC	Performance Evaluation-Cal Govt. Code 26920(b)	June 30, 2020 in progress.
Quarterly Statement of Assets Review	AC	Performance Evaluation-Cal Govt. Code 26920(a)	September 30, 2020 complete, December 31, 2020 in progress.
Investment Administrative Fee	TTC	Compensation Agreement-Cal Govt. Code 27013	FY 17/18, FY 18/19 and FY 19/20 in progress.
Annual Broker/Dealer Review	TTC	Authorized Financial Dealers and Qualified Institutions	Calendar year 2019 in progress.
Annual Broker/Dealer IPS Certification	TTC	Authorized Financial Dealers and Qualified Institutions	2020 IPS certifications received for all active approved brokers. 2021 IPS certifications requests in progress.
IPS Compliance Deficiencies	TTC	Investment/Diversification/Maturity Restrictions	As of December 31, 2020, five compliance exceptions have been identified (self-identified), two in August 2020 and three in December 2020.
TOC Bylaw Changes	BOS	TOC Review and BOS Annual Approval	The TOC reviewed Bylaws and made no changes at the October 28, 2020 meeting. No BOS approval required.
Annual IPS Approval	BOS	TOC Review and BOS Annual Approval	The TOC reviewed proposed IPS changes at the October 28, 2020 meeting and did not make any additional changes. BOS approved on November 17, 2020.
TOC Annual Report	BOS	TOC Bylaws Rule 30 - Oral and Written Report	The TOC 2020 Annual Report was approved by TOC on January 27, 2021 and is pending submission to the BOS for approval.
Broker/Financial Institution List	TTC	OC Gift Ban Ordinance and Form 700	The TOC members were provided a list of active TTC Broker/Dealers and Financial Institutions at the TOC meeting on October 28, 2020.
Certificates of Compliance	TTC	TOC Bylaws Rule 34 - Annual	The TOC members are in compliance for calendar year 2020. Review for calendar year 2021 in progress.
Ethics Training	TTC	TOC Bylaws Rule 34 - Every Two Years	Review for calendar year 2020 compliance in progress.
Conflict of Interest Form 700 Filing	TTC	TOC Bylaws Rule 34 / IPS - Every Year	All current TOC members and designated employees are in compliance for calendar year 2019.

LEGEND	
Auditor-Controller	AC
Board of Supervisors	BOS
Treasury Oversight Committee	TOC
Office of Treasurer-Tax Collector	TTC

**ORANGE COUNTY TREASURER-TAX COLLECTOR  
INVESTMENT POLICY (IPS) AND TREASURY OVERSIGHT COMMITTEE (TOC) COMPLIANCE SUMMARY  
March 31, 2021**

COMPLIANCE CATEGORY	RESPONSIBLE PARTY	REGULATORY/POLICY GUIDELINES	CURRENT STATUS
Annual Compliance Audit	TOC	Performance Evaluation-Cal Govt. Code 27134	June 30, 2019 and June 30, 2020 in progress.
Quarterly Compliance Monitoring	TOC	TOC Directive	December 31, 2020 in progress.
Annual Statement of Assets Audit	AC	Performance Evaluation-Cal Govt. Code 26920(b)	June 30, 2020 in progress.
Quarterly Statement of Assets Review	AC	Performance Evaluation-Cal Govt. Code 26920(a)	December 31, 2020 in progress.
Investment Administrative Fee	TTC	Compensation Agreement-Cal Govt. Code 27013	FY 17/18, FY 18/19 and FY 19/20 in progress.
Annual Broker/Dealer Review	TTC	Authorized Financial Dealers and Qualified Institutions	Calendar year 2019 completed.
Annual Broker/Dealer IPS Certification	TTC	Authorized Financial Dealers and Qualified Institutions	2021 IPS certifications requests in progress.
IPS Compliance Deficiencies	TTC	Investment/Diversification/Maturity Restrictions	As of December 31, 2020, five compliance exceptions have been identified (self-identified), two in August 2020 and three in December 2020.
TOC Bylaw Changes	BOS	TOC Review and BOS Annual Approval	The TOC reviewed Bylaws and made no changes at the October 28, 2020 meeting. No BOS approval required.
Annual IPS Approval	BOS	TOC Review and BOS Annual Approval	The TOC reviewed proposed IPS changes at the October 28, 2020 meeting and did not make any additional changes. BOS approved on November 17, 2020.
TOC Annual Report	BOS	TOC Bylaws Rule 30 - Oral and Written Report	The TOC 2020 Annual Report was approved by TOC on January 27, 2021 and is pending submission to the BOS for approval.
Broker/Financial Institution List	TTC	OC Gift Ban Ordinance and Form 700	The TOC members were provided a list of active TTC Broker/Dealers and Financial Institutions at the TOC meeting on October 28, 2020.
Certificates of Compliance	TTC	TOC Bylaws Rule 34 - Annual	Review for calendar year 2021 in progress.
Ethics Training	TTC	TOC Bylaws Rule 34 - Every Two Years	The TOC members are in compliance for calendar year 2020.
Conflict of Interest Form 700 Filing	TTC	TOC Bylaws Rule 34 / IPS - Every Year	All current TOC members and designated employees are in compliance for calendar year 2019.

LEGEND	
Auditor-Controller	AC
Board of Supervisors	BOS
Treasury Oversight Committee	TOC
Office of Treasurer-Tax Collector	TTC



COUNTY OF ORANGE  
**OFFICE OF THE TREASURER-TAX COLLECTOR**  
 Shari L. Freidenrich, CPA, CCMT, CPFA, ACPFIM  
 P. O. BOX 4515  
 SANTA ANA, CA 92702-4515



[ocgov.com/ocinvestments](http://ocgov.com/ocinvestments)

January 31, 2021

**FIRST 5 ORANGE COUNTY, CHILDREN & FAMILIES COMMISSION**

Attn: Kimberly Goll, Executive Director  
 1505 E. 17th Street, Suite 230  
 Santa Ana, CA 92705

**Fund Number : 225**

**JANUARY 2021 STATEMENT**

**INVESTMENT BALANCE IN OCIP**

**Transactions**

<u>Transaction Date</u>	<u>Transaction Description</u>	<u>Amount</u>
01/01/2021	December 2020 Investment Admin Fee	\$ (2,388.61)
01/29/2021	October 2020 Interest Paid	\$ 39,640.04

**Summary**

Total Deposit:	\$ 6,805,457.87	Beginning Balance:	\$ 48,235,807.48
Total Withdrawal:	\$ (2,193,994.33)	Ending Balance:	\$ 52,847,271.02

**ACCRUED INVESTMENT INCOME**

**Description**

**Amount**

November 2020 Interest Accrued	\$ 34,355.46
December 2020 Interest Accrued	\$ 31,037.82
Total	<u>\$ 65,393.28</u>

January 2021 Interest to be accrued in February 2021	\$ 30,255.27
--	--------------



COUNTY OF ORANGE  
**OFFICE OF THE TREASURER-TAX COLLECTOR**  
 Shari L. Freidenrich, CPA, CCMT, CPFA, ACPFIM  
 P. O. BOX 4515  
 SANTA ANA, CA 92702-4515



[ocgov.com/ocinvestments](http://ocgov.com/ocinvestments)

February 28, 2021

**FIRST 5 ORANGE COUNTY, CHILDREN & FAMILIES COMMISSION**

Attn: Kimberly Goll, Executive Director  
 1505 E. 17th Street, Suite 230  
 Santa Ana, CA 92705

**Fund Number : 225**

**FEBRUARY 2021 STATEMENT**

**INVESTMENT BALANCE IN OCIP**

**Transactions**

<b><u>Transaction Date</u></b>	<b><u>Transaction Description</u></b>	<b><u>Amount</u></b>
02/01/2021	January 2021 Investment Admin Fee	\$ (2,570.43)
02/25/2021	November 2020 Interest Paid	\$ 34,355.46

**Summary**

Total Deposit:	\$ 3,408,014.31	Beginning Balance:	\$ 52,847,271.02
Total Withdrawal:	\$ (1,752,688.74)	Ending Balance:	\$ 54,502,596.59

**ACCRUED INVESTMENT INCOME**

**Description**

	<b><u>Amount</u></b>
December 2020 Interest Accrued	\$ 31,037.82
January 2021 Interest Accrued	\$ 30,255.27
Total	<u>\$ 61,293.09</u>

February 2021 Interest to be accrued in March 2021	\$ 32,705.49
--	--------------



COUNTY OF ORANGE  
**OFFICE OF THE TREASURER-TAX COLLECTOR**  
 Shari L. Freidenrich, CPA, CCMT, CPFA, ACPFIM  
 P. O. BOX 4515  
 SANTA ANA, CA 92702-4515



[ocgov.com/ocinvestments](http://ocgov.com/ocinvestments)

March 31, 2021

**FIRST 5 ORANGE COUNTY, CHILDREN & FAMILIES COMMISSION**

Attn: Kimberly Goll, Executive Director  
 1505 E. 17th Street, Suite 230  
 Santa Ana, CA 92705

**Fund Number : 225**

**MARCH 2021 STATEMENT**

**INVESTMENT BALANCE IN OCIP**

**Transactions**

<b><u>Transaction Date</u></b>	<b><u>Transaction Description</u></b>	<b><u>Amount</u></b>
03/01/2021	February 2021 Investment Admin Fee	\$ (2,401.97)
03/30/2021	December 2020 Interest Paid	\$ 31,037.82

**Summary**

Total Deposit:	\$ 2,356,698.46	Beginning Balance:	\$ 54,502,596.59
Total Withdrawal:	\$ (4,422,710.57)	Ending Balance:	\$ 52,436,584.48

**ACCRUED INVESTMENT INCOME**

**Description**

**Amount**

January 2021 Interest Accrued	\$ 30,255.27
February 2021 Interest Accrued	\$ 32,705.49
Total	<u>\$ 62,960.76</u>

March 2021 Interest to be accrued in April 2021	\$ 28,300.23
---	--------------





# Frank Davies, CPA

Orange County Auditor-Controller



## Internal Audit

### Review of the Schedule of Assets Held by the County Treasury as of September 30, 2020

Audit Manager: Michael Steinhaus, CPA, CGMA  
Auditor II: John Lim

Audit Number 2006  
Report Date: February 3, 2021



OFFICE OF THE  
**ORANGE COUNTY AUDITOR-CONTROLLER**

**FRANK DAVIES, CPA**  
AUDITOR-CONTROLLER

Transmittal Letter

Audit No. 2006

February 3, 2021

TO: Members, Board of Supervisors  
Chairman Andrew Do, First District  
Vice Chairman Doug Chaffee, Fourth District  
Donald P. Wagner, Third District  
Lisa A. Bartlett, Fifth District

SUBJECT: Review of the Schedule of Assets Held by the County Treasury as of September 30, 2020

We have completed our Review of the Schedule of Assets Held by the County Treasury as of September 30, 2020. Our final report is attached for your review.

We appreciate the assistance extended to us by the personnel of the Treasurer-Tax Collector during this engagement. If you have any questions please contact me at 714-834-2457 or Michael Steinhaus, Audit Manager, at 714-834-6106.

Frank Davies, CPA  
Auditor-Controller

Other recipients of this report:

Members, Audit Oversight Committee  
Shari Freidenrich, Treasurer-Tax Collector  
Frank Kim, County Executive Officer  
Christine Herrera, Director of Treasury, Treasurer-Tax Collector  
Gary Nguyen, Director of Investments, Treasurer-Tax Collector  
Salvador Lopez, Chief Deputy Auditor-Controller  
Foreperson, Grand Jury  
Robin Stieler, Clerk of the Board of Supervisors  
Eide Bailly LLP, County External Auditor

## **Independent Accountant's Review Report**

The Honorable Board of Supervisors  
County of Orange, California

We have reviewed the accompanying Schedule of Assets Held by the County Treasury—Modified Cash-Basis (financial schedule) of the County of Orange, California, as of September 30, 2020, pursuant to Government Code Section 26920(a). A review includes primarily applying analytical procedures to management's financial data and making inquiries of department management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial schedule as a whole. Accordingly, we do not express such an opinion.

### ***Management's Responsibility for the Financial Schedule***

Management is responsible for the preparation and fair presentation of this financial schedule in accordance with the modified cash-basis of accounting; this includes determining that the basis of accounting the County Treasury uses for financial reporting is an acceptable basis for the preparation of financial schedules in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial schedules that are free from material misstatement, whether due to fraud or error.

### ***Accountant's Responsibility***

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial schedule for it to be in accordance with the modified cash-basis of accounting. We believe that the results of our procedures provide a reasonable basis for our conclusion.

### ***Accountant's Conclusion***

Based on our review, except for the issue noted in the Known Departure from Modified Cash-Basis of Accounting paragraph, we are not aware of any material modifications that should be made to the accompanying financial schedule in order for it to be in accordance with the modified cash-basis of accounting.

### ***Known Departure from Modified Cash-Basis of Accounting***

The financial schedule is prepared in accordance with the modified cash-basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Receipts are recognized when received by the Treasurer; disbursements are recognized when paid by the bank; and the value of investments is stated at fair value. The modified cash-basis of accounting requires that financial statements include adequate disclosures. Management has elected to omit all disclosures ordinarily included in a financial schedule prepared on the modified cash-basis of accounting. If the omitted disclosures were included in the financial statement, they might influence the users' conclusions about the County Treasury's assets.



***Other Matter***

This report is intended solely for the information and use of the Board of Supervisors and the management of the Orange County Auditor-Controller. However, this report is a matter of public record and its distribution is not limited.

A handwritten signature in blue ink, appearing to read 'Frank Davies', with a stylized, cursive flourish.

Frank Davies, CPA  
Auditor-Controller  
February 3, 2021

Orange County Treasury  
Schedule of Assets Held by the County Treasury  
As of September 30, 2020

	Assets		
	Pooled	Non-Pooled	Total
Cash			
Cash on Hand	\$ 40,243	\$ -	\$ 40,243
Cash on Deposit	16,442,171	23,564,887	40,007,058
Total Cash	16,482,414	23,564,887	40,047,301
Investments, stated at fair value	9,915,881,796	113,884,317	10,029,766,113
Total Assets	<u>\$ 9,932,364,210</u>	<u>\$ 137,449,204</u>	<u>\$ 10,069,813,414</u>



# Frank Davies, CPA

Orange County Auditor-Controller



## Internal Audit

### First Follow-up Audit: Management Letter on Review of the Schedule of Assets Held by the County Treasury as of September 30, 2019

Audit Manager: Michael Steinhaus, CPA, CGMA  
Auditor II: John Lim

Audit Number 2010-A  
Report Date: February 26, 2021



OFFICE OF THE  
**ORANGE COUNTY AUDITOR-CONTROLLER**

**FRANK DAVIES, CPA**  
AUDITOR-CONTROLLER

Transmittal Letter

Audit No. 2010-A

February 26, 2021

TO: Members, Board of Supervisors  
Chairman Andrew Do, First District  
Vice Chairman Doug Chaffee, Fourth District  
Donald P. Wagner, Third District  
Lisa Bartlett, Fifth District

SUBJECT: First Follow-Up Audit: Management Letter on Review of the Schedule of Assets  
Held by the County Treasury as of September 30, 2019, Original Audit No. 1906,  
Issued February 26, 2020

We have completed our first follow-up audit of Management Letter on Review of the Schedule of Assets Held by the County Treasury as of September 30, 2019. Our final report is attached for your review.

Frank Davies, CPA  
Auditor-Controller

Other recipients of this report:

Members, Audit Oversight Committee  
Shari Freidenrich, Treasurer-Tax Collector  
Frank Kim, County Executive Officer  
Gary Nguyen, Director of Investments, Treasurer-Tax Collector  
Brian Winn, Accounting/Compliance Manager, Treasurer-Tax Collector  
Salvador Lopez, Chief Deputy Auditor-Controller  
Foreperson, Grand Jury  
Robin Stieler, Clerk of the Board of Supervisors  
Eide Bailly LLP, County External Auditor



# Internal Auditor's Report

The Honorable Board of Supervisors  
County of Orange, California

## SCOPE

We have completed a follow-up audit of the Management Letter on Review the of Schedule of Assets Held by the County Treasury as of September 30, 2019. Our audit was limited to reviewing actions taken as of December 31, 2020, to implement one outstanding recommendation from the management letter issued on March 16, 2020.

## BACKGROUND

We completed a review of the Schedule of Assets held by the County Treasury as of September 30, 2019; the related management letter identified one control deficiency.

## RESULTS

Our follow-up audit found that the Treasurer-Tax Collector is in the process of implementing our recommendation from the management letter. The following are the details of the recommendation:

### Finding No. 1 – Bank Demand Accounts Not Recorded in Quantum (Control Deficiency)

**Recommendation No. 1:** We recommend that T-TC management ensure that all accounts in its Schedule of Assets are recorded in Quantum.

**Status: In process.** We found that the Treasurer-Tax Collector (T-TC) is still in the process of upgrading Quantum and plans to start recording the applicable accounts in Quantum after going live with the upgraded version. T-TC plans to go live before June 30, 2021.

We appreciate the assistance extended to us by the personnel of the Treasurer-Tax Collector during our follow-up audit. If you have any questions, please contact Michael Steinhaus, Audit Manager, at (714) 834-6106.

Frank Davies, CPA  
Auditor-Controller  
February 26, 2021





# Internal Auditor's Report

## ATTACHMENT A: Follow-Up Audit Implementation Status

For purposes of reporting the implementation status of our audit recommendations, we utilize four distinct categories:

Implemented	In Process	Not Implemented	Closed
The department has implemented our recommendation in all respects as verified by the follow-up audit. No further follow-up is required.	The department is in the process of implementing our recommendation. Additional follow-up may be required.	The department has taken no action to implement our recommendation. Additional follow-up may be required.	Circumstances have changed surrounding our original finding/ recommendation that: (1) make it no longer applicable or (2) the department has implemented and will only implement a portion of our recommendation. No further follow-up is required.



**First 5 Association of California**  
May Revise Overview

*Updated: May 14, 2021*

**I. Overview:**

Over the past week, Governor Newsom announced significant investments in his recovery package to tackle persistent challenges facing California. The release of the May Revise provides additional insights to his vision for a **\$100 billion California Comeback Plan**. The announcement comes on the heels of the Administration's announcements of a \$76 billion General Fund budget surplus, mostly in the form of one-time funding, in addition to \$25 billion available through the American Rescue Plan and other federal relief efforts.

Key elements of the Governor's proposed Comeback Plan include:

- A total of \$12 billion in tax relief through expansion of the Golden State Stimulus Plan\*
- \$20 billion to transform and reimagine public schools\*
- \$5.1 billion to support drought response and water infrastructure
- \$4 billion in additional funding to support small businesses (in addition to the \$6.2 billion tax cut provided)
- \$12 billion to tackle the homelessness crisis

*\* additional details found below*

The below overview provides insights to critical investments for young children and families across all pillars of our [First 5 policy agenda](#). *Note, we are still learning more details about the May Revise proposal, including funding sources. We will continue to update this document to provide key insights and analyzes.*

**II. Resilient Families**

*Golden State Stimulus 2.0*

Two out of every three Californians are expected to receive a Golden State Stimulus (GGS) check under the expansions announced earlier this week. A total of \$12 billion will be dedicated to GGS tax relief, with the latest announcement primarily expanding the credits to households who earn between \$30 - \$75K. The latest announcement included:

- \$600 direct payments to all taxpayers who make up to \$75,000 a year and did not receive a first payment.

- Additional \$500 in direct payments to families with dependents.
- Additional \$500 in direct payments to undocumented families.

The California Budget & Policy Center released the below chart that lays out the GGS 1.0 and 2.0 packages, in addition to the variations in tax credits that filers using a Social Security Number (SSN) vs. an Individual Tax ID Number (ITINs) would receive. Note, ITINs filers were largely exempt from federal stimulus relief.

<b>Total Golden State Stimulus Payments</b> <b>Under Governor Newsom's Revised Budget Proposal</b>						
	<b>Californians Who</b> <b>File with SSNs</b>			<b>Californians Who</b> <b>File with ITINs</b>		
	<b>Proposed</b> <b>First GSS    Second GSS    Total</b>			<b>Proposed</b> <b>First GSS    Second GSS    Total</b>		
	<b>Income of \$30,000 or Less</b>			<b>Income of \$30,000 or Less</b>		
<b>With Dependents</b>	\$600	\$500	\$1,100	\$1,200	\$1,000	\$2,200
<b>Without Dependents</b>	\$600	\$0	\$600	\$1,200	\$0	\$1,200
	<b>Income Between \$30,000 and \$75,000</b>			<b>Income Between \$30,000 and \$75,000</b>		
<b>With Dependents</b>	\$0	\$1,100	\$1,100	\$600	\$1,000	\$1,600
<b>Without Dependents</b>	\$0	\$600	\$600	\$600	\$0	\$600

Note: SSNs = Social Security numbers. ITINs = federally issued Individual Taxpayer Identification Numbers.

Source: California Budget & Policy Center analysis of Governor's Golden State Stimulus proposal

#### *CalWORKs Grant Increase*

The May Revision reflects a 5.3% increase to CalWORKs Maximum Aid Payment levels, which is estimated to cost \$142.9 million in 2021-22.

#### *College Savings Accounts*

As part of the Reforming Public Schools Package, the May Revision adds **\$2 billion to college savings accounts** for enrolled in K-12 public schools, including a \$500 base deposit for students from families with low incomes, English learners and foster young, and a \$500 supplemental deposit for foster and homeless youth. The program is expected to reach 3.7 million students.

#### *Universal Basic Income Program*

The May Revision includes \$35 million General Fund over five years for **Universal Basic Income pilot programs**. These pilot programs would enable cities or counties to administer pilots to support low-income Californian, and require a local-match commitment.

### **III. Comprehensive Health & Development**



### *Dyadic Care Medi-Cal Benefit*

The May Revision announced the long awaited dyadic care Medi-Cal benefit. This groundbreaking benefit will leverage the healthcare system as it is the most frequent point of contact for families with young children, and family-based intervention to support child development through dyadic care services will improve health outcomes for young children and their caregivers.

### *Health Equity & Continuous Medi-Cal Eligibility:*

The May Revision makes strides towards health coverage and equity by providing additional coverage for postpartum individuals, and allowing doula services as a covered benefit in Medi-Cal. Specifically, the **Administration proposes to expand Medi-Cal eligibility to 12 months (from 60 days) for postpartum individuals, effective April 1, 2022 for up to five years.** This policy change is possible due to the provision included in the American Rescue Plan, which allows states to receive additional federal funding to expand coverage, alongside \$90.5 (\$45.3 million General Fund) in 2021-22 and \$362.2 million (\$181.1 million General Fund) to fully implement over 5 years.

Additionally, the May Revision proposes to **add doula services as a covered Medi-Cal benefit,** effective January 1, 2022. The proposal includes \$403,000 (\$152,000 General Fund) in 2021-22 and approximately \$4.4 million (\$1.7 million General Fund) annually at full implementation.

In an effort to expand culturally responsive care, the May Revision proposes to add **Community Health Workers** as a class of Medi-Cal providers, effective January 1, 2022. The proposal includes \$16.3 million (\$6.2 million General Fund), increasing to \$201 million (\$76 million General Fund) by 2026-27. Combined, the elements of postpartum continuous eligibility, doula care, dyadic care and Community Health Workers create a suite of services that have the potential to transform prenatal and postpartum care for vulnerable families.

Additionally, the May Revision continues to support the CalAIM efforts to transform the delivery of Medi-Cal to improve health outcomes. Specifically, the proposal includes \$315 million to centralize administrative and clinical data from the state, health plans, and health providers to better identify and stratify member risk to support CalAIM implementation and health care equity. Further, the proposal recognizes the opportunity to provide non-clinical interventions focused on a whole-person care approach that targets social determinants of health and reduces health disparities and inequities.

The May Revision assumes a 6.6% increase in Medi-Cal caseload from 2020-21 to 2021-22, which would cover approximately 14.5 million Californians (or a third of the state's population).

### *Early Childhood Mental Health*

The Administration's Children and Youth Behavioral Health Initiative increased from \$400 million one-time General Fund in the Governor's Budget to \$1 billion at the May Revision. This Initiative is designed to comprehensively re-envision the child behavioral health system, by better connecting children and youth to behavioral health care, investing in schools' ability to both

deliver care directly and partner with Medi-Cal plans, and significantly expanding the infrastructure for providing behavioral health care for all Californians under the age of 26.

*Note, very little detail was provided on this proposal, and we are exploring the connection to children 0-5, and how to ensure this proposal can help support the social-emotional wellbeing of young children. However, \$10.6 million was included for early childhood mental health consultation in the child care section below.*

Moreover, the Initiative includes resources for the Office of Statewide Health Planning and Development (OSHPD) to support behavioral health providers through existing and new health workforce development programs. The Initiative also includes resources for an Office of the Surgeon General public awareness campaign on adverse childhood experiences and toxic stress, and the development of a curriculum of trauma-informed training specific to the education sector.

#### *Special Education & Early Intervention*

The May Revision includes **\$23.8 million ongoing General Fund to provide children aging out of Early Start up to age five.** Additional one-time federal funding and Prop 98 funding are dedicated to expanding special education. Specific to early intervention, **\$1.2 million federal IDEA funds and adding one position to improve coordination between the California Department of Education,** the California Department of Developmental Services, and local educational agencies to support the transition from IDEA Part C to Part B programs, and convene stakeholder workgroups to address data sharing and disseminate best practices to increase access to more inclusive settings for 3-, 4-, and 5- year olds.

#### *Prop 56 Suspensions:*

The May Revision proposes to eliminate suspensions for Proposition 56 supplemental payments, resulting in a cost of approximately \$550 million ongoing. This is critical for the continuation of enhanced payments for well-child visits, developmental and ACEs screenings, and more.

#### *Treatment and Prevention of Adverse Childhood Experiences*

The May Revision includes **\$12.4 million one-time General Fund for seven demonstration projects** focused on advancing research on, and building scalable approaches to, treating and preventing Adverse Childhood Experiences (ACEs). Funding will further the Administration's efforts to better understand and treat ACEs by strengthening workforce training efforts, building a statewide stress surveillance network, and broadening the network of clinicians and providers that are equipped to treat and prevent toxic stress resulting from ACEs.

## IV. Early Learning

### *Universal Transitional Kindergarten:*

As part of the Transforming Public Schools budget package, the May Revise proposes a series of investments beginning in 2022-23 to incrementally actualize UTK. The investment is framed as creating a “14th grade of public education” by 2024-25. Specifically, the proposal will allow LEAs to use FY 2021-22 as a planning year, and incrementally increase eligibility by adding 3 months of newly eligibility four-year olds each year. Estimated costs are as follows:

- \$900 M in GF in 2022-23, which will grow to \$2.7 B by 2024-25 (will rebench Prop 98 to draw down GF for new costs associated with increased enrollment)
- Repurposes the \$250 M one-time Prop 98 GF proposed in the January Budget to incentivize TK expansion to instead be used for planning and implementation grants for LEAs.
- Repurposes and expands the \$380 M in Prop 98 GF in 2022-23, growing to \$740 M in 2024-25 to ensure that one additional certified or classified staff person is in each TK classroom, thus aiming to achieve classroom adult to child ratios of 1:12.
- \$10 M in one-time GF funding to CDE to update the Preschool Learning Foundations

### *CSPP:*

The May Revise maintains the level of funding for the California State Preschool Program (CSPP), while conveying the Administration’s intent to release a comprehensive plan in 2022-23 to support CSPP providers to maintain their contracts, while transitioning to serve younger children. Such efforts are framed as alignment with the state’s Master Plan for Early Learning and Care to ensure all eligible three-year olds have access to high quality early learning.

### *Child Care:*

On Mother’s Day, the Governor announced he intended to add 100,000 new subsidized child care slots. Further, additional Prop 64 cannabis funds will account for 6,500 slots, estimated to cost \$83 million. Additional child care investments include:

- **\$10.6 million for early childhood mental health consultation**, available through September 30, 2023, to support social emotional development, trauma-informed practices, and health and safety for the wellbeing of children and families impacted by the pandemic.
- **\$250 million one-time federal funding for child care facilities infrastructure**, including acquisition, construction, development and renovation with specific focus on child care deserts. Funds can be spent through September 30, 2024.
- **\$10 million in one-time federal funding for Resource & Referral Programs** to strengthen their role serving as intermediaries to develop new child care facilities and capacity, and to streamline and improve data collection processes.
- **\$20 million for Quality Improvement efforts** to strengthen existing quality improvement supports and systems. CDSS will engage with stakeholders to inform policy-setting and program design with a focus on addressing inequities.

#### *Child Care Providers:*

In February, the Administration released \$400 M in federal funds to support subsidized child care providers through \$525 per child stipends. Building upon this effort, the May Revise includes an additional \$579 million to support providers. Specifically, the May Revise includes:

- **Stipends between \$3,500 - \$6,500 for all providers**, depending on licensed capacity
- **A third round of per-child stipends** for subsidized child care and preschool providers
- **16 non-operational days** for providers accepting vouchers who have closed due to COVID impacts (through June 3, 2022)
- **Continued hold harmless** policy to ensure that contractors are reimbursed at a child's maximum certified level of need for providers accepting vouchers through June 30, 2022.
- **\$25 million for the CA Child Care Initiative Project (CCIP)** to build capacity of new licensed family child care homes, especially in child care deserts through September 30, 2023.
- **Waiving family fees for eligible families through June 30, 2022.**

#### *Child Care Transfer:*

Effective July 1, 2021 child care and nutrition programs will shift from the CDE to CDSS. Help to the success of the shifts underway, the May Revise includes:

- \$10.9 million and 79 positions to provide adequate infrastructure to support the system, program enhancements, and to a **whole-child/whole-family approach to child care integration and data development.**
- \$6 million to modernize payment options to child care and development contractors through the option of direct deposit.
- \$4.8 million General Fund to support planning and initial implementation for the design of a child care data system to meet the needs of families and the workforce.

### **V. Sustainability & Scale**

Prop 10 projections were not included in the May Revise this year. First 5 CA has contacted DOF for more information on timing of when this information will be released. We will share updates once made available.

### **VI. What is not in the May Revise**

While we are still learning details of the May Revise, a few notable policies were not included in the proposal, many of which have been top priorities for the Association ([see budget factsheet](#) from advocacy day):

- *Child Care Reimbursement Rates Increases* -- child care providers are still paid using the 2016 market rate survey data. Updating provider rates to the 2018 levels (and to the 85th percentile) will be critical to stabilizing and rebounding our child care field.

Overall, it appears that many of the federal child care dollars are not included in the proposal. While we are seeking more detail, we also continue to look for avenues to further build upon these initial investments and advocate for longer continuation of critical policies (like the hold harmless and waiving of parent fees), which will help stabilize the field.

- *Paid Family Leave (PFL)* -- without action, California will lose ground on Wage Replacement through the state's PFL program, which will revert back to 55% of weekly wages. An investment in the state's PFL and Disability Insurance fund will help ensure stability and build towards more equitable access to the program.
- *Continuous Medi-Cal Eligibility for Children 0-5* -- while we were pleased to see 12 months of postpartum Medi-Cal coverage included in the budget, we were disappointed to not see similar coverage for children up to age 5. Preventive care has plummeted throughout the pandemic, and providing continuity of care through continuous coverage, will be essential to supporting the health and development of young children.
- *Local Early Childhood Systems Integration Infrastructure* -- While we were not expecting our latest budget proposal to be include in the May Revise, we will continue to advocate for \$20 M in one-time General Fund to build upon the local infrastructure of First 5s to better meet the holistic needs of families that COVID so evidently demonstrated.

## **VII. Additional Resources:**

- [May Revise Summary](#) (Dept of Finance)
- [California Comeback Factsheets](#) (from Governor's Offices)
- [First 5 Budget Fact Sheet](#) (from Advocacy Day)