

# **R E V I S E D A G E N D A**

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

*Wednesday, August 5, 2020*

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

**RAMIN BASCHSHI, MD**  
Chair

**KENNETH MCFARLAND**  
Vice Chair

**SANDRA BARRY**  
Chair Pro Tem

**DEBRA BAETZ**  
Commissioner

**DOUG CHAFFEE**  
Commissioner

**CLAYTON CHAU, MD**  
Commissioner

**JACKIE FILBECK**  
Commissioner

**YVETTE LAVERY, MPA, MBE**  
Commissioner

**SUSAN MCCLINTIC**  
Commissioner

President/CEO  
Kimberly Goll

Commission Counsel  
James Donich

Clerk of the Commission  
Maria Lopez, Deputy

**GUIDANCE FOR PUBLIC ACCESS TO REDUCE RISK OF COVID-19:** On March 12, 2020 and March 18, 2020, Governor Gavin Newsom enacted Executive Orders N-25-20 and N-29-20 authorizing a local legislative body to hold public meetings via teleconferencing and make public meetings accessible telephonically or electronically to all members of the public to promote social distancing due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19). In accordance with Executive Order N-29-20, and in order to ensure the safety of the Commissioners and staff and for the purposes of limiting the risk of COVID-19, in-person public participation at this meeting of the Commission will not be permitted. This meeting will be held via Zoom. Members of the public can listen to the live meeting by accessing the following:

<https://us02web.zoom.us/j/81772096861?pwd=SIF4QUd1djY3OVllVmQ5L3lxcW5Idz09>  
Password: 525337

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# **R E V I S E D A G E N D A**

The Commission is accepting public comments to be submitted by emailing them to [First5OC@cfcoc.ocgov.com](mailto:First5OC@cfcoc.ocgov.com). The comments will be distributed to all of the Commissioners and read into the record. If you wish to comment on a specific agenda item, please identify the item in your email. General public comments will be addressed during the general public comment item on the agenda. In order to ensure that staff has the ability to provide comments to the Commissioners in a timely manner, please submit your comments by 12:00 p.m. on August 4, 2020.

Any member of the public requiring a reasonable accommodation to participate in this meeting should contact the Commission at least 48 hours prior to the meeting at [First5OC@cfcoc.ocgov.com](mailto:First5OC@cfcoc.ocgov.com) or (714) 834-2206.

*All supporting documentation is available for public review in the office of the Clerk of the Board of Supervisors located in the Hall of Administration Building, 333 W. Santa Ana Blvd., 10 Civic Center Plaza, Room 465, Santa Ana, California 92701 during regular business hours, 8:00 a.m. - 5:00 p.m., Monday through Friday.*

**9:00 A.M.**

## **PLEDGE OF ALLEGIANCE**

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

1. Receive presentation on OC Perinatal Mental Health Toolkit

### **CONSENT CALENDAR:** (Items 2 - 4)

*All matters are approved by one motion unless pulled by a Commission Member for discussion or separate action. At this time, any member of the public may ask the Commission to be heard on any item on the Consent Calendar.*

2. Receive update on financial audit process
3. Receive update on First 5 Association financial analysis of tobacco tax revenue collection and distributions
4. Appoint New Technical Advisory Committee Members

### **REGULAR ITEMS:** (Items 5 - 12)

*At this time, members of the public may ask the Commission to be heard on the following items as those items are called.*

5. Approve annual review and updates to Administrative Policies and Procedures
6. Receive an Update on First 5 Orange County's Brand Guidelines and Website Development
7. Provide Direction on Proposed Refinements to First 5 Orange County's Strategies for Achieving its Vision
8. Receive an update on Prenatal-to-Three systems work and approve matching funds for a home visitation coordination grant from First 5 California
9. Adopt the Guidelines for Policy Positions and Engaging Leadership

# **R E V I S E D A G E N D A**

10. Adopt resolution authorizing an agreement with Pretend City to distribute supplies to child care providers, authorize the purchase of educational supplies from Lakeshore Learning, and authorize the purchase of cleaning supplies and personal protective equipment from County of Orange vendors
11. Adopt Resolutions Authorizing Amendments for the Production of the Report on the Conditions of Children in Orange County, and Authorize Receipt of additional Project Funding
12. Adopt Resolution Authorizing Amendments to Agreements with Federally Qualified Health Centers for Dental Transformation Initiative Local Dental Pilot Program

## **PRESIDENT/CEO REPORT:** (Item 13)

13. Receive the President/CEO's Report
  - a. Financial update
  - b. Census Update
  - c. First 5 Equity Report
  - d. Family Solutions Collaborative update
  - e. Aces Aware Grant

## **CLOSED SESSION:** (Items 14 - 15)

14. Pursuant to Government Code Section 54957(b) to evaluate the performance of the Commission President/CEO, Kimberly Goll
15. Pursuant to Government Code Section 54957.6 to meet with the designated representative, Chairman Ramin Baschshi, regarding the compensation of the President/Chief Executive Officer, Kimberly Goll.

## **PUBLIC & COMMISSION COMMENTS & ADJOURNMENT:**

*At this time members of the public may address the Commission on any matter not on the agenda but within the jurisdiction of the Commission. The Commission or Chair may limit the length of time each individual may have to address the Commission.*

## **PUBLIC COMMENTS:**

## **COMMISSION COMMENTS:**

## **ADJOURNED:**

## **NEXT MEETINGS:**

October 7, 2020	Regular Meeting, 9:00 A.M.
December 2, 2020	Regular Meeting, 9:00 A.M.



**Agenda Item 1**  
**August 5, 2020**  
**PRESENTATION ITEM**

**DATE:** July 15, 2020

**TO:** Children and Families Commission of Orange County

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

**ACTION:** Receive presentation on OC Perinatal Mental Health Toolkit

---

Hoda Shawky has been serving as the Pritzker Fellow with First 5 Orange County since August of 2018. Hoda is a Pediatric Nurse Practitioner with certifications in Public Health, Mental Health, Lactation consulting. First 5 Orange County's Pritzker Fellowship focused on maternal and infant mental health. As the fellowship is coming to an end (October 2020) Hoda will be presenting the capstone project for her Fellowship, the OC Perinatal Mental Health Tool Kit. The toolkit was developed by Hoda but informed by a wide array of community partners.

After the completion of the fellowship Hoda will continue her work with First 5 as a consultant focused on developing a sustainable model of care in which partners within healthcare, ECE, and home visitation settings will play a role in meeting the needs of mothers and babies 0 to 3 to ensure social/emotional, and developmental wellness before they enter school.

**ATTACHMENT:**

- 1.) Presentation on the OC Perinatal Mental Health Tool Kit

**Contact:** Kim Goll





# Prenatal to 3 Systems Work:

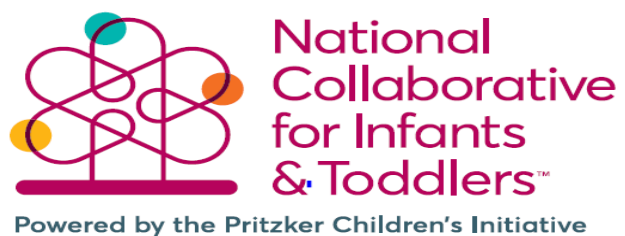
## Strategies for Addressing Perinatal Mental Health

August 5, 2020



# Background

- Pritzker Fellow: Hoda Shawky, MSN, CPNP, PMHS, IBCLC

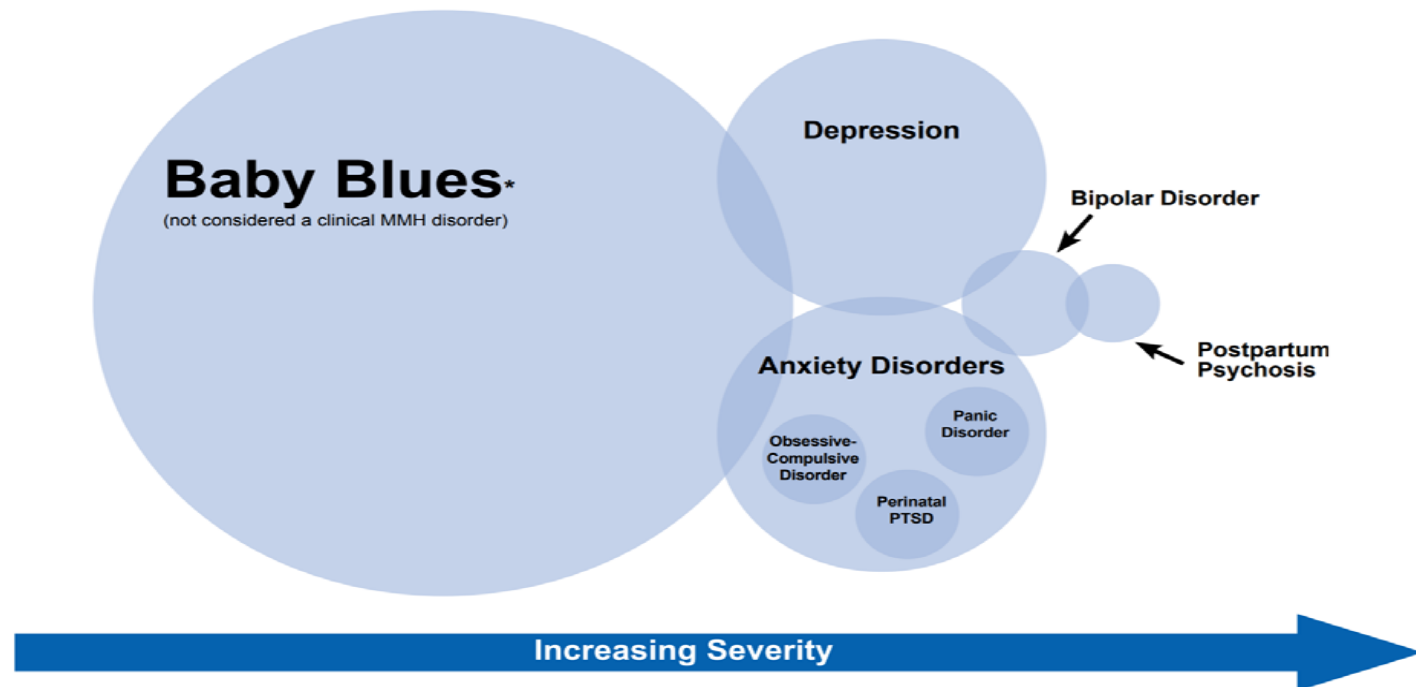


“Everyone told me that adjusting to parenthood was hard, so I thought that what I was going through was normal.

Had I known that these were symptoms of postpartum depression, I could have gotten help much sooner.”



# Maternal Mental Health Disorders



Source: A Report from the California Task Force on the Status of Maternal Mental Health Care. April 2017



# Maternal, Infant, and Early Childhood Mental Health

- Rapid brain development in early childhood
- Parents play a vital role in this development
- Short and long-term impacts of Perinatal Mood and Anxiety Disorders (PMADs)



WebMD: A Visual Guide to Postpartum Depression

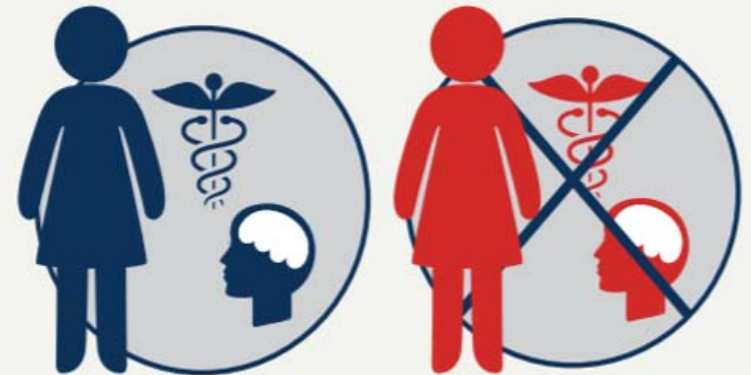
# Perinatal Mood and Anxiety Disorders in California

Nationally, PMADs are the  
**#1 complication**  
of pregnancy and childbirth



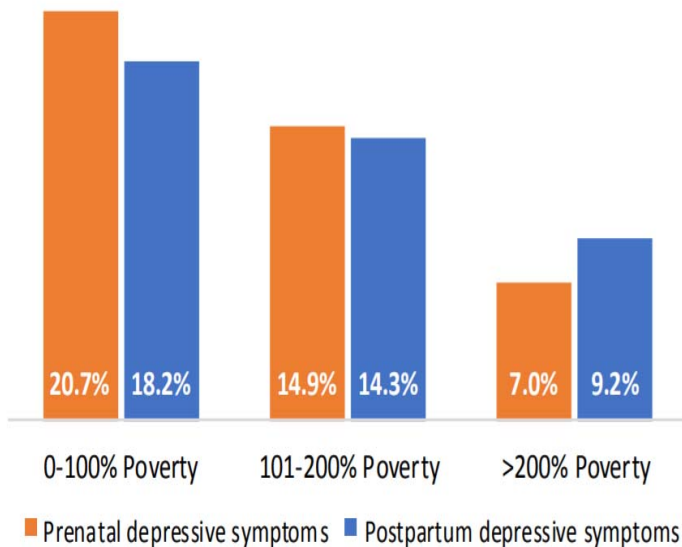
In California, PMADs affect **1 in 6**  
pregnant and postpartum women

Nationally, half of **perinatal women**  
with a diagnosis of depression  
do not get the treatment they need

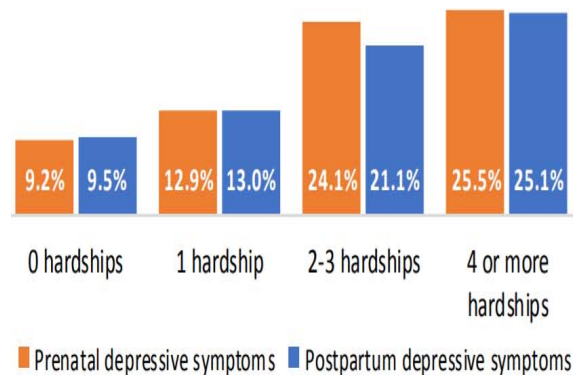


# Key Risk Factors that Increase Prevalence

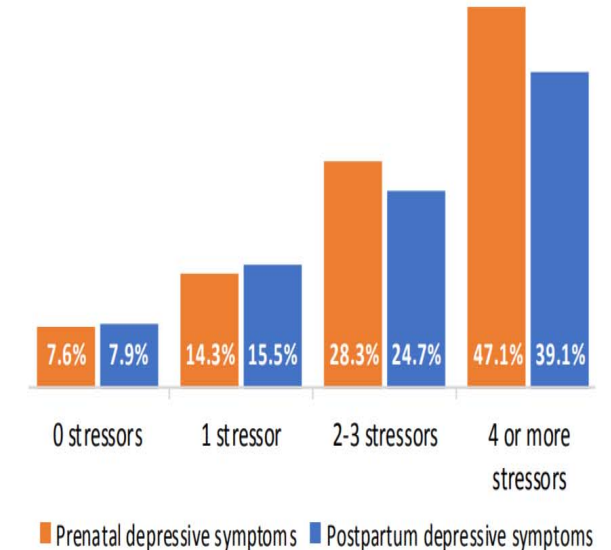
Symptoms of depression by income, 2013-2015



Symptoms of depression by number of childhood hardships, 2013-2015

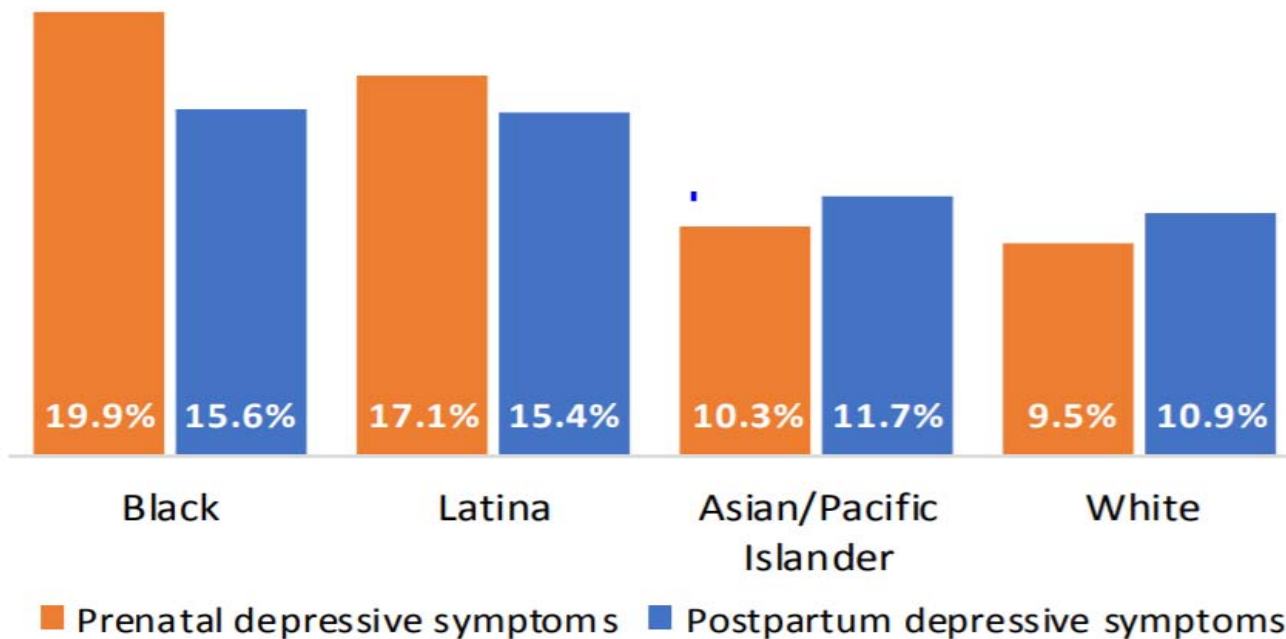


Symptoms of depression by number of pregnancy stressors, 2013-2015



# Racial and Ethnic Disparities

Symptoms of depression by race/ethnicity, 2013-2015





## An Opportune Time to Act

- **AB 2193 Maternal Mental Health Screening and Support** –July 1, 2019, requires obstetric providers to confirm screening for maternal depression at least once during pregnancy or the postpartum period. It also requires private and public (Medicaid) health plans (HMOs) and health insurers (PPOs) to create maternal mental health programs.
- **AB 3032 Hospital Maternal Mental Health** – January 1, 2020, requires hospitals to provide maternal mental health training to all clinical staff who work with pregnant and postpartum women.



# OC Perinatal Mood and Anxiety Disorder Collaborative



Orange County  
Perinatal Mental Health Toolkit



This work has been made possible by the Pritzker Children's Initiative, funder of the National Collaborative for Infants and Toddlers. Through their generous support, this toolkit was compiled by First 5 Orange County's Pritzker Fellow, Hoda Shawky, MSN, PCNP, PHN, PMHS, IBCLC, in collaboration with members of the Orange County Perinatal Mood and Anxiety Disorder Collaborative Steering Committee.



# OC Perinatal Mental Health Toolkit- Search by Topic

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- Prevention
- Screening
- Treatment/Referral
- Billing
- Training
- Education

Prenatal to 3 System:  
Opportunities for Lasting  
Change



# Questions



# Thank you

# References

- California Task Force Report on the Status of Maternal Mental Health. April, 2017.  
<https://www.calhospital.org/sites/main/files/file-attachments/report-cataskforce-proofv7.pdf>
- Corrigan C, Kwasky A, & Groh C. (2015). Social Support, Postpartum Depression, and Professional Assistance: A Survey of Mothers in the Midwestern United States. *Journal Perinatal Education*. 24(1): 48–60.
- *Final Recommendation Statement: Perinatal Depression: Preventive Interventions*. U.S. Preventive Services Task Force. July 2019.  
<https://www.uspreventiveservicestaskforce.org/Page/Document/RecommendationStatementFinal/perinatal-depression-preventive-interventions>
- Lee Luca D, Garlow N, Staatz C, Margiota C, and Zivin K. (2017). Societal Costs of Untreated Perinatal Mood and Anxiety Disorders in California. Issue Brief. M50 Mathematica Policy Research.
- O'Connor E, Senger C, Henninger M, Coppola E, & Gaynes B. (2019). Interventions to Prevent Perinatal Depression: Evidence Report and Systematic Review for US Preventive Services Task Force. *JAMA* 321(6):588-601.
- MIHA Data Brief: Symptoms of Depression During and After Pregnancy. California Department of Public Health Maternal, Child, and Adolescent Health Division. April, 2018



**Agenda Item 2**  
**August 5, 2020****DATE:** July 17, 2020**TO:** First 5 Orange County, Children and Families Commission**FROM:** Kimberly Goll, President/CEO**ACTION:** Receive update on financial audit process

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**SUMMARY:**

The First 5 Orange County Children and Families Commission is required to conduct an annual audit of all finances and prepare a Comprehensive Annual Financial Report (CAFR) that is submitted to First 5 California each year. This agenda item provides an update on the annual audit process that began in June 2020.

**DISCUSSION:**

Each county commission is required under the California Health and Safety Code Section 130150 to submit an annual audit report to First 5 California, and the State Controller's Office by November 1. As recommended by the First 5 Financial Management Guide, the county commission prepares a Comprehensive Annual Financial Report (CAFR) that includes all required financial statements along with introductory, supplemental, and statistical information.

An independent, external review by an audit firm is required to determine that the financial statements fairly present the financial position of the Commission in accordance with the Generally Accepted Accounting Principles (GAAP). The auditors base their opinion on the review and testing of financial data and information maintained by the county commission.

First 5 Orange County's audit services are provided by Eide Bailly LLP. The contract for audit services was approved at the April 2017 meeting with a term of up to five years.

**Fiscal Year 2019-2020 Annual Financial Audit – Progress Report**

Interim audit fieldwork for the Fiscal Year 2019-2020 CAFR began on June 15, 2020. During this time the audit team began planning and testing transactions and events across different business areas. Examples of the tested items are cash receipts, disbursements, human resources, payroll, contracting/procurement, and information technology with related security.

Final fieldwork is scheduled to begin August 17, 2020. The audit is scheduled to be substantially completed in September. The annual deadline to file the audited financial statements with First 5 California and the State Controller's Office is November 1st. Staff was notified the supporting financial schedules for the Commission's participation in County of Orange Retiree Medical Plan will not be available until October. This information is necessary to complete the CAFR and allow the auditors to finish test work. As in the past two years, Commission staff will submit an extension request to the State Controller's Office due to the availability of the required information. The CAFR is scheduled to be provided at the December Commission meeting for review and approval.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended actions have been reviewed in relation to the Strategic Plan and are consistent with all goal areas. There is no funding action proposed for this item.

**PRIOR COMMISSION ACTIONS:**

- December 2019 – Authorized Executive Director to submit the Fiscal Year 2018/2019 Comprehensive Annual Financial Report to First 5 California and the State Controller's Office
- August 2019 - Received update on financial audit process and Vavrinek, Trine, Day and Company contract assignment to Eide Bailly LLP
- April 2017 - Authorized agreement with Vavrinek, Trine, Day and Company, LLP for audit services

**RECOMMENDED ACTION:**

Receive update on financial audit.

**ATTACHMENTS:**

None


**Contact:** Michael Garcell



**Agenda Item 3****August 5, 2020**

**DATE:** July 14, 2020

**TO:** Children and Families Commission of Orange County

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

**ACTION:** Receive update on First 5 Association financial analysis of tobacco tax revenue collection and distributions

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**SUMMARY:**

First 5 Orange County receives monthly tobacco tax distributions that are collected, administered, and distributed at the state level by the California Department of Tax and Fees Administration (CDTFA). This agenda item provides an update on work initiated by the First 5 Association to gain insight into CDTFA internal processes of tax collection and administration as well as address concerns regarding the accuracy and timeliness of tax distributions to county First 5 Commissions.

**DISCUSSION:**

For several months the First 5 Association has been involved with discussions with CDTFA. The initial discussions centered around questions raised by County Commissions on a five-month delay in monthly revenue distributions due to CDTFA's implementation of a new financial system. Simultaneously, questions on the accuracy and overall volatility of Proposition 56 backfill calculations and administrative fees were raised. CDTFA has been willing to participate in discussions and provide requested information, but due to both the complexity and segregated nature of the available information, First 5 Association and county staff have not been able to make any determinations as to the validity or accuracy of the information.

The First 5 Association solicited proposals from consulting firms to conduct an analysis of the calculations and processes supporting the distribution of tobacco tax. The selected firm, The HdL Companies, has extensive experience working with public agencies on issues related to tax collections, reporting, trend analysis, and forecasting. The scope of the engagement covers revenue trends for tobacco stamp taxes and other tobacco products, fees charged to the First 5 portion of taxes collected, backfill methodology and application, as well as the timeliness and accuracy of transactions.

Funding for the initial analysis has been provided by the First 5 Association. The engagement includes provision for additional payment to HdL if the analysis concludes funds are owed to First 5 Commissions. Several scenarios were developed to estimate the payment required of each county Commission, and the highest current estimate is under \$12,000 for Orange County. Every scenario assumes each county would pay their proportionate share of any recovered funds and maintains the codified funding distribution of Proposition 10 with 20% going to First 5 CA and 80% to counties based on birth rate.

Due to the estimated payment of \$12,000, President/CEO authority will be used to issue payment if necessary to HdL. If the required payment exceeds President/CEO authority, staff will return to the Commission to request appropriate authorization.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended action has been reviewed in relation to the Strategic Plan and is consistent with all goal areas. Funding for the financial analysis if incurred will be charged to the FY 2020/21 Administrative budget.

**PRIOR COMMISSION ACTIONS: N/A**

**RECOMMENDED ACTIONS:**

Receive update on First 5 Association financial analysis of tobacco tax revenue collection and distributions

**ATTACHMENT:**

None

**Contact:** Michael Garcell

**Agenda Item 4**  
**August 5, 2020****DATE:** July 23, 2020**TO:** First 5 Orange County Children and Families Commission**FROM:** Kimberly Goll, President/CEO**ACTION:** Appoint New Technical Advisory Committee Members

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**SUMMARY:**

The First 5 Orange County Children and Families Commission approved an action in August 2019 to expand and broaden the membership of the Technical Advisory Committee (TAC) to include early childhood development experts and in December 2019 approved the expanded membership. This agenda item recommends an adjustment in Commissioner representation on the First 5 Orange County TAC.

**DISCUSSION:**

The California Children and Families Act requires that each First 5 county commission establish one or more advisory committees to provide technical and professional expertise that will be beneficial in accomplishing the purposes of the Act.

In August 2019, the First 5 Orange County's policies and procedures were amended to broaden TAC membership to include experts in early learning and childhood development. This reflects the TAC's broader charge of advancing systems change, focusing on shifting the conditions that hold persistent barriers to serving young children and families in place.

Chairwoman Dr. Ramin Baschshi and Commissioner Sandra Barry have both served on the TAC for several years. In an effort to distribute the learnings and work effort among Commissioners, staff recommends changing Commissioner representation to Vice Chair Ken McFarland and Susan McClintic. Upon approval, these Commissioners will join the current TAC members to consider several items related to systems work and First 5 Orange County's Strategic Plan. Over the next several months, the TAC will be reviewing opportunities to enhance the Prenatal-to-Three system of care. The purpose of these efforts is for First 5 Orange County to partner with other key stakeholders to connect systems and better serve children and families.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended action has been reviewed in relation to the Strategic Plan and is consistent with all goal areas. There is no funding action proposed for this item.

**PRIOR COMMISSION ACTIONS:**

- December 2019- Approve appointments to the TAC
- August 2019 – Approve updated Administrative Policies and Procedures relating to the TAC

**RECOMMENDED ACTION:**

Approve the appointment of Commissioners Ken McFarland and Susan McClintic to the First 5 Technical Advisory Committee.

**ATTACHMENT:** None

**Contact:** Lisa Burke



**Agenda Item 5**  
**August 5, 2020**

**DATE:** July 23, 2020

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

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

**ACTION:** Approve annual review and updates to Administrative Policies and Procedures

**SUMMARY:**

The annual review of First 5 Orange County Children and Families Commission's Administrative Policies and Procedures is complete. This item requests approval for recommended updates to selected Policies and Procedures based on actions or operational changes that have occurred over the past year.

**DISCUSSION:**

First 5 Orange County's Administrative Policies and Procedures were originally adopted in November 2001. The Policies and Procedures are reviewed annually to ensure they remain current and are updated as needed. The Administrative Policies and Procedures have been reviewed by staff representatives responsible for the respective areas. The majority of the changes are minor edits to update language and dates. All policies were updated to reflect the organizational structure changes approved by the Commission in October 2019 and February 2020.

An outline of all the policies are included as Attachment 1 and any minor changes and updates are noted. Three specific edits to policies required more significant changes that are summarized in this report. Those revisions are detailed below. No new policies are recommended at this time. The complete set of Administrative Policies and Procedures is on file with the Clerk of the Commission and available upon request.

**Salary and Benefits Policy (7.1)**

Two changes are recommended for the Salary and Benefits Policy. The first revision is to update the section of the policy defining the accrual of vacation time for Commission staff. The following paragraphs are recommended and reflect the exact same terms contained in the most recent County of Orange Memorandums of Understanding with the Administrative Management Unit and County General Unit. The new vacation accrual language will have no immediate financial impact due to the small number of staff and current vacation balances held. A minor increase in vacation accrual payables may occur in the future as staff will have the ability to hold a larger balance of earned vacation time.

Management staff:

During the first three years of employment, management employees earn (120) hours of vacation annually, accruing at a rate of approximately 4.616 hours per pay period. After an employee's third anniversary and until the tenth anniversary, vacation is accrued at 160 hours. After the tenth anniversary, employees shall accrue 200 hours of vacation annually.

At President/CEO discretion, prior County of Orange tenure may be applied towards determining Commission term of service.

Management employees with less than ten years of continuous employment cannot accrue more than 360 hours of vacation leave. Employees with ten or more years of service may accrue up to 480 hours of vacation leave.

Non-Management staff:

During the first three years of employment, non-management employees earn (80) hours of vacation annually, accruing at a rate of approximately 3.08 hours per pay period. After an employee's third anniversary and until the tenth anniversary, vacation is accrued at 120 hours. After the tenth anniversary, employees shall accrue 200 hours of vacation annually. At the Executive Director's discretion, prior County of Orange tenure may be applied towards determining Commission term of service.

Non-management employees with less than ten years of continuous employment cannot accrue more than 240 hours of vacation leave. Employees with ten or more years of service may accrue up to 320 hours of vacation leave.

Vacation for all employees, management and non-management, may not be accrued in excess of the maximum accrual cap for an employee's continuing length of service. Once an employee's unused and accrued vacation reaches the maximum cap, the employee will not become eligible for any additional time except to the extent that the prior vacation time has been used.

The second revision to Salary and Benefits Policy is the addition of Commission Counsel recommended language defining the execution of background checks for newly hired Commission staff as well as current staff. The following paragraphs are recommended to be added to the policy.

As a condition of employment with the Commission, candidates may have to successfully complete a criminal and/or credit background check. Background checks will occur only after a conditional offer of employment is extended to a successful candidate. Prospective employees must provide consent for a background check to occur. Failure to provide the required consent may adversely affect a candidate's job offer. Candidates will be notified if concerns are raised during the background check process. Depending on the type of background check being done, employees may have an opportunity to request a copy of the report and respond to any negative information contained therein.

Due to the nature of the Commission's work with local, state, and federal agencies, ongoing background checks may be required as part of the Commission's working agreements with these agencies. The Commission may seek updated background checks of current employees at any time. Employees must provide consent before any background check will occur. An employee's failure to provide the required consent may adversely affect their employment status with the Commission. Employees will be notified if concerns are raised during the background check process. Depending on the type of background check being done, employees may have an opportunity to request a copy of the report and respond to any negative information contained therein.

All background check information will be maintained separately from an employee's personnel file. Any information obtained through a background check is considered confidential and will only be disclosed to those Commission employees that are approved to view confidential information.

**Drug-Free Workplace and Controlled Substances Policy (7.7)**

The previously titled Controlled Substances Policy has been updated at the advice of Counsel to remain current with federal and state contracting guidelines. The rewritten policy is provided for reference as Attachment 2.

**Media Release Policy (8.4)**

The previously titled Photograph Release Policy has been updated to reference different types of media that may be used in Commission communications to include interviews, photographs, and video recordings.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended actions have been reviewed in relation to the Strategic Plan and are consistent with all goal areas. There is no funding action proposed for this item.

**PRIOR COMMISSION ACTIONS:**

- August 2019 - Approved the updated Administrative Policies and Procedures.
- August 2018 - Approved the updated Administrative Policies and Procedures.
- August 2017 - Approved the updated Administrative Policies and Procedures.

**RECOMMENDED ACTION:**

Approve the updated 2020 Administrative Policies and Procedures.

**ATTACHMENTS:**

1. Administrative Policies and Procedures 2020 Summary of Changes
2. Drug-Free Workplace and Controlled Substances Policy (7.7)

**Contact:** Michael Garcell





ATTACHMENT 1  
2020 REVIEW SUMMARY  
ADMINISTRATIVE POLICY GUIDELINES

<b>1.0</b>	<b>Background and Rosters</b>	<b>Comments</b>
1.1	Introduction and Purpose	Updated staff titles
1.2	Administrative Policy Guidelines Maintenance and Revision	
1.3	Commission Overview	

<b>2.0</b>	<b>Governing Structure</b>	<b>Comments</b>
2.1	State Authorization Policy	No changes
2.2	County Authorization Policy	
2.3	County Support Services Agreement Policy	
2.4	Commission By-Laws	Updated staff titles
2.5	Technical Advisory Committee	
2.6	Public Records Request	

<b>3.0</b>	<b>General Operations</b>	<b>Comments</b>
3.1	Risk Management Insurance Coverage Policy	Updated staff titles
3.2	Authorized Signature Policy	
3.3	Emergency Operations Policy	

<b>4.0</b>	<b>Financial Management</b>	<b>Comments</b>
4.1	Revenue and Expenditure Policy	No changes
4.2	Fund Balance Policy	
4.3	Operating Budget Development and Amendment Policy	Removed reference to old funding goal areas
4.4	Investment Oversight and Monitoring	Updated reference to April 1, 2020 approved investment policy
4.5	Fixed Asset Policy	Updated staff titles
4.6	Financial Audit and Reporting Policy	
4.7	Multi-Year Financial Plan Policy	
4.8	Administrative Cost Policy	
4.9	AB109 Policy	
4.10	Check Deposit Policy	
4.11	Claims against the Commission Policy	
4.12	Financial Record Retention Policy	
4.13	Speaker Expenses Reimbursement Policy	
4.14	Membership	

<b>5.0</b>	<b>Program Management</b>	<b>Comments</b>
5.1	Program Funding Policy	Minor grammar/formatting edits and updated staff titles
5.2	Annual Strategic Plan Policy	
5.3	Annual Report Policy	
5.4	Outcome Collection, Evaluation and Reporting System Policy	
5.5	Data Reporting and Evaluation Policy Guidelines	
5.6	Confidentiality & Data Sharing	Incorporated attachment of related desk procedure

<b>6.0</b>	<b>Purchasing and Contract Management</b>	<b>Comments</b>
6.1	Goods and Services Purchasing Policy	Updated staff titles
6.2	Office Supplies Purchasing Policy	
6.3	Petty Cash Policy	
6.4	CAL Card Purchasing Policy	
6.5	Travel Request and Approval Policy	
6.6	Stipend and Expense Reimbursement Policy	
6.7	Document Retention Policy	
6.8	Contract Management	
6.9	Release of Funds Owed to Commission Contractors	
6.10	Federal Purchasing Policy	

<b>7.0</b>	<b>Personnel Management Policies</b>	<b>Comments</b>
7.1	Personnel and Salary Policy	Updates vacation accrual language to align with County MOUs and added Counsel recommended language for background checks
7.2	Discrimination, Harassment and Violence Prohibition Policy	Updated staff titles
7.3	Electronic System	
7.4	Payroll and Timekeeping Policy	
7.5	Conflict of Interest	
7.6	Gift Ban Policy	
7.7	Drug-Free Workplace and Controlled Substance Policy	Updated as recommended by Counsel to remain current with federal and state contracting requirements
7.8	Dress Code	Updated staff titles
7.9	Fraud Prevention	
7.10	Educational and Professional Reimbursement	

<b>8.0</b>	<b>Strategic Communications</b>	<b>Comments</b>
8.1	Media Interaction Policy	Updated staff titles and removed old reference to media advisories
8.2	Use of Commission Name and Logo Policy	No changes
8.3	Mass Mailing Policy	
8.4	Media Release Policy	Language updated to include different types of media: interviews, photographs and video recordings

**POLICIES AND PROCEDURES****No: 7.7****DRUG-FREE WORKPLACE AND CONTROLLED SUBSTANCES**

---

**PURPOSE**

The policy states the Commission's Drug-Free Workplace policy in accordance with the Drug-Free Workplace Act of 1988 and prohibits controlled substances for the protection of First 5 Orange County Children and Families Commission and Commission employees, and ensures a safe workplace. In its effort to provide a safe and fair workplace for all employees, First 5 Orange County is committed to establishing a drug-free workplace for all employees and strict guidelines regarding the use of any controlled substance at any time on First 5 Orange County property or on Commission time.

**POLICY STATEMENT**

It is the policy of First 5 Orange County that a controlled substance for the purposes of this policy includes, but is not limited to, alcohol, illegal drugs, prescription drugs, any mind altering substances, or any substance that intoxicates.

It is the policy of First 5 Orange County that all employees are prohibited from the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance – with the exception of prescription drugs, when used as prescribed by a physician – while on duty, subject to duty, on Commission property or other Commission-affiliated facilities. However, any employee on prescription drugs who suffers side effects that affect the employee's safe performance of duties may be requested to return home. If necessary, transportation will be provided for the employee. Prompt disciplinary action will be taken against any employee found intoxicated or under the influence of a controlled substance while on First 5 Orange County time or property.

The Commission has established a drug-free awareness program that informs employees about the dangers of drug abuse in the workplace (through employee meetings, seminars, printed material, etc.), and encourages employees to utilize the Employee Assistance Program (EAP) for alcohol and/or drug abuse and other personal/emotional problems.

It is the policy of First 5 Orange County that any employee finding a questionable substance believed to be drugs or other controlled substance on Commission property is to immediately report it to their supervisor.

It is the policy of First 5 Orange County that any employee found manufacturing, distributing, dispensing, possessing, selling, or using controlled substances on Commission time or property is subject to immediate disciplinary action, up to and including termination.


Employees must notify the Commission, in writing, of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction. If an employee is convicted of a drug abuse violation, he/she shall be subject to disciplinary action, up to and including termination, and/or the employee will be referred to the EAP for rehabilitation. Any decision to discipline, discharge or require participation in the EAP will be carried out in conformance with the Commission's Drug and Alcohol Policy, Commission Policies and Procedures, the Memorandum of Understanding and/or appropriate state and federal laws and regulations.

When an employee is convicted of a drug statute violation occurring within the workplace, the Commission may be required to report the incident to the local, state, or federal government in accordance with applicable regulations or guidelines. The written notification to the appropriate government shall occur within ten (10) days of receiving such notice from the employee or otherwise receiving actual notice of such conviction.

**Agenda Item 6****August 5, 2020**

**DATE:** July 23, 2020

**TO:** Children and Families Commission of Orange County

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

**ACTION:** Receive an Update on First 5 Orange County's Brand Guidelines and Website Development

---

**SUMMARY:**

First 5 approved an agreement with Cornerstone Communications at the April 2020 meeting and included in that agreement is the redesign of the First 5 website. This item provides updated Brand Guidelines and a mockup for the proposed refreshed website for Commissioner consideration and direction.

**DISCUSSION:**

At the June meeting, staff provided an update on proposed changes to First 5 Orange County's website to streamline our communication and outreach efforts and make First 5's work readily understandable to stakeholders. Attachment 1 provides a website plan and a visual mockup of the refreshed website. The website plan maps out the proposed navigation and contains many of the same elements as the existing website but is reorganized for easier access to information for the viewer as well as to align with the updated Strategic Plan. The conceptual mockup shows what the homepage would look like and reflects a streamlined design and updated functionality for mobile devices.

In order to align the website with the Strategic Plan, staff proposes that the content of the various components of the website be completed in step with the Strategic Plan update. Once a component of the Strategic Plan is reviewed and updated (if any), that element will be incorporated into the framework of the website. In short, the website development will be a step behind the Strategic Plan development, so that the text of the website reflects the most current Strategic Plan thinking.

A component of the website redesign is to update First 5's Brand Guidelines. These guidelines will be used as the foundation for color themes, logo usage and fonts for the refreshed website, as well as a variety of other communication materials to ensure a consistent and professional look and feel. The Brand Guidelines are provided as Attachment 2. In addition to the First 5 logo with the tagline, "Children and Families Commission," there is a simpler First 5 Orange County logo with no tagline.

Both the Brand Guidelines and the website concept and framework were reviewed by the Policy & Communications Ad Hoc committee. The committee supported the website framework and provided input regarding the First 5 logo. They recommended including in the Brand Guidelines logo options both with and without the tagline, to be used depending on the intended audience for the materials being created.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended action has been reviewed in relation to the Strategic Plan and is consistent with all goal areas. There is no funding action proposed for this item.

**PRIOR COMMISSION ACTIONS:**

- June 3, 2020 – Update on First 5 Orange County Website

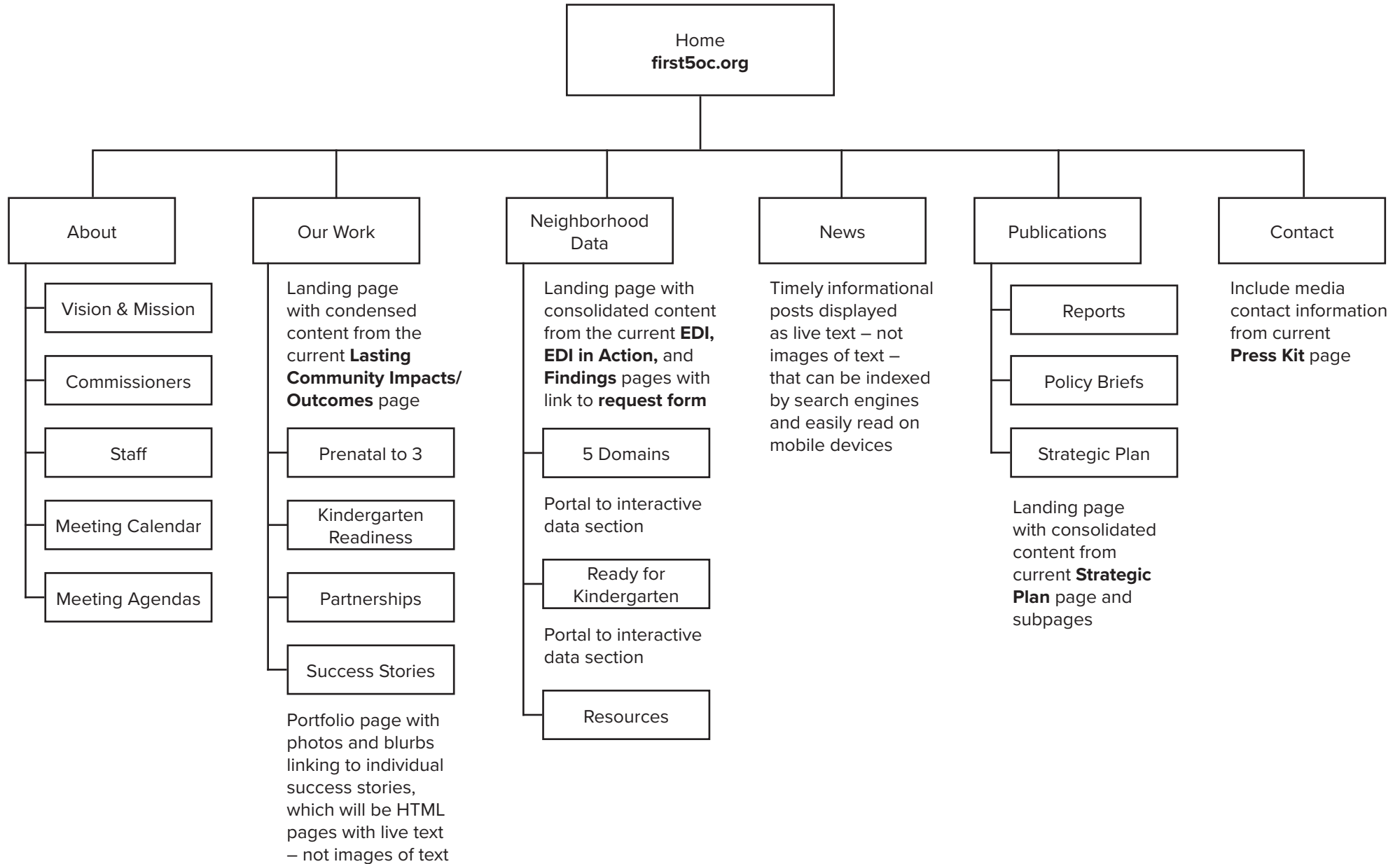
**RECOMMENDED ACTIONS:**

Receive the update on First 5 Orange County's Brand Guidelines and website development.

**ATTACHMENTS:**

1. Website Plan and Homepage Mockup
2. Brand Guidelines

**Contact:** Lisa Burke





## COVID-19 RESOURCES FOR FAMILIES WITH YOUNG CHILDREN

# Our Vision

First 5 Orange County envisions a county in which all young children reach their full potential

[LEARN MORE](#)


# What We Do

## Grow Healthy Kids

Consed quatem aut vel idi beriam eos et prae reroviditat. Damus aut et mi, que etus alias volorro beaque ilisi doloremo quia que dit duciis peritas si rem sum audis prem facipidunt faccus. Tem raepe consect core voluptassit, quis etur repel incidet audam, sundunt labores beaque alignimincid.



## Invest in Early Learning

Consed quatem aut vel idi beriam eos et prae reroviditat. Damus aut et mi, que etus alias ceaque pa quo quaspero volorro beaque ilisi si rem sum audis prem faccus. Tem raepe consect urerspe rfereici volupta doloremo quia que dit duciis peritas si rem sum repel incidet audam, sundunt labores alignimincid.

[EXPLORE OUR WORK](#)

## The Early Development Index

Consed quatem aut vel idi beriam eos et prae reroviditat. Damus aut et mi, que etus alias ceaque pa quo quaspero volorro beaque ilisi doloremo dit vel ex eni oditio.

[EXPLORE THE EDI](#)


## Childcare and the Workforce

Consed quatem aut vel idi beriam eos et prae experum rectiam reroviditat. Damus aut et mi, que etus alias dolendi rspietu beaque ilisi quia que dit vel ex eni oditio.

[READ THE REPORT](#)

## News & Updates



### Subsidized Emergency Child Care Is Available for Essential Workers

*Publish Date* | *Category*

Taepratrem fugia dendit pliaspitatur apitiis aut parum dolessit, atio. Nam qui blatiusa nonsequ aturiantotam aut quia...



### First 5 Orange County Provides Resources for Families With Young Children

*Publish Date* | *Category*

Taepratrem fugia dendit pliaspitatur apitiis aut parum dolessit, atio. Nam qui blatiusa nonsequ aturiantotam aut quia...

[READ MORE](#)


## Healthy Kids on the Go

Access fun, free activities to help your kids grow up healthy and ready to succeed

[GET THE APP](#)


## Subscribe to Our Newsletter

Sign up to receive news and updates from First 5 OC

[SUBSCRIBE](#)

## Contact Us

First 5 Orange County  
 1505 East 17th Street  
 Suite 230  
 Santa Ana, CA 92705

 first5oc@cfcoc.ocgov.com

 (714) 834-5310

## Social

 Facebook

 LinkedIn





# Brand Guidelines

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Developed by

Ashley Lewis  
619.723.5000  
[ashleylewis.design](http://ashleylewis.design)

# Logo

The First 5 Orange County logo should be used as a prominent graphic element in all print and digital materials affiliated with the organization. This includes, but is not limited to: websites, advertising, digital graphics, print publications, event materials, and social media. The logo should not be altered in any way.

Preferred usage of the logo is reversed out of a solid color or dark image. The logo may be used with or without the "Children & Families Commission" line. The graphic mark may also be used by itself without text.



Reversed logo



Reversed logo with tagline



Standalone graphic mark

# Typography

The primary font family used in headings and display text on the First 5 Orange County website is **Roboto**, a grotesk typeface designed by Christian Robertson.

**Noto Sans**, a contemporary sans serif designed for the web by Google, is used throughout the site as a supporting font for body copy and functional text (e.g. navigation links and buttons).

Both the **Roboto** and **Noto Sans** families are available via Google Fonts and are free to use in commercial products and projects.

## HEADINGS

---

### Roboto Light

abcdefghijklmnopqrstuvwxyz

ABCDEFGHIJKLMNOPQRSTUVWXYZ

1234567890 !@#\$%^&\*()

### Roboto Regular

abcdefghijklmnopqrstuvwxyz

ABCDEFGHIJKLMNOPQRSTUVWXYZ

1234567890 !@#\$%^&\*()

## BODY COPY + SUPPORTING TEXT

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### Noto Sans Regular

abcdefghijklmnopqrstuvwxyz

ABCDEFGHIJKLMNOPQRSTUVWXYZ

1234567890 !@#\$%^&\*()

### Noto Sans Bold

abcdefghijklmnopqrstuvwxyz

ABCDEFGHIJKLMNOPQRSTUVWXYZ

1234567890 !@#\$%^&\*()

# Brand Colors

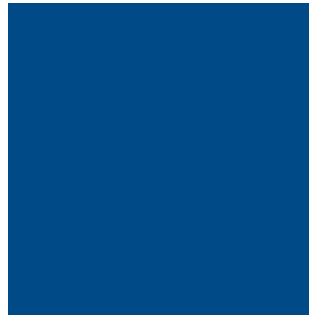
The First 5 Orange County brand palette consists primarily of blue and yellow hues. Mellow secondary colors were selected to accent the primary palette. These supporting hues can be used in combination with the primary brand colors, but should not overpower them.

Color formulas were selected for maximum compatibility between print and screen, however colors in print will never be quite as bright as their digital equivalents. For best results, use the swatches at right.

NOTE: All color formulas were taken from the PANTONE Solid Coated Formula Guide.

## PRIMARY PALETTE

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**PANTONE 301**  
CMYK: 100, 51, 0, 34  
RGB: 0, 75, 135  
HTML: #004B87



**PANTONE 7459**  
CMYK: 70, 17, 10, 4  
RGB: 66, 152, 181  
HTML: #4298B5



**PANTONE 121**  
CMYK: 0, 6, 72, 0  
RGB: 252, 215, 87  
HTML: #FCD757

## SUPPORTING COLORS

---



**PANTONE 630**  
CMYK: 50, 0, 8, 0  
RGB: 119, 197, 213  
HTML: #77C5D5



**PANTONE 360**  
CMYK: 59, 0, 90, 0  
RGB: 108, 194, 74  
HTML: #6CC24A



**PANTONE 715**  
CMYK: 0, 50, 93, 0  
RGB: 246, 141, 46  
HTML: #F68D2E




**PANTONE 171**  
CMYK: 0, 74, 85, 0  
RGB: 255, 92, 57  
HTML: #FF5C39

**Agenda Item 7**  
**August 5, 2020**

**DATE:** July 23, 2020

**TO:** Children and Families Commission of Orange County

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

**ACTION:** Provide Direction on Proposed Refinements to First 5 Orange County's Strategies for Achieving its Vision

---

**SUMMARY:**

First 5 Orange adopted a new Strategic Plan on April 3, 2019. This item outlines a proposed process and schedule for updating First 5 Orange County's Strategic Plan. The first element of the updated plan proposed for review is the strategies for achieving First 5's vision. Commissioner input on the process for refining the Strategic Plan and the proposed strategies is requested.

**DISCUSSION:**

Each First 5 Commission is required to comply with the Proposition 10 Strategic Plan Guidelines which include annual review of its Strategic Plan with revisions as needed. Orange County's Strategic Plan was initially adopted in 2000 and was moderately updated each year until 2019. The Strategic Plan adopted in April of 2019 represented a significant pivot that accounted for two important contextual changes. First, it recognized the early childhood infrastructure that has been developed in the 20 years since Proposition 10 was passed. Second, it signaled a shift of priorities from the creation of new services to a focus on sustainability of the systems of care serving young children and families in a time of declining First 5 revenue.

**Preparing for the 2021 Update to the Strategic Plan**

As the document that guides the work of First 5 Orange County, the Strategic Plan needs to be clear and concise so that Commissioners, staff, community partners, and the public understand our vision and staff can apply the plan's strategies to our work. Our Strategic Plan must also include accountability measures by which we assess our progress towards accomplishing our vision.

After working with the 2019-2024 Strategic Plan for more than a year, staff believes it can be substantially streamlined, making it more useful as the "north star" guiding our daily work. To ensure Commissioner and community engagement in this streamlining effort, the following process and schedule are proposed. Prior to Commission meetings with Strategic Plan-related agenda items, the Policy & Communications ad hoc committee will convene to provide input for staff and Commission consideration.

August 2020:	Review First 5 Orange County's vision and related strategies
October 2020:	Review proposed Strategic Plan performance measures
December 2020:	Seek community input through town hall and survey efforts
February 2021:	Present results of community input to the Commission, including plans to incorporate input and share back out to community participants
April 2021:	Review and adopt the updated Strategic Plan

## **First 5 Vision and Strategies**

First 5 Orange County's vision, which was developed in 2019 through the robust, iterative, and facilitated input of all Commissioners, continues to be at the center of the Strategic Plan. Our aspirational vision is: *All children reach their full potential.*

Staff and the ad hoc committee discussed the existing mission statement and potential to streamline the mission and strategic directions by consolidating them into four strategies. These four strategies more concisely state the essence of First 5's work to achieve our vision, and provide concrete direction for staff, consultants and funded partners.

The proposed strategies are described below.

### **1. Get Involved Early**

We invest in programs, services, and partnerships that focus on prevention, identify mental and developmental health needs as early as possible, and link children and families to resources that set them on track to thrive.

### **2. Elevate Equity**

We prioritize the county's most vulnerable families to reduce disparities in access to quality services and outcomes for kids.

### **3. Empower Champions**

We connect with, strengthen, and support parents, community leaders, public agencies, and community organizations to co-create and advocate for solutions to pressing issues facing young children and families.

### **4. Align Systems of Care**

We coordinate early childhood systems of care to work together, creating a supportive infrastructure so families can experience seamless connections to quality services.

Over the next several months, staff will present these strategies to stakeholders including community partners and parents. Taking into account the feedback received, we may modify the strategies or the wording of the strategies as well as the descriptions under each strategy, and bring them back to the ad hoc committee before returning to the full Commission.

## **Next Steps**

In June 2020, the Commission received an agenda item outlining potential population-level, system-level, and program-level performance measures. That item noted that staff would revisit these measures to reflect the focus of the Strategic Plan. Based on the four strategies identified today, staff will review the performance measures to determine if further modifications are needed. Any proposed changes to performance measures will be reviewed by the ad hoc committee and brought to the Commission in October.

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

The recommended action has been reviewed in relation to the Strategic Plan and is consistent with all goal areas. There is no funding action proposed for this item.

**PRIOR COMMISSION ACTIONS:**

- June 2020 – update on Strategic Plan performance measurement
- April 2019 – adopted First 5 Orange County 2019-2024 Strategic Plan

**RECOMMENDED ACTION:**

Provide direction on proposed refinements to First 5 Orange County's strategies for achieving its vision.

**ATTACHMENT:**

1. PowerPoint Presentation

**Contact:** Lisa Burke





## Strategic Plan Update August 5, 2020

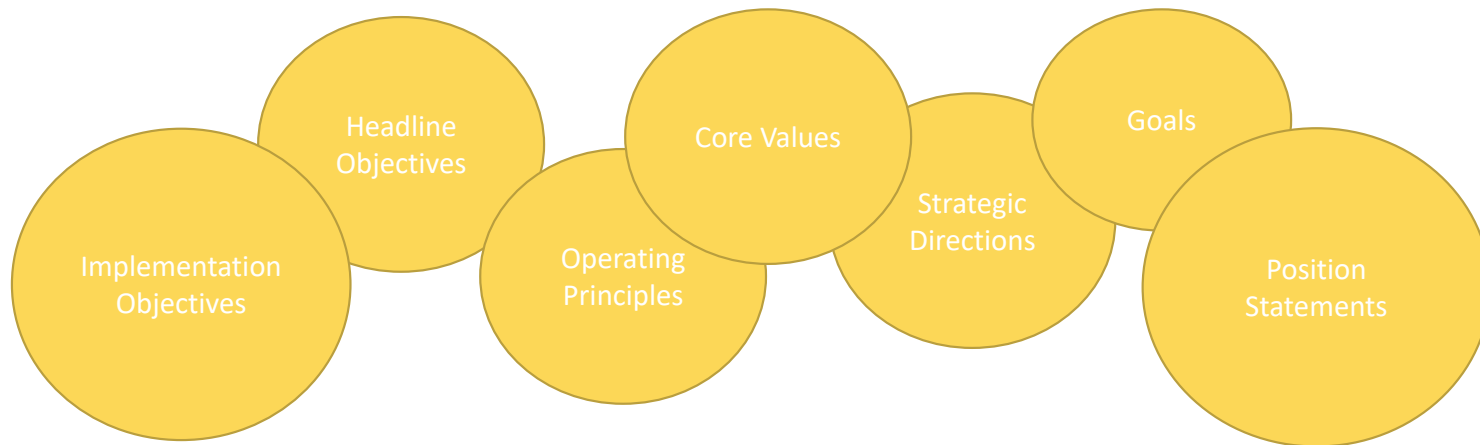


# Process and Schedule

Timeline	Action
August 2020	Review First 5 Orange County strategies to achieve vision
October 2020	Review proposed Strategic Plan performance measures
December 2020	Seek community input through town hall and survey efforts
February 2021	Present results of community input to the Commission, including plans to incorporate input and share back out to community participants
April 2021	Review and adopt the updated Strategic Plan

## Goal: Refine the Strategic Plan Content

The 2020-2024 Strategic Plan has multiple layers; this update seeks to streamline the document to better guide our work.



# Our Fundamentals Remain the Same

**Vision:** All Children Reach their Full Potential

Moving forward, four streamlined strategies will guide every agency activity and investment.

## Strategies updated 7/17

### Get Involved Early

We invest in programs, services, and partnerships that focus on prevention, identify mental and developmental health needs as early as possible, and link children and families to resources that set them on track to thrive.

### Elevate Equity

We prioritize the county's most vulnerable families to reduce disparities in access to quality services and outcomes for kids.

### Empower Champions

We connect with, strengthen, and support parents, community leaders, public agencies, and community organizations to co-create and advocate for solutions to pressing issues facing young children and families.


### Align Systems of Care

We coordinate early childhood systems of care to work together, creating a supportive infrastructure so families can experience seamless connections to quality services.

**Agenda Item 8****August 5, 2020**

**DATE:** July 27, 2020

**TO:** Children and Families Commission of Orange County

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

**ACTION:** Receive an update on Prenatal-to-Three systems work and approve matching funds for a home visitation coordination grant from First 5 California

---

**SUMMARY:**

In February 2020, First 5 Orange County approved recommendations to provide three years of funding for hospital screening and home visiting, recognizing that additional work is needed to build out a Prenatal-to-Three (PN3) system of care in Orange County. This staff report provides an update on First 5 Orange County's efforts related to the recommendations for PN3 system buildout and requests authority to receive \$200,000 of First 5 California funding and to designate \$200,000 in matching funds to support home visitation coordination.

**DISCUSSION:**

On February 5, 2020, the Commission approved a three-year cycle of funding for the Prenatal-to-Three initiative, including the Bridges Maternal Child Health Network (Bridges Network). The Bridges Network comprises hospitals and home visiting providers that together reach nearly 70% of all births in the county. Through hospital screenings, families may be referred to home visiting services for health, mental health, and developmental support. Home visiting has been shown to improve outcomes for parents and children and is a foundational component of a robust PN3 system.

Leading up to the February program and funding recommendations, First 5 Orange County facilitated two convenings of community partners providing PN3 services. These convenings identified gaps in services, opportunities for collaboration, and made recommendations about how the PN3 system can be improved (Attachment 1). Additionally, the Commissioner-led renewal panel met several times to discuss PN3 drivers and aspirations. The renewal panel found that:

- PN3 work provides the most “upstream” opportunity to help build resilient families;
- families need additional points of entry to PN3 system and ways to access services;
- there is a specific need for more support and engagement of families affected by substance use disorder; and
- there is an opportunity for the Bridges Network to serve as the backbone of an expanded PN3 system for the county.

Since February, staff has been engaged in several streams of work to uncover opportunities for enhancing the PN3 system, creating long term sustainability, and improving coordination. First, we engaged a consultant to conduct a scan of national best practices and examine how we can leverage our existing infrastructure. Second, staff and consultants are in the process of mapping services countywide to better identify existing levels of participation, areas of focus, and gaps in service. Third, we are working with the First 5 Orange County Technical Advisory Committee (TAC) in

reviewing the current programs to identify where there are opportunities to enhance existing services to respond to gaps and/or aligning and connecting services to improve coordination and continuity. The TAC will also assist in identifying community collaboratives that are similar in focus and intent to help galvanize large scale, cross sector community support. As we have learnings about best practices, the TAC can help determine where and with whom we can share these insights and develop next steps.

The last stream of work is an opportunity to coordinate efforts around the foundational PN3 intervention of home visiting. First 5 California recently requested applications from county First 5s to *coordinate* efforts among the various organizations providing home visiting services. While First 5 Orange County has been the primary funder of home visiting in the county, there is not a comprehensive countywide plan for sustained home visiting services. We believe the First 5 California funding can help to build understanding about what home visiting services are available and who receives them, cultivate leadership around the importance of home visiting in the PN3 system, and develop a shared vision among key stakeholders in Orange County.

As part of the application, First 5 Orange County sought and received signatures of support from multiple stakeholders who are essential to building and enhancing a coordinated home visiting system. These stakeholders include Orange County Social Services Agency, Orange County Health Care Agency/Public Health Nursing and Health Care Agency/Behavioral Health Services, Orange County Head Start, Rancho Santiago Community College District – Early Head Start, Children’s Bureau, MOMS Orange County, and The Priority Center. As implementation activities are launched, we anticipate bringing additional partners to the table.

First 5 Orange County has been awarded \$200,000 of Home Visiting Coordination implementation funds. These funds would be used over the next two years to identify and overcome barriers to system coordination and alignment, expand access to evidence-based home visiting services and strengthen coordination across home visiting programs. First 5 California is requiring all recipients to develop a comprehensive plan during the first few months of the contract. They will be providing technical assistance to develop the plans for the next eighteen months of work. Once this plan has been developed, the requirement is that the local First 5 will provide a one-to-one match over the approximate two years.

Matching funds are available within First 5 Orange County’s budget and staff will return in December to present the local plan for coordination and request authorization to allocate our local match.

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

The recommended action is consistent with First 5 Orange County’s Strategic Plan. Local match funds of approximately \$200,000 are available in the FY 2020/21 and FY 2021/22 budgets.

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

- February 2020 Commission adoption of agreements for PN3 services

**RECOMMENDED ACTIONS:**

1. Authorize receipt of \$200,000 from and adopt resolution (Attachment 2) authorizing the President/CEO, or designee, and Commission Counsel to prepare and negotiate an agreement with First 5 California for two year term to support the development of a plan to better align and sustain home visiting services in Orange County.
2. Authorize \$200,000 to be designated as the First 5 Orange County match to the First 5 California Home Visiting Coordination grant

**ATTACHMENT:**

1. Summary of February 2019 PN3 Community Convenings
2. Resolution

**Contact:** Lisa Burke





## BUILDING ORANGE COUNTY'S PRENATAL TO THREE SYSTEM OF CARE

*Summary of Convenings held February 12 and 13, 2019*

### BACKGROUND

On February 12 and 13, 2019, First 5 Orange County facilitated two convenings of community partners to discuss Orange County's systems of care for children, prenatal through age three (PN3). Each day, after a brief overview by Ilia Rolon, First 5 Orange County's Health Programs and Policy Director, participants brainstormed countywide strengths and weaknesses in serving PN3 needs, and discussed opportunities for and barriers to coordinating, strengthening or improving PN3 system of care. The "System of Care" slides presented by Ilia are included as Attachment A. Attachment B is a list of participants.

A summary of participant input from both days is provided on the following pages. The first section includes high-level takeaways from the facilitated dialogue. The second section provides more detailed notes from the discussion, which was conducted in a SWOB format (strengths, weaknesses, opportunities, barriers). Finally, because the input generated at the convenings will help inform First 5 Orange County staff's recommendations for future investments, including for the Bridges Maternal Child Health Network (Bridges) program, the third section identifies participant input that is particularly aligned with First 5 Orange County's four strategic directions, as described in the recently-approved strategic plan (<http://occhildrenandfamilies.com/strategic-plan/>).

### KEY TAKEAWAYS

Participants identified the following PN3 systems gaps or issues:

- Not enough low-cost or free programs for families with children 0-3
- Lack of awareness among families about PN3 resources and/or how to access them
- Complex program eligibility requirements and other limitations on the provision of and family engagement in PN3 services
- Narrow program eligibility requirements prohibiting middle income families from accessing needed PN3 services
- Stigma and fear of being labeled (for example, as "poor" or "needy") preventing some families from accessing PN3 services
- Fear surrounding their immigration/documentation status preventing eligible families from engaging in PN3 services
- A lack of funding to support coordination specifically, preventing organizations from prioritizing collaborative efforts



- Difficulties sharing information and data across programs (e.g., complex consent requirements, lack of understanding about HIPAA, and stringent pre-approval requirements)
- Limitations around reimbursement and payment preventing innovation in models of care for PN3.

The following opportunities were identified by participants:

- Engage the Orange County business sector in the dialogue around early childhood (e.g., education on the relationship between a healthy child and a healthy workforce)
- Educate policymakers and/or funders that early learning includes ages 0-3, not just kindergarten and up
- Train more professionals on providing developmental, health, and education services specifically to the 0-3 population
- Locate PN3 resources for families in their own communities – for example, through schools or home visiting programs
- Leverage and coordinate media and marketing to educate families about resources
- Better identify and follow up with clients who are eligible for PN3 services who are currently being “missed” or lost in the transition between available programs.

## COUNTYWIDE PN3 SYSTEM SWOB ANALYSIS

### *Strengths*

Generally, participants recognized that Orange County has more resources overall compared to other counties not just in the form of **private funding opportunities**, but also the **strength of the local nonprofit sector**.

In particular, it was noted that programs like Bridges and Help Me Grow have **good infrastructure and coordination** – the hospitals working with home visitation programs for referrals, and hospitals working with community programs to support families, respectively. Programs such as MOMS Orange County and Neighborhood Resource Network are effective in going into homes and neighborhoods and **working within the community**.

Groups such as the Perinatal Collaborative, Be Well, and others reflect an **increased collaborative nature** and an **increasing voice for early childhood and mental health**. The use of **Collective Impact** models in Orange County was referenced as a strength as it emphasized addressing social determinants of health (SDOH) and is fostering a **deeper understanding of how SDOH impact health and well-being**; there is a space at the table, especially with funders, to drive this conversation.

Another countywide strength is the availability and use of **data (EDI) to inform needs and programs**. Various **systems-level and policy strengths** were mentioned as well, such as health care for all children in California, which represents a great potential for all kids to access broad benefits that are covered,



independent of the ability to pay; the Quality Rating and Improvement System (QRIS) as a countywide source for training, coaching, and support for providers; the broad use of the Ages and Stages Questionnaire for developmental screening; the carve-in of California Children's Services into CalOptima as an engine for localizing and coordinating services; and the beginnings of a countywide developmental screening registry. As a signal of systems or policy changes to come, participants noted a governor "who actually said 'early childhood'" and California's new surgeon general, who is also supportive of these issues.

**Innovative approaches**, such as group visits at federally qualified health centers (FQHCs) and moving broadly beyond the medical model (e.g., CalOptima is accepting at-risk children for mental health services even without a diagnosis), were also noted.

#### *Weaknesses*

Participants mentioned that, despite the presence of strong programs in the county, **programs are not accessed or filled**. For example, Head Start has numerous resources for children ages 3-5; however, these programs have more capacity to serve than is being utilized. A few participants mentioned that there is a **lack of programs especially for 0-3**, especially affordable low cost programs for families. Lactation support was noted as a specific example of missing programs/services in the County. In regards to gaps in programs, **a lack of quality early child care** was identified. A participant who is employed with a school district shared a recent grant opportunity to provide quality care in their schools for grades pre-K through eight.

Fathers were mentioned as an underserved population, despite the fact that they are a significant part of a child's life. Services are also very limited for babies born drug-exposed. It was noted that when we think about adverse family effects – e.g. divorce, incarceration, etc. – we often don't consider the potential effects on the young children in these circumstances. And while connectedness of families is a mediator of stressors, we don't have a mechanism to identify or find our isolated families. Participants agreed and said that even if we are able to identify isolated families, it is very challenging to get them to seek out services.

It was also acknowledged that, while there is collaboration and a collective effort spirit, there could be **more integrated services and coordination**. For example, it was noted that MOD has good touch points with CHOC Children's for support of families with babies in the neonatal intensive care unit, but that these services are not available at other hospitals throughout Orange County. Contributing to this problem is a barrier to **sharing information and data** because of the need for consent, lack of buy-in from leadership, or a misunderstanding about what is actually required by laws like HIPAA. In addition, **a lack of funding specifically to support collaboration** prevents coordination. For example, Early Head Start requires many services to be provided, which necessitates collaboration with different organizations, but the funding is low and doesn't support the coordination of these services. In particular, government funding tends to be very directive and focused on downstream, rather than upstream solutions.



It was shared that the program quality can change over time or drop off abruptly due to time or serve limits. One participant discussed how initially Bridges seemed to be very high-touch, and that more recently the program has changed, and some **clients are “missed” and not appropriately identified for eligible services**. Another participant shared that if Regional Center of Orange County does not make a diagnosis before the child turns three years of age, they may be dropped from service, with little to no follow-up to support the family.

In regards to programs/services, participants felt it was important to help **create linkages to resources early** and to ease access to resources (i.e., parents often face bureaucracies and become frustrated with the process and may give up). There was a broad discussion about parents not knowing where to go to get services, that there is **difficulty accessing the system of care**, even once referred, and a loss to follow up that often happens when parents/clients transition out of programs. A few participants shared that parents struggle with knowing where to get and access services – noting that there is a **lack of consistent messaging**, and a **lack of awareness of resources** and how to access them. Some felt that information is shared, but families are not ready to access or utilize these services until later. Among parents that access services, there was discussion of the frustrations and **bureaucracies that are faced by families**, which contribute to the challenges in accessing services. Even if a family has been able to access resources, such as Medi-Cal, there may be other limitations to access. For example, there aren’t enough OB and pediatric providers serving the Medi-Cal population, which limits their time for screenings, even with the support of care extenders.

Lastly, while programs exist, there are transition periods between available programs and services and **families can get lost or missed in this transition**. For example, during the transition between hospital discharge and settling in at home, follow-up and check-ins with parents/families are often missed. Related to programs and services, participants discussed program eligibility as a weakness that prohibits families from accessing services. As noted previously, it can create frustrations or overwhelm families – leaving them stuck or giving up. Program eligibility also may prohibit **middle-income families** from accessing services, creating a system of silos. Middle-income families may have the medical or service need but are prohibited from accessing needed services due to income eligibility guidelines. In addition, **program eligibility** contributes to a lack of coordination among services. Lastly, in regards to programs and services, a few participants shared that the limited resources and lack of coordination (i.e., working in silos) are also weaknesses in the system.

Beyond specific programs or a lack thereof, participants shared that **stigma/labeling, disparities and immigration/documentation status** also influence access to services. A few participants shared that stigma persists in communities, and that people avoid accessing services because they don’t want to be judged or labeled as “poor” or “needy.” Being labeled in any way is a deterrent to accessing or seeking out services. Disparities among communities (such as by race/ethnicity) also contribute to this stigma and labeling, which can be barriers to help-seeking behaviors. Lastly, participants discussed immigration/documentation status and the fear of deportation and losing their children as a reason why some families avoid accessing services. The lack of services specifically for dads and people who are substance-exposed was also noted.



Participants also identified that it is hard to discern who actually has the **expertise and competence to serve the 0-3 population**. While there are abundant resources, most mental health providers are not focused on this age group and may not be trained to serve the 0-3 population.

To mark these weaknesses, participants shared statistics where the county is not performing well. For example, we are below the 2020 Healthy People objective for prenatal care, with only 10% of children 0-3 receiving early care and education services, and a “low %” of families accessing CalFresh and other nutrition services (Orange County has the lowest CalFresh rate in the State).

### *Opportunities*

There was an abundance of ideas shared about opportunities for the system. The group highlighted that there are many resources for children 3-5 but we need to create a **bridge for the 0-2 population to access those resources**. We need to help families identify existing programs that are willing and able to reach out to and go to the families (e.g., Parent Wellness Program, home visitation programs). Participants expressed that programs need to be ready to respond to parent needs and build relationships with families so that trust is fostered, and so that families do see **programs/service providers as trusted resources**. Addressing the lack of follow up noted previously, participants shared that there is an opportunity to make the contact with families, even when families don’t know what they need, and to **leverage these missed opportunities** that can be prevented.

It was noted that Santa Ana Unified School District is going to have community-focused wellness centers in every school, and this is model could be replicated.

It was suggested that parent groups could be used to reach families. This could include informal sharing of resources and information to mobilize communities for change (e.g., these parents live here and can talk to their neighbors to create change), as well as more formal parent groups like School Site Councils which have a lot of power and involvement with parents. There was discussion around the topic of domestic violence in OC and the related dysfunction and trauma that impacts lives. Parent outreach could help educate and inform to change the cycle of trauma within neighborhoods.

Ideas were shared about building more public-private partnerships, using **media and marketing to link families to websites** and resources and creating a different paradigm so that **mental health services are on the same level as health care** (creating direct access to mental health vs. layers with paraprofessionals). A participant also suggested **mapping all the resources** in Orange County and **sharing eligibility criteria** to break down access barriers. Participants discussed universal care opportunities, expanded paid family leave, and funding and grant opportunities for early child care. Overall, there is an opportunity to **change the dialogue around early learning, particularly in Orange County**. Policymakers and funders need to be educated on the fact that early learning includes 0-3, not just kindergarten and up, and that there is more to the story of Orange County than beaches and wealth. There has been better understanding and messaging around ACEs, which was mentioned as an encouraging development. Leveraging the opportunity of a new California Surgeon General who is a pediatrician and also a leading expert on Adverse Childhood Experiences (ACEs) was also mentioned. An



audience that is still not as engaged as it could be in the dialogue around early childhood is the **business sector**, particularly with respect to the relationship between a healthy child and a healthy workforce.

LAMB (LA Mother Baby Survey) was mentioned as a model program for **data collection to better understand community needs and challenges** so as to better reach parents and ensure no family is isolated. It was also suggested that social media be better analyzed to identify trends for needed services. A few participants discussed the **need to be in communities with families** – through community schools or home visitation programs (the CalWORKs Home Visiting Initiative is an example). The Santa Ana Early Learning Initiative (SAELI) was identified as an example of where collaboration has been working well in this area, but it was noted that this collaborative is self-funded through the state and support is not being provided by the district. Another collaborative effort that was highlighted was Early Childhood OC, which has created opportunities to impact policies and practices through a framework around early childhood success.

Another participant also suggested leveraging existing community resources, such as Latino Health Access and their wellness space. There was a suggestion to leverage systemic checks and to help provide ongoing parent development/education support. This included **helping parents know their rights** (e.g. requesting materials in their preferred language, the right to access their own medical records) and advocating for them and their children (e.g., around developmental assessments). It was noted that this information/education for parents needed to be ongoing. Information was shared about **opportunities to learn from best practices** and lessons learned from other collaboratives, such as Be Well and the development of the ANITA complex for mental health and substance use/abuse services for adults. Another mental health opportunity shared was telehealth for postpartum screening. Lastly, **centering services** (bringing programs and services to the community in group settings and with peer support) was discussed. It was mentioned that some local Federally Qualified Health Centers (FQHCs) are piloting the group visit model.

Related to funding opportunities, a participant suggested that many agencies are reactive to funding opportunities, following the money and reacting to trends rather than leading with what we need, and directing the dollars. It was suggested that Orange County could more effectively come together to drive what is funded. Another participant echoed this thought, relating it to philanthropic dollars and suggesting that there are plenty of philanthropic dollars available in Orange County, and as a nonprofit sector we have not yet tapped into this resource.

Another opportunity was raised about educating policy makers who are not necessarily aware of our mission(s). We can do a better job of educating them so that when an opportunity comes, they can direct funding and support to the PN3 system. We can have a more coordinated effort so that the asks are focused and targeted, and leverage opportunities to tell our story more effectively. Also, the group thinks we can build on the momentum around early childhood (e.g., new California administration, new surgeon general).





It was noted that the State is pushing all Regional Centers to focus on social emotional learning. This message is important for all families, not just those with special needs, and could be leveraged more broadly for all new parents (the campaign is known as “Take a Minute – put down your phone”).

Finally, there is an opportunity to engage the business sector, and expand the awareness that a healthy child leads to a healthy workforce.

### *Barriers*

Participants echoed some of the thoughts from the *Weaknesses* discussion as potential *barriers or threats*. **Immigration status** was noted as a barrier. Fears of deportation, or children being removed from the home by the system, were also mentioned by participants. Participants also spoke about the challenge of finding families and **ensuring families are not isolated** – geographically or social/emotionally – and working with them to build help-seeking behaviors. Once again, a few participants referenced system **eligibility** as a continued barrier – for example, not being eligible because of income or lack of severity (e.g., depressed but not severe enough to access services) that keep families on the margins of services and assistance. Programs also have competing needs and priorities, which may feed into eligibility that is a barrier to service. Another example of an eligibility barrier is that school districts serve SLI (solely low incidence) kids with one issue only—deaf, blind, etc., but not compounding issues of cognitive disability, etc.

There was discussion around how **mental health is seen differently than physical health** and that the system of care is built with many layers limiting direct access to services, unlike health care where people have direct access to a physician. This was linked to the opportunity discussion about the need to have different perceptions and understandings of the mental health system. As the system exists, it prevents access and utilization. Linked to systems is **reimbursement and payment**. Because providers cannot bill/are not paid for models of service (e.g., group visits/centering) it may be prohibitive. The example discussed in FQHCs cannot apply to a capitated provider – limiting the opportunity to expand a potentially effective strategy.

**Parent readiness** was also noted as a barrier to access. A few participants noted that parents are not ready to hear what is going on or hear about needed services; as a result, it becomes vital to have **consistent and continued messaging** so that when they are ready they can access services. There was also commentary about readiness to commit or to participate; even though programs exist they cannot engage participants. An example was provided about existing prenatal programs and the challenge with having expectant moms commit to the program and participate until after they deliver the baby.

A declining population and therefore declining average daily attendance (ADA), means fewer dollars to fund programs and services for children.

Overall, participants agreed that it is important to leverage opportunities and not duplicate efforts, and that there is a need amongst programs and services not to compete and duplicate what is being done somewhere else – it leads to a loss of time and resources. The goal is to work together to improve the system.





### *Recommendations for Organizations to Include in Future Discussions*

Participants were asked to identify any leader, organization, or sector that was not present but that should be included in the ongoing dialogue about the PN3 system:

- American Academy of Pediatrics
- AltaMed
- CalOptima – Dr. Edwin Poon (Behavioral Health)
- CHOC
- Clinicians
- Pediatricians
- Hospitals
- OC Breastfeeding Coalition
- Obstetricians
- Preschool providers
- Health Care Agency
- Social Services Agency
- Family Resource Centers
- Family Support Network
- State Council on Developmental Disabilities
  - TASK
- Help Me Grow
- Kaiser Permanente
- La Leche League
- Mission Hospital – specifically engagement with volunteer doula program
- OC Child Care Association – home or family day cares
- Other hospital systems
- Other home visitation programs
  - School Readiness
- Pediatric system of care group
- Public Health
- RAISE
- Results pillars from Be Well
- Religious organizations
  - E.g. MOPs
  - Saddleback Church has a lot of influence
- Regional Perinatal Program of California (Lucy Van Otterloo)
- Share Our Selves (SOS)
- WIC (PHFE and PPOSBC and Camino and HCA)



- Private providers
- Philanthropists
- Legal providers – CLA SoCal (formerly LASOC), PLC, etc.
- Raise Foundation
- Child Guidance Center
- Child Abuse Prevention Center
- OC DOE - Kamika Barnes (sp?)
- Funders – OC Health Funders Partnership, OC Grantmakers, Healthcare Foundation
- Chamber of Commerce, OC Business Council
- Superintendents
- Cabinet level leaders

## ALIGNMENT WITH FIRST 5 ORANGE COUNTY GOALS & STRATEGIC DIRECTIONS

Several of the ideas or opportunities identified at the convenings align with First 5 Orange County's goals and the new Strategic Directions outlined in its updated Strategic Plan, which was approved in April 2019 (<http://occhildrenandfamilies.com/strategic-plan/>). First 5 Orange County staff's initial thoughts about areas of alignment are outlined below. As we continue the dialogue about improving Orange County's PN3 systems of care, we look forward to continued exploration about collaborative strategies that First 5 Orange County and partners can implement to address identified system needs and gaps.

### STRATEGIC DIRECTION: COMMITTED LEADERSHIP

Issue identified at convening: There is a lack of consistent messaging, and a lack of awareness of resources and how to access them. Some felt that information is shared, but families are not ready to access or utilize these services until later. Among parents that access services, there was discussion of the frustrations and bureaucracies that are faced by families, which contribute to the challenges in accessing services.

Issue Identified at Convening: There is an opportunity to change the dialogue around early learning, particularly in Orange County. Policymakers and funders need to be educated on the fact that early learning includes 0-3, not just kindergarten and up, and that there is more to the story of Orange County than beaches and wealth.

### STRATEGIC DIRECTION: ENGAGED NEIGHBORHOODS

Issue Identified at Convening: Participants discussed the need to be in communities with families – through community schools or home visitation programs (Home Visiting Initiative). Leveraging existing resources such as parent groups and working through affiliated resources were suggested strategies.



Santa Ana Early Learning Initiative (SAELI) was identified as an example of where a community collaboration has been working well.

#### STRATEGIC DIRECTION: CONNECTED SYSTEMS

Issue Identified at Convening: While collaboration across sectors exists, more expansive and substantive integration is needed to further develop a PN3 system of care that is accessible and responsive to families' needs.

It was noted, that while there is collaboration and a disposition among providers toward collective efforts, there could be more integrated services and coordination; one example discussed revolved around the March of Dimes' (MOD) seamless integration with CHOC Hospital for NICU Family Support efforts, but lack of such structured partnerships with other hospitals). It was noted that MOD benefits from good touch points with families served through CHOC, but that such collaboration would be more effective streamlined across the entire hospital system. A factor cited as contributing to a lack of PN3 system-wide integration is a barrier to sharing information and data because of the need for consent, lack of buy-in from leadership, or a misunderstanding about what is actually required by laws like HIPAA. For example, WIC is required to pre-approve all materials that are handed out to program participants if they are not produced by WIC, a policy that, in practice, limits the dissemination of resource information to families.

Issue Identified at Convening: It is vital to have consistent and continued messaging so that when parents are ready, they can access services.

#### STRATEGIC DIRECTION: ALIGNED INVESTMENT/SUSTAINED FUNDING

Issue Identified at Convening: There is a lack of funding specifically to support collaboration prevents coordination. For example, Early Head Start requires many services to be provided, which necessitates collaboration with different organizations, but the funding is low and doesn't support the coordination of these services. In particular, government funding tends to be very directive and focused on downstream, rather than upstream solutions.

#### CONCLUDING REMARKS

First 5 Orange County would like to thank all who participated in these two convenings. Staff recognizes that Bridges represents only a part of the PN3 system and is grateful for the rich and varied input provided by stakeholders. First 5 Orange County is committed to continuing this conversation, and to a long-term investment in improving Orange County's PN3 system of care.



## ATTACHMENT A

# BUILDING ORANGE COUNTY'S PRENATAL TO THREE (PN3) SYSTEM OF CARE

Community Convening

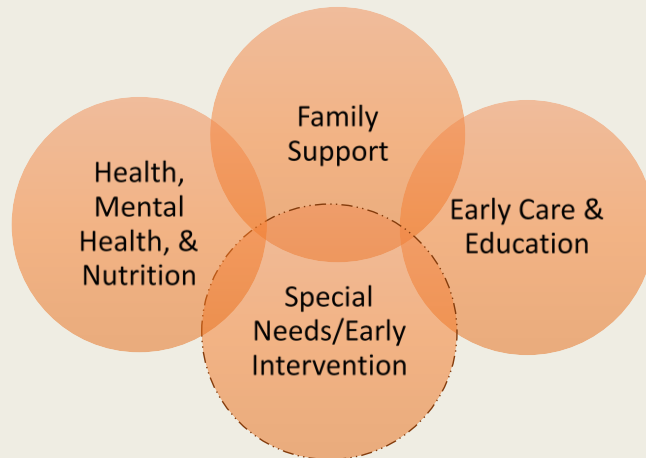
February 2019

Facilitated by First 5 Orange County  
Children & Families Commission

# What do we mean when we say PN3 “System”?

## LOOSELY COUPLED / NON SYSTEM

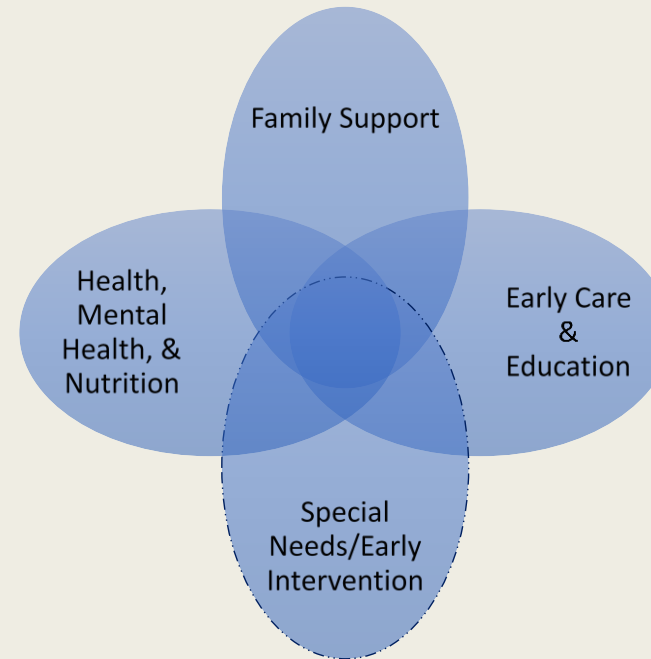
- “System” components/sectors are autonomous and self-directed, with often weak incentives for connection and little structural consequence for the lack thereof



vs

## PN3 SYSTEM

- Emphasizes interactions, interconnections, and alignment as essential for optimal child outcomes



*Content and illustrations adapted from Build Initiative and repurposed for this discussion*

**\*A long tradition of child development research shows that these contexts have reciprocal influences on each other and on children**

# Why PN3 System Building?

- Leverage Resources
- Enable Universal Access
- Maximize Impact
- Optimize Return on Investment

“Developing a prenatal to three system, rather than simply expanding an array of program options, is key to achieving success in child outcomes.”



## **ATTACHMENT B**

### **Participating Organizations**

Anaheim Elementary School District  
Boys and Girls Club of Garden Grove  
Breastfeed LA  
California State University, Fullerton  
Center for Healthy Living, Hoag  
Children's Bureau  
Children's Home Society  
Head Start  
Health Care Agency  
Health Care Agency, MHSA  
Health Care Agency, Public Health Nursing  
Hospital Association of Southern California  
March of Dimes

Media/TV Broadcasting  
MOMS OC  
OC Breastfeeding  
OMID/MECCA  
Orange Grants  
Pretend City  
Rancho Santiago Community College District  
Regional Center of Orange County  
Santa Ana Unified School District  
THINK Together  
University of California, Irvine  
Westminster Unified School District

### **Participating Individuals**

Lisa Armus  
Mark Bello  
Sara Brown  
Ericka Danczak  
Lynda Durand  
Natalia Flores  
Quynh Gredig  
Susie Grimm  
Sharon Ishikawa  
Diane Jasso  
Mashariki Kudumu  
Mark Lawrenz  
Do Kyeong Lee  
Marc Lerner  
Janneth Linnell  
Christina Luarca  
Tiffany Marker

Arlene Marten  
Kathleen McFarlin  
Michelle Miller  
Keely Orlando  
Valerie Padilla  
Arisa Palmer  
MyLe Pham  
Pam Pimentel  
Jessica Prechtel  
Yumi Ramirez  
Bhuvana Rao  
Michael Rose  
Maryam Sayyedi  
Michele Silva  
Diana Torres  
Iliana Welty



**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_\_-20-C&FC**

**August 5, 2020**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE PRESIDENT/CEO AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE AN AGREEMENT WITH FIRST 5 CALIFORNIA TO SUPPORT THE DEVELOPMENT OF A PLAN TO BETTER ALIGN AND SUSTAIN HOME VISITING SERVICES IN ORANGE COUNTY; 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**, the Commission desires to enter into an Agreement (“Agreement”) with First 5 California, hereinafter referred to as the “First 5 CA,” to support the development of a plan to better align and sustain home visiting services in Orange County for the terms and in the amounts and on the conditions as described the August 5, 2020 staff report, and

**WHEREAS**, First 5 CA desires to enter into the Agreement 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 August 5, 2020 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 an Agreement with First 5 CA for the terms and in the amounts and on the conditions as specified in the August 5, 2020 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 First 5 CA to support the development of a plan to better align and sustain home visiting services in Orange County for the terms and in the amounts consistent with the August 5, 2020 staff report and scope of services referenced therein. The Agreement template will be on a form provided by First 5 CA.

**Section 3** The approval by the President/CEO, or designee, of the Agreements 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 First 5 CA to support the development of a plan to better align and sustain home visiting services in Orange County for the terms and in the amounts as specified in the August 5, 2020 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, (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 August 5, 2020 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: August 5, 2020

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****August 5, 2020****DATE:** July 27, 2020**TO:** Children and Families Commission of Orange County**FROM:** Kimberly Goll, President/CEO**ACTION:** Adopt the Guidelines for Policy Positions and Engaging Leadership

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**SUMMARY:**

First 5 Orange County has developed Guidelines for Policy Positions and Engaging Leadership to set parameters for responsive and proactive input to local, state and federal policy matters related to early childhood. This item requests consideration and adoption of the proposed guidelines.

**DISCUSSION:**

First 5's Strategic Plan calls for cultivating community leadership, knowledge, and action by developing a leadership voice among local, state, and federal policy makers to champion and improve outcomes for young children. In the course of First 5's work, there are opportunities to provide leadership on policies that impact young children and families. For example, First 5 Orange County may be asked to take a position on local, state, or federal legislation or regulations.

Additionally, there are issues related to early childhood where First 5 proactively advances policy positions to support positive outcomes for young children. A recent example of a policy issue that could impact funding and therefore outcomes for children and families is the proposed nicotine-based vaping tax. Another example of a policy-related activity is the most recent Advocacy Day, where First 5 Orange County provided legislators with information about the importance of and need for child care in Orange County, and sought their assistance with possible legislative solutions.

At present, First 5's process for engagement with policy and community leaders is informal. In order to have consistent criteria with which to approach policy matters, First 5 staff developed the Guidelines for Policy Positions and Engaging Leadership (Attachment 1). Staff also researched similar documents from the First 5 Association as well as other county First 5s. The proposed guidelines establish the parameters for policy-related activities and leadership engagement, and expressly permit First 5 Orange County to support policy activities for young children and families strategically, proactively, and in a timely manner. The guidelines require all activities to be consistent with the Strategic Plan and provide the boundaries within which the CEO or CEO's designee can engage. They also comply with First 5 Association's published guidance distinguishing between educational activities (allowable) and campaigning (prohibited). Finally, the guidelines were reviewed by the Policy and Communications Ad Hoc Committee. The Committee supports the formalization of policy guidelines and provided input about the CEO's discretion to designate other spokespersons as well as the importance of considering local matters when developing champions for early childhood.

**Next Steps**

Subsequent to adoption of the guidelines, a Policy Platform will be developed for Commission approval. The Policy Platform will be reviewed and revised as needed by the Commission on an annual basis.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended action has been reviewed in relation to the Strategic Plan and is consistent with all goal areas. There is no funding action proposed for this item.

**PRIOR COMMISSION ACTIONS:**

- April 2019 – adopted First 5 Orange County 2019-2024 Strategic Plan

**RECOMMENDED ACTIONS:**

The recommendation is to adopt the proposed Guidelines for Policy and Positions on Engaging Leadership (Attachment 1) that establishes the criteria and a process for acting on policy matters, and grants authority to the President/CEO engage in a variety of policy and leadership activities in accordance within these guidelines.

**ATTACHMENT:**

1. First 5 Orange County Guidelines for Policy Positions and Engaging Leadership

**Contact:** Tiffany Alva

## Background

First 5 Orange County's 2019-2024 Strategic Plan outlines how the organization invests to ensure all children reach their full potential. It focuses on prevention and earliest intervention to meet children and families' needs, aims to connect systems of care to provide seamless quality services to families, and elevates equity to prioritize families most in need. It also calls for cultivating community leadership, knowledge and action related to early childhood by developing an internal and external leadership voice among local, state, and federal policy makers to champion and improve outcomes for young children. These guidelines establish the parameters for policy-related activities and leadership engagement, and expressly permits First 5 Orange County to support policy activities for young children and families strategically, proactively, and in a timely manner.

## Policy Protocol

- 1. First 5 Orange County is non-partisan.**
- 2. First 5 Orange County may take positions on federal, state, and local policy matters, which may include legislation, regulations, local ordinances, ballot measures, and operational issues that affect:**
  - Orange County's children, prenatal to age five and their families;
  - First 5 Orange County's ability to work towards its mission; and
  - First 5 Orange County's status or its funding.
- 3. First 5 Orange County may proactively develop policy, including:**
  - Taking a leadership role to convene stakeholders on a policy matter;
  - Preparing policy statements or briefs that may be adopted by the Commission; and
  - Work with legislators to develop legislation related to young children and families.

## Process for Acting on Policy Matters

First 5 Orange County's Strategic Plan will be the guiding document for its policy positions. The CEO will use the

Strategic Plan to determine whether a policy matter is in alignment, and how the issue will affect children prenatal to age five and their families, and/or First 5 Orange County as an organization. Staff will research how similar and partner organizations are supporting the issue, particularly the position being taken by the First 5 Association, First 5 California, and the County of Orange, and the CEO will determine which activities to engage in.

First 5 Orange County will develop a policy platform for Commission approval on an annual basis. The policy platform will be developed based on the policy guidelines, in alignment with First 5 Orange County's Strategic Plan and the First 5 Association policy platform.

## CEO's Authority

The CEO, and/or CEO's designee, has the authority delegated by First 5 Orange County to engage in policy-related activities, including but not limited to:

- Consult with the Policy & Communications Ad Hoc Committee in an advisory capacity on policy issues or positions
- Provide testimony at public hearings
- Provide written comments and/or letters on proposed policy matters and ballot measures
- Meet with legislators and elected officials
- Write or co-sign letters to legislators and policy makers
- Collaborate with county agencies, funders, nonprofits, etc.
- Interact with the media
- Educate the public and policymakers (trainings, white papers, educational forums)
- Convene experts
- Publish policy-related information on the website, in newsletters, and on social media

The CEO and/or the Commission Chair has signature authority on letters and written comments. Both the CEO and Commission Chair may co-sign letters to emphasize the position taken.

The CEO or designee will report on policy and leadership engagement actions taken through Weekly Update memos and/or at Commission meetings.

**Agenda Item 10****August 5, 2020****DATE:** July 10, 2020**TO:** First 5 Orange County Children and Families Commission**FROM:** Kimberly Goll, President/CEO**ACTION:** Adopt resolution authorizing an agreement with Pretend City to distribute supplies to child care providers, authorize the purchase of educational supplies from Lakeshore Learning, and authorize the purchase of cleaning supplies and personal protective equipment from County of Orange vendors**SUMMARY:**

In June, the Commission accepted \$843,500 of additional incentive funding from First 5 California for exceeding performance targets within our IMPACT (Improve and Maximize Programs so All Children Thrive) program. This item provides recommendations for an initial expenditure of \$170,000 to address immediate needs of childcare providers in Orange County.

**DISCUSSION:**

In June, the Commission accepted \$843,500 of First 5 California IMPACT incentive funds. First 5 California funds the IMPACT program 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. At the direction of the Governor and in response to the significant disruption COVID-19 has caused, First 5 California is requiring that all incentive funding be spent in a way that supports COVID relief and rebuilding.

The Emergency Child Care Task Force was established in early March to support child care providers and programs during this pandemic. First 5 Orange County, together with agencies such as Early Childhood OC, Orange County Department of Education (OCDE), and the Orange County Child Care and Development Local Planning Council (LPC), make up the Emergency Child Care Task Force. While the Task Force has served to guide and support the distribution of supplies and information, it has also provided the First 5 OC team with direct access to identifying the needs of childcare providers. First 5 OC used these conversations and insights to determine how the incentive funding should be used. Providers have identified the growing financial strain they have been placed under to keep up with the necessary purchases of cleaning protective supplies and the need to rework their learning supplies to ensure individual child's safety. Staff proposes using an initial allocation of \$170,000 to fund these additional costs.

First 5 OC will provide \$100,000 of essential cleaning supplies, including detergent, disinfectant spray, paper towels, hand sanitizer, and Personal Protective Equipment (PPE) such as masks and gloves purchased through county-approved vendors. Additionally, providers identified the need to have individualized supplies for children to limit multiple contact with the same equipment (including, but not limited to, items such as scissors, markers, letter blocks, etc.). First 5 OC staff worked with County of Orange Purchasing Department (County Purchasing) to secure three bids for children's school supplies from vendors but were unable to obtain three bids. At this time, First



5 OC is aware of one vendor, Lakeshore Learning, who submitted a bid to supply these individualized educational kits for children. As such, a sole source agreement through County Purchasing with Lakeshore Learning in amount not to exceed \$50,000 is recommended.

Lakeshore has generously agreed to waive assembling and shipping costs. These supplies will be provided to child care providers including, but not limited to, private child care programs, license-exempt and family friend and neighbor programs in the most vulnerable communities identified by the Early Development Index (EDI) data which include Santa Ana, Garden Grove, Anaheim and La Habra. It is anticipated that the purchase of both cleaning supplies and school supplies will be distributed over the next six months and will be stored and distributed by Pretend City Children's Museum. Staff recommends executing a deliverable-based agreement in an amount not to exceed \$20,000 for Pretend City's services.

First 5 staff will continue to work with our partners, including those on the Emergency Childcare Task Force and childcare providers, to develop a comprehensive plan for investments with the remaining \$671,028 of incentive funding. This plan will prioritize investments that are one-time, address the vulnerabilities within our childcare system that were exposed during this pandemic, and provide an opportunity to rebuild and sustain our childcare system in the future. From initial conversations, two key areas have risen to the top. First is the need to develop an adaptable system to identify of child care slots, eligibility requirements, and the location of the providers, and the second is the need for additional technical assistance and training to childcare providers. Staff will also use the findings for our Childcare Landscape Analysis to help inform the plan for these one-time investments. Staff will return to the Commission throughout this fiscal year to discuss and seek approval for proposed investments.

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

The recommended action has been specifically reviewed in relation to the First 5 Orange County's Strategic Plan and is consistent with the Quality Early Learning goal, the Aligned Investments, Engaged Neighborhoods and Connected Systems Strategic Directions. Pass-through funding, revenue and expenses, for the IMPACT and Hub programs are included in the Fiscal Year 2020/2021 First 5 Orange County budget and will be amended to reflect the most recent First 5 California contractual amounts.

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

- June 2020 - Received funding of \$841,028 from First 5 California
- December 2019 - Received funding from First 5 California and adopted resolutions authorizing agreements with Orange County Department of Education for the Quality Early Learning Program
- September 2016 - Adopted resolution authorizing agreement with the Orange County Superintendent of Schools for First 5 IMPACT (Improve and Maximize Programs so All Children Thrive) Regional Coordination, Training and Technical Assistance Hub
- August 2016 - Received First 5 California funding and adopted resolution authorizing agreement with the Orange County Superintendent of Schools for First 5 IMPACT (Improve and Maximize Programs so All Children Thrive) Regional Coordination, Training and Technical Assistance Hub

- April 2016 - Received First 5 IMPACT funding in the amount of \$5,109,491 from First 5 California and adopted resolution authorizing agreement with the Orange County Superintendent of Schools to implement the First 5 IMPACT Action Plan

**RECOMMENDED ACTIONS:**

1. Adopt resolution (Attachment 1) authorizing the President/CEO, or designee, and Commission Counsel to prepare and negotiate Agreement PS-231 with Pretend City for a total maximum obligation of \$ 20,000 for the term August 5, 2020 to June 30, 2021 to disburse supplies to child care providers
2. Approve funding of up to \$50,000 to purchase individual educational kits from Lakeshore Learning
3. Approve funding of up to \$100,000 for the purchase of cleaning supplies and personal protective equipment through County or Orange vendors

**ATTACHMENTS:**

1. Resolution- Pretend City

**Contact:** Mike Anderson

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_\_-20-C&FC**

**August 5, 2020**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE PRESIDENT/CEO AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE AGREEMENT PS-231 WITH PRETEND CITY CHILDREN'S MUSEUM TO DISTRIBUTE CLEANING AND EDUCATIONAL SUPPLIES TO CHILDCARE PROVIDERS; 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**, the Commission desires to prepare and negotiate an Agreement with Pretend City Children's Museum, hereinafter referred to as the "Contractor," for the terms and in the amounts and on the conditions as described in the staff report for the August 5, 2020 Commission meeting; and

**WHEREAS**, Contractor desires to enter into Agreement PS-231 ("Agreement") in furtherance of the purposes of the Act and the Strategic Plan on the terms and conditions set forth in the applicable Agreement; and

**WHEREAS**, Commission has reviewed the staff report for the August 5, 2020 Commission meeting relating to the scope 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 Contractor for the terms and in the amounts and on the conditions as specified in the August 5, 2020 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 Contractor for the terms and in the amounts consistent with the August 5, 2020 staff report and scope of services referenced therein.

**Section 3** The form of the Agreement with Contractor shall be substantially similar to a standard 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 Agreement 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 with the Contractor for the terms and conditions as specified in the August 5, 2020 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, (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 August 5, 2020 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: \_\_-19-C&FC

Agenda Date: August 5, 2020

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 of final executed Agreement)

**Agenda Item 11****August 5, 2020****DATE:** July 3, 2020**TO:** Children and Families Commission of Orange County**FROM:** Kimberly Goll, President/CEO**ACTION:** Adopt Resolutions Authorizing Amendments for the Production of the Report on the Conditions of Children in Orange County, and Authorize Receipt of additional Project Funding**SUMMARY:**

Orange County Social Services Agency (SSA) contracted with First 5 Orange County for report production and community outreach for the 2019 and 2020 Annual Report on the Conditions of Children in Orange County. This item requests approval to receive additional funding from SSA and to authorize amendments to agreements with SSA and consultants for the production of the 2021 report.

**DISCUSSION:**

The Annual Report on the Conditions of Children in Orange County has been produced annually for more than 20 years and provides a report on the status of children through the lenses of Good Health, Economic Well-being, Educational Achievement, and Safe Homes and Communities. The report is funded by the County of Orange, with oversight by the Orange County Children's Partnership, a 22-member appointed advisory group co-chaired by Andrew Do, Orange County First District Supervisor, and Debra Baetz, Commissioner and Director of the Orange County Social Services Agency (SSA).

In 2017, First 5 Orange County was selected through a Request for Proposals to produce the Annual Report on the Conditions of Children in Orange County for a three-year term beginning in 2018. First 5 Orange County's proposal included the contribution of an in-kind project manager and to subcontract the data analysis and report content development to a production team with subject matter expertise. In December 2017, First 5 Orange County authorized the receipt of \$113,000, annually, for three years, and entered into an agreement with SSA for the annual production of the Report on the Conditions of Children in Orange County. First 5 Orange County also authorized and entered into agreement with consultants to produce the 2018, 2019 and 2020 reports.

In June of 2020, SSA notified First 5 Orange County staff that it has authorized funding for an additional year of report production. Approval of receipt of funding and authorization to enter into amendments to agreements with SSA and the consultant production team (set forth in Attachment 1) for the 2021 report are recommended.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended actions have been reviewed in relation to the Strategic Plan and are consistent with all goal areas. The funding to support the 2021 Annual Report on the Conditions of Children in

Orange County is included in the Fiscal Year 2020/2021 and 2021/2022 budgets within the evaluation funding category.

**PRIOR COMMISSION ACTIONS:**

- April 2019 – Adopted resolution authorizing the President/CEO, or designee, to enter into agreements with designated organizations to provide evaluation, project management, and graphic design services for the 2019 and 2020 Annual Reports on the Conditions of Children in Orange County.
- December 2017 – Adopted resolutions authorizing agreements with designated organizations and SSA for the annual production of the Report on the Conditions of Children in Orange County and to receive a maximum of \$113,000, annually, for the term of March 1, 2018 through February 28, 2021
- December 2016 – Adopted resolution authorizing agreements for the 23<sup>rd</sup> Annual Report on the Conditions of Children

**RECOMMENDED ACTIONS:**

1. Authorize receipt of \$113,000 and adopt resolution (Attachment 2) authorizing the President/CEO, or designee, and Commission Counsel to prepare and negotiate an amendment to agreement with the Orange County Social Services Agency for the production of the 2021 Report on the Conditions of Children in Orange County.
2. Adopt resolution (Attachment 3) authorizing the President/CEO, or designee, and Commission Counsel to prepare and negotiate amendments to agreements with designated organizations to provide evaluation, project management, and graphic design services for the 2021 Annual Reports on the Conditions of Children in Orange County for the terms and in the amounts as specified in Attachment 1.

**ATTACHMENTS:**

1. Report on the Conditions of Children in Orange County Term Sheet
2. Resolution (SSA)
3. Resolution (consultants)

**Contact:**      **Lucy Lin**



**2021 REPORT ON THE CONDITIONS OF CHILDREN IN ORANGE COUNTY**  
**Amendments Term Sheet**

<b>Agreement Number</b>	<b>Organization</b>	<b>Extended Term</b>	<b>Additional funding for 2021 Report</b>	<b>Maximum Funding Obligation</b>	<b>Description</b>	<b>Funding Source</b>
PS-228	Health Management Associates, Inc.	4/1/2020-3/31/2022	\$33,750	\$67,000	Project Management, report development, and liaison with OCCP steering committee	First 5 Orange County Children and Families Commission
PS-190	Luis Alvarado Design	4/1/2019-3/31/2022	\$19,000	\$57,000	Graphic design	Orange County Social Services Agency
PS-189	Health Management Associates, Inc.	4/1/2019-3/31/2022	\$83,000	\$249,000	Content development, data collection and analysis	Orange County Social Services Agency
N/A	County Vendor	N/A	\$7,500	\$22,500	Printing 2,250 copies of report annually	Orange County Social Services Agency
N/A	Children and Families Commission (First 5 Orange County)	N/A	\$3,500	\$10,500	Community forums and report production management	Orange County Social Services Agency

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_\_-20-C&FC**

**August 5, 2020**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE PRESIDENT/CEO AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE AMENDMENT TO AGREEMENT WITH COUNTY OF ORANGE SOCIAL SERVICES AGENCY FOR THE 2021 ANNUAL REPORTS ON THE CONDITIONS OF CHILDREN IN ORANGE COUNTY; 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**, the Commission desires to enter into an Amendment to the Agreement (“Amendment”) with County of Orange Social Services Agency, hereinafter referred to as the “SSA,” identified in the staff report for the August 5, 2020 Commission meeting, to provide evaluation, project management, and graphic design services for the 2021 Annual Reports on the Conditions of Children in Orange County for the terms and in the amounts and on the conditions as described the August 5, 2020 staff report, and

**WHEREAS**, SSA desires to enter into the Amendment 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 August 5, 2020 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 an Amendment with SSA for the terms and in the amounts and on the conditions as specified in the August 5, 2020 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 Amendment with SSA for the 2021 Annual Report on the Conditions of Children in Orange County for the terms and in the amounts consistent with the August 5, 2020 staff report and scope of services referenced therein.

**Section 3** The approval by the President/CEO, or designee, of the Amendments shall be conclusively evidenced by the execution of such Amendment by the Commission Chair and delivery thereof to the Commission Clerk.

**Section 4** Commission hereby approves the Amendment with SSA for the 2021 Report on the Conditions of Children in Orange County for the terms and in the amounts as specified in the August 5, 2020 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 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 Amendment 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 Amendment, (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 August 5, 2020 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: August 5, 2020

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)

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_\_-20-C&FC**

**August 5, 2020**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE PRESIDENT/CEO AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE AMENDMENTS TO AGREEMENTS WITH DESIGNATED INDIVIDUALS AND ORGANIZATIONS TO PROVIDE EVALUATION, PROJECT MANAGEMENT, AND GRAPHIC DESIGN SERVICES FOR THE 2021 ANNUAL REPORT ON THE CONDITIONS OF CHILDREN IN ORANGE COUNTY; 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**, the Commission desires to enter into Amendments to Agreements with each of the organizations, hereinafter referred to as the “Contractors,” identified in the staff report for the August 5, 2020 Commission meeting, to provide evaluation, project management, and graphic design services for the 2021 Annual Report on the Conditions of Children in Orange County for the terms and in the amounts and on the conditions as described in Attachment 1 therein (hereinafter referred to as “Amendments”); and

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

**WHEREAS**, Commission has reviewed the staff report for the August 5, 2020 Commission meeting relating to the scopes of services to be provided and hereby finds and determines that the proposed Amendments 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 an Amendment with each of the Contractors for the terms and in the amounts and on the conditions as specified in Attachment 1 to the August 5, 2020 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 Amendment with each of the Contractors as described in Attachment 1 to provide evaluation, project management, and graphic design services for the 2021 Annual Report on the Conditions of Children in Orange County for the terms and in the amounts consistent with the August 5, 2020 staff report and scope of services referenced therein.

**Section 3** The form of the Agreements with the Contractors shall be substantially similar to the standard form Amendment to Agreements, 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 Amendments 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 Amendments with each of the Contractors to provide evaluation, project management and graphic design services for the 2021 Report on the Conditions of Children in Orange County for the terms and in the amounts as specified in Attachment 1 of the August 5, 2020 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 Amendments on behalf of the Commission.

**Section 6** A copy of each Amendment 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 Amendment 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 Amendments, (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 August 5, 2020 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: August 5, 2020

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 12****August 5, 2020****DATE:** July 17, 2020**TO:** First 5 Orange County, Children and Families Commission**FROM:** Kimberly Goll, President/CEO**ACTION:** Adopt Resolution Authorizing Amendments to Agreements with Federally Qualified Health Centers for Dental Transformation Initiative Local Dental Pilot Program

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**SUMMARY:**

In September 2016, the First 5 Orange County Children and Families Commission was selected by the California Department of Health Care Services (DHCS), Dental Transformation Initiative, to lead a prevention-focused dental services project for children ages one to 20. This item includes an update on the project and a request to amend the maximum payment obligations for the four Federally Qualified Health Centers (FQHC).

**DISCUSSION:**

The Dental Transformation Initiative (DTI) is a State-led Medicaid Demonstration project designed to address persistent service gaps, low utilization of preventive services, and disproportionately high utilization of restorative dental care among children enrolled in Medi-Cal. The DTI aims to improve the health of California's most vulnerable children by promoting preventive care, increasing access, and using performance measures to drive delivery system reform. The goal of the DTI is to improve the Denti-Cal system and its outcomes for children by increasing the use of preventive dental services and enhancing continuity of care.

The four year funding award for Orange County is \$18,148,315, which includes a total of \$17,406,633 currently budgeted for subcontracts with service partners, and \$741,682 for First 5 Orange County staff and consultants to manage the program. First 5 subcontracted with four FQHCs who have implemented the virtual dental home (VDH) teledentistry model at early learning and K-12 schools throughout the county. The four FQHCs include Central City Community Health Center, Families Together Community Health Center, Serve the People Community Health Center, and Vista Community Clinic (VCC).

As of mid-March 2020, all four FQHCs stopped providing oral health services at the virtual dental home sites due to COVID-19. During this time, those partners have been responding to the significant community needs and are part of the front-line testing and service sites for COVID-19. However, they have remained in communication with the partners at early learning and school sites, and all participants intend to resume the work together utilizing VDH services, once conditions allow. All FQHCs are also in agreement that upon returning to services, there will be new needs to ensure the safety and efficacy of services, such as increased personal protective equipment, increased partitioning and spacing between patients, and increased training and coordination at every VDH location.

Due to savings generated in First 5 Orange County's consulting budget for the program, and the decision by two of the original six FQHCs to not continue with the program, approximately \$1,000,000 in unallocated funds are available for carryover to the 2020 program year budget. DHCS has communicated to all counties that they are accepting requests to modify budgets during this time, particularly in response to the shifting needs due to COVID-19. Each of the FQHCs are working with every community partner to individually assess and plan for what their return to services will look like and budgeting accordingly. They are therefore requesting to utilize the unallocated carry-over to meet those needs. Any budget modification will be submitted to and require approval by the DHCS. Authorization is requested to increase the maximum payment obligation for each FQHC as approved and directed by the DHCS, up to maximum amounts proportional to their current contract amount as set forth in Attachment 1.

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

The Dental Transformation Initiative Local Dental Pilot Project has been specifically reviewed in relation to the Commission's Strategic Plan and is consistent with the Children's Dental goal area. The Fiscal Year 2020/2021 budget and future years will be amended as necessary to reflect this funding from the California Department of Health Care Services and related program expenses.

### **PRIOR COMMISSION ACTIONS:**

- February 2020 – Authorized amendment to increase the maximum payment obligation for Vista Community Clinic
- October 2019 – Received update on amended scope for Healthy Smiles for Kids of Orange County for Local Dental Pilot Program, Dental Transformation Initiative
- August 2019 – Authorized amendments to increase the maximum obligation to three health centers, commensurate with the additional funding amount awarded by the California Department of Health Care Services
- August 2018 – Authorized amendments to agreements with Local Dental Pilot Program participating community health centers to include additional equipment
- December 2017 – Received update and authorized subcontracts with designated consultants to provide contract development and compliance, project management, and data management and report services
- August 2017 – Received update and authorized subcontracts with designated community health centers
- October 2016 – Authorized subcontracts with Healthy Smiles for Kids of Orange County, Coalition of Orange County Community Health Centers, and the University of the Pacific Arthur A. Dugoni School of Dentistry
- July 2016 – Received notification of DHCS' release of Local Dental Pilot Program grant application

### **RECOMMENDED ACTION:**

1. Adopt resolution (Attachment 3) authorizing the President/CEO, or designee, and Commission Counsel to prepare and negotiate amendments to agreements with Dental Transformation

Initiative Local Dental Pilot Programs health centers to provide virtual dental home services for the terms and in the amounts as specified in Attachment 1.

**ATTACHMENTS:**

1. Term Sheet
2. Resolution

**Contact:** Kim Goll

**DTI AMENDMENTS****TERM SHEET**

Attachment 1

<b>Contract Number</b>	<b>FQHC</b>	<b>Term</b>	<b>Current Maximum Obligation</b>	<b>Additional allocation</b>	<b>Requested Maximum Obligation</b>
FCI-DTI-03	Central City Community Health Center	8/2/17- 12/31/20	\$489,545.68	\$140,000	\$629,545.68
FCI-DTI-04	Families Together Community Health Center	8/2/17- 12/31/20	\$1,176,913.79	\$337,000	\$1,513,913.79
FCI-DTI-06	Serve the People Community Health Center	8/2/17- 12/31/20	\$1,176,033.79	\$336,000	\$1,512,033.79
FCI-DTI-07	Vista Community Clinic	8/2/17- 12/31/20	\$652,871.63	\$187,000	\$839,871.63

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_\_-20-C&FC**

**August 5, 2020**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE PRESIDENT/CEO AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE AMENDMENTS TO AGREEMENTS WITH DESIGNATED HEALTH CENTER TO PROVIDE VIRTUAL DENTAL HOME SERVICES UNDER THE DENTAL TRANSFORMATION INITIATIVE; 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**, the Commission desires to enter into Amendments to Agreements with each of the health centers, hereinafter referred to as the “Contractors,” identified in the staff report for the August 5, 2020 Commission meeting, to provide virtual dental home services under the Dental Transformation Initiative for the terms and in the amounts and on the conditions as described in Attachment 1 therein (hereinafter referred to as “Amendments”); and

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

**WHEREAS**, Commission has reviewed the staff report for the August 5, 2020 Commission meeting relating to the scopes of services to be provided and hereby finds and determines that the proposed Amendments 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 an Amendment with each of the Contractors for the terms and in the amounts and on the conditions as specified in Attachment 1 to the August 5, 2020 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 Amendment with each of the Contractors as described in Attachment 1 to provide virtual dental home services under the Dental Transformation Initiative for

the terms and in the amounts consistent with the August 5, 2020 staff report and scope of services referenced therein.

**Section 3** The form of the Amendments with the Contractors shall be substantially similar to the standard form Amendment to Agreements, 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 Amendments 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 Amendments with each of the Contractors to provide virtual dental home services under the Dental Transformation Initiative for the terms and in the amounts as specified in Attachment 1 of the August 5, 2020 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 Amendments on behalf of the Commission.

**Section 6** A copy of each Amendment 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 Amendment 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 Amendments, (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 August 5, 2020 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: August 5, 2020

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 13****August 5, 2020****DATE:** August 5, 2020**TO:** First 5 Orange County Children and Families Commission**FROM:** Kimberly Goll, President/CEO**ACTION:** Receive the President/CEO's Report

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**A. Financial Update**

Tobacco tax revenues are monitored throughout the year and compared to annual budget estimates. Preliminary revenue through June has been posted by First 5 California in the amount of \$24.99 million. This amount is pending final reconciliation by the California Department of Tax and Fee Administration. At this time, tobacco tax revenue is projected to be over the budgeted amount of \$22.34 million. Final financial results for Fiscal Year 2019-2020 will be presented in the Commission's Comprehensive Annual Financial Report. The May financial highlights summary report is included as Attachment 1.

**B. Census Update**

The 2020 Census has been extended until October 31, 2020. Targeted efforts at reaching the hard to count population will continue through the summer and into fall. Orange County is averaging a response rate of approximately 72 percent, which is consistent with the final response rate in 2010. However, there are more than 25 specific Census tracts reporting at 60 percent or lower and with just over three months to go, extensive efforts are being made to increase the overall response rate and push up the low reporting Census tracts. Hard copies of the Census survey were mailed to non-responding households around June 24th. The US Census Bureau anticipates Census field workers going door-to-door in late summer for those households who have yet to respond to the Census.

First 5 Orange County is continuing to work with our service providers, home visiting programs, and regional partners to further reach into these targeted Census Tracts to increase response rates. Beginning in July, the home visitor program began a three-part scripted series to help guide families through a short tutorial about the importance of the Census and how to respond either by computer, phone or by mail. Additionally, First 5 is supporting small diaper distribution events in these low responding Census Tracts. These mini-events will be supported by community partners who are bi-lingual and can verbally promote the Census to families attending the diaper distribution. Diapers will be packed in Census-labeled totes and will also include a package of wipes and a Census postcard that speaks to parents about why they should respond to the Census. The week of July 27th marks Census Action Week, and the OC Census team will be hosting a virtual townhall and a massive Get Out the Count phone banking effort.

**C. First 5s Elevating Equity**

Given the heightened awareness of racial disparities, First 5 staff and consultants have been engaged in discussions about how we, as First 5 Orange County, want to center equity as fundamental in our work. First 5's approach will include prioritizing parent voices, specifically ensuring that parents are valued experts and leaders who are actively participating in decision making. Additionally, we will continue our agency learning regarding ways to integrate equity

into our work that will hold us accountable. This will include creating an organizational culture where racial equity is a value and a priority, and participating and leading in regional discussions to identify indicators of racial equity.

#### **D. Family Solutions Collaborative**

In February and May 2020, the Commission adopted a resolution authorizing execution of agreements with designated organizations, including one to develop a plan for a family focused homeless diversion program. Currently, there is not a comprehensive system within the continuum of homeless services that focuses on diverting families from becoming homeless. While there may be agencies and programs that provide stop gap funding, these programs and the requirements to participate are not uniform among the various agencies. Diverting families from becoming homeless is one of the most effective ways to reduce demand on the system and improve outcomes for families. The Family Solutions Collaborative (FSC) was chosen to develop the Orange County Family Diversion Program. Because Homeless Diversion is a relatively new service in our local homeless prevention system, First 5 found there is a need for more upfront design work and a six-month deliverable-based planning grant was awarded to FSC/Families Forward to develop a robust Diversion Program Plan.

Due to the coronavirus pandemic and shelter in place, this effort began in May with the first deliverables submitted at the end of June. These deliverables focused on trends in diversion and a comparison of dollars spent over the past year among homeless shelters for families diverted from homelessness versus those families who were not diverted. The data provides the basis for analyzing what is working in the county, what needs improvement, and what needs to be developed for an effective Family Diversion Program. It will inform the build out of the Diversion Program including policies, procedures, training and uniformity among shelters in providing services. The analysis includes an assessment of Covid-19 impacts to further inform program development. The final Diversion Program Plan is due in mid-September and the FSC may provide a presentation to the Commission at the October 2020 meeting.

#### **E. Aces Aware Grant**

ACEs Aware is an initiative of the California Office of the Surgeon General and the California Department of Health Care Services to give Medi-Cal providers training, support and payment for screening children and adults for Adverse Childhood Experiences (ACEs). In June, ACEs Aware awarded \$14.3 million in grants to 100 organizations across the state. The grants are funding a wide range of activities to inform and educate Medi-Cal providers about the importance of ACEs screening and responding with trauma-informed care.

In Orange County, six organizations received grants totaling \$860,000, including AAP- Orange County Chapter, CHOC Children's, Early Childhood OC, Orange County Department of Education, The RAISE Foundations, and Western Youth Services. The six ACEs Aware grantees met on July 17th to share their grant plans and discuss possible collaboration opportunities. First 5 Orange County consultant Dianna Daly facilitated this collaborative discussion. The ACEs Aware grantees agreed to hold a meeting that includes community partners to share their plans and see how community partners could assist and be assisted by the work of the ACEs Aware initiative.

#### **ATTACHMENTS:**

1. May financial highlights summary report

# Financial Highlights

## As of May 31, 2020

### Comparison of Budget vs. Actual Fiscal Year 2019-20 Unaudited Period Ending 05/31/20

	<u>FY 2019-20 Amended Budget</u>	<u>FY 2019-20 Actuals</u>	
<b><u>Financing Sources</u></b>			
Tobacco Tax Revenue	\$22,336,249	\$23,526,440	105.3%
Interest Earnings	100,000	542,651	542.7%
Other Revenue	<u>10,530,841</u>	<u>3,717,489</u>	35.3%
<b>Revenue Total</b>	<b>\$32,967,090</b>	<b>\$27,786,580</b>	
<b><u>Expenses*</u></b>			
Healthy Children	\$18,753,320	\$11,104,687	59.2%
Strong Families	2,113,205	1,735,157	82.1%
Early Learning	6,564,329	3,143,510	47.9%
Capacity Building**	<u>1,352,915</u>	<u>682,106</u>	50.4%
<b>Program Services</b>	<b>\$28,783,769</b>	<b>\$16,665,460</b>	
Admin. Functions***	<u>1,665,754</u>	<u>1,279,639</u>	76.8%
<b>Total Operating Exp.</b>	<b>\$30,449,523</b>	<b>\$17,945,099</b>	

\*Not including One-Time Systems Expenses

\*\*Includes Evaluation costs of \$453,637

\*\*\*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 \$1,279,639 and encumbrances of \$396,860 were 6.7% of the Fiscal Year 2019/2020 Amended Budget of \$30.4 million not including Catalytic projects. Final administrative expenses are projected to be 7% at year-end.

### **Total Encumbrances as of May 31, 2020 including some multi-year contracts**

Healthy Children	\$14,987,593
Strong Families	\$402,300
Early Learning	\$4,652,398
Capacity Building	\$999,693
Admin. Functions	\$396,860

### Revenue and Cash Balance Update

The Commission's total Tobacco Tax Revenue received through May 2020 is \$23.5 million including delayed May and June revenue from the prior year. Current year revenue (July 2019 – June 2020) as reported by First 5 California is \$25 million including the annual backfill amount of \$5.78. This amount is pending final reconciliation by CDTFA.

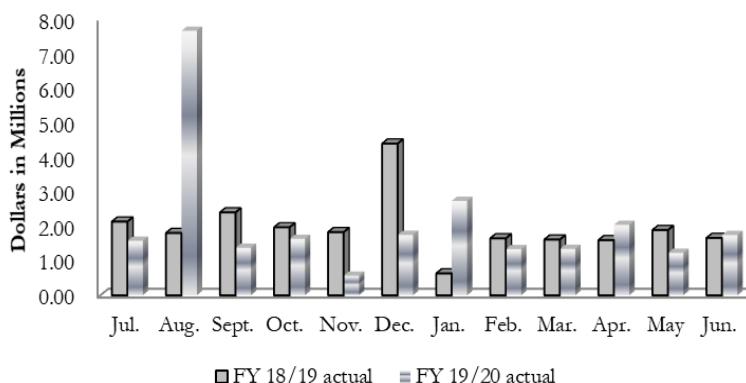
Interest earnings for July 2019 through May 2020 are \$542,651.

### Systems Funding Update

\$39,837,519 in One-Time Systems Funding was expensed from FY 2012-13 through FY 2018-19. Expenses booked in the current year total \$2,108,545, as of May 31, 2020.

As of May 31, 2020, \$5,125,376 was encumbered for Round 1 and Round 2 programs. Nearly \$4 million is encumbered for Children's Dental and \$1 million for Developmental Services.

### Fiscal Year 2018-19 & 2019-20 Tobacco Monthly Revenues



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

Beginning Fund Balance, July 1, 2019	\$37,293,188
Forecasted Revenue	32,967,090
Budgeted Program Expenses	(28,783,769)
Budgeted Administrative Expenses	(1,665,754)
One-time Systems Projects	<u>(20,369,741)</u>
<b>Projected June 30, 2020 Fund Balance</b>	<b>\$19,441,014*</b>

\*Based on Commission action through December 2019. Projected fund balance does not include Catalytic funding. For financial planning purposes, Catalytic funding has been designated by Commission action and removed from available fund balance.