

**COMMISSION MEETING**  
**October 13, 2020 – 5:30-7:30pm**  
**3375 Sonoma Blvd, Suite 30, Vallejo, CA 94590**

In furtherance of the direction from Governor Newsom (Executive Order N-25-20) and pursuant to the Executive Order issued by Governor Gavin Newsom (Executive Order N-29-20), **public access to the First 5 Solano Commission Meeting will be limited.**

Commissioners and public may attend via remote meeting using the following options:

**Join livestream via Zoom:**

<https://us02web.zoom.us/j/5922775330>

**Join via Phone:**

1-669-900-6833

Meeting ID: 592 277 5330

**Public Comments:**

Public Comment may be provided by: During the meeting via the phone/computer audio when the Chair calls for Public Comment on an item; or submitting written public comments to First 5 Solano via email at [cfcsolano@solanocounty.com](mailto:cfcsolano@solanocounty.com) by 4:00pm on the day of the meeting.

**CALL TO ORDER / SALUTE TO THE FLAG**

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>I. Public Comment</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Information</b> |
| <i>This is the opportunity for members of the public to address the Commission on matters not listed on the Agenda that are otherwise within the subject matter jurisdiction of the Commission. Please submit a Speaker Card and limit your comments to 3 minutes.</i>                                                                                                                                                                                                                |                    |
| <b>II. Consent Calendar</b> (5 min)                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Action</b>      |
| A. Approve the October 13, 2020 Commission Meeting Agenda<br>B. Approve the August 11, 2020 Commission Meeting Minutes<br>C. Approve the 2021 Commission Meeting Schedule                                                                                                                                                                                                                                                                                                             |                    |
| <b>III. Chair Appoints Nominating Committee for 2021 Officers</b> (5 min)                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Discussion</b>  |
| <b>IV. Public Hearing: First 5 Solano FY2019/20 Annual Audit</b> (20 min)                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Action</b>      |
| Receive the FY2019/20 First 5 Solano Audit<br><i>Megan Richards, Deputy Director; Kyle Bartle, Eide Bailly</i>                                                                                                                                                                                                                                                                                                                                                                        |                    |
| <b>V. Public Hearing: FY2019/20 Annual Report</b> (30 min)                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Action</b>      |
| Approve the First 5 Solano submission to First 5 CA for the FY2019/20 Annual Report<br><i>Lorraine Fernandez, Program Manager; Christina Branom, Applied Survey Research</i>                                                                                                                                                                                                                                                                                                          |                    |
| <b>VI. Policy and Oversight Committee Report</b> (Commissioner Barton) (10 min)                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Action</b>      |
| A. Consider approval of a change to the Solano County Code, Section 7.3, regarding membership of the First 5 Solano Commission<br><i>Michele Harris, Executive Director</i><br>B. Consider approval of a reallocation of up to \$130,000 from the FY2020/21 Pre-Kindergarten Academies to provide school readiness kits for kindergarteners for distance and at-home learning ( <i>Funding Source: 2018-2023 Program Investment Plan</i> )<br><i>Juanita Morales, Program Manager</i> |                    |

**Information**

**VII. Executive Director's Report** (10 min)  
*Michele Harris, Executive Director*

**Information**

**VIII. Commissioner Remarks** (5 min)

**Information**

**IX. Future Agenda Items, Meeting Time/Date/Location**

The next Commission meeting will be held on December 1, 2020 at 5:30PM at 3375 Sonoma Boulevard, Suite 30, Vallejo. Future agenda items include: Strategic Planning and Strategic Plan Review, Committee Report.

## ADJOURN

**Vision:** All Solano County children are loved, healthy, confident, eager to learn, and nurtured by their families, caregivers and communities. **Mission:** First 5 Solano Children and Families Commission is a leader that fosters and sustains effective programs and partnerships with the community to promote, support and improve the lives of young children, their families and their communities.

The First 5 Solano Children and Families Commission does not discriminate against persons with disabilities. If you require a disability-related modification or accommodation in order to participate in the meeting, please call (707) 784.1332 at least 24 hours in advance of the meeting to make arrangements. Non-confidential materials related to an item on this Agenda submitted to the Commission are available for public inspection at the First 5 Solano business office, 3375 Sonoma Blvd Ste 30, Vallejo CA during normal business hours.

**First 5 Solano Children and Families Commission  
Commission Meeting**

August 11, 2020, 5:30 PM – 7:30 PM  
3375 Sonoma Blvd, Suite 30, Vallejo, CA

**Minutes**

Commissioners present: Erin Hannigan. Commissioners present via Zoom videoconferencing: Lisette Estrella-Henderson Lenesha Anderson (joined 5:37 PM,) Jennifer Barton, Aaron Crutison, Mina Diaz, Jerry Huber, Nicole Neff, Tyffany Wanberg

Chair Estrella-Henderson called the meeting to order at 5:31 PM

**I. Public Comment**

No Public Comment.

**II. Consent Calendar**

A. Approve the August 11, 2020 Commission Meeting Agenda.

***Motion: Approve the Commission Meeting Agenda for August 11, 2020.***

B. Approve June 23, 2020 Commission Meeting Minutes.

***Motion: Approve the Commission Meeting Minutes for June 23, 2020***

**Moved by Commissioner Barton; Seconded by Commissioner Hannigan  
Approved 8-0-0**

**Yea: Commissioners Barton, Crutison, Diaz, Estrella-Henderson, Hannigan,  
Huber, Neff, Wanberg**

**Nay: None**

**Abstain: None**

Commissioner Anderson joined.

**III. Triple P Allocation of Funding**

***Motion: Consider approval of an allocation of funding of up to \$79,830 for FY2020/21 to Catholic Charities Yolo-Solano for Triple P Parent Education***

Gene Ibe, First 5 Solano Program Manager, reported that a Request for Proposals was released for the \$80,000 was released to expand the opportunity for Triple P Positive Parenting services in the county. A panel convened and recommended funding up to \$79,830 for Catholic Charities Yolo-Solano to provide Level 2 Seminars, Level 3 Brief Intervention, and level 4 Groups parenting education.

**Moved by Commissioner Huber; Seconded by Commissioner Hannigan**

**Approved 9-0-0**

**Yea: Commissioners Anderson, Barton, Crutison, Diaz, Estrella-Henderson, Hannigan, Huber, Neff, Wanberg**

**Nay: None**

**Abstain: None**

#### **IV. Barriers to Expanding Early Learning Opportunities in Solano County Follow-Up Report**

***Motion: Consider recommending to the Board of Supervisors to transition the administrative agency for the Local Child Care and Development Planning Council to the Solano County Office of Education from The Children's Network of Solano County***

Chair Estrella-Henderson and Commissioner Diaz recused themselves and left the meeting. Vice-Chair Barton introduced the item and motion.

Michele Harris, First 5 Solano Executive Director, explained that as part of the 2018-2023 Program Investment Plan, the Commission allocated funds to conduct an assessment identifying barriers in expanding access to early childhood education. Solano County has not received its fair share of State funding and has struggled to secure other funding sources. The assessment, called "Barriers to Expanded Early Childhood Education in Solano County," was presented to this Commission in January 2020. There were many recommendations listed in the report. A key area identified by the Commission for further consideration was identified as the administering agency for the Local Child Care Planning Council (LPC). At the January meeting, the Commission requested that staff bring back the process for the steps it would take to transition the LPC to the County Office of Education.

Commissioner Hannigan expressed her support for the motion and thanked The Children's Network of Solano County for administering the LPC since 2008. Commissioner Hannigan stated it was clear to her the LPC would be better positioned to secure more funding under the administration of SCOE.

Vice-Chair Barton opened for public comment.

Kathy Lago, Executive Director of Solano Family & Children's Services, a member of the LPC for 26 years expressed support for the Council and all its partners, and stated she hoped that further discussion could be held and data reviewed before bringing the item to the Board of Supervisors. Ronda Kogler, Executive Director of The Solano Children's Network thanked Commissioner Hannigan for her kind words and was happy to see many community members present on the meeting. Ms. Kogler reviewed her agency's achievements over the years and expressed they would like to continue to fulfill the role of administering the LPC. Christie Speck, Director of Early Learning Programs and Foster Kinship care at Solano Community College requested the Commission slow down the process and meet with the LPC and stakeholders to review, update, and discuss the report. Ms. Speck cited the importance of working together and asked that a strategic process involve greater participation.

Vice-Chair Barton closed public comment.

Commissioner Barton asked if the partners who shared concerns could be part of a working group after making the transition recommendation the Board of Supervisors. Ms. Harris responded that the letter could add this request, but it may not be necessary as SCOE is quite collaborative and would conduct a stakeholder process as they transition.

Commissioner Crutison cited Solano County's spirit of collaboration and willingness to have courageous conversations but had questions about the process. Commissioner Crutison asked if SCOE had had conversations with The Children's Network about the possible transition. Ms. Harris said conversations occurred 4 years ago and 2 years ago. Commissioner Huber asked how quickly the transition would be operational. Megan Richards, First 5 Solano Deputy Director, explained the process and said the earliest transition could occur would be October 1.

Commissioner Hannigan made the motion to include in the letter to the County Administrator's Office that there would be a transition period working with stakeholders.

**Moved by Commissioner Hannigan; Seconded by Commissioner Huber**

**Approved 5-1-1**

**Yea: Commissioners Barton, Hannigan, Huber, Neff, Wanberg**

**Nay: Anderson**

**Abstain: Crutison**

**Recused: Diaz, Estrella-Henderson**

Commissioner Diaz and Chair Estrella-Henderson returned. Chair Estrella-Henderson continued running the meeting

## **V. FY2019/20 Annual Grants Final Report**

Juanita Morales, First 5 Solano Program Manager, summarized outcomes for the programs that received FY2019/20 Annual Grants. \$153,200 of the available \$200,000 was awarded. When the initial response to the Request for Applications did not allocate all the funding, the Commission recommended a second RFA be released. In total, 10 agencies received funding. Though all were on track to meet deliverables at midyear, grantees had to shift focus and service delivery when stay-in-place orders were delivered by the Governor due to the COVID-19 pandemic. Some agencies did not utilize the full grant and one had to return a portion of the initial funding as no viable option was found to deliver services virtually. In total 532 children and 512 parents or caregivers were served by the Annual Grants programs.

Sharon Coleman, founder of Ready, Set, Survive, thanked First 5 Solano for the opportunity and shared from her experience training caretakers of 175 children in CPR. Ms. Coleman transitioned classes to her backyard due to COVID-19 and related the story of one grandmother who has already saved a child's life with CPR.

Kathryn Clark-Silveira, owner of Care 4 EM, explained her decision to conduct an inclusive "Mindful Music" class and adjustments she made to deliver services under COVID-19 restrictions.

Megan Richards expressed the need to get more small grants into the community and said the Policy & Oversight Committee would discuss all of the small grant funds as part of First 5 Solano's annual policy review.

## **VI. Executive Director's Report**

Executive Director Michele Harris shared that \$47,000 of COVID-19 expenses for last Fiscal Year and up to \$110,000 in the current Fiscal year would be reimbursed by the CARES Act. Ms. Richards reported an additional \$250,000 was allocated to Emergency Response Fund grants. Ms. Harris thanked Commissioner Diaz for recently appearing at the First 5 Center to distribute emergency kits and census materials to families. Ms. Harris announced that First 5 Solano was approved to receive funding of up to \$664,207 from July 1, 2020 through June 30, 2023 from IMPACT (Improve and Maximize Programs so All Children Thrive.)

## **VII. Commissioner Remarks**

Chair Estrella-Henderson thanked Commissioners and staff and spoke on the difficulties of closed school campuses, especially to special-needs, English-learning, foster, and homeless youth.

## **VIII. Future Agenda Items**

The next Commission meeting will be held on October 13, 2020 at 5:30 PM at 3375 Sonoma Boulevard, Suite 30 in Vallejo. Future agenda items include: Strategic Planning; Committee Report; Annual Report; Annual Audit.

### **Adjourn**

Chair Estrella-Henderson adjourned the meeting at 7:10 PM.

Luke Winders, Office Assistant III

Approved:



IT'S ALL ABOUT THE KIDS

## 2021 First 5 Solano Commission & Committee Meeting Schedule

<b>Commission Meetings</b> 1 <sup>st</sup> Tuesday <sup>1</sup> 5:30 pm - 7:30 pm 3375 Sonoma Blvd, Ste 30 Vallejo	<b>Policy and Oversight Committee</b> 2 <sup>nd</sup> or 3 <sup>rd</sup> Wednesday 3:30 pm - 5:00 pm 3375 Sonoma Blvd, Ste 30 Vallejo
January 12	
	February 10
March 2	March 17
April 6	
	May 12
June 8	
	July 14
August 10	
	September 15
October 12	
	November 17
December 7	December 15

<sup>1</sup> January, June, August, and October Commission meetings are the second Tuesday





IT'S ALL ABOUT THE KIDS

**DATE:** October 8, 2020

**TO:** First 5 Solano Children and Families Commission

**FROM:** Commissioner Lisette Estrella-Henderson, Chair

**BY:** Gene Ibe, Staff

**SUBJ:** Nominating Committee for Election of 2021 First 5 Solano Commission Officers

In December of each year, the First 5 Solano Commission elects its officers (Chair and Vice-Chair) per its Bylaws. To facilitate this process, the Commission Chair is calling for 2-3 Commissioner volunteers to comprise an ad hoc Nominating Committee to bring forward recommended officers for the upcoming year.

For the Commission's convenience, attached are copies of the Bylaws and the First 5 Solano "Commissioner Job Description," which include details about the duties of the Chair and Vice-Chair. Officers serve a term of one calendar year. Commissioners interested in serving as officers can review these materials and, if they wish to be considered, forward their names to the Nominating Committee for consideration.

Attachment A: Commission Bylaws  
Attachment B: Commissioner Job Description



**BY-LAWS**  
**OF**  
**FIRST 5 SOLANO CHILDREN AND FAMILIES COMMISSION**

**ARTICLE 1**

**AUTHORITY**

The First 5 Solano Children and Families Commission is governed by the California Children and Families Act of 1998 and Solano County Code Section 7.3.

**ARTICLE II**

**PURPOSE AND INTENT**

**Section 2.1 Purpose.** The specific purpose of this Commission is to carry out the mandates as set forth in the California Children and Families Act of 1998 and Solano County Code Section 7.3.

**ARTICLE III**

**POWERS AND DUTIES**

**Section 3.1 Powers and Duties.** The powers and duties of the Commission shall be as set forth in the California Children and Families Act of 1998 and Solano County Code Section 7.3.

**ARTICLE IV**

**MEMBERS**

**Section 4.1. Management of the Commission's Activities and Affairs.** The activities and affairs of the Commission shall be conducted as set forth in the California Children and Families Act of 1998 and Solano County Code Section 7.3.

**Section 4.2 Membership.** The Commission shall be appointed by the Solano County Board of Supervisors as set forth in the California Children and Families Act of 1998 and Solano County Code Section 7.3.

**Section 4.3 California Political Reform Act.** Members shall comply with the terms of the California Political Reform Act.

**Section 4.4 Terms of Office.** The terms of office for each Commission member shall be four years. The terms of the original members shall be staggered.

## SECTION V

### COMMITTEES

**Section 5.1 Standing and Ad Hoc Committees.** The Commission may form standing committees or ad hoc committees as needed.

## ARTICLE VI

### OFFICERS AND DUTIES

**Section 6.1 Identification and Title.** The officers of the Commission shall be the Chair and the Vice-Chair.

**Section 6.2 Terms of Office.** The term of office for each officer shall be one year.

**Section 6.3 Election of Officers.** The election of officers shall take place at the first meeting in December of any year. The newly elected officers shall take office at the first meeting in January of any year. Vacancies in the positions of Chair and/or Vice-Chair that occur during the calendar year shall be filled by election as soon as possible, in accordance with the Ralph M. Brown Act, and any such officer(s) elected mid year shall serve out the remainder of the calendar year.

**Section 6.4 Conduct of Meetings.** The Chair shall preside at all meetings. In the absence of the Chair, the Vice-Chair shall preside. In the absence of both, the Commissioners attending shall choose a temporary Chair at the beginning of the meeting.

**Section 6.5 Chair.** The Chair shall:

1. Preside at all meetings of the Commission;
2. Appoint Chairs of Standing and ad hoc Committees.
3. Exercise such other powers and perform such other duties as may be prescribed by the Commission.

**Section 6.6 Vice-Chair.** The Vice-Chair shall have such powers and perform such duties as may be delegated by the Chair, and when the Chair is unable to preside at meetings and in his/her absence, shall preside and otherwise act as Chair.

## ARTICLE VII

### MEETINGS OF THE COMMISSION

**Section 7.1 Meeting Time and Place.** A regular time and place of meeting shall be adopted by the Commission in accordance with the Ralph M. Brown Act.

**Section 7.2 Special Meetings.** Special meetings of the Commission may be called from time to time provided such special meeting is called in accordance with the Ralph M. Brown Act.

## ARTICLE VIII

### QUORUM

#### **Section 8.1 Quorum.**

- (a) A quorum of the Commission shall be five members present.
- (b) Actions of the Commission shall be by majority vote of the full Commission.
- (c) If a quorum is lost so that no action may be taken, the meeting may continue as a committee in order to allow discussion and take testimony, provided that no action will be taken.

## ARTICLE IX

### RULES OF ORDER

**Section 9.1 Robert's Rules of Order.** Except as they may conflict with these By-Laws, the conduct of their affairs by the Commission and of all the committees shall proceed in accordance with provisions of the then-current codification of Robert's Rules of Order.

## ARTICLE X

### RECORDS, REPORTS AND INSPECTION RIGHTS

#### **Section 10.1. Annual Report.**

- (a) By January of each year, the Commission shall furnish a report containing the following information:
  - (1) the assets and liabilities as of the end of the fiscal year;
  - (2) the principal changes in assets and liabilities, including trust funds, during the fiscal year;
  - (3) the revenue or receipts of the Commission, both unrestricted and restricted to particular purposes, for the fiscal year;
  - (4) the expenses or disbursements of the Commission, for both general and restricted purposes, during the fiscal year; and
- (b) The report required herein shall be accompanied by any report thereon of the annual independent audit.

**Section 10.2 Strategic Plan.** By January of each year the Commission shall furnish a report on outcomes and changes regarding the Commission's Strategic Plan.

## ARTICLE XI

### MISCELLANEOUS PROVISIONS

#### **Section 11.1 Interpretation of By-Laws.**

- (a) Unless defined differently herein or unless the context requires a different meaning, terms used in these By-Laws shall have the same meaning as may be given to them in the Law, as amended from time to time.
- (b) To the extent possible, these By-Laws shall be construed as supplemental to all laws applicable to the same subject matter and shall be fully complied with unless such compliance shall be legal.
- (c) Any provision of these By-Laws which is inconsistent with any applicable law shall not be complied with, but such inconsistency shall not affect the validity of any other provision of these By-Laws, it being hereby declared that these By-Laws would have been adopted in full irrespective of the invalidity of any provision thereof.
- (d) By-Laws may be amended by majority vote at a regularly noticed Commission meeting. All proposed changes to these By-Laws shall be mailed to each Commissioner at least 10 days prior to such scheduled meeting. These By-Laws and subsequent amendments to these By-Laws shall take effect upon approval by the Board of Supervisors.

**Section 11.2 Fiscal Year.** The fiscal year of the Commission shall coincide with Solano County's fiscal year.

## First 5 Solano Commissioner “Job Description”

### I. First 5 Solano Commissioners are appointed for a four-year term.

The Commission makeup is as follows:

- One Board of Supervisor member
- Two Solano County Department of Health and Social Services representative members
- Five members, each of whom is nominated by a Board of Supervisor member (appointee need not reside in the District the appointing Board member represents)
- One ‘at large’ member

### II. Major areas of Commission responsibility include, but are not limited to:

A. **Policy/Strategic Planning:** Oversee the development of, and approve, a strategic plan as the framework for the allocation of funding for programs, services and activities that enhance the health, well-being and development of children 0-5. Oversee and actively engage in the implementation of the strategic plan.

B. **Allocation of funds:** Independent authority to allocate funds for services for children 0-5, their families, and providers on services in accordance with the approved strategic plan.

#### C. **Accountability:**

1. Ensure that the annual required independent audit is performed and submitted to the Board of Supervisors and First 5 California in accordance with established timelines.
2. Approve an annual proposed budget and submit this budget to the Board of Supervisors in accordance with established timelines. Monitor the budget.
3. Approve the required annual report submission to First 5 California. Monitor and review local program outcomes and documented results.

#### D. **Functioning/Staffing:**

1. Approve and monitor policies as needed and ensure adherence to County policies as appropriate.
2. Participate in the selection and evaluation of the Executive Director.
3. Provide direction to staff to carry out the work of the Commission.

E. **Community Engagement:** Substantively involve Solano parents, service providers, interested community members and policy makers in the activities and decision-making process of the Commission. Ensure that the Commission’s strategic plan, funding priorities, programs and services reflect community needs and priorities. Ensure the free and open flow of information among Commissioners and the public.

## II. Commissioner Job Duties:

In order to fulfill these responsibilities (and carry out the other powers and duties prescribed in the Children and Families First Act, County Code Section 7.3, Commission By-Laws and applicable commission policies), Commissioners are expected to commit to a substantive level of time and effort, including but not limited to the sections below.

- A. **Meetings** – Commissioners must maintain sufficient meeting attendance in accordance with County Code Section 7.3 and the First 5 Solano Commission Meeting Attendance Policy.

*All Commissioners* - There are up to 8 full Commission meetings per year, generally starting in late afternoon or early evening, lasting 2-4 hours. Meetings may be located in various parts of the County, including an annual, full-day Retreat, generally on a Saturday in October, if needed and appropriate. From time to time a special meeting may be called to deal with an item that cannot be postponed until the next scheduled meeting.

The Commission Chair and Vice Chair are elected annually and serve a one-(calendar) year term. Duties and responsibilities of Commission Chair include:

- a. reviewing and approving agendas and meeting materials
- b. presiding at/conducting meetings
- c. appointing Chairs of standing and ad hoc Committees
- d. presenting reports to the full Commission
- e. carrying out any other duties/activities delegated by the Commission
- f. representing the Commission at public or other meetings.

The By-Laws provide that the Vice Chair acts as Chair if the Chair is unavailable and presides at meetings when the Chair is not present, and has the powers and performs the duties delegated to him/her by the Chair.

From time to time, the Commission forms ad hoc committees, work groups or task forces and may request one or more Commissioners to serve on these bodies.

- B. **Assignments** – The Commission also has 3 areas in which Commission members are asked to participate. Those areas are: Policy and Oversight Committee, Funding/Legislative Representation, and Program/Community Representation. The Commission Chair appoints Commission Members to one of the 3 areas. Each of the 3 areas are summarized below and detailed in the “First 5 Solano Commission and Committee Structure.”

1. Policy and Oversight Committee - The Committee meets up to 8 times/year for 2-3 hours.

The Committee Chair is appointed by the Commission Chair. The Committee Chair and members serve a minimum of one year and may serve indefinitely. Duties and Responsibilities of Committee Chair includes:

- a. reviewing and approving agendas and meeting materials
  - b. presiding at/conducting meetings
  - c. presenting reports to the full Commission
  - d. representing the Commission at public or other meetings
2. Funding/Legislative Representation - Engaging in substantive policy, funding, legislative and systems change activities to inform stakeholders of the importance of the early years on lifelong success.
  
  3. Program/Community Representation - Engaging in substantive program or community support activities to promote the alignment of Commission/Community priorities, foster the free flow of information and promote system change<sup>1</sup>.

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<sup>1</sup> With the understanding that Commissioners represent First 5 Solano and its Strategic Plan Priorities, Goals, Results and objectives.





IT'S ALL ABOUT THE KIDS

**DATE:** October 8, 2020  
**TO:** First 5 Solano Children and Families Commission  
**FROM:** Megan Richards, Deputy Director  
**SUBJ:** **First 5 Solano FY2019/20 Annual Audit**  
**Motion:** ***Receive the First 5 Solano FY2019/20 Annual Audit***

Enclosed is the FY2019/20 statutorily-required independent audit of the First 5 Solano Children and Families Commission. The report will be presented to the Solano County Board of Supervisors and submitted to the California State Controller's Office by the deadline of October 31, 2020.

The fiscal year 2019/20 Financial and Compliance Audit was conducted in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States and state requirements contained in the *Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*. The audit is submitted to First 5 California and the State Controller's Office.

Eide Bailly (formerly Vavrinek, Trine, Day & Co) reviewed the Commission's overall financial condition, including financial statements and transactions, contracting procedures and record-keeping, and a review of First 5 Solano's and adherence to policies.

The Audit consists of 3 separate reports:

1. The Independent Auditor's Report and Financial Statements
2. Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters
3. The Independent Auditor's Report on State Compliance

In addition to the Audit, Eide Bailey has provided a Transmittal Letter which provide the Commission background to the performance of the audit. It is noted in this Transmittal Letter that there are Corrected and Uncorrected Misstatements. These are adjustments related to estimates necessary to comply with Generally Accepted Accounting Principles and do not reflect negatively on the Commission.

The FY2019/20 Audit is submitted for Commission consideration.

Attachment A: Audit Transmittal Letter  
Attachment B: FY2019/20 Audit of the First 5 Solano Children and Families Commission





To the Board of Commissioners  
First 5 Solano Children and Families Commission  
Fairfield, California

We have audited the financial statements of the governmental activities and the general fund of the First 5 Solano Children and Families Commission (Commission), a component unit of the County of Solano, California, as of and for the year ended June 30, 2020, and have issued our report thereon dated September 30, 2020. Professional standards require that we advise you of the following matters relating to our audit.

**Our Responsibility in Relation to the Financial Statement Audit under Generally Accepted Auditing Standards and *Government Auditing Standards***

As communicated in our letter dated May 18, 2020, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Commission solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

**Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

**Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Commission is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year ended June 30, 2020. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are amounts related to the net pension liability and related deferred inflows of resources and deferred outflows of resources.

Management's estimates of the amounts related to:

- The net pension liability and deferred inflows of resources and deferred outflows of resources are based on actuarial valuations and a proportionate share of the collective net pension liability of the County of Solano's miscellaneous agent multiple-employer plan. The valuations are sensitive to the underlying actuarial assumptions used, including, but not limited to the investment rate of return and discount rate and the Commission's proportionate share of the plan's collective net pension liability.

We evaluated the key factors and assumptions used to develop the above estimates and determined that it is reasonable in relation to the basic financial statements taken as a whole.

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the Commission's financial statements relate to the disclosure of the Commission's defined benefit pension plan in Note 5, disclosing what the impact of a 1% increase or decrease in the discount rate is on the Commission's net pension liability.

### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

## **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole.

The attached Schedule of Corrected Misstatements summarizes misstatements that were brought to the attention of and corrected by management.

The attached Schedule of Uncorrected Misstatements summarizes uncorrected financial statement misstatements whose effects in the current period, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

The effect of these uncorrected misstatements, as of and for the year ended June 30, 2020, is an understatement of fund balance of \$43,702.

## **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Commission's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

## **Representations Requested from Management**

We have requested certain written representations from management which are included in the management representation letter dated September 30, 2020.

## **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

## **Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with the Commission, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating conditions affecting the entity, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Commission's auditors.

This report is intended solely for the information and use of the Board of Commissioners, and management of the Commission and is not intended to be, and should not be, used by anyone other than these specified parties.



Sacramento, California  
September 30, 2020

First 5 Solano Children and Families Commission  
 Schedule of Corrected Misstatements  
 For the Year Ended June 30, 2020

Number	Opinion Unit(s)	Account/Description	Debit	Credit
1	General Fund/Governmental Activities	Due from other agencies Unavailable revenue/operating grants and contributions	\$ 66,500	\$ 66,500
<i>(To adjust for unrecorded grant receivables not expected to be received within the Commission's period of availability.)</i>				
2	General Fund/Governmental Activities	Intergovernmental revenues Due from other agencies	54,034	54,034
<i>(To adjust for fiscal year 2020/21 revenues recognized in fiscal year 2019/20.)</i>				

First 5 Solano Children and Families Commission  
 Schedule of Uncorrected Misstatements  
 For the Year Ended June 30, 2020

Number	Opinion Unit(s)	Account/Description	Debit	Credit
1	General Fund/Governmental Activities	Intergovernmental revenues/Operating grants and contributions Due from State Commission	\$ 21,699	\$ 21,699
		<i>(To adjust for actual revenues received subsequent to year-end.)</i>		
2	General Fund/Governmental Activities	Cash and investments in County Treasury Fund balance/net position Investment income	65,401	31,797 33,604
		<i>(To record the fair market value adjustment as June 30, 2020.)</i>		





Financial Statements  
June 30, 2020

# First 5 Solano Children and Families Commission

(a Component Unit of the County of Solano, California)

# First 5 Solano Children and Families Commission

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June 30, 2020

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**First 5 Solano Commission  
Membership**

(as of June 30, 2020)

Lisette Estrella-Henderson, Chair  
Solano County Superintendent of Schools, Member-at-large

Jennifer Barton, Vice Chair  
District 3 Representative

Erin Hannigan  
Solano County Board of Supervisors District 1

Gerald Huber  
Director of Health & Social Services, Solano County

Aaron Crutison  
Deputy Director of Health & Social Services, Solano County

Lenesha Anderson  
District 1 Representative

Mina Diaz  
District 2 Representative

Tyffany Wanberg  
District 4 Representative

Nicole Neff  
District 5 Representative



## Independent Auditor's Report

To the Board of Commissioners  
First 5 Solano Children and Families Commission  
Fairfield, California

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the general fund of the First 5 Solano Children and Families Commission (Commission), a component unit of the County of Solano, California, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of the Commission as of June 30, 2020, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information, the schedule of proportionate share of the net pension liability, the schedule of pension contributions, the schedule of proportionate share of the net other post employment benefit (OPEB) liability, and the schedule of OPEB contributions, as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods or preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Commission's basic financial statements. The schedule of expenses by fund source and net position of Solano County Children and Families Commission (SCCFC) funds for First 5 programs and activities (Schedule) is presented for the purpose of additional analysis and is not a required part of the basic financial statements.

The Schedule is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated September 30, 2020 on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Commission's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Commission's internal control over financial reporting and compliance.

The image shows a handwritten signature in cursive script that reads "Eide Bailly LLP". The signature is written in black ink and is positioned above the typed name of the firm.

Sacramento, California  
September 30, 2020



IT'S ALL ABOUT THE KIDS

## Management's Discussion and Analysis

As management of the First 5 Solano Children & Families Commission (Commission), we offer readers of the Commission's financial statements this narrative overview and analysis of the financial activities of the Commission for the fiscal year ended June 30, 2020. We encourage readers to consider the information presented here in conjunction with additional information in our financial statements.

### Financial Highlights

- The Commission's net position totaled \$9,943,718 at June 30, 2020. \$1,499,579 is reported as net investment in capital assets and \$8,444,139 is unrestricted.
- The Commission's total net position increased by \$1,206,270 primarily due to investment in capital assets in FY 2019/20.
- At June 30, 2020, the Commission's governmental funds reported an ending fund balance of \$9,721,402, a decrease of \$29,637 from June 30, 2019. Of the ending fund balance at June 30, 2020, \$4,071,927 is categorized as committed for contractual obligations for First 5 program expenditures, and \$604,651 categorized as assigned for contractual obligations for lease expenditures. The remaining fund balance of \$5,044,824 is categorized as unassigned.

### Overview of the Financial Statements

This management discussion and analysis is intended to serve as an introduction to the Commission's basic financial statements. The Commission's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of the Commission's finances, in a manner similar to a private-sector business.

The statement of net position presents information on the Commission's assets/deferred outflows of resources and liabilities/deferred inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Commission is improving or deteriorating. The Commission has adopted a revised Long-Term Financial Plan (LTFP) which projects the Commission's assets over a ten-year period of time (FY2016/17-FY2025/26).

The statement of activities presents information showing how the Commission's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements can be found on pages 11-12 of this report.

**Fund financial statements.** A fund is a grouping of related accounts used to maintain control over resources that have been segregated for specific activities or objectives. The Commission, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a Commission's near-term financing requirements.

Since the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Commission's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The basic governmental fund financial statements can be found on pages 13-16 of this report.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 17-33 of this report.

**Required Supplementary Information.** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Commission's budgetary comparison schedule for the Commission's general fund, pension schedules and OPEB schedules. Required supplementary information can be found on pages 35-40 of this report.

## Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of the Commission's financial position. In the case of the Commission, assets/deferred outflows of resources exceeded liabilities/deferred inflows of resources by \$9,943,718 at June 30, 2020.

First 5 Solano Children & Families Commission  
Government-wide  
Statement of Net Position  
June 30, 2020 and 2019

	2020	2019
Assets:		
Current assets	\$ 10,301,706	\$ 10,224,457
Non-current assets	1,499,579	176,690
Total assets	11,801,285	10,401,147
Deferred Outflows of Resources:		
Deferred outflows related to pensions and OPEB	247,672	267,942
Total deferred outflows of resources	247,672	267,942
Liabilities:		
Current liabilities	543,357	501,970
Non-current liabilities	1,512,672	1,384,136
Total liabilities	2,056,029	1,886,106
Deferred Inflows of Resources:		
Deferred inflows related to pensions and OPEB	49,210	45,535
Total deferred inflows of resources	49,210	45,535
Net Position:		
Net investment in capital assets	1,499,579	176,690
Restricted	-	348,310
Unrestricted	8,444,139	8,212,448
Total net position	\$ 9,943,718	\$ 8,737,448

The key elements in the significant changes in assets/deferred outflows of resources and liabilities/deferred inflows of resources are as follows:

**Current assets:** Current assets increased by \$77,249 from June 30, 2019. The primary reason is slight underspending on grants.

**Non-current assets:** Non-current assets increased by \$1,322,889 from June 30, 2019. This was due to capitalization of tenant improvements on the renovations of the Commission's Vallejo First 5 Center.

**Deferred outflows of resources:** Deferred outflows of resources decreased by \$20,270 from June 30, 2019. The decrease is attributable to employer contributions to the pension and OPEB plan applicable to a future accounting period and current year changes in the net pension liability and related amortization and other factors.

**Current liabilities:** Current liabilities increased by \$41,387 from June 30, 2019. The increase is due to amounts owed to vendors for goods and services received prior to fiscal year-end.

**Non-current liabilities:** Non-current liabilities increased by \$128,536 from June 30, 2019. The increase is due to an increase of the Commission's proportionate share of the net pension liability. Some contributing factors to the increase were the difference in expected and actual experience and changes in assumptions.

Deferred inflows of resources: Deferred inflows of resources increased by \$3,675. The increase is attributable to current year changes in the net pension liability, net OPEB liability, related amortization, and other factors.

First 5 Solano Children & Families Commission  
Statement of Activities  
For the fiscal years ended June 30, 2020 and 2019

	2020	2019
<b>Program expenses:</b>		
<b>Strategic plan implementation</b>		
Employee services	\$ 1,199,226	\$ 1,248,962
Program evaluation costs	138,600	110,850
Countywide admin overhead	35,407	44,600
Interfund services	57,258	31,431
Professional & specialized services	75,145	61,182
Rents & leases	58,570	71,463
Memberships	7,354	7,354
Transportation & travel	10,164	9,063
Communication	8,875	5,853
Insurance	7,964	7,353
Special departmental expense	6,318	7,650
Supplies	3,077	2,999
Meals/Refreshments	2,208	3,682
Non capitalized equipment	97,764	4,363
Miscellaneous	30,615	6,531
Depreciation	136,325	-
<b>Total strategic plan implementation expenses</b>	<b>1,874,870</b>	<b>1,623,336</b>
<b>Grant:</b>		
Family support	562,360	306,697
Early mental health	396,900	450,554
Child care and development	421,076	340,645
Annual Grants	127,451	161,667
Pre K academy	188,233	187,828
Systems change	293,504	222,074
Community engagement	87,846	83,518
Co-sponsorship of conferences	750	9,650
Help me grow	231,028	200,000
Oral health	15,904	20,154
Emergency response	62,161	-
<b>Total grant expenses</b>	<b>2,387,213</b>	<b>1,982,787</b>
<b>Total program expenses</b>	<b>4,262,083</b>	<b>3,606,123</b>
<b>Program revenues:</b>		
Operating grants and contributions	4,251,679	3,722,846
Charges for services	467,755	454,418
Capital grants and contributions	571,500	525,000
<b>Total program revenues</b>	<b>5,290,934</b>	<b>4,702,264</b>
<b>Net program revenues</b>	<b>1,028,851</b>	<b>1,096,141</b>
<b>General revenues:</b>		
Investment income	177,419	174,281
<b>Total general revenues</b>	<b>177,419</b>	<b>174,281</b>
<b>Change in net position</b>	<b>1,206,270</b>	<b>1,270,422</b>
<b>Net position:</b>		
Beginning	8,737,448	7,467,026
End of the year	<b>\$ 9,943,718</b>	<b>\$ 8,737,448</b>

The key elements for the significant changes in net position are as follows:

**Program expenses - Strategic Plan Implementation:**

Strategic Plan Implementation expenses increased overall from prior year by \$251,534. The most significant increases are noted as follows:

- Together, noncapitalized equipment and miscellaneous increased by \$117,785 which is mainly due to expenses related to furnishing and outfitting the Vallejo First 5 Center.
- Depreciation expense increased by \$136,325 due to the completion of tenant improvements related to the Vallejo First 5 Center.

**Program expenses-grants:**

Grant expenses increased overall from prior year by \$404,426. The most significant increases are noted as follows:

- Increase of \$255,663 family support spending related to opening the Vallejo First 5 Center.
- Increase of \$80,431 in child care and development related to quality early child care programming and spending down of the First 5 California IMPACT grant.
- Increase of \$71,430 in systems change primarily due to implementation of a nonprofit capacity cohort for nonprofit partners to develop a Theory of Change model.
- Implementation of an Emergency Response fund to provide small grants to community partners to support them to continue to provide services during the COVID-19 pandemic.

**Program revenue:**

Program revenue increased from prior year by \$642,704. This was primarily due to increased funding from First 5 California Proposition 10 annual allocations and IMPACT funding and capital contributions for tenant improvements for the Vallejo First 5 Center

**Financial Analysis of the Commission's Governmental Funds**

As noted earlier, the Commission uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The general fund is a governmental fund type that is used to account for general activities of the Commission. The focus of the Commission's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Commission's net resources available for spending at the end of the fiscal year. At June 30, 2020, the Commission's general fund reported an ending fund balance of \$9,721,402. This was the result of a decrease to fund balance of \$29,637 for the fiscal year ended June 30, 2020.

Governmental fund revenues totaled \$5,401,853 in fiscal year 2019/20. This represents an increase of approximately 11% from fiscal year 2018/19. This increase is due to an increase in Proposition 10 revenue, IMPACT revenue, and capital grants and contributions for tenant improvements.

Governmental fund expenditures totaled \$5,431,490 in fiscal year 2019/20. This represents an increase of approximately 56% from fiscal year 2018/19 due primarily to the tenant improvements for the Vallejo First 5 Center.

## **Budgetary Highlights**

The Commission's general fund budget (Adopted and Final versions) is reflected in the Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual, as presented on page 35 in the Required Supplementary Information (RSI) section of this report.

The final budgeted revenues increased from the original adopted budget by \$590,000 for additional anticipated donations/grants for program activities of \$490,000 and capital grants and contributions for tenant improvements of \$100,000. The final budgeted expenditures increased from the original adopted budget by \$1,600,254. This was primarily due to an increase in budgeted expenditures for capital outlay tenant related improvements and equipment.

Revenues recognized were more than budget by \$454,817 as a result of increased intergovernmental revenue and capital grants and contributions, offset by a decrease in charges for various services. Expenditures incurred were less than budget by \$1,330,027 due to the overall reduction in grant disbursement expenditures.

**Capital assets** – At June 30, 2020, the Commission has \$1,499,579 of capital assets related to tenant improvements for the Vallejo First 5 Center. The Commission took occupancy and began depreciation in February 2020.

**Long-term liabilities** – At June 30, 2020, the Commission had \$1,512,672 of long-term liabilities composed of the net pension liability, net OPEB liability, and compensated absences. For more information, see Note 5 on page 24 of this report.

## **Economic Factors and Next Year's Operating Activities**

Fiscal Year 2020/21 will be the third year of the Commission's 2018-2023 Program Investment Plan. Grants budgeted revenue and expenditure will remain relatively stable with FY2019/20. Anticipated changes in FY2020/21 include a decrease in revenue and expenditure related to the completion of the of tenant improvements of the First 5 Center in Vallejo and any impacts related to the provision of services during the COVID-19 pandemic, such as decreased grant expenditures due to limitations in providing services due to COVID-19 pandemic related restrictions.

## **Requests for Information**

This financial report is designed to provide a general overview of the Commission's finances for all those with an interest with the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the First 5 Solano Children and Families Commission, 3375 Sonoma Blvd., Ste 30, Vallejo, CA 94590.

First 5 Solano Children and Families Commission  
Statement of Net Position  
June 30, 2020 and 2019

	Governmental Activities
<b>Assets</b>	
<b>Current assets</b>	
Cash and investments in County Treasury	\$ 9,577,906
Due from County	208,098
Due from State Commission	438,903
Due from other agencies	66,500
Prepaid expense	10,299
Total current assets	10,301,706
<b>Noncurrent assets</b>	
Capital assets, being depreciated, net	1,499,579
Total noncurrent assets	1,499,579
Total Assets	11,801,285
<b>Deferred Outflows of Resources</b>	
Deferred outflows related to pensions	232,855
Deferred outflows related to OPEB	14,817
Total Deferred Outflows of Resources	247,672
<b>Liabilities</b>	
<b>Current liabilities</b>	
Outstanding warrants	18,518
Accounts payable	297,615
Due to County	56,619
Due to other agencies	141,052
Compensated absences	29,553
Total current liabilities	543,357
<b>Noncurrent liabilities</b>	
Compensated absences, net of current portion	31,924
Net pension liability	1,440,709
Net OPEB liability	40,039
Total noncurrent liabilities	1,512,672
Total Liabilities	2,056,029
<b>Deferred Inflows of Resources</b>	
Deferred inflows related to pensions	39,135
Deferred inflows related to OPEB	10,075
Total Deferred Inflows of Resources	49,210
<b>Net Position</b>	
Net investment in capital assets	1,499,579
Unrestricted	8,444,139
Total Net Position	\$ 9,943,718

First 5 Solano Children and Families Commission

Statement of Activities

For the Year Ended June 30, 2020

	<u>Governmental Activities</u>
Program Expenses	
Strategic plan implementation	
Employee services	\$ 1,199,226
Program evaluation costs	138,600
Countywide admin overhead	35,407
Interfund services	57,258
Professional & specialized services	75,145
Rents & leases	58,570
Memberships	7,354
Transportation & travel	10,164
Communication	8,875
Insurance	7,964
Special departmental expense	6,318
Supplies	3,077
Meals/Refreshments	2,208
Non capitalized equipment	97,764
Miscellaneous	30,615
Depreciation	136,325
Total strategic plan implementation expenses	<u>1,874,870</u>
Grants	
Family support	562,360
Early mental health	396,900
Child care and development	421,076
Annual grants	127,451
Pre K academy	188,233
Systems change	293,504
Community engagement	87,846
Co-sponsorship of conferences	750
Help me grow	231,028
Oral health	15,904
Emergency Response	62,161
Total grant expenses	<u>2,387,213</u>
Total program expenses	<u>4,262,083</u>
Program revenues	
Operating grants and contributions	4,251,679
Charges for services	467,755
Capital grants and contributions	571,500
Total program revenues	<u>5,290,934</u>
Net program revenues	<u>1,028,851</u>
General revenues	
Investment income	177,419
Total general revenues	<u>177,419</u>
Change in net position	1,206,270
Net position- beginning of year	<u>8,737,448</u>
Net position- end of year	<u><u>\$ 9,943,718</u></u>

First 5 Solano Children and Families Commission

Balance Sheet

June 30, 2020

	General Fund
<b>Assets</b>	
Cash and investments in County Treasury	\$ 9,577,906
Due from County	208,098
Due from State Commission	438,903
Due from other agencies	66,500
Prepaid expense	10,299
	<u>10,299</u>
Total assets	<u>\$ 10,301,706</u>
<b>Liabilities</b>	
Outstanding warrants	\$ 18,518
Accounts payable	297,615
Due to County	56,619
Due to other agencies	141,052
	<u>141,052</u>
Total liabilities	<u>513,804</u>
<b>Deferred Inflows of Resources</b>	
Unavailable revenue	<u>66,500</u>
<b>Fund Balance</b>	
Committed	4,071,927
Assigned	604,651
Unassigned	5,044,824
	<u>5,044,824</u>
Total fund balance	<u>9,721,402</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u>\$ 10,301,706</u>

First 5 Solano Children and Families Commission  
Reconciliation of the Balance Sheet of the Governmental Fund to the Statement of Net Position  
June 30, 2020

---

Governmental Fund Balance	\$ 9,721,402
<p>Amounts reported for governmental activities in the statement of net position are different because:</p>	
<p>Capital assets, net of accumulated depreciation used in governmental activities are not financial resources and, therefore, are not reported in governmental funds.</p>	1,499,579
<p>Deferred inflows and outflows of resources related to the net pension liability are not due and payable in the current period and therefore, are not reported in the funds:</p>	
Deferred outflows of resources related to pensions	232,855
Deferred inflows of resources related to pensions	(39,135)
<p>Deferred inflows and outflows of resources related to the net OPEB liability are not due and payable in the current period and therefore, are not reported in the funds:</p>	
Deferred outflows of resources related to OPEB	14,817
Deferred inflows of resources related to OPEB	(10,075)
<p>Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.</p>	
Compensated absences	(61,477)
Long-term obligations- net pension liability	(1,440,709)
Long-term obligations- net OPEB liability	(40,039)
<p>Deferred inflows recorded in governmental fund financial statements resulting from activities in which revenues were earned but funds were not available, were recognized as revenues in the Government-Wide Financial Statement:</p>	<u>66,500</u>
Net position of governmental activities	<u><u>\$ 9,943,718</u></u>

First 5 Solano Children and Families Commission  
Statement of Revenues, Expenditures and Changes in Fund Balance of the  
Governmental Fund to the Statement of Activities  
For the Year Ended June 30, 2020

	General Fund
<b>Revenues</b>	
Intergovernmental revenues	\$ 3,785,487
Charges for services	467,755
Investment income	177,419
Donations/grants	466,192
Capital grants and contributions	505,000
Total revenues	5,401,853
<b>Expenditures</b>	
<b>Current</b>	
Strategic plan implementation:	
Employee services	1,045,744
Program evaluation costs	138,600
Countywide admin overhead	35,407
Interfund services	57,258
Professional & specialized services	75,145
Rents & leases	58,570
Memberships	7,354
Transportation & travel	10,164
Communication	8,875
Insurance	7,964
Special departmental expense	6,318
Supplies	3,077
Meals/Refreshments	2,208
Non capitalized equipment	97,764
Miscellaneous	30,615
Total strategic plan implementation expenditures	1,585,063
<b>Grants</b>	
Family support	562,360
Early mental health	396,900
Child care and development	421,076
Annual grants	127,451
Pre K academy	188,233
Systems change	293,504
Community engagement	87,846
Co-sponsorship of conferences	750
Help me grow	231,028
Oral health	15,904
Emergency response	62,161
Total grant expenditures	2,387,213
<b>Capital outlay</b>	
Tenant improvements	1,444,228
Equipment	14,986
Total capital outlay expenditures	1,459,214
Total expenditures	5,431,490
Net change in fund balance	(29,637)
Fund balance - beginning	9,751,039
Fund balance - ending	\$ 9,721,402

First 5 Solano Children and Families Commission  
 Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance of the  
 Governmental Fund to the Statement of Activities  
 Year Ended June 30, 2020

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Changes in fund balance - governmental funds	\$ (29,637)
<p>Amounts reported for governmental activities in the statement of activities are different because:</p>	
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of capital assets is allocated over their estimated useful lives and reported as depreciation expense.</p>	
Tenant improvements	1,444,228
Equipment	14,986
Depreciation Expense	(136,325)
<p>Compensated absences expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds. This amount represents the net change in the compensated absences liability.</p>	
	(22,287)
<p>Governmental funds report OPEB plan contributions as expenditures. However, in the statement of activities, OPEB expense is measured as the change in net OPEB liability and the amortization of deferred outflows and inflows related to OPEB. The following amount reflect changes in the OPEB related balances.</p>	
	590
<p>Governmental funds report pension contributions as expenditures. However, in the statement of activities, pension expense is measured as the change in net pension liability and the amortization of deferred outflows and inflows related to pensions. The following amounts reflect changes in the pension related balances.</p>	
	(131,785)
<p>In the Governmental Funds, some current year receivables are recorded as unavailable revenue due to income not being available. In the Government-Wide Statements, these amounts are recognized as income on the full accrual basis of accounting.</p>	
	<u>66,500</u>
Change in net position of governmental activities	<u><u>\$ 1,206,270</u></u>

## **Note 1 - Summary of Significant Accounting Policies**

### **Reporting Entity**

Solano County is a political subdivision of the State of California. An elected, five-member Board of Supervisors governs the County.

First 5 Solano Children and Families Commission (Commission), a component unit of the County of Solano, California, was organized on July 8, 1999, by the Solano County Board of Supervisors through the adoption of Ordinance No. 1579 in accordance with the California Children and Families Act of 1998. The Commission currently operates under the State of California Health and Safety Code§ 130100-130155 and Solano County Code§ 7.3. The purpose of the Commission is to promote, support, and improve the early development of children from the prenatal stage through five years of age. The First 5 Solano Commission is funded by a surtax imposed statewide on the sale and distribution of cigarettes and other tobacco related products.

The Commission consists of nine members encompassing a myriad of professional and personal experience. The Board of Supervisors of Solano County approves the appointment of each Commission member's four-year term.

### **Basis of Accounting Measurement Focus**

The basic financial statements of the Commission are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the basic financial statements

### **Government-wide Financial Statements**

Government-wide financial statements consist of the statement of net position and the statement of activities. These statements are presented on an economic resources measurement focus. All economic resources and obligations of the reporting government are reported in the financial statements.

The government-wide financial statements have been prepared on the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets and liabilities resulting from non-exchange transactions are recognized in accordance with the requirements of GASB Statement No. 33.

## **Fund Financial Statements**

The fund financial statements consist of the balance sheet and the statement of revenues, expenditures and changes in fund balance of the Commission's general fund. These statements are presented on a current financial resources measurement focus. Generally, only current assets, deferred outflows of resources, current liabilities and deferred inflows of resources are included on the balance sheet. The statement of revenues, expenditures and changes in fund balance for the governmental fund generally presents inflows (revenues) and outflows (expenditures) in net current position. All operations of the Commission are accounted for in the general fund.

The fund financial statements have been prepared on the modified accrual basis of accounting. Revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period. Revenues are considered available if they are received within 90 days after year-end. Revenues susceptible to accrual include tax revenues, grant revenues and investment income. Expenditures are recognized in the accounting period in which the fund liability is incurred except for compensated absences, which are recognized when due and payable at year-end.

## **Adjustments Between Fund Financial Statements and Government-Wide Financial Statements**

### **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources expense/expenditure until then. The Commission reports deferred outflows related to pensions and OPEB. Refer to additional details in note 5 and note 6.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. In the fund financial statements, the Commission has one item which arises only under a modified accrual basis of accounting that qualifies for reporting in this category. The governmental fund report unavailable revenues from intergovernmental revenues. This amount is deferred and recognized as an inflow of resources in the period that the amounts become available. The Commission also reports deferred inflows related to pensions and OPEB. Refer to additional details in note 5 and note 6.

### **Compensated Absences**

As of June 30, 2020, the Commission estimated its liability for vested compensated absences to be \$61,477. Compensated absence obligations are considered long-term in nature and are reported in the fund financial statements as expenditures in the period paid or when due and payable at year-end under the modified accrual basis of accounting. The compensated absences have been accrued in the government wide financial statements and are included in liabilities. The compensated absences are liquidated by the general fund.

## Net Position

Net position can be displayed in three components:

- Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation. At June 30, 2020, \$1,499,579 was classified as net investment in capital assets.
- Restricted net position – Consists of resources in the net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- Unrestricted net position – All other resources making up net position that do not meet the definition of “restricted” or “net investment in capital assets.” At June 30, 2020, \$8,498,173 is unrestricted.

The Commission applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

## Fund Balance Classification

Fund balance can be displayed under the following components:

- *Nonspendable Fund Balance* – includes elements of fund balance that cannot be spent because of their form, or because they must be (a) assets that will never convert to cash, such as prepaid items, or (b) resources that must be held intact pursuant to legal or contractual requirements.
- *Restricted Fund Balance* – includes resources that are subject to constraints that are externally enforceable legal restrictions.
- *Committed Fund Balance* – includes amounts that meet one of the following two criteria; (a) use of funds is constrained by limits imposed by formal action of the Commission and removal or (b) modification of use of funds can be accomplished only by the same formal action of the Commission. The Solano First 5 Commission is the government's highest level of decision-making authority; and the formal action required to be taken to establish, modify, or rescind a fund balance restriction is a majority vote by the Commission.
- *Assigned Fund Balance* – The assigned portion of the fund balance policy reflects a commission's intended use of resources, which is established either by the First 5 Solano Commission, a body created by the commission, such as the commission finance committee, or an official designated by the commission (e.g., an Executive Director).
- *Unassigned Fund Balance* – includes resources in fund balance that cannot be classified into any of the other categories.

The Commission has evaluated the composition of its fund balance and has reported the following categories:

- *Committed* – At June 30, 2020, the Commission reported \$4,071,927 as committed for contractual obligations for First 5 program activities approved by the Board of Commissioners.
- *Assigned* – At June 30, 2020, the Commission reported \$604,651 as assigned for contractual obligations for lease expenditures for the Commission's Vallejo office.
- *Unassigned* – At June 30, 2020, the Commission reported \$5,044,824 as unassigned.

The Commission follows the County's Spending Priority Policy which states that when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, it is presumed that restricted funds are spent first; and when an expenditure is incurred for purposes for which amounts in any unrestricted fund balances could be used, it is presumed that the committed amounts are spent first, then the assigned amounts, then the unassigned amounts.

### **Pensions**

In government-wide financial statements, retirement plans (pensions) are required to be recognized and disclosed using the accrual basis of accounting regardless of the amount recognized as pension expenditures on the governmental fund statements, which use the modified accrual basis of accounting.

The Commission participates in the County of Solano Pension Plan. In general, the Commission recognizes a net pension liability, which represents the Commission's proportionate share of the excess of the total pension liability over the fiduciary net position reflected in the actuarial report provided by the California Public Employee Retirement System (CalPERS). The net pension liability is measured as of CalPERS prior fiscal year end June 30, 2019. Changes in the net pension liability are recorded, in the period incurred, as pension expense or as deferred inflows of resources or deferred outflows of resources depending on the nature of the change.

The changes in net pension liability that are recorded as deferred inflows of resources or deferred outflows of resources (that arise from changes in actuarial assumptions or other inputs and differences between actuarial or expected experience) are amortized as pension expense beginning with the period in which they occurred.

### **Other Post-Employment Benefits (OPEB)**

In government-wide financial statements, other post-employment benefits (OPEB) are required to be recognized and disclosed using the accrual basis of accounting regardless of the amount recognized as OPEB expenditures on the governmental fund statements, which use the modified accrual basis of accounting.

The Commission participates in the County of Solano Retiree Healthcare Plan. In general, the Commission recognizes a net OPEB liability, which represents the Commission's proportionate share of the excess of the total OPEB liability over the fiduciary net position reflected in the actuarial report provided by the County's actuary. The net OPEB liability is measured as of the year end June 30, 2019. Changes in the net OPEB liability are recorded, in the period incurred, as OPEB expense or as deferred inflows of resources or deferred outflows of resources depending on the nature of the change. The changes in net OPEB liability that are recorded as deferred inflows of resources or deferred outflows of resources (that arise from changes in actuarial assumptions or other inputs and differences between actuarial or expected experience) are amortized as OPEB expense beginning with the period in which they occurred.

### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles in the United States requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

### **Cash and Investments in County Treasury**

The Commission's cash and investments is maintained in the County Treasury and is pooled with the County of Solano and various other depositors. The Commission's ability to withdraw large sums of cash from the County Treasury may be subject to certain restrictions set by the County Treasurer. On a quarterly basis, the Treasurer allocates interest to participants based upon their average daily balances. The Solano County Treasury Oversight Committee oversees the Treasurer's investments and policies. The balance of the Commission's investment in the Solano County Treasury pool at June 30, 2020 is \$9,577,906. The County investment pool is not registered with the Securities and Exchange Commission as an investment company.

The County's pooled cash and investments are invested pursuant to investment policy guidelines established by the County Treasurer and approved by the County Board of Supervisors. The objectives of the policy (in order of priority) are: legality, preservation of capital, liquidity, and yield. The policy addresses the soundness of financial institutions in which the County will deposit funds, types of investment instruments as permitted by the California Government Code, and the percentage of the portfolio which may be invested in certain instruments with longer terms of maturity.

### **Fair Value Measurements**

The Commission categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. As of June 30, 2020, the Commission held no individual investments. All funds are invested in the County Treasurer's Investment Pool.

In instances where inputs used to measure fair value fall into different levels in the above fair value hierarchy, fair value measurements in their entirety are categorized based on the lowest level input that is significant to the valuation. The Commission's assessment of the significance of particular inputs to these fair value measurements requires judgment and considers factors specific to each asset or liability. Deposits and withdrawals in the Pools are made on the basis of \$1 and not fair value. Accordingly, the Commission's share of investments in the County Treasurer's Investment Pool at June 30, 2020 is an uncategorized input not defined as a Level 1, Level 2, or Level 3 input.

### **Due from County**

Due from county represents amounts due to the Commission for early childhood mental health services provided per terms of the County of Solano Memorandum of Understanding 2014-101.

### **Due from State Commission**

Due from other agencies represents amounts due to the Commission from the State (First 5 California Children & Families Commission) as of June 30, 2020 for amounts allocated but not received.

### **Outstanding Warrants**

Outstanding warrants represent the amount of warrants issued but not yet presented to the County for payment. When warrants are mailed, expenditures are recorded in the Commission's fund and an outstanding warrant liability is created, pending payment of the warrant.

### **Accounts Payable**

Accounts payable represents the balance owed for goods received and/or services rendered.

### **Due to County**

Due to County represents amounts owed to the County of Solano for grantee services provided by the Department of Health and Social Services.

### **Due to Other Agencies**

Due to other agencies represents amounts owed to grantees outside the reporting entity.

### **Capital Assets**

Capital assets are reported in the governmental activities. Capital assets are defined by the Commission as assets with an initial cost of \$5,000 and an estimated useful life in excess of one year. Such capital assets are recorded at historical cost or estimated historical cost if purchased or constructed. Tenant improvements are depreciated using the straight-line method over the shorter of the lease term or the estimated useful life of 10-40 years. Equipment is depreciated using the straight-line method over an estimated useful life of 3-7 years.

### **Effect of New Governmental Accounting Standards Board (GASB) Pronouncements Effective in Current Fiscal Year**

**GASB Statement No. 95** – In May 2020, GASB issued Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*. The primary objective of this Statement is to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic. That objective is accomplished by postponing the effective dates of certain provisions in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018, and later. This statement was effective upon issuance. The Commission implemented this statement effective July 1, 2019 and has determined that there was no impact on the Commission's financial statements.

**Note 2 - Compensated Absences**

Changes in compensated absences for the fiscal year ended June 30, 2020, was as follows:

	Balance July 1, 2019	Additions	Retirements	June 30, 2020	Amounts Due Within One Year
Compensated absences	\$ 39,190	\$ 55,980	\$ 33,693	\$ 61,477	\$ 29,553
Total compensated absences	<u>\$ 39,190</u>	<u>\$ 55,980</u>	<u>\$ 33,693</u>	<u>\$ 61,477</u>	<u>\$ 29,553</u>

**Note 3 - Operating Leases**

In March 2019, the Commission entered into a five-year operating lease for the rental of office space in Vallejo. The lease commencement date was based on the later of July 1, 2019 or on the notice of occupancy, which occurred in February 2020. Lease payments made during the fiscal year were \$51,495 as of June 30, 2020. The future minimum lease payments required for this operating lease is as follow:

Fiscal Year Ended June 30	Amount
2021	\$ 125,133
2022	128,887
2023	132,753
2024	136,736
2025	<u>81,142</u>
Total	<u>\$ 604,651</u>

**Note 4 - Capital Assets**

Capital asset activity for the fiscal year ended June 30, 2020 is as follows:

	Balance July 1, 2019	Additions	Deletions	Transfers	Balance June 30, 2020
Capital assets, not being depreciated					
Construction in progress - tenant improvements	\$ 176,690	\$ 1,444,228	\$ -	\$ (1,620,918)	\$ -
Total capital assets, not being depreciated	176,690	1,444,228	-	(1,620,918)	-
Capital assets being depreciated					
Tenant Improvements	-	-	-	1,620,918	1,620,918
Equipment	-	14,986	-	-	14,986
Total capital assets being depreciated	-	14,986	-	1,620,918	1,635,904
Less accumulated depreciation for:					
Tenant Improvements	-	(135,076)	-	-	(135,076)
Equipment	-	(1,249)	-	-	(1,249)
Total accumulated depreciation	-	(136,325)	-	-	(136,325)
Total capital assets being depreciated, net	-	(121,339)	-	1,620,918	1,499,579
Governmental activities capital assets, net	<u>\$ 176,690</u>	<u>\$ 1,322,889</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,499,579</u>

**Note 5 - Defined Benefit Pension Plan**

**Plan Description** - The Commission employees participate in the County of Solano's Miscellaneous defined benefit pension plan administered by the State of California Public Employees' Retirement System (CalPERS), an agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for California cities and governmental jurisdictions, which participate in this retirement plan. For financial reporting purposes, the Commission reports a proportionate share of the County's collective net pension liability, pension expense, and deferred inflows and outflows. Accordingly, the disclosures and required supplementary information have been reported for the Commission as a cost sharing participant.

**Benefits Provided** - CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

**Contributions** - Rates for the County's contributions are set by CalPERS based upon annual experience of County members and on periodic actuarial valuations. The contribution rate for the Commission is established by the County of Solano (County). The Commission contributes the full amount of the employees' 7.508 percent share of contributions after five years of CalPERS qualifying experience. The employer contribution rate for the fiscal year ended June 30, 2020, is 10.681 percent. For the fiscal year ended June 30, 2020, the Commission was required to contribute \$160,421 to the County.

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

At June 30, 2020, the Commission reported a liability of \$1,440,709 for its proportionate share of the County's net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2018. The Commission's proportion of the County's net pension liability was based on the Commission's actual contributions to the County's pension plan relative to the total contributions of the County as a whole. At June 30, 2019, the Commission's proportionate share was 0.3376 percent and at June 30, 2020 the Commission's proportionate share was 0.3369 percent, a decrease of 0.007 percent.

For the year ended June 30, 2020, the Commission recognized pension expense of \$292,937. At June 30, 2020, the Commission reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes in assumptions	\$ 16,250	\$ 15,458
Difference between expected and actual experience	56,184	2,745
Net difference between projected and actual earnings on pension plan investments	-	20,932
Employer contributions paid by the Commission subsequent to the measurement date	160,421	-
Total	\$ 232,855	\$ 39,135

\$160,421 reported as deferred outflows of resources related to the Commission’s contributions to the County’s plan subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the Commission’s proportion of the County’s pension plan will be recognized in pension expense as follows:

Year ended June 30,	
2021	\$ 42,206
2022	(14,663)
2023	1,963
2024	3,793
Total	\$ 33,299

**Actuarial assumptions** - The Commission’s proportion of the County’s total pension liability in the June 30, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial valuation date	June 30, 2018
Measurement date	June 30, 2019
Actuarial cost method	Entry-Age Normal Cost Method
<b>Actuarial Assumptions:</b>	
Discount Rate	7.15%
Inflation	2.50%
Projected Salary increases	Varies by Entry Age and Service
Cost of Living Adjustments:	2.50%
Payroll Growth:	3.00%

The mortality table used was developed based on CalPERS's specific data. The table includes 15 years of mortality improvements using 90% Scale MP-2016 published by the Society of Actuaries. For more details on this table, please refer to the 2017 experience study report available on CalPERS website at [www.calpers.ca.gov](http://www.calpers.ca.gov).

All other actuarial assumptions used in the June 30, 2018 valuation were based on the results of an actuarial experience study for the period from 1997 to 2015, including updates to salary increase, mortality and retirement rates. The Experience Study report can be obtained at CalPERS’ website under Forms and Publications.

The long term expected rate of return on pension plan investments was determined using a building block method in which best estimates ranges of expected future real rates of return (expected returns, net of plan investment expense and inflation) are developed for each major asset class. In determining the long-term expected rate of return, CalPERS staff took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds’ asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class net of administrative expenses:

Asset Class	Target Allocation	Real Return, Years 1 -10	Real Return 11+
Global equity	50.0%	4.80%	5.98%
Fixed income	28.0%	1.00%	2.62%
Inflation assets	0.0%	0.77%	1.81%
Private equity	8.0%	6.30%	7.23%
Real assets	13.0%	3.75%	4.93%
Liquidity	1.0%	0.00%	-0.92%
	<u>100.00%</u>		

**Discount rate** - The discount rate used to measure the total pension liability was 7.15 percent. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing of the plans, the tests revealed the assets would not run out. Therefore, the current 7.15 percent discount rate is appropriate, and the use of the municipal bond rate calculation is not deemed necessary. The long-term expected discount rate of 7.15 percent is applied to all plans in the Public Employees Retirement Fund. The stress test results are presented in a detailed report called “GASB Crossover Testing Report” that can be obtained at CalPERS’ website under the GASB 68 section.

**Sensitivity of the Commission’s proportionate share of the County’s net pension liability to changes in the discount rate** - The following table presents the Commission’s proportionate share of the County’s net pension liability calculated using the discount rate of 7.15 percent, as well as what the Commission’s proportionate share of the County’s net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.15%) or 1-percentage-point higher (8.15%) than the current rate:

	1.00% Decrease (6.15%)	Current Discount Rate (7.15%)	1.00% Increase (8.15%)
Commission's proportionate share of the County’s net pension liability	\$ 2,116,963	\$ 1,440,709	\$ 879,003

**Pension plan fiduciary net position** - Detailed information about the County’s collective net pension liability is available in the County’s separately issued Comprehensive Annual Financial Report (CAFR). The County of Solano’s financial *statements* may be obtained by contacting the County of Solano, Auditor-Controller’s Office at 675 Texas Street, Suite 2800, Fairfield, California 94533 or visiting the County’s website at [https://www.solanocounty.com/depts/auditor/finance\\_reports.asp](https://www.solanocounty.com/depts/auditor/finance_reports.asp).

Detailed information about the CalPERS fiduciary net position is available in a separately issued CalPERS comprehensive annual financial report. Copies of the CalPERS annual report may be obtained from CalPERS Headquarters, Lincoln Plaza North, 400 Q Street, Sacramento, California 95811, or visiting [www.calpers.ca.gov](http://www.calpers.ca.gov).

**Note 6 - Other Post-Employment Benefits (OPEB)**

**Plan Description**

The Commission participates in County of Solano Multi-Employer Defined Benefit Healthcare Plan administered by the CalPERS. The plan provides postemployment healthcare benefits to eligible retirees by contributing a minimum of \$136 per month towards medical insurance benefits. This benefit is provided based on the Board of Supervisor's election to participate under the Public Employees' Medical and Hospital Care Act (PEMHCA) [Government Code Section 22750]. The County's Board may elect to pay more than the minimum contribution; however, the County's Board has elected to pay the minimum contribution of \$136 per month per eligible retiree. The County has not executed a formal plan document that provides for these benefits and the plan does not have a name.

In addition, the County established an irrevocable trust to pre-fund the other postemployment Annual Required Contribution benefits with the Public Agency Retirement Services (PARS). The PARS financial statements and additional reports can be obtained from the PARS website at <http://www.PARS.org>.

For financial reporting purposes, the Commission reports a proportionate share of the County’s collective net OPEB liability, OPEB expense, and deferred inflows and outflows of resources. Accordingly, the disclosures and required supplementary information have been reported for the Commission as a cost sharing participant.

**Contributions**

The plan and its contribution requirements are established by memorandums of understanding with the applicable employee bargaining units and may be amended by agreements between the County and the bargaining units. The annual contribution is based on the actuarially determined contribution. Currently, plan members are required to pay the balance of the premiums. The Commission contributed \$14,817 for the fiscal year ended June 30, 2020.

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

At June 30, 2020, the Commission reported a liability of \$40,039 for its proportionate share of the net OPEB liability. The net OPEB liability was measured as of June 30, 2019, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of January 1, 2019. The Commission's proportion of the net OPEB liability was based on a projection of the Commission's contributions to the OPEB plan relative to the projected contributions of all participating member agencies. At June 30, 2019, the Commission's proportionate share was 0.2154 percent and at June 30, 2020 the Commission's proportionate share was 0.2497 percent, an increase of 0.0343 percent.

For the year ended June 30, 2020, the Commission recognized OPEB expense of \$8,505. At June 30, 2020, the Commission reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB contributions subsequent to measurement date	\$ 14,817	\$ -
Changes in assumptions	-	1,600
Differences between actual and expected experience	-	6,390
Net difference between projected and actual earnings on plan investments	-	2,085
Total	\$ 14,817	\$ 10,075

\$14,817 reported as deferred outflows of resources related to the Commission’s contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year ended June 30,	Amortization
2021	\$ (2,066)
2022	(2,066)
2023	(1,384)
2024	(1,269)
2025	(1,175)
2026 - 2027	(2,115)
Total	\$ (10,075)

**Actuarial Assumptions** – The total OPEB liability in the January 1, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

<p>Actuarial Cost Method</p> <p>Actuarial Assumptions:</p> <ul style="list-style-type: none"> <li>Valuation Date</li> <li>Discount Rate</li> <li>Inflation</li> <li>Investment Rate of Return</li> <li>Medical Trend</li> </ul>	<p>Entry-Age Normal Cost Method</p> <p>January 1, 2019</p> <p>6.00%</p> <p>2.75%</p> <p>6.00%</p> <p>Non-Medicare - 7.5% for 2020, decreasing to an ultimate rate of 4.0% in 2076 and later years</p> <p>Medicare - 6.5% for 2020, decreasing to an ultimate rate of 4.0% in 2076 and later years</p>
<p>Mortality Improvement</p>	<p>Mortality projected fully generational with Scale MP-2018</p>
<p>Salary Increase</p> <p>Healthcare Participation</p>	<p>3%</p> <p>50%</p>

**Discount Rate** – The discount rate used to measure the total OPEB liability was 6.00 percent for the plan. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that the Commission’s contributions will be made at rates equal to the difference between actuarially determined contributions rates and the employee rate. Based on those assumptions, the plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

The long-term expected rate of return on plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The target asset allocation and most recent best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Global Equity	58.0%	4.82%
Fixed Income	35.0%	1.47%
REITs	2.0%	3.76%
Cash	5.0%	0.06%
Total	100%	

**Sensitivity of the Commission's Proportionate Share of the Net OPEB Liability to Changes in the Discount Rate** – The following presents the Commission's proportionate share of the net OPEB liability, as well as what the Commission's proportionate share of the net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.0%) or 1-percentage-point higher (7.0%) than the current discount rate:

	1% Decrease (5.0%)	Discount Rate (6.0%)	1% Increase (7.0%)
Net OPEB Liability	\$ 60,720	\$ 40,039	\$ 22,972

**Sensitivity of the Commission's Proportionate Share of the Net OPEB liability to Changes in the Healthcare Cost Trend Rates** – The following presents the Commission's proportionate share of the net OPEB liability, as well as what the Commission's proportionate share of the net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

	1% Decrease	Current Trend Rate*	1% Increase
Net OPEB Liability	\$ 19,894	\$ 40,039	\$ 65,044

\* Non-Medicare trend rate of 7.5%, decreasing to an ultimate rate of 4.0% in 2076.  
Medical trend rate of 6.5%, decreasing to an ultimate rate of 4.0% in 2076.

**OPEB Plan Fiduciary Net Position** – Detailed information about the OPEB plan's fiduciary net position is available in the separately issued CalPERS financial reports.

**Note 7 - Program Evaluation**

In accordance with the *Standards and Procedures for Audits of California Counties Participating in the California Children and Families Program*, issued by the California State Controller, the Commission is required to disclose the amounts expended during the fiscal year on program evaluation. Program evaluation costs pertain to those activities undertaken to support the collection, production, analysis and presentation of evaluation information for Commission management, Commissioners and other interested parties.

For the year ended June 30, 2020, the Commission spent \$138,600 on program evaluation.

**Note 8 - Risk Management**

The Commission through Solano County carries coverage administered through the Solano County Risk Management Division, for all risks under a multi-peril policy, including accident and property, workers' compensation, and general liability insurance programs.

Solano County also participates in the California State Association of Counties-Excess Insurance Authority (CSAC-EIA), a joint powers authority created to provide self-insurance programs for California counties.

**Note 9 - Related Party Transactions**

The legally required composition of the Children and Families Commission includes a County Supervisor, two County Health & Social Services staff members and representatives of agencies and constituencies concerned with children. Some the programs funded by the Commission are operated by organizations represented by Commissioners. Commissioners abstain from voting on and participating in discussions directly related to their respective organizations. Below is a list of Commissioner/organization relations and agreements:

Related Party	Fiscal Year 2019/20 Expenses
County of Solano	\$ 70,904
Solano County Office of Education	397,012
Parents By Choice	133,001

The Commission incurred expense of \$55,000 for Early Periodic Screening Diagnosis and Treatment and \$15,904 for Dental Services provided by the County of Solano department of Health and Social Services in fiscal year 2019/20.

The Commission incurred expenses of \$256,251 for services provided related to the Improve and Maximize Programs so All Children Thrive (IMPACT) program, \$27,453 for the Solano Kids Thrive Collective Impact program, \$42,424 for the Center for Social and Emotional Foundations for Early Learning (CSEFEL) training, and \$70,884 for the Raising a Reader program provided by the Solano County Office of Education in fiscal year 2019/20.

The Commission incurred expenses of \$133,001 for services provided related to the Triple P program provided by Parents by Choice in fiscal year 2019/20.

Related Party	Fiscal Year 2019/20 Revenues
County of Solano	\$ 424,984

The Commission earned revenues in the amounts of \$368,902 for Mental Health Services, \$25,000 for Non-Profit Capacity Building, \$3,743 for Contracts Training, \$22,389 for Community Health Improvement Plan services, and \$4,950 for Public Health Dashboard services provided to the County of Solano Department of Health and Social Services in fiscal year 2019/20.



Required Supplementary Information  
June 30, 2020

# First 5 Solano Children and Families Commission

**First 5 Solano Children and Families Commission**  
**Schedule of Revenues, Expenditures and Changes in the Fund Balance – General Fund**  
**Budget and Actual**  
**Years Ended June 30, 2020**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Revenues:</b>				
Intergovernmental revenues	\$ 3,386,143	\$ 3,386,143	\$ 3,785,487	\$ 399,344
Charges for services	802,771	802,771	467,755	(335,016)
Investment income	163,122	163,122	177,419	14,297
Donations/grants	5,000	495,000	466,192	(28,808)
Capital grants and contributions	-	100,000	505,000	405,000
Total revenues	4,357,036	4,947,036	5,401,853	454,817
<b>Expenditures:</b>				
<b>Current</b>				
<b>Strategic plan implementation</b>				
Employee services	1,045,654	1,034,223	1,045,744	(11,521)
Program evaluation costs	140,000	140,000	138,600	1,400
Countywide admin overhead	35,407	35,407	35,407	-
Interfund services	69,770	69,770	57,258	12,512
Professional & specialized services	524,540	95,906	75,145	20,761
Rents & leases	12,700	53,896	58,570	(4,674)
Memberships	7,500	7,500	7,354	146
Transportation & travel	10,400	10,400	10,164	236
Communication	6,253	6,253	8,875	(2,622)
Insurance	7,964	7,964	7,964	-
Special departmental expense	4,725	4,725	6,318	(1,593)
Supplies	4,000	13,616	3,077	10,539
Meals/Refreshments	2,000	2,000	2,208	(208)
Non capitalized equipment	9,000	98,050	97,764	286
Miscellaneous	2,650	11,650	30,615	(18,965)
Total strategic plan implementation expenditures	1,882,563	1,591,360	1,585,063	6,297
<b>Grants</b>				
Family support	950,000	1,173,804	562,360	611,444
Early mental health	840,000	800,000	396,900	403,100
Child care and development	469,700	469,700	421,076	48,624
Annual grants	200,000	155,481	127,451	28,030
Pre K academy	200,000	204,840	188,233	16,607
Systems change	292,000	459,660	293,504	166,156
Community engagement	102,000	102,000	87,846	14,154
Co-sponsorship of conferences	25,000	25,000	750	24,250
Help me grow	200,000	200,000	231,028	(31,028)
Oral health	-	40,000	15,904	24,096
Emergency response	-	44,519	62,161	(17,642)
Total grant expenditures	3,278,700	3,675,004	2,387,213	1,287,791
<b>Capital outlay</b>				
Tenant improvements	-	1,479,585	1,444,228	35,357
Equipment	-	15,568	14,986	582
Total capital outlay expenditures	-	1,495,153	1,459,214	35,939
Total expenditures	5,161,263	6,761,517	5,431,490	1,330,027
Net change in fund balance	(804,227)	(1,814,481)	(29,637)	1,784,844
Fund balance - beginning			9,751,039	
Fund balance - ending			\$ 9,721,402	

**First 5 Solano Children and Families Commission**  
**Schedule of the Commission's Proportionate Share of the Net Pension Liability - Last Ten Years**  
**Years Ended June 30, 2020**

	2020	2019	2018	2017	2016	2015
Commission's proportion of the net pension liability	\$ 1,440,709	\$ 1,327,469	\$ 1,139,189	\$ 1,347,787	\$ 1,129,735	\$ 1,370,818
Commission's proportionate share of the County's net pension liability	0.3369%	0.3376%	0.3225%	0.3307%	0.4065%	0.4228%
Commission's covered payroll	\$ 549,380	\$ 570,009	\$ 517,198	\$ 586,638	\$ 568,283	\$ 560,411
Commission's proportionate share of the County's net pension liability as a percentage of covered payroll	262.24%	232.89%	220.26%	229.75%	198.80%	244.61%
Plan fiduciary net position as a percentage of the total pension liability	72.61%	73.40%	72.12%	72.73%	77.48%	79.35%
Measurement date:	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014

Notes to Schedule:

\* Fiscal year 2015 was the first year of implementation of GASB 68, therefore, only six years are shown.

Changes of Assumptions: The discount rate was changed from 7.65% (June 30, 2016 measurement date) to 7.15% (June 30, 2017 measurement date). In 2016, there were no changes. In 2015, amounts reflected an adjustment of the discount rate from 7.5% (net of administrative expense) to 7.65% (without a reduction for pension plan administrative expense). In 2014, amounts reported were based on the 7.5% discount rate.

First 5 Solano Children and Families Commission  
Schedule of Pension Contributions - Last Ten Years  
Years Ended June 30, 2020

	2020	2019	2018	2017	2016	2015
Actuarially determined contributions	\$ 160,421	\$ 132,060	\$ 172,253	\$ 392,311	\$ 268,681	\$ 104,947
Contributions in relation to the actuarially determined contribution	<u>160,421</u>	<u>132,060</u>	<u>172,253</u>	<u>392,311</u>	<u>268,681</u>	<u>104,947</u>
Contribution deficiency (excess)	<u>\$ -</u>					
Commission's covered payroll	\$ 583,314	\$ 549,380	\$ 570,009	\$ 517,198	\$ 586,638	\$ 568,283
Contributions as a percentage of covered payroll	27.50%	24.04%	30.22%	75.85%	45.80%	18.47%

Notes to Schedule:

\* Fiscal year 2015 was the first year of implementation of GASB 68, therefore, only six years are shown.

First 5 Solano Children and Families Commission  
Schedule of the Commission's Proportionate Share of the Net OPEB Liability -  
Last Ten Years  
Years Ended June 30, 2020

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	<u>2020</u>	<u>2019</u>	<u>2018</u>
Commission's proportion of the net OPEB liability	\$ 40,039	\$ 46,029	\$ 56,023
Commission's proportionate share of the net OPEB liability	0.2497%	0.2154%	0.2434%
Commission's covered payroll	\$ 549,380	\$ 570,009	\$ 517,198
Commission's proportionate share of the net OPEB liability as a percentage of its covered payroll	7.29%	8.08%	10.83%
Plan fiduciary net position as a percentage of the total OPEB liability	74.25%	65.40%	60.10%
Measurement Date	June 30, 2019	June 30, 2018	June 30, 2017

\* Fiscal year 2018 was the first year of implementation of GASB 75, therefore, only three years are shown.

First 5 Solano Children and Families Commission  
Schedule of OPEB Contributions - Last Ten Years  
Years Ended June 30, 2020

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	2020	2019	2018
Contractually determined contribution	\$ 14,817	\$ 12,302	\$ 13,638
Contributions in relation to the contractually determined contributions	14,817	12,302	13,638
Contribution deficiency (excess)	\$ -	\$ -	\$ -
Covered payroll	\$ 583,314	\$ 549,380	\$ 570,009
Contributions as a percentage of covered payroll	2.54%	2.24%	2.39%

\* Fiscal year 2018 was the first year of implementation of GASB 75, therefore, only three years are shown.

**Budgetary Information**

The Commission shall conform to Solano County Code § 7.3 for the First 5 Solano Children and Families Commission by approving a budget for the fiscal year in accordance with the Solano County annual budget calendar. The budget shall include anticipated revenues to the First 5 Solano Children & Families Trust Fund and shall provide for carrying out the adopted strategic plan. The budget shall be transmitted to the County Administrator for inclusion in the Final Budget of Solano County.

In accordance with provisions of Sections 29000-29144 of the California Government Code and other statutory provisions, commonly known as the County Budget Act, the County prepares and legally adopts a final balanced budget each fiscal year by July 1.

An operating budget prepared on the modified accrual basis is adopted each fiscal year.

Expenditures are controlled at the object level for all departments within the County except for capital outlay expenditures, which are controlled at the sub object level. The legal level of budgetary control is at the department level, which is comprised of the Commission's general fund. This is the level at which expenditures may not legally exceed appropriations.



Supplementary Information  
June 30, 2020

# First 5 Solano Children and Families Commission

**First 5 Solano Children and Families Commission**  
**Schedule of Expenses by Fund Source and Net Position of SCCFC Funds for First 5 Programs and Activities**  
**Years Ended June 30, 2020**

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Program	Source	Revenue SCCFC Funds	Expenses	Change in Net Position	Net Position Beginning of Year	Net Position End of Year
IMPACT	Solano County Children and Families Commission (SCCFC) Program Funds	\$ 376,856	\$ 376,856	\$ -	\$ -	\$ -



**Independent Auditor's Report on Internal Control over Financial Reporting  
and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in  
Accordance with *Government Auditing Standards***

To the Board of Commissioners  
First 5 Solano Children and Families Commission  
Fairfield, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the governmental activities and the general fund of the First 5 Solano Children and Families Commission (Commission), a component unit of the County of Solano, California, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated September 30, 2020.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

The image shows a handwritten signature in cursive script that reads "Eide Bailly LLP".

Sacramento, California  
September 30, 2020



## Independent Auditor's Report on State Compliance

To the Board of Commissioners  
First 5 Solano Children and Families Commission  
Fairfield, California

### Compliance

We have audited the First 5 Solano Children and Families Commission's (Commission), a component unit of the County of Solano, California, compliance with the requirements specified in the *State of California's Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, issued by the State Controller's Office, applicable to the Commission's statutory requirements identified below for the year ended June 30, 2020.

### Management's Responsibility

Management is responsible for compliance with the requirements of the laws and regulations applicable to the California Children and Families Act.

### Auditor's Responsibility

Our responsibility is to express an opinion on the Commission's compliance with the requirements referred to above based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, and the State of California's *Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, issued by the State Controller's Office. Those standards and the State of California's *Standards and Procedures for Audits of Local Entities Administering the Children and Families Act* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the requirements referred to above that could have a direct and material effect on the statutory requirements listed below. An audit includes examining, on a test basis, evidence about the Commission's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance. However, our audit does not provide a legal determination of the Commission's compliance with those requirements. In connection with the audit referred to above, we selected and tested transactions and records to determine the Commission's compliance with the state laws and regulations applicable to the following items:

<u>Description</u>	<u>Audit Guide Procedures</u>	<u>Procedures Performed</u>
Contracting and Procurement	6	Yes
Administrative Costs	3	Yes
Conflict-of-Interest	3	Yes
County Ordinance	4	Yes
Long-range Financial Plans	2	Yes
Financial Condition of the Commission	1	Yes
Program Evaluation	3	Yes
Long-range Financial Plans	2	Yes

**Opinion**

In our opinion, the Commission complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on the California Children and Families Program for the year ended June 30, 2020.

**Purpose of Report**

The purpose of this report on compliance is solely to describe the scope of our testing over compliance and the results of that testing based on the State of California's *Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, issued by the Controller's Office. Accordingly, this report is not suitable for any other purpose.



Sacramento, California  
September 30, 2020



IT'S ALL ABOUT THE KIDS

**DATE:** October 8, 2020  
**TO:** First 5 Solano Children and Families Commission  
**FROM:** Lorraine Fernandez, Program Manager  
**SUBJ:** **Public Hearing: FY2019/20 Annual Report**

**Motion:** ***Approve the First 5 Solano Submission to First 5 California for the FY2019/20 Annual Report***

Each year, the First 5 California Children and Families Commission is required by law to submit to the Legislature and the Governor a report outlining the activities and accomplishments of both the state First 5 Commission and the 58 local First 5 county commissions.

The First 5 Solano submission to First 5 California for its FY2019/20 Annual Report has been prepared in accordance with state requirements for submission by the deadline of October 31, 2020. The report includes a fiscal report, "aggregate data" by program category (service counts and demographics), as well as a snapshot of evaluation activities and system level activities.

As the First 5 California Annual Report submission requirements are relatively narrow and prescriptive following the required elements for state Commission, staff has included a FY2019/20 Year End Performance Report which outlines the Commission's programs and includes performance information and qualitative data to give a fuller picture of the Commission's investments for FY2019/20; and, a Systems Change Evaluation Report which provides an in depth picture of the continued implementation of the Commission's Systems Change Action Plan.

Attachment A: First 5 Solano FY2019/20 Annual Report  
Attachment B: FY2019/20 Annual Report Presentation



October 6, 2020

**COMMISSIONERS**

Lisette Estrella-Henderson  
Chair

Lenesha Anderson

Jennifer Barton

Aaron Crutison

Mina Diaz

Erin Hannigan

Gerald Huber

Nicole Neff

Tyffany Wanberg

Camille Maben  
First 5 California  
2389 Gateway Oaks Dr, Ste 260  
Sacramento, CA 95833

Dear Ms. Maben,

First 5 Solano is pleased to convey its submission to First 5 CA for its FY2019/20 Annual Report. During FY2019/20, First 5 Solano and its partner grantees:

- \* Served over 9,182 Solano residents.
- \* Opened a First 5 Center in Vallejo due to the high number of risk-factors experienced by families in that community. The Center will be a one-stop location to provide a full range of dual-generation services to support healthy behavior, social and emotional development, and school readiness of children, as well as provide parents the tools they need to develop positive parent child relationships and be connected to other families. All services are family-centered and trauma-informed to build resilience and strengthen families.
- \* Continued countywide implementation of the *Triple P Positive Parenting Program* through eight agencies serving 1,097 families.
- \* Provided services to 1,784 children and parents/caregivers through *Help Me Grow Solano*. 1,348 were provided with at least one connection to a program or service.
- \* Seventy-six early care and education sites participated in IMPACT and Quality Counts, including 16 newly enrolled this year.
- \* Provided 327 children a Pre-Kindergarten Academy to prepare them to transition to kindergarten.
- \* 882 children participated in *Raising A Reader* in early care and education sites in Solano, including 300 newly enrolled.
- \* Supported Early Childhood Mental Health Provider training with 80 training sessions and a total of 1,081 providers attending.
- \* Continued the *Adverse Childhood Experiences* media campaign including billboards and radio announcements in English and Spanish.
- \* Engaged in public awareness efforts to improve the accuracy of the 2020 Census count.

**STAFF**

Michele Harris  
Executive Director

Megan Richards  
Deputy Director

Juanita Morales  
Program Manager

Gene Ibe  
Program Manager

Lorraine Fernandez  
Program Manager

Kwiana Algeré  
Health Education Specialist

Luke Winders  
Office Assistant III



If you have any questions, feel free to contact me at 707-784-1332. Thank you.

Sincerely,



Michele Harris  
Executive Director, First 5 Solano



# FIRST 5 SOLANO

## FY2019/20 ANNUAL PERFORMANCE REPORT

### INTRODUCTION

The First 5 Solano FY2019/20 Annual Performance Report provides a snapshot of the performance of the Commission's investments across initiatives and programs in the Priority areas:

<p><b>Health &amp; Well-Being</b></p> <p>Promotes all children being born healthy and maintaining optimal health</p>	<p><b>Early Childhood Learning &amp; Development</b></p> <p>Supports high quality early care and education and school readiness</p>	<p><b>Family Support &amp; Parent Education</b></p> <p>Strengthens families to provide safe and stable environments for children and support children's development</p>	<p><b>Systems Change</b></p> <p>Strategic effort to strengthen, integrate, sustain and expand the early childhood system in Solano County</p>
----------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------

First 5 Solano grantees report on a quarterly basis on Performance Measures. The First 5 Solano Commission utilizes a Results Based Accountability (RBA) framework, describing the results of the efforts using the following:



**How much** did we do?



**How well** did we do it?



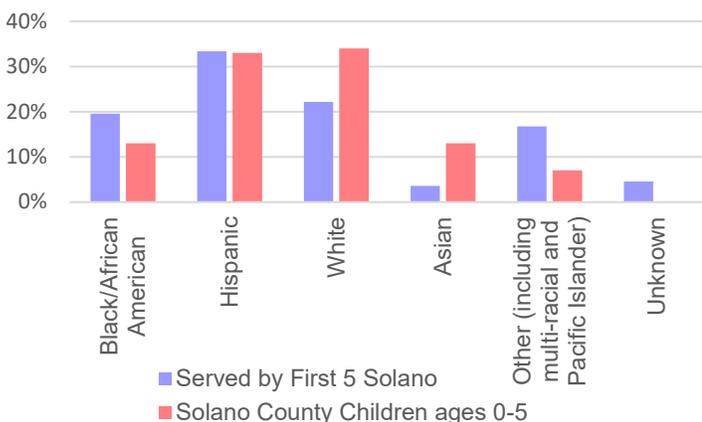
Is anyone **Better off**?

Overall, even with the impacts of the COVID-19 pandemic, grantees achieved 79% of 133 Performance Measures across all contracts, which is comparable to grantee performance in the previous Fiscal Year.

### Demographics

During FY2019/20, 9,182 residents received services from First 5 Solano, an 5% increase from FY2018/19. Of this total, 44% (3,999) were children ages 0-5, 43% (3,956) were parents, caregivers and other primary family members, and 13% (1,227) were providers of services for children ages 0-5.

**Children 0-5 By Race/Ethnicity**



When compared to the overall Solano County 0-5 population, children who received services from First 5 Solano were just as likely to be Hispanic, more likely to be African American and less likely to be white than the population for Solano County.

Over one-fifth (21%) of children served identified as Spanish-speaking. The number of children who identify as speaking other languages, such as Tagalog, Vietnamese, Chinese, Hindi, and Hmong, was 5% and represents an increase from previous years, indicating a need to ensure grantees have the ability to communicate in multiple languages.

# TRIPLE P SOLANO

FY2019/20 Outcomes



Triple P is an evidence-based parenting program that has been shown to strengthen families and improve children's developmental outcomes. The program offers varying levels of support, depending on families' needs. First 5 Solano funds classes and consultations throughout the county at three different levels: Level 2 seminars for large groups; Level 3 consultations with families who have children with mild/moderate behavioral challenges; and more intensive Level 4 group and individual positive parenting training sessions for families with greater needs. Triple P services are co-funded by the Commission and Mental Health Services Act.



## HOW MUCH DID WE DO?

- **91 Level 2** seminars with **788** attendees
- **107** families completed **Level 3**
- **138** families completed **Level 4 Group**
- **64** families completed **Level 4 Individual**

### Solano County Triple P Providers

- Child Haven
- Child Start
- Fairfield-Suisun Adult School
- Fairfield-Suisun Unified School District
- Parents by Choice
- Rio Vista CARE
- Solano County Office of Education
- Solano Family & Children's Services



## HOW WELL DID WE DO IT?

### Staffing

- 30 new facilitators were trained and accredited by Triple P America.
- Some providers struggled with finding enough qualified staff and turnover of trained staff.

### Outreach and Implementation

- Numerous outreach strategies were implemented, including using social media and partnering with other agencies to increase referrals.
- COVID-19 had a significant impact on outreach and services. Recruiting new parents became more difficult, and although one provider successfully transitioned to Zoom and phone sessions, services had to be reduced or stopped entirely for others.

### Participant Satisfaction

- 100% of Level 4 participants rated the program overall as "excellent" or "good."



## IS ANYONE BETTER OFF?

- Nearly all parents improved in their parenting knowledge and skills according to participant post-surveys.

*I love having a refresher of positive parenting tips, especially now during this challenging time. -Triple P participant*

### PERCENT OF PARENTS WITH IMPROVED PARENTING SKILLS



N = 788 (Level 2); 107 (Level 3); 138 (Level 4 Group); 64 (Level 4 Ind)

# QUALITY EARLY LEARNING

FY2019/20 Outcomes



**First 5 IMPACT** (Improve and Maximize Programs so All Children Thrive) is a quality improvement program funded largely by a grant from First 5 California and delivered by the Solano County Office of Education. IMPACT funds are braided with other funds to create Solano's Quality Counts program which supports quality early learning environments through professional development, coaching support, and technical assistance. This year, child care programs also participated in **Center on the Social and Emotional Foundations for Early Learning** (CSEFEL) trainings to improve the social and emotional outcomes of young children. In addition, the **Raising a Reader** program was offered to early childhood education programs to increase literacy and family engagement among at-risk children. The program includes staff training, parent education sessions that teach shared reading techniques, and a take-home book rotation among participating children.



## HOW MUCH DID WE DO?

### IMPACT/Quality Counts

- 76 early learning sites participated in Quality Counts, including 16 newly enrolled this year.
- 9 professional development trainings were offered, with an average of 24 participants attending.
- Over 150 participants attended an early childhood conference hosted by Quality Counts Solano.

### CSEFEL

- 3 of the 5 CSEFEL module trainings were delivered, with an average of 56 participants attending. 2 of the 5 modules were delayed due to COVID-19.

### Raising a Reader

- 882 children participated in Raising a Reader, including 300 newly enrolled this year.



## HOW WELL DID WE DO IT?

### IMPACT/Quality Counts

- Despite challenges posed by COVID-19, coaches continued to regularly communicate with providers, and funding was distributed to providers for payroll, supplies, and other expenses.
- Some trainings had to be cancelled due to COVID-19, but three were successfully adapted and delivered virtually.

*"Words cannot explain how much I appreciate all that QRIS has done for me during this crisis."  
-Quality Counts participant*

### Raising a Reader

- COVID-19 halted the book rotation in mid-March, but Quality Counts leveraged funding to distribute Summer Literacy Backpack Kits to families in the program, providing an alternate support to the family that would work within COVID guidelines.



## IS ANYONE BETTER OFF?

### IMPACT/Quality Counts

- 100% of sites made at least one change to enhance the quality of their program, such as creating a dedicated reading spaces or creating outdoor garden learning environments.
- 100% of sites met at least one goal on their quality improvement plan, including meeting professional development goals and completing degree programs.

# PRE-KINDERGARTEN ACADEMIES

FY2019/20 Outcomes



Pre-Kindergarten (Pre-K) Academies provide quality early childhood experiences for children entering kindergarten, with a focus on children who have not participated in pre-school or have other high-risk factors. Pre-K Academies are offered for four weeks in the summer before school starts and include classroom time for children and parent engagement activities to connect families to school environments. This year, pre-K academies also addressed other aspects of school readiness with additional services and supports, including dental screenings and referrals, mindfulness classes, and the summer Read for Success program which provided each classroom with a teacher set of books, a STEAM teacher's guide, a book bag, journal and 5 books for each child attending the academy.



## HOW MUCH DID WE DO?

- 20 sessions were offered through 10 agencies.
- 327 children participated in the program.
- 188 children received dental screenings, dental referrals (when necessary), and toothbrushes.
- 1,600 books were provided to children.

### 2019 Pre-K Academies Providers

- Benicia Unified School District
- Child Start Inc.
- Dixon Unified School District
- Fairfield Adult School SPACE program
- Fairfield-Suisun Unified School District
- New Dawn Vallejo
- Rio Vista Unified School District
- Travis Unified School District
- Vacaville Unified School District
- Vallejo City Unified School District



## HOW WELL DID WE DO IT?

- 62% of children had not attended preschool, showing the program is effectively reaching its target population.
- First 5 Solano engaged community partners to offer additional school readiness activities:
  - Solano County Health & Social Services provided dental screenings and referrals.
  - First 5 Solano and Solano County Office of Education co-funded Read for Success.
  - Care4Em visited every site to teach mindful movement classes to the children.

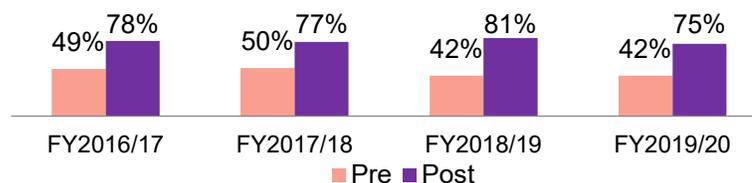


## IS ANYONE BETTER OFF?

- Pre-K Academies have consistently improved participants' readiness for kindergarten. In summer 2019, 75% of students were ready to go or nearly ready to go to kindergarten at the end of the academy, up from 42% at program entry.

*There's always a huge gap between children who attend this program and those who don't! This program is invaluable in preparing for my school year.*  
-Pre-K Academy teacher

### PERCENT OF STUDENTS RATED "QUARTERLY MONITOR" OR "READY TO GO"



Source: Kindergarten Student Entrance Profile. N = 345 (FY2016/17); 388 (FY2017/18); 344 (FY2018/19); 334 (FY2019/20).

# HELP ME GROW SOLANO

FY2019/20 Outcomes

Help Me Grow Solano, an evidence-based program run by Solano Family & Children's Services, provides a centralized access point to connect young children and families to community-based services. Family navigators provide education and support to families, refer them to supports, help them overcome barriers to services, and follow up with them to make sure that linkages are successful. Help Me Grow Solano also provides developmental screenings, Triple P Parent Education, community outreach, and outreach and education with child healthcare providers.



## HOW MUCH DID WE DO?

- 1,784 families were served through the call center.
- 1,266 of these families had complex issues and were paired with a Family Navigator for further assistance.
- 65 developmental screens were administered electronically.
- Staff participated in 24 community outreach events or presentations and 25 community or service provider meetings.
- 13 new partnerships were established with healthcare providers who will refer patients to Help Me Grow Solano.



## HOW WELL DID WE DO IT?

- 76% of callers were provided with at least one referral to a program or services.
- Help Me Grow Solano was only able to provide about half of the goal for online screenings. The tool was not accessible until the 2<sup>nd</sup> quarter, and in the 4<sup>th</sup> quarter, the effects of COVID-19 meant that families' calls primarily concerned basic needs rather than child development.
- In the 4<sup>th</sup> quarter calls became longer and more challenging as the pandemic persisted and many agencies were not open to provide services.



## IS ANYONE BETTER OFF?

- 97% of families that were provided a referral were successfully connected to services at follow-up.

*A mom called Help Me Grow Solano concerned with her twin children's behavior. After further discussion, she shared that she had a drug addiction but wanted to get clean and take care of her children. She was feeling alone and didn't know where to turn. The Help Me Grow Family Navigator made a referral for her children to receive therapy and encouraged the mom to attend Narcotics Anonymous. The Navigator continued to follow up weekly to see how the family was doing. At last check-in mom was attending NA, in recovery, and working, and her children were in therapy. She reported the relationship with her children was much improved, and she was grateful for the support from Help Me Grow Solano.*

# VALLEJO FIRST 5 CENTER

FY2019/20 Outcomes



The Vallejo First 5 Center is an innovative place-based hub where parents and caregivers with young children receive information and support and are connected to resources in their community. The Center promotes and supports healthy behavior, social and emotional development, and school readiness of children, as well as provide parents the tools they need to develop positive parent-child relationships and be connected to other families for peer-to-peer support. The Center opened in February 2020, and services are provided by Bay Area Community Resources and generously co-funded by the Yocha Dehe Wintun Nation and Kaiser Permanente.



## HOW MUCH DID WE DO?

- 178 families engaged in services at the Center.
- The Community Resource Specialist provided consultation to 173 parents and caregivers, connecting them with community resources.
- 25 drop-in classes were held in February and March 2020 before the COVID-19 pandemic forced the Center to close.
- Approximately 420 produce boxes, 100 gift cards for basic needs supplies, 25 thermometers, 300 packages of diapers, 200 packages of wipes, and 250 activity bags for children were distributed to families during COVID-19.



## HOW WELL DID WE DO IT?

- After two years of planning, the Center opened on February 13, 2020, with over 400 community members, policy makers, funders, parents, and young children in attendance.
- Tenant improvements came in \$20,000 underbudget; 66% of the \$1.7 million for tenant improvements was received from public and private donations and grants.
- During the COVID-19 related closure, the Center shifted services to address families' basic needs and provide activities for young children to do at home. Staff also engaged in training and curriculum development and prepared for reopening.



## IS ANYONE BETTER OFF?

- As the Center was only open for one month before it closed due to COVID-19, outcome data could not be collected. However, the following success story illustrates the support the Center provided for one family in need.

*A Vallejo mother contacted the Community Resource Specialist in June 2020. She was in search of diapers for her 9-month-old baby, as well as resources that may be useful to her growing family, since she was 6 months pregnant. While the Center was closed due to the pandemic, the mother continued to visit during supply distributions and received diapers and produce. The Center was also able to provide her with a gift card to assist her with other needs, such as purchasing a new infant car seat and clothing for her unborn child. Since the Center reopened in August, the mother has since participated in classes with her child and has given birth to another healthy infant!*

# OTHER FIRST 5 SOLANO INITIATIVES

FY2019/20 OUTCOMES

## Early Childhood Mental Health Treatment

Solano County Health & Social Services contracts with community providers to provide mental health services and treatment to Medi-Cal eligible children ages 0-5 with identified social-emotional and behavioral needs through The Early Periodic Screening, Diagnosis, and Treatment (EPSDT) Program.

### **FY2019/20 Key Performance Measures**

- ✓ 302 children received EPSDT mental health services.
- ✓ 63% of 88 children in on-going treatment evaluated for their 6-month review demonstrated improvement in at least one stated treatment goal.

## Early Childhood Mental Health Provider Training

A Better Way provides Early Childhood Mental Health provider training on topics relating to early childhood mental health, with the goal of assisting providers in recognizing the signs that young children may have a mental health need and reacting appropriately, either by providing direct services or ensuring children get connected to the services they need.

### **FY2019/20 Key Performance Measures**

- ✓ 80 total training sessions were completed in FY2019/20.
- ✓ 77% of 1,081 providers in attendance showed increased knowledge upon completion of trainings.

### **Mental Health Treatment Reduces Young Boy's Aggressive Behaviors**

A 4-year old was referred to an EPSDT mental health service provider due to extreme aggressive behaviors. The child and his mother participated in treatment over a 9-month period which included parent/child therapy and utilizing positive parenting communication tools to improve their relationship. By the end of the treatment period, the child exhibited more controlled behavior, and the mother learned skills to increase his responsiveness to her requests.



## Oral Health Initiative

Solano County Health & Social Services continued to provide two core oral health components: (1) fluoride varnish and dental screenings completed by a Registered Dental Hygienist (RDH) and (2) age-appropriate oral health education curriculum which included a toothbrush and a book.

### **FY2019/20 Key Performance Measures**

- ✓ Over 1,500 children in early learning settings received oral health education including a toothbrush and books.
- ✓ 38 early learning classrooms were provided a dental education presentation with 116 students receiving fluoride varnish.

## Family Support

In addition to the First 5 Center, the Commission provided funding for family support to Rio Vista CARE due to the high number of risk factors in the community of Rio Vista. Services include case management, basic needs, financial literacy, and early childhood education activities.

### **FY2019/20 Key Performance Measures**

- ✓ 56 families were provided case management with over 75% showing improvement in both the Family Development Matrix and the Protective Factors Survey.
- ✓ 22 children participated in pre-kindergarten readiness activities with 100% of the children demonstrating increased school readiness.

## Annual Grants

The purpose of the Annual Grants Program is to provide a regular opportunity for the First 5 Solano Commission to consider grant requests that fill community gaps, pilot new or innovative ideas, and/or address a time sensitive community need. Grants this year included:

- ✓ Fairfield Suisun Adult school SPACE program upgraded their playground space and provided a safe and accessible area for children to enjoy for many years to come.
- ✓ Care4Em provided “Mindful Music” classes to 167 children and 154 parents/caregivers of differing abilities to reduce stress and promote emotional self-regulation.
- ✓ Solano County Library trained 19 staff in the Kidding Around Yoga program and purchased material to implement the program in their children’s library at all 8 branches in the county.
- ✓ United Way of the Bay area trained 9 staff in the family centered coaching model and provided coaching in financial literacy to 46 families.
- ✓ Innovative Health Solutions provided a trauma informed nutrition curriculum to 20 women with children ages 0-5 recovering from substance abuse.



- ✓ Eric Reyes Foundation provided bilingual art classes to 168 children and 128 of their caregivers.
- ✓ Solano Family and Children’s Services provided baby signs and mindful movement classes to 104 children and 99 parents/and or caregivers.
- ✓ Ready, Set, Survive certified 143 parents and caregivers of children ages 0-5 in Adult and Pediatric CPR and First Aid.
- ✓ Rio Vista Care provided an Adverse Childhood Awareness (ACEs) campaign to 44 parents of children 0-5 in the Rio Vista community.
- ✓ The Childplay Institute began planning and was prepared to deliver nature-based education classes to children and their caregivers but was not able to complete the project due to COVID-19 pandemic.

## Emergency Response Fund

Due to the COVID-19 Pandemic, the First 5 Solano Commission established an Emergency Response Fund and allocated \$44,519 toward the fund. Travis Credit Union provided a contribution of \$20,000 which brought the total fund in FY2019/20 to \$64,519.

Grants were provided amounts of \$150-\$7,500 to 21 providers in Solano County. 62% of the funding was provided to child care and preschool providers, for supplies, equipment, and furniture to ensure they could provide a clean and safe environment for children, as well as to support additional staffing. 31% of the funding went to Family Resource Centers, mainly to provide basic needs for families impacted by the pandemic. The remaining 7% went to mental health providers to provide basic needs and support technology to connect with families.

### Emergency Response Fund Assists Child Care Provider

A child care provider received \$4,100 in Emergency Response Funding to purchase a handwashing station and an air purifier; and to add an awning to the outside area so that she could extend classroom activities to the outdoors to mitigate the spread of COVID-19 and allow for social distancing.





# SYSTEMS CHANGE IN SOLANO COUNTY

**HOW ARE WE DOING?**



FY2019/20 Report



*Helping People Build Better Communities*

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# EXECUTIVE SUMMARY

In December 2015, the First 5 Solano Commission approved a 2016 Strategic Plan Update, which adopted a new priority area of *Systems Change* to improve how early childhood systems operate to make the most use of increasingly limited resources available across the state. First 5 Solano's Systems Change goal is that *early childhood systems are strengthened, integrated, expanded, and sustained*.

To achieve this goal, First 5 Solano adopted an ambitious action plan to address four aspects of systems change in Solano County, and has continued to make progress in each of these areas. Since the plan's adoption, staff have refined the original action plan to include the most feasible and relevant efforts. In addition, in light of challenges caused by the coronavirus pandemic, changes reflected in the attached Systems Change Implementation Plan for FY2020/21 (Attachment 1) are designed to be nimble and flexible in order to respond to emerging community needs.

The following provides a summary of some of the key outcomes for FY2019/20 related to each of the four systems change result areas.

## Systems are strengthened with the increased capacity of providers.

- First 5 Solano staff participated in the 2019 training cohort for the Local and Regional Government Alliance on Race & Equity (GARE) and joined the 2017 cohort to create the Solano County "Community Action for Racial Equity" (CARE) team. In the fall of 2019, the Solano CARE team presented a series of eight trainings on "Advancing Racial Equity in Government."
- As part of the Resilient Solano Strategic Plan, First 5 Solano and Solano County Public Health partnered to bring Trauma Transformed to Solano County to lead a Trauma Informed Systems Initiative. First 5 Solano's Health Education Specialist and 14 other professionals participated in the six-week Trauma Informed Systems "Train the Trainer" program. Once certified, this team of trainers will train Solano's healthcare agencies, nonprofits, government agencies, and others to promote trauma-informed systems of care.
- To address the top needs revealed by the Nonprofit Capacity Needs Assessment conducted in FY2017/18, First 5 Solano partnered with Solano County Health and Social Services to sponsor nine nonprofits to participate in the "Vision and Impact Model" Learning Cohort, which assisted agencies in refining their strategic plans and Theories of Change.

## Systems are expanded and sustained with leveraged or new financial resources.

- First 5 Solano and its partners brought in over \$4 million in new funding in FY2019/20. Funders included the California Department of Education, First 5 California, Travis Credit Union, and Yocha Dehe Wintun Nation. Since July 2016, over \$11 million has been brought into the county through First 5 Solano and partners' efforts.
- First 5 Solano partnered with the Solano County Complete Count Committee, the Solano Economic Development Corporation, and the Children's Network to improve the accuracy of the

2020 Census count in Solano County, which has implications for the amount of federal funding the county receives.

### Systems are integrated with increased cross-systems understanding, resource sharing, referral, and collaboration.

- Solano Kids Thrive (SKT) met bimonthly in FY2019/20 to implement the Resilient Solano Strategic Plan. Activities included a screening of the film *Resilience: The Biology of Stress and the Science of Hope* and completion of Phase 2 of the ACEs media campaign, funded by Kaiser.
- First 5 Solano successfully raised 92% of the tenant improvement funds needed to launch the First 5 Center in Vallejo. The Center held its grand opening on February 13, 2020, hosting close to 400 children, parents, and community members. In the month following the opening, 110 families enrolled in the Center, and 25 drop-in classes and activities were offered. On March 13, 2020, the Center closed due to COVID-19, but staff continued engaging with families and addressing challenges caused by the pandemic.
- Help Me Grow (HMG) Solano's call center continued to ensure families have seamless connections to services; in FY2019/20, the center provided referrals to 1,348 callers, 97% of whom were successfully receiving services at follow-up. HMG Solano also implemented the Ages and Stages Questionnaire (ASQ) online screening tool this fiscal year.

### Systems are sustained with legislative and policy changes.

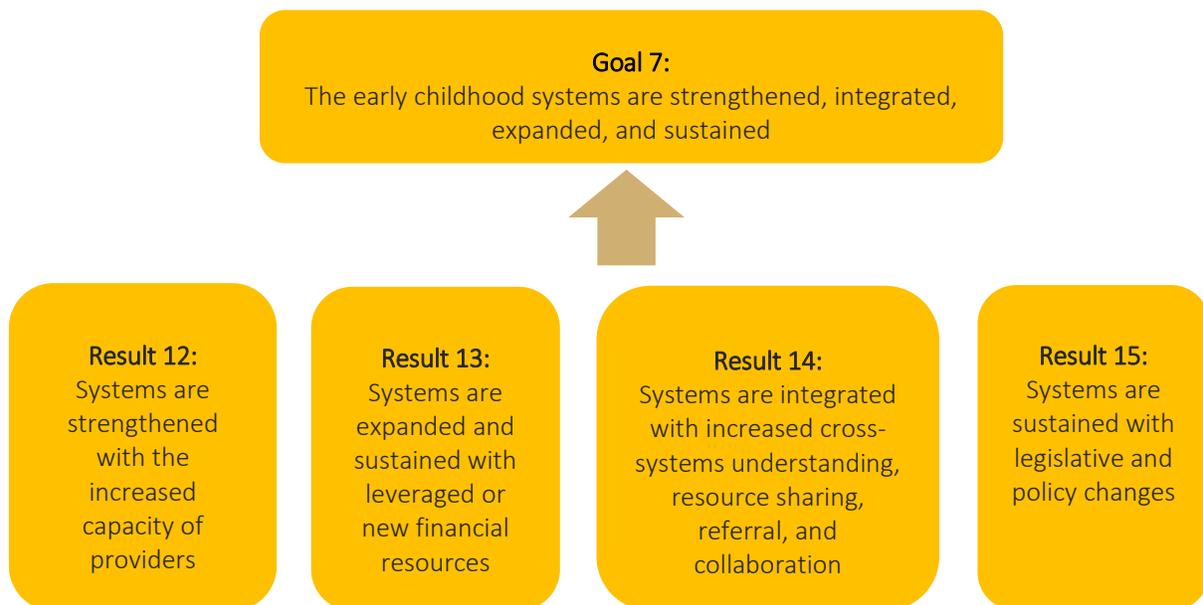
- Prior to the 2019 Legislative session, First 5 Solano, other First 5's throughout the State, and the First 5 Association submitted letters of support for a bill that would require developmental screening services to be covered by Medi-Cal for children 0-3 and healthcare providers to periodically screen children enrolled in Medi-Cal using a validated screening tool. In September 2019, an updated version of this bill was signed by the Governor.
- Assemblymember Timothy Grayson and representatives from Congressman Mike Thompson's office participated in the Vallejo First 5 Center Grand Opening.
- First 5 Solano continued to advance the Commission's Legislative Platform by submitting or signing on to four letters to state leaders regarding bills and policies affecting young children and their families.

# INTRODUCTION

In December 2015, the First 5 Solano Commission approved a 2016 Strategic Plan Update, which outlined the Commission's Priorities and Goals. During this update, the Commission updated its strategic framework. Along with continuing the priority areas of *Health and Well-Being*, *Early Childhood Learning and Development*, and *Family Support and Parent Education*, the Commission adopted a new priority area of *Systems Change*.

As Proposition 10 tobacco tax funding has been declining, systems-based approaches to outcomes have become essential strategies for First 5's across the state. First 5 Solano is no exception. The Commission realized it must find new, more efficient ways to provide the same level of high quality services with fewer resources, such as sharing program services with other public systems of care (health, social services, and education), identifying other avenues for cost sharing and leveraging, raising new money, implementing policy changes, and creating more efficient services.

First 5 Solano's Systems Change goal is that *early childhood systems are strengthened, integrated, expanded, and sustained*. An Action Plan was adopted in spring 2016 that articulated this goal into four distinct result areas (below) and identified strategies per result area.



This report summarizes the progress made toward the Commission's Systems Change results in FY2016/17 through FY2019/20.

## RESULT: STRENGTHENED SYSTEMS

**Result 12:** Systems are strengthened with the increased capacity of providers.

**Strategy 1:** Increase the service delivery capacity of providers to ensure more equitable access, experiences, and outcomes regardless of class, race, sexual orientation, disability, age, or prior life experiences.

The needs assessment conducted for First 5 Solano’s 2016 Strategic Plan Update found that families face linguistic and cultural barriers in accessing basic services. Key informants noted a shortage of mental health practitioners and social workers who speak Spanish. To address this issue, First 5 Solano identified a need to increase the number of *new* bilingual/bicultural staff in the county as well as increasing the competency of *existing* staff through strategies such as cultural competency training. Activities to address equitable access to services are described below.

### Prior Achievements:

- First 5 Solano explored ways to coordinate with cultural competency efforts funded by the Mental Health Services Act (MHSA). With support from MHSA, the UC Davis Center for Reducing Health Disparities aims to improve access of underrepresented populations (including Filipino, Latino, and LGBTQ) to mental health services. MHSA set up Youth Wellness Centers at Solano Schools, and First 5 Solano offered to coordinate evidence-based Triple P parenting classes at school sites and used MHSA funding to support Triple P classes for ages 6-12.

### Achievements in FY2019/20:

#### Key Activity: Explore strategies to increase cultural competency of service providers.

- First 5 Solano staff participated in the 2019 training cohort for the Local and Regional Government Alliance on Race & Equity (GARE), a national network working to achieve racial equity, and joined the 2017 cohort to create the Solano County “Community Action for Racial Equity” (CARE) team. In the fall of 2019, the Solano CARE team presented a series of eight training sessions for Solano County staff and community partners on “Advancing Racial Equity in Government.” This team will develop train-the-trainer sessions and trainings on digital platforms to expand access.
- First 5 Solano also participates in the Solano County Equity Collaborative, which brings together staff from Solano County, other government agencies, nonprofits, and community-based organizations to foster equity, diversity, and inclusion through education, advocacy, policy, and systems change. The team meets quarterly and is planning two “Solano Equity Summits” for FY2020/21 for community members and professionals to share information and discuss key topics like gaps in the service system resulting from systemic/structural racism and inequitable practices.

#### Key Activity: Lead a trauma-informed systems approach.

- As part of the Resilient Solano Strategic Plan, First 5 Solano and Solano County Public Health partnered to bring Trauma Transformed to Solano County to lead a Trauma Informed Systems Initiative. The Initiative includes training on trauma and its effects as well as policy and environmental changes that can mitigate the experience of trauma among program staff and clients. First 5 Solano’s Health Education Specialist and 14 other professionals participated in the six-week Trauma Informed Systems “Train the Trainer” program. This initial training is followed by a six-month Certification Process, which includes biweekly coaching sessions. Once certified, this team of trainers will train Solano’s healthcare agencies, nonprofits, government agencies, and others to promote trauma-informed systems of care.

## Strategy 2: Increase the organizational capacity of local providers serving young children and families.

Solano County has fewer nonprofits per capita than other Bay Area counties and has seen the closure of several nonprofits since 2016. Activities in this System Result area include assessing nonprofits’ greatest gaps in capacity and addressing these gaps wherever possible to strengthen the county’s support network for families. As such, First 5 Solano seeks to invest in developing the organizational capacity of the nonprofits in the county who serve young children and their families.

### Prior Achievements:

- First 5 Solano and Solano County Health and Social Services (H&SS) partnered to commission a Nonprofit Capacity Needs Assessment, which identified the following top-ranking areas for capacity-building: 1) Vision and Impact Model (organizational clarity); 2) Board Governance and Leadership; and 3) Internal Evaluation and Learning. To address these priority areas, the following activities have been conducted:
  - First 5 Solano helped build the capacity of local nonprofits by supporting 26 directors to attend the UC Berkeley Extension Fundraising and Volunteer Management program. Program graduates have since engaged in various activities to improve their sustainability, including soliciting funds from major donors, applying for new funding, and hiring fund developers.
  - First 5 Solano also sponsored a training by Applied Survey Research for 34 county and local nonprofit staff on Results Based Accountability (RBA), a method to help providers tell the story of the difference their efforts make in their communities.

### Achievements in FY2019/20:

#### Key Activity: Implement priorities identified in the Nonprofit Capacity Needs Assessment.

First 5 Solano continues to address priority areas identified in the Nonprofit Capacity Needs Assessment:

- *Vision and Impact Model:* First 5 Solano and Solano County H&SS selected 25 staff and board members from nine agencies

**First 5 Solano selected 9 nonprofits to participate in the “Vision and Impact Model” Learning Cohort, which aimed to refine agencies’ strategic plans and Theories of Change**

to participate in a “Vision and Impact Model” Learning Cohort conducted by Learning for Action. Outcomes for participating organizations included increased knowledge of strategic planning, strengthened program models and research-grounded Theories of Change, and improved organizational direction and mission. The Solano Vision & Impact Learning Cohort used a combination of individualized coaching and peer-to-peer learning to achieve these objectives, and the program ended with participants sharing their Theories of Change and discussing how these Theories of Change supported their response to challenges posed by the COVID-19 pandemic.

### Strategy 3: Increase the knowledge and skills of providers serving young children and families.

Across the various agencies working to meet the needs of young children and their families, there are common competencies that are needed, such as ability to provide trauma-informed care or conduct child assessments. However, the sharing of training resources is often not formally organized. Progress in the area of coordinating and increasing awareness of training opportunities is described below.

#### Prior Achievements:

- First 5 Solano has coordinated multiple trainings to strengthen the knowledge of providers, including the following:
  - Three sessions of Advancing Racial Equity training were offered to 65 community providers.
  - In partnership with the Department of Child Support Services and Solano County Public Health, First 5 Solano hosted two poverty simulations, in which 170 policy makers and service providers learned about challenges experienced by families living in poverty.
  - The Bridges Out of Poverty training engaged 85 providers to help them better understand and empathize with families living in poverty.
  - As of June 30, 2020, Solano Kids Thrive has hosted 11 screenings of the film *Resilience: The Biology of Stress and the Science of Hope*, reaching 620 attendees, and sponsored the Resilient Solano Summit, which brought 171 attendees together to increase their understanding of Adverse Childhood Experiences (ACEs) and resilience.
  - Through Solano County H&SS, First 5 Solano’s Deputy Director has developed and facilitated a total of 9 trainings related to Contract Management for 107 staff (duplicated).

#### Achievements in FY2019/20:

##### Key Activity: Training to expand agency capacity for quality service delivery

- First 5 Solano and its partners continued to provide trainings in FY2019/20 to expand agency capacity:
  - *Parent Café*: With funding from Solano County Public Health, First 5 Solano hosted two multi-day interactive Parent Café Training Institutes that prepared providers and their

parent partners on conducting *Be Strong Families* Parent Cafés, which are based upon the Strengthening Families Protective Factors. A total of 63 participants from nine Solano County agencies completed the training, and 100% of participants gave the training and overall rating of “Great” or “Good.” Two half-day Technical Assistance trainings will be provided once Parent Cafés are implemented in participating agencies.

**30 new providers were trained and accredited in the evidence-based Triple P parenting program funded by First 5 Solano**

- *Triple P*: Triple P Positive Parenting Program is an evidence-based parenting program funded by First 5 Solano to strengthen families and improve children’s developmental outcomes. To implement the program with fidelity, practitioners are trained and accredited by Triple P America. First 5 Solano hosted a Triple P Level 2 and Level 3 training in August 2019; a total of 30 new providers were trained and accredited (11 providers were accredited in only Level 2, 10 were accredited in only Level 3, and nine were accredited in both). According to pre-post measures of practitioner self-efficacy, participants were significantly more confident in their ability to conduct parent consultations about child behavior after the training than before. Ninety-seven percent of participants said that they were satisfied with the training overall.
- *Quality Early Care and Education*: A total of nine trainings were held for early care and education providers by Solano County Office of Education on California Preschool Instruction Network topics as well as reducing and eliminating preschool suspensions and expulsions, coping during COVID-19, and Introduction to CLASS, a method of measuring and improving teacher-child interactions. An average of 24 providers attended each training. In addition to these trainings, an early care and education conference was held in September 2019 for 176 providers.

#### **Key Activity: Refer providers to other organizational development trainings**

- First 5 Solano sent 24 informational emails throughout the year to a distribution list of 240 recipients made up of First 5 Solano grantees and other community-based organizations, Solano County staff, child care providers, policymakers, and community members. Emails included information on three training opportunities: the “The Quadruple Aim” on reducing health disparities and “Facilitating Change Talk” and “Partnering with Families – Comprehensive Case Management 101” on strategies to improve family strengthening service provision.

## RESULT: EXPANDED SYSTEMS

**Result 13:** Systems are expanded and sustained with leveraged or new financial resources.

**Strategy 1:** Find new funding for services for young children and families. AND

**Strategy 2:** Maximize resources to fund services for children and families.

The 2016 study *Foundation Giving in the Bay Area: Who Wins and Who's Left Behind?* found that while overall foundation funding had increased in the Bay Area, foundation funding to local nonprofits in Solano County had not increased since 2006. Moreover, the rate of giving per capita in Solano was the lowest among all Bay Area counties. The 2018 update to the Foundation Study revealed the same pattern. To address these issues, First 5 Solano's Systems Change Action Plan seeks to increase the amount of new money coming into the county by raising the profile of Solano County with Bay Area funders and increasing grant-seeking activity.

### Prior Achievements:

- In the summer of 2016, First 5 Solano and its partners developed a Funders Packet. Twenty-eight funders were contacted through email, phone, or "meet and greets." As a result, Solano County was able to attract several large grants into the county, including the Zellerbach Family Foundation (\$40,000), Kaiser Permanente (\$90,000), Tipping Point Emergency Relief Fund (\$500,000), and Yocha Dehe Wintun Nation (\$1 million).
- In FY2018/19, the First 5 Solano Commission approved a three-year budget of up to \$600,000 per year for operation of the Vallejo First 5 Center and selected a non-governmental entity as the operator of the Vallejo First 5 Center in order to have increased opportunities for grant-seeking and blending funding.

**Through strengthened relationships with funders, First 5 Solano has helped attract over \$11 million in grants to the county since FY2016/17**

### Achievements in FY2019/20:

#### Key Activity: Raise Solano County's profile with funders

- First 5 staff met quarterly with funders who have expressed an interest in supporting the early childhood system, including staff representatives from private foundations, healthcare community benefit representatives, financial institutions, community foundations, the Yocha Dehe Wintun Nation, and Solano County H&SS.

#### Key Activity: Apply for competitive funding opportunities from local, state, federal, and private funders, and track and report success of grant-seeking activities

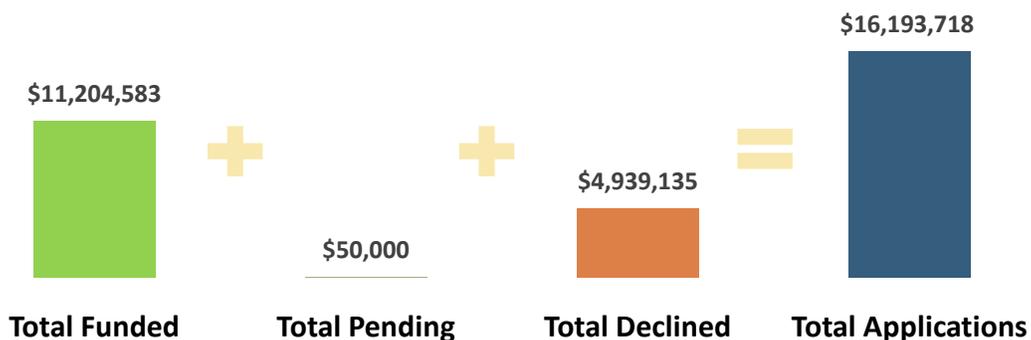
- In FY2019/20, First 5 Solano submitted or supported the submission of 20 grants, for a total of \$4,504,939. As of June 30, 2020, 15 of these grants totaling \$4,229,939 had been awarded, and a

grant for \$50,000 was pending. In addition, a grant for \$300,000 that was submitted in FY2018/19 was approved in September 2019. Selected grants awarded in FY2019/20 include the following:

- In partnership with the Solano County Office of Education (SCOE), First 5 Solano applied for continued funding for the First 5 IMPACT program to increase children’s access to high-quality early learning and care programs. An award for the next three-year cycle was confirmed for a total of \$664,207 for FY2020/21 through FY2022/23.
- Travis Credit Union included First 5 Solano in a multi-county disbursement of funds to relieve challenges resulting from the COVID-19 pandemic. The \$20,000 grant received was added to the First 5 Solano Commission’s emergency response fund for a total of \$64,000 in FY2019/20 that went primarily to supporting child care providers and basic needs assistance in the community.
- First 5 Solano was awarded a two-year \$200,000 grant from First 5 California to strengthen coordination and integration of home visiting programs across the county.
- First 5 Solano was awarded \$552,000 in tenant improvement grants for the Vallejo First 5 Center from the City of Vallejo and eight foundations and corporations. It also received \$300,000 from the Yocha Dehe Wintun Nation for operations costs.
- The Yocha Dehe Wintun Nation awarded Solano County H&SS \$500,000 and First 5 Solano \$200,000 for basic needs and safety net supports.

The chart below summarizes the outcome of fundraising efforts as of June 30, 2020, by Solano agencies. Since July 2016, over \$11 million has been brought into the county through these efforts.

**Figure 1: Outcome of Grants Submitted or Supported by First 5 Solano, FY2016/17-FY2019/20**



**Key Activity: Continue to find alternative sources to fund services**

- Since 2008, First 5 Solano has received \$600,000 in matching funding annually from MHSA. In FY2019/20, this funding supported the Triple P program, Help Me Grow, and Early Childhood

Mental Health trainings. In FY2020/21, MHSA will provide \$680,000 in funding and will fully fund the county's developmental screening program.

**Key Activity: Support Census outreach to increase federal funding for Solano County**

- First 5 Solano partnered with the Solano County Complete Count Committee, the Solano Economic Development Corporation, and the Children's Network to improve the accuracy of the 2020 Census count in Solano County, which has implications for the amount of federal funding the county receives. For example, through its contract with First 5 Solano, the Children's Network developed and implemented a plan for reaching Hard-to-Count families with children 0-5, provided training and outreach materials to partner agencies, and implemented a media campaign called "Solano Kids Count." The outreach plan has adapted to the limitations of the COVID-19 pandemic through phone banking, targeted digital outreach through Facebook, and mailings. With a response rate of 69% as of July 31, 2020, Solano had surpassed its 2010 Census response rate (68%) and had a higher rate than the state overall (63%).

## RESULT: INTEGRATED SYSTEMS

**Result 14:** Systems are integrated with increased cross-systems understanding, resource sharing, referral, and collaboration.

**Strategy 1:** Utilize First 5 Solano's unique position as a multi-sector convener to increase systems integration.

In a county with significant need and shortage of financial and organizational resources, the integration of service delivery is essential to avoid duplication of efforts and make the best use of scarce resources. First 5 Solano's progress in cultivating cross-systems integration is described below.

### Prior Achievements:

- First 5 Solano's Solano Kids Thrive (SKT) is a collective impact initiative that includes a cross-section of county service leaders and shared goals, strategies, and strategic points of collaboration. In FY2017/18, the SKT leadership team decided to focus on the issue of trauma and resiliency and has developed a county-wide Resilient Solano Strategic Plan and a Resilient Solano website.
- The Vallejo First 5 Center is a model of service integration, providing information and holistic support as well as connection to other community resources to meet families' needs. After a competitive application process, Bay Area Community Resources (BACR) was selected as the operator for the Vallejo First 5 Center, a lease for the Center was fully executed, and funding for tenant improvements and program operations were secured.

### Achievements in FY2019/20:

**Key Activity: Leverage Solano Kids Thrive Collective Impact Initiative as a vehicle to develop and implement the countywide Resiliency Plan**

- SKT met bimonthly in FY2019/20 to implement the Resilient Solano Strategic Plan. Activities included a screening of the film *Resilience: The Biology of Stress and the Science of Hope* for 25 attendees and completion of Phase 2 of the ACEs media campaign, funded by Kaiser. Completed in May of this year, the media campaign raised community awareness of ACEs through streaming radio, billboards, and bus ads that targeted low-income communities and Spanish speakers. In total, over 1.5 million radio impressions were delivered to a total of 67,466 unique listeners; there were 1,218 clicks from these streaming radio ads to a website with more information about ACEs and linkages to resources.
- Over three sessions in fall 2019, SKT engaged in a prioritization process to identify goals and strategies to focus on for the next three years, including improving awareness of ACEs and trauma-informed approaches. Prioritized activities to achieve SKT's goals include development of a web-based Resilient Solano portal for resources and a calendar of events, maintenance of a Speaker's Bureau, and continuation of the ACEs media campaign.

- SKT also served as an advisory group for Fighting Back Partnership’s Road to Resilience grant, funded by the Office of Child Abuse Prevention, which provides the Building a Beloved Community program of intensive case management to support pregnant women with current or known histories of substance use.

**Key Activity: Participate in multi-sector collaboratives devoted to issues aligned with First 5 Solano’s mission**

- First 5 Solano funds or coordinates four collaboratives – SKT, Road to Resilience Advisory Committee, Triple P Collaborative, and the First 5 Solano grantee collaborative – and participates in the following other groups/collaboratives in the county:
  - The Children’s Alliance – A local volunteer commission appointed by Board of Supervisors to improve the quality, quantity, and integration of services for children and families.
  - Healthy Solano Collaborative – A community steering committee led by Solano Public Health to identify health needs of residents and strategies to address them.
  - Home Visiting Advisory Board – A group representing home visiting programs serving children 0-5 throughout the county.
  - Local Child Care Planning Council – A council that plans for child care and development services based on the needs of families in the local community.
  - Mental Health Services Act – A collaborative of MHSA staff and grantees that meets quarterly to discuss and present information related to MHSA funding and services.
  - Prenatal Care Network and Learning Collaborative – A group of prenatal care providers and other representatives from county and community-based agencies that discusses system-wide issues, shares resources, and plans activities to improve care access and quality.
  - Quality Counts Solano Early Learning Consortium – A consortium that makes decisions related to improving the quality of early care and education programs in Solano County.
  - Solano Community College Child Development and Family Studies (CDFS) Advisory Council – A council that meets to share and discuss early learning workforce educational attainment needs and requirements.
  - Solano HEALS – A coalition promoting health equity for Black babies and their communities through discussion, collaboration, action, and evaluation.
  - Solano Land Trust, Solano Youth Outdoors – A group working to get 100% of Solano’s youth outdoors.
  - Solano Oral Health Advisory Committee – A subcommittee of Solano’s existing VibeSolano Alliance to advise on system-level changes to improve oral health outcomes for all residents.

- Solano Partnership Against Violence – A collaborative developing a more comprehensive and systematic approach to ending family violence in Solano County.
- System of Care Interagency Leadership Team – A team coordinated by Child Welfare Services (CWS) and Probation to coordinate interagency services for children affected by CWS.

### **Key Activity: Develop, fund, and launch the First 5 Center in Vallejo**

- First 5 Solano successfully raised 92% of the tenant improvement funds needed to launch the First 5 Center in Vallejo. The Center held its grand opening on February 13, 2020, hosting close to 400 children, parents, and community members. In the month following the opening, 110 families enrolled in the Center, and 25 drop-in classes and activities were offered.
- On March 13, 2020, the Center closed due to COVID-19, but staff continued engaging with families by reaching out to 125 families to provide information and warm handoffs to agencies to support their needs; offering seven virtual classes and two virtual story-times; and distributing approximately 420 produce boxes, 100 gift cards for basic needs supplies, 25 thermometers, 300 packages of diapers, 200 packages of wipes, and 250 activity bags for children.

**The Vallejo First 5 Center welcomed close to 400 children, parents, and community members to its grand opening in February 2020**

### **Strategy 2: Enhance cross-systems understanding and procedures.**

It is essential that child-serving agencies such as county departments, hospitals, schools and nonprofit organizations are coordinated in their programming and policy efforts. For example, the early education and K-12 systems should communicate about the transition of individual children between their systems. Progress related to cross-systems coordination is described below.

#### **Prior Achievements:**

- In FY2018/19, First 5 Solano staff participated as a Committee Co-Chair on the cross-sector Solano Oral Health Advisory Committee (SOHAC) to ensure the oral health needs of young children are addressed.

#### **Achievements in FY2019/20:**

##### **Key Activity: Convene cross-sector meetings to address system fragmentation, and develop the necessary tools and procedures to mitigate fragmentation**

- The Help Me Grow (HMG) Solano Steering Committee met three times in FY2019/20 to ensure families have more seamless connections to essential child development and family support services. In FY2019/20, the HMG call center received 1,784 calls and provided one or more referrals to 1,348 of these callers. At follow-up, 97% of those receiving referrals were successfully connected to services. HMG Solano also implemented the ASQ online screening tool this fiscal year.

# RESULT: SUSTAINED SYSTEMS

**Result 15:** Systems are sustained with legislative and policy changes.

**Strategy 1:** Increase policymakers' awareness of issues facing Solano County children and families, and advocate for changes pursuant to First 5 Solano's Legislative Platform.

First 5 Solano and its partners have a deep understanding of the needs of children and families and therefore can be a resource for policymakers regarding ways to improve child and family outcomes. This section discussed progress related to the engagement of policymakers.

## Prior Achievements:

- First 5 Solano developed and implemented a Legislative Platform, researched local lawmakers and their areas of interest, developed an outreach plan, and held legislative visits. First 5 Solano staff and Commissioners also met with legislators to discuss investment in the Vallejo First 5 Center.

**First 5 Solano continued to advance the Commission's Legislative Platform by sending letters to state leaders regarding bills and policies affecting children 0-5**

## Achievements in FY2019/20:

**Key Activity: Monitor and respond to emerging policy issues for Solano County children and families, conduct outreach and briefings to policymakers, and continue implementing First 5 Solano's Legislative Platform**

In March 2020, the COVID-19 pandemic changed regular legislative activities. For example, the spring First 5 Association Advocacy Day was cancelled along with the legislative in-person visits, and the focus of legislators shifted to addressing COVID-19. Nevertheless, throughout the year, First 5 Solano continued to advance the Commission's Legislative Platform by engaging in numerous legislative and policy efforts on behalf of Solano County children and families, including:

- In December 2019, a customized Year-End Update was sent to each of Solano County's State Legislators. The Update included highlights from the First 5 Solano Annual Report and a "success story" of a family from the Legislator's District.
- First 5 Solano staff participated in the development of the 2020 Solano County State and Federal Legislative Platform.
- Prior to the 2019 Legislative session, First 5 Solano, other First 5's throughout the State, and the First 5 Association submitted letters of support for a bill that would require developmental screening services to be covered by Medi-Cal for children 0-3 and healthcare providers to periodically screen children enrolled in Medi-Cal using a validated screening tool. In September 2019, an updated version of this bill was signed by the Governor.

- Through the efforts of the Triple P Positive Parenting Program, First 5 Solano, and other First 5's across the state, an Assembly Concurrent Resolution was approved by the Assembly and Senate designating the month of January 2020 as "Positive Parenting Awareness Month" in California.
- Assemblymember Timothy Grayson and representatives from Congressman Mike Thompson's office participated in the Vallejo First 5 Center Grand Opening in February 2020.
- First 5 Solano submitted or signed on to four letters to state leaders:
  - Signed on to a support letter for continuation of the First 5 California Diaper Program. The program was funded for another year by First 5 California.
  - Signed on to a support letter to House Speaker Nancy Pelosi and Senate Leader Mitch McConnell requesting immediate emergency federal funding to support families and keep children safe from child abuse and neglect through \$1 billion in Community-Based Child Abuse Prevention grants and reauthorization of the Child Abuse Prevention and Treatment Act. As of July 31, 2020, no decision on this funding had been made.
  - Submitted letters of concern to Senator Anna Caballero, Chair of the Senate State Budget Subcommittee, and Assemblymember Jim Cooper, Chair of the Assembly Budget Subcommittee, regarding the Nicotine-Based Vaping Tax proposal. The letters ask that these committees approve the proposal only if it considers early childhood development and the existing tobacco tax structures on vaping products. As of July 31, 2020, no decision on this proposal had been made.
  - Signed on to a support letter spearheaded by Children Now and signed by 760 organizations that was sent to the Governor and State Legislators urging them to prioritize children in the 2020-21 state budget.

# FUTURE ACTIVITIES

In 2016, First 5 Solano adopted an ambitious action plan to address four aspects of systems change in Solano County, and over the last few years has continued to make progress in each of these results. Along the way, staff rearticulated and refined the original action plan to reflect the changes that were most feasible and meaningful. These changes and refinements are reflected in the Systems Change Implementation Plan for FY2020/21 in the Appendix.



# ATTACHMENT 1: FY2020/21 SYSTEMS CHANGE IMPLEMENTATION PLAN

**Current Landscape:** Due to the challenges of the coronavirus pandemic, planning for systems change activities is designed to be nimble and flexible in order to respond to emerging community needs. Examples include: 1) Aligning systems to increase the capacity of childcare through partnerships with Public Health, school districts and other partners; and, 2) Maximizing resources by providing Emergency Response Funds and pursuing CARES funding opportunities

## Systems are strengthened with the increased capacity of providers

1. **Equity:** Increase the service delivery capacity of providers to ensure more equitable access, experiences and outcomes regardless of class, race, sexual orientation, disability, age, or prior life experiences
  - ▶ Participate in the Solano County Community Action for Racial Equity (CARE) team and the Solano Equity Collaborative
  - ▶ Collaborate with Public Health and Solano Kids Thrive on a trauma informed systems approach
2. **Organizational Capacity:** Increase the organizational capacity of providers serving young children and families
  - ▶ Implement activities in 3 areas identified by the 2017-18 non-profit capacity assessment: *Vision and Impact Model, Internal Evaluation and Learning, Board Governance and Leadership*
3. **Training:** Increase the knowledge and skills of providers serving young children and families
  - ▶ Training to expand agency capacity for quality service delivery
  - ▶ Training to expand cross-systems capacity

## Systems are expanded with leveraged or new financial resources

1. Find new funding for services for young children and families
  - ▶ Raise Solano's profile with funders (e.g., share foundation giving report, pursue relationships with individual funders)
  - ▶ Apply for competitive funding opportunities from local, state, federal and private funders
  - ▶ Track and report on success of grant-seeking activities for which First 5 has a direct role
2. Maximize resources to fund services for children and families (alternative funding, leveraged funding, greater efficiency)
  - ▶ Continue to find alternative sources to fund services (e.g., MHSA, County)
  - ▶ Identify ways to increase early childhood education funding, including investments in workforce and facilities
  - ▶ Implement blended funding models and / or co-located staff to support children and families (e.g., First 5 Center in Vallejo)

## Systems are integrated with cross systems understanding, resource sharing, referral and collaboration

1. Utilize First 5 Solano's unique position as a multi-sector convener to increase systems integration (e.g., First 5 Center in Vallejo, Collective Impact)
2. Enhance cross-systems understanding and procedures

## Systems are sustained with policy and legislative changes

1. Increase policymakers' awareness of issues facing Solano County children and families
  - ▶ Monitor and respond to emerging policy issues for Solano County children and families
  - ▶ Conduct outreach and briefings to policymakers
2. Pursue policy changes
  - ▶ Continue updating and implementing First 5 Legislative Platform
  - ▶ Participate in the First 5 Network advocacy efforts



# Annual Report AR-1

## Solano Revenue and Expenditure Summary

### July 1, 2019 - June 30, 2020

## Revenue Detail

Category	Amount
<b>Tobacco Tax Funds</b>	\$3,408,631
<b>First 5 Impact Funds</b>	\$376,856
<b>Small Population County Augmentation Funds</b>	\$0
<b>DLL Pilot Funds</b>	\$0
<b>Other First 5 California Funds</b>	\$0
<b>Other First 5 California Funds Description</b>	
<b>Other Public Funds</b>	\$467,755
<b>Other Public Funds Description</b> Health & Social Services Mental Health Services Act PEI Early Childhood Mental Health Services 368,901; Solano County General Fund Contract Management 42,771; Solano County Health & Social Services small projects 56,803	
<b>Donations</b>	\$31,192
<b>Revenue From Interest Earned</b>	\$177,419
<b>Grants</b>	\$455,000
<b>Grants Description</b> Kaiser ACEs Media Campaign 90,000; Kaiser Nutrition Education 65,000; Yocha Dehe Wintun Nation First 5 Center Services 300,000	
<b>Other Funds</b>	\$485,000
<b>Other Funds</b> Capital Contributions 485,000	
<b>Total Revenue</b>	<b>\$5,401,853</b>

## Improved Family Functioning

Service	Grantee	Program(s)	Children	Caregivers	Providers	Amount
General Family Support	County Office of Education/School District	<ul style="list-style-type: none"> <li>• Triple P 2-3</li> </ul>	53	303	0	\$4,800
General Family Support	Child Care Centers	<ul style="list-style-type: none"> <li>• Triple P 2-3</li> </ul>	0	226	0	\$10,850
General Family Support	Resource and Referral Agency (COE or Non-Profit)	<ul style="list-style-type: none"> <li>• Triple P 2-3</li> </ul>	148	172	15	\$15,640
General Family Support	Other Public	<ul style="list-style-type: none"> <li>• Triple P 2-3</li> </ul>	20	60	8	\$15,000
General Family Support	CBO/Non-Profit	<ul style="list-style-type: none"> <li>• FRCs Core Support</li> <li>• Triple P 2-3</li> </ul>	543	783	0	\$441,788
Intensive Family Support	County Office of Education/School District	<ul style="list-style-type: none"> <li>• Triple P 4-5</li> </ul>	0	23	0	\$13,412
Intensive Family Support	CBO/Non-Profit	<ul style="list-style-type: none"> <li>• Triple P 4-5</li> </ul>	409	484	8	\$196,866
					<b>Total</b>	<b>\$698,356</b>

## Improved Child Development

Service	Grantee	Program(s)	Children	Caregivers	Providers	Amount
Quality Early Learning Supports	County Office of Education/School District	<ul style="list-style-type: none"> <li>Quality Counts California</li> </ul>	0	0	95	\$304,678
Early Learning Programs	County Office of Education/School District	<ul style="list-style-type: none"> <li>Summer Programs</li> </ul>	880	150	11	\$253,376
Early Learning Programs	Family Child Care	<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	263	273	13	\$41,677
Early Learning Programs	Child Care Centers	<ul style="list-style-type: none"> <li>Summer Programs</li> </ul>	26	22	0	\$10,250
Early Learning Programs	Resource and Referral Agency (COE or Non-Profit)	<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	0	0	431	\$3,141
Early Learning Programs	Other Public	<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	8	8	12	\$8,208
Early Learning Programs	CBO/Non-Profit	<ul style="list-style-type: none"> <li>Summer Programs</li> </ul>	188	184	0	\$24,907
Early Learning Programs	Other Private/For Profit	<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	1	0	0	\$4,250
					<b>Total</b>	<b>\$650,487</b>

## Improved Child Health

Service	Grantee	Program(s)	Children	Caregivers	Providers	Amount
General Health Education and Promotion	Other Private/For Profit	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>	157	124	19	\$19,399
General Health Education and Promotion	CBO/Non-Profit	<ul style="list-style-type: none"> <li>• Nutrition/Breastfeeding</li> </ul>	0	20	0	\$8,000
Oral Health Education and Treatment	County Health & Human Services	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>	116	0	0	\$15,904
Early Intervention	County Health & Human Services	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>	310	378	0	\$66,000
Early Intervention	Resource and Referral Agency (COE or Non-Profit)	<ul style="list-style-type: none"> <li>• Care Coordination</li> </ul>	740	1005	12	\$228,939
Early Intervention	CBO/Non-Profit	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>	48	51	502	\$152,286
<b>Total</b>						<b>\$490,528</b>

## Improved Systems Of Care

Service	Grantee	Program(s)	Amount
Policy and Public Advocacy	CBO/Non-Profit	<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	\$30,300
Policy and Public Advocacy	First 5 County Commission	<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	\$433,573
Programs and Systems Improvement Efforts	County Office of Education/School District	<ul style="list-style-type: none"> <li>Trauma-Informed Care/ACES</li> </ul>	\$27,453
Programs and Systems Improvement Efforts	CBO/Non-Profit	<ul style="list-style-type: none"> <li>Trauma-Informed Care/ACES</li> </ul>	\$7,921
Programs and Systems Improvement Efforts	First 5 County Commission	<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	\$1,459,214
Programs and Systems Improvement Efforts	First 5 County Commission	<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	\$898,125
Programs and Systems Improvement Efforts	First 5 County Commission	<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	\$88,236
<b>Total</b>			<b>\$2,944,822</b>

## Expenditure Details

<b>Category</b>	<b>Amount</b>
Program Expenditures	\$4,784,193
Administrative Expenditures	\$508,697
Evaluation Expenditures	\$138,600
Total Expenditures	\$5,431,490
Excess (Deficiency) Of Revenues Over (Under) Expenses	(\$29,637)

## Other Financing Details

<b>Category</b>	<b>Amount</b>
Sale(s) of Capital Assets	\$0
Other	\$0
<b>Total Other Financing Sources</b>	<b>\$0</b>

## Net Change in Fund Balance

Category	Amount
Fund Balance - Beginning	\$9,751,039
Fund Balance - Ending	\$9,721,402
Net Change In Fund Balance	(\$29,637)

## Fiscal Year Fund Balance

Category	Amount
Nonspendable	\$0
Restricted	\$0
Committed	\$4,071,927
Assigned	\$604,651
Unassigned	\$5,044,824
Total Fund Balance	\$9,721,402

## Expenditure Note

No data entered for this section as of 10/6/2020 10:26:03 AM.

### Small Population County Funding Augmentation Expenditure Detail

Category	Amount	Comment
Administration	\$0	
Evidence Based Programs	\$0	
Evidence Informed Programs	\$0	
Funded Programs	\$0	
Professional Development, Training and Technical Assistance	\$0	
Evaluation	\$0	
Other (Please Explain)	\$0	
<b>Total</b>	<b>\$0</b>	
If unspent funds occurred during the FY, please list amount and provide explanation.	\$0	



**Annual Report AR-2**  
**Solano Demographic Worksheet**  
**July 1, 2019 - June 30, 2020**

**Population Served**

<b>Category</b>	<b>Number</b>
Children Less than 3 Years Old	1,319
Children from 3rd to 6th Birthday	2,238
Children – Ages Unknown (birth to 6th Birthday)	442
Primary Caregivers	3,956
Providers	1,227
<b>Total Population Served</b>	<b>9,182</b>

## Primary Languages Spoken in the Home

Category	Number of Children	Number of Primary Caregivers
English	2,959	2,349
Spanish	858	952
Vietnamese	1	0
Other - Specify with text box Chinese,Hindi,Hmong,Other,Russian,Tagalog,Ukrainia	109	82
Unknown	72	573
<b>Totals</b>	<b>3,999</b>	<b>3,956</b>

## Race/Ethnicity of Population Served

Category	Number of Children	Number of Primary Caregivers
Alaska Native/American Indian	47	31
Asian	143	94
Black/African-American	782	661
Native Hawaiian or Other Pacific Islander	71	54
White	886	689
Two or more races	484	252
Other – Specify with text box	68	112
Unknown	183	720
Hispanic/Latino	1,335	1,343
<b>Totals</b>	<b>3,999</b>	<b>3,956</b>

## Duplication Assessment

Category	Data
Degree of Duplication	20%
Confidence in Data	Somewhat confident
Additional Details (Optional)	

## **AR-3 County Evaluation Summary and Highlights - Solano First 5 CA Annual Report Submission**

### **Evaluation Activities Completed, Finds, and Policy Impact.**

First 5 Solano and its local evaluator, Applied Survey Research (ASR) engaged in variety of evaluation activities in FY2019/20.

Evaluation activities that take place on an annual basis and continued in FY2019/20 included:

- In October 2019, the First 5 Solano Commission received the FY2018/19 Annual Report Submission to First 5 California
- As part of the Commission's Strategic Plan Review, the First 5 Solano Commission receives an update on Community Indicators by Result Area. These indicators are now publicly available at: [https://public.tableau.com/views/SolanoCounty-CommunityIndicatorsJAN2020/CommunityIndicators?:display\\_count=y&publish=yes&origin=viz\\_share\\_link&:showVizHome=no](https://public.tableau.com/views/SolanoCounty-CommunityIndicatorsJAN2020/CommunityIndicators?:display_count=y&publish=yes&origin=viz_share_link&:showVizHome=no)
- ASR conducted an evaluation of the progress of the continued implementation of the Commission's Systems Change Action plan and provided a report in the Commission's FY2019/20 Annual Report.
- As in past years, the Commission produced a report on the children that participated in the Pre-Kindergarten Academies. During the summer of 2019, 327 children with little or no prior preschool experience attended and were evaluated using the Kindergarten Student Entrance Profile (KSEP) at entrance and exit of a four-week Pre- Kindergarten Academy. At the end of the 2019 Pre-Kindergarten Academies, 75% of students were ready to go or nearly ready to go category to kindergarten, which was a 33-point increase from the start of the Academies which demonstrates that children benefited from this short, targeted program to help them become ready for school.
- First 5 Solano staff in conjunction with ASR provided ongoing technical assistance to all current and newly-funded First 5 Solano grantees and initiative partners, to maintain and manage the evaluation processes in place and measure progress toward target objectives.

In addition to ongoing evaluation activities outlined above, the ASR routinely conducts assessments of Solano's local landscape and best practices. In FY2019/20, ASR completed an assessment on expanding early learning opportunities in Solano County. ASR found 3 main barriers to expanding early care and education in Solano: a shortage of qualified workforce; a lack of facilities; limited capacity among providers to apply for funding and manage the business aspects of child care. In addition, the report provided a variety of strategies and recommendations to address these barriers, including reevaluating the structure of Solano's convening bodies, including where the Local Child Care Planning Council (LPC) is housed. Based on this recommendation and further information, the First 5 Solano Commission recommended to the Board of Supervisors to transition the LPC to the Solano County of Education as the convener. In early FY2020/21, the Board of Supervisors took action to make this transition which is currently in progress.

### **County Highlights**

First 5 Solano continued to implement its high-quality programs in the Priority Areas of Health & Well-Being, Early Childhood Learning & Development, Family Support & Parent Education, and

## Systems Change.

In early 2018, the Commission made the decision to establish a First 5 Center in the City of Vallejo near the census tracts with the highest risk factors for children. A site was identified that required substantial tenant improvements. Through a capital improvement campaign, 66% of the \$1.7 million tenant improvement funding was received from public and private donations and grants. The First 5 Center opened on February 13, 2020, and is a one-stop location to provide a full range of dual-generation services to support healthy behavior, social and emotional development, and school readiness of children, as well as provide parents the tools they need to develop positive parent child relationships and be connected to other families. All services are family-centered and trauma-informed to build resilience and strengthen families.

Other accomplishments of FY2019/20 included:

- With blended funding from the First 5 Solano and Mental Health Services Act, the evidence-based Triple P Positive Parenting Program continues to be implemented as a parenting education strategy. Thirty new facilitators were trained and accredited by Triple P America, and eight local agency providers served 1,097 families.
- In response to COVID-19, First 5 Solano collaborated with local partners on several key initiatives:
  - As part of the County's Office of Emergency Services, implemented pop up child care for essential workers in Vallejo
  - Established an Emergency Response Fund to support community agencies and child care providers. Provided \$64,519 in grants ranging from \$150 to \$7,500
  - Distributed masks, gloves, hand sanitizers cleaning supplies, diapers, and wipes received from First 5 California to childcare providers and directly to families.



## Annual Report Components

- **Performance Measures & Impact by Priority Area**
- **Systems Change Update**
- **Fiscal**
- **Demographics**

# Reporting Performance Results Based Accountability



*How MUCH DID WE DO?*



*How WELL DID WE DO IT?*

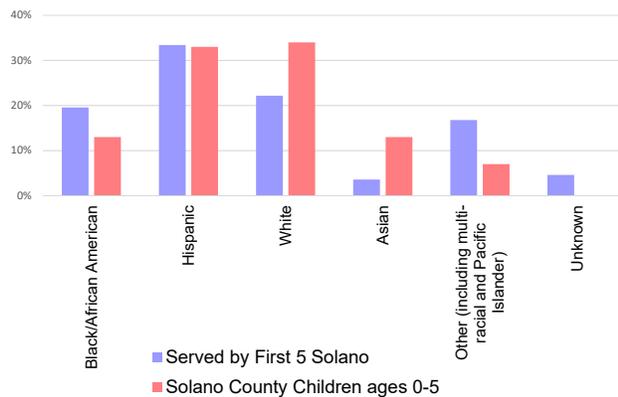


*IS ANYONE BETTER OFF?*

## DEMOGRAPHICS

- **9,182** residents received services
  - **3,999** Children 0-5
  - **3,956** Parents/caregivers & other family members
  - **1,227** Providers

**Children 0-5 By Race/Ethnicity**



## TRIPLE P SOLANO



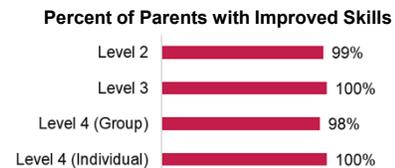
- 91 Level 2 seminars with 788 attendees
- 107 families completed Level 3
- 138 families completed Level 4 Group
- 64 families completed Level 4 Individual



- 30 new facilitators were trained and accredited by Triple P America
- Some providers struggled with finding enough qualified staff and turnover of trained staff
- Implemented numerous outreach strategies
- 100% of Level 4 participants rated the program overall as “excellent” or “good”



Nearly all parents improved in their parenting knowledge and skills according to participant surveys



## QUALITY EARLY LEARNING



- **IMPACT/Quality Counts:** 76 early learning sites, including 16 new this year
- **CSEFL:** 3 of 5 module trainings were delivered with average of 56 participants attending
- **Raising a Reader:** 882 children participated, including 300 newly enrolled this year



- **IMPACT/Quality Counts:** Despite challenges posed by COVID-19, coaches regularly communicated with providers
- Some trainings had to be cancelled due to COVID-19, but three were adapted and delivered virtually
- **Raising a Reader:** Summer Literacy Backpack Kits were distributed



- 100% of sites made at least one change to enhance the quality of their program
- 100% of sites met at least one goal on their quality improvement plan

## PRE-K ACADEMIES



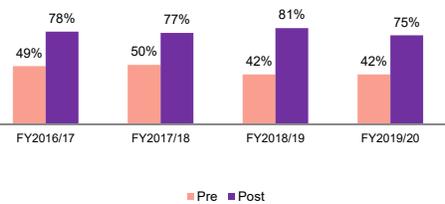
- 327 children participated in 20 sessions offered by 10 agencies
- 188 children received dental screenings and referrals
- 1,600 books were provided to children



- 62% of children had not attended preschool, showing the program is effectively reaching its target population.
- First 5 Solano engaged community partners to offer additional school readiness activities



- 75% of students were ready to go or nearly ready to go to kindergarten at the end of the academy, up from 42% at program entry



## HELP ME GROW SOLANO



- 1,784 families were served through the call center
- 1,266 of these families were paired with a Family Navigator for further assistance.
- 65 developmental screenings were administered electronically



- 76% of callers were provided at least one referral to a program or service
- In the 4<sup>th</sup> quarter calls were longer and more challenging as the pandemic persisted



- 97% of callers were successfully connected to services and follow-up

## VALLEJO FIRST 5 CENTER



- 178 families engaged in services, and 173 parents & caregivers were connected to community resources
- 25 drop-in classes were held in February and March before the Center closed due to the COVID-19 pandemic
- Families received basic needs items



- The Center held a Grand Opening on February 13, 2020 with over 400 attendees

- Funding received from public and private donations and grants made up 66% of the \$1.7 million for the tenant improvements



- As the Center was only open for one month before it closed due to COVID-19, outcome data could not be collected

## OTHER FIRST 5 SOLANO INITIATIVES

### Early Childhood Mental Health Treatment

- ✓ 302 children received EPSDT mental health services
- ✓ 63% of 88 children in on-going treatment evaluated for their 6-month review demonstrated improvement in at least one stated treatment goal



### Early Childhood Mental Health Provider Training

- ✓ 80 total training sessions were completed
- ✓ 77% of 1081 providers in attendance showed increased knowledge upon completion of trainings

## OTHER FIRST 5 SOLANO INITIATIVES

### Oral Health Initiative

- ✓ Over 1,500 children in early learning settings received oral health education including a toothbrush and books
- ✓ 38 early learning classrooms were provided a dental education presentation with 116 students receiving fluoride varnish



### Family Support – Rio Vista Care

- ✓ 56 families were provided case management with over 75% showing improvement in both the Family Development Matrix and the Protective Factors Survey.
- ✓ 22 children participated in pre-kindergarten readiness activities with 100% of the children demonstrating increased school readiness.



## OTHER FIRST 5 SOLANO INITIATIVES

### Annual Grants

This year ten Annual Grants were approved for initiatives throughout the county.

Grantees included:

- ✓ Fairfield Suisun Adult School Space program
- ✓ CARE4EM
- ✓ Solano County Library
- ✓ United Way Bay Area
- ✓ Innovative Health Solutions
- ✓ Eric Reyes Foundation
- ✓ Solano Family and Children's Services
- ✓ Ready, Set, Survive
- ✓ Rio Vista Care
- ✓ The Childplay Institute



Baby Signs Workshop provided by Solano Family and Children's Services

## OTHER FIRST 5 SOLANO INITIATIVES

### Emergency Response Fund

In response to the COVID-19 pandemic the Commission established a FY2019/20 Emergency Response Fund, allocating \$44,519. Travis Credit Union provided a donation of \$20,000 which brought the total fund in FY2019/20 to \$64,519

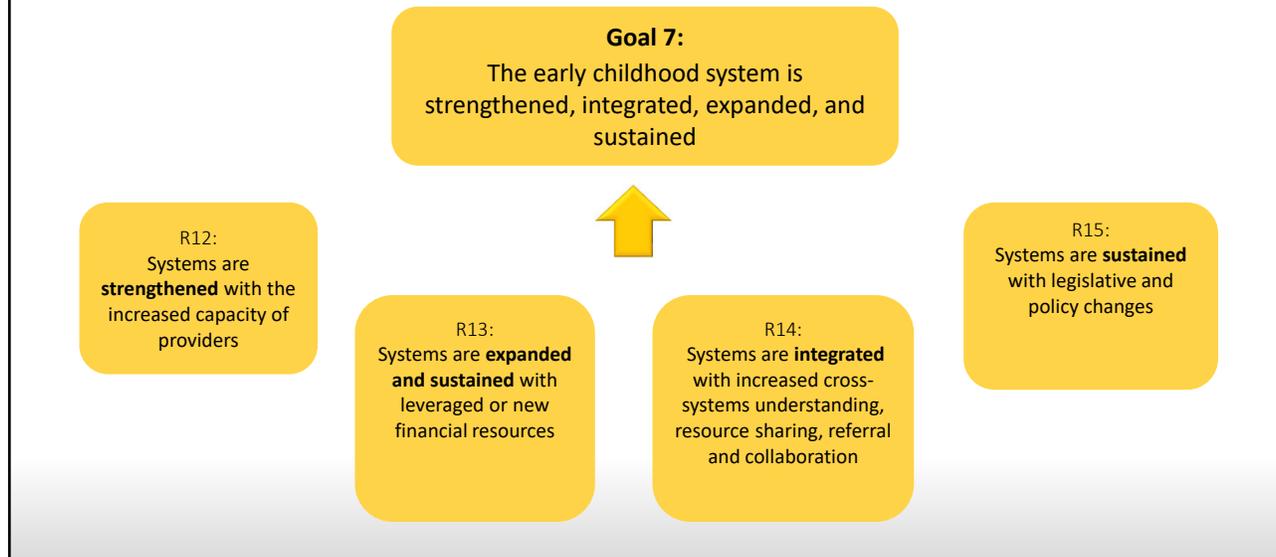
- ✓ Grants were provided to 21 providers
- ✓ 62% of the funding went to child care & preschool providers
- ✓ 31% of the funds went to Family Resource Centers.
- ✓ 7% of 88 children went to mental health providers



### Systems Change in Solano County FY2019/20

Presented to the **First 5 Solano Commission**  
on October 13, 2020 by **Applied Survey Research**

## Priority Area 4: Systems Change



## Result 12 – FY2019/20 Update

Systems are **strengthened** with the increased capacity of providers

- Staff participated in training cohort for Local and Regional Government Alliance on Race & Equity (GARE)
  - Joined 2017 cohort to create Solano “Community Action for Racial Equity” (CARE) team, which presented 8 trainings on “Advancing Racial Equity in Government”
- Partnered with Public Health to bring Trauma Transformed to Solano County to lead a Trauma Informed Systems Initiative
  - 15 professionals participated in “Train the Trainer” program
- Partnered with H&SS to sponsor 9 nonprofits to participate in “Vision and Impact Model” Learning Cohort, which assisted them in refining their strategic plans and Theories of Change
- Provided 13 trainings for providers in Parent Café curriculum, Triple P Positive Parenting Program, and quality early care and education



## Result 13 - FY2019/20 Update

Systems are **expanded and sustained** with leveraged or new financial resources

### Funding Received

- Over \$4 million in FY19/20 in new funding
- Over \$11 million since July 2016
- Since 2008, First 5 Solano has partnered with MHSa to receive \$600K annually to Support early childhood mental health services

### Census

- First 5 Solano and partners engaged in public awareness efforts to improve accuracy of 2020 count, which affects federal funding for county
- As of end of Sept, **Solano's 2020 response rate is 74%, higher than California's rate of 69%** and Solano's 2010 rate of 68%

### Outcome of Grants Submitted or Supported by F5 Solano, FY2016/17-FY2019/20



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## Result 14 - FY2019/20 Update

Systems are **integrated** with increased cross-systems understanding, resource sharing, referral and collaboration

- Solano Kids Thrive (SKT) met bimonthly, screened film *Resilience: Biology of Stress and Science of Hope* and completed Phase 2 of ACEs media campaign, funded by Kaiser
  - Radio ads, billboards, and bus ads targeted low-income communities and Spanish speakers
  - Over 1.5 million radio impressions delivered to a total of 67,466 unique listeners
  - 1,218 clicks from radio ads to website with more information about ACEs and linkages to resources
- Successfully raised 92% of tenant improvement funds needed to launch First 5 Center in Vallejo
  - Grand opening on February 13, 2020, hosted close to 400 children, parents, and community members
- Help Me Grow Solano provided 1,348 callers one or more referrals to services and implemented Ages and Stages Questionnaire online screening tool



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## Result 15 - FY2019/20 Update

Systems are **sustained** with legislative and policy changes

- Joined other First 5's in sponsoring a bill to require Medi-Cal coverage for developmental screenings and require providers to screen children in Medi-Cal; in Sept 2019, an updated version was signed by Governor
- Assemblymember Timothy Grayson and representatives from Congressman Mike Thompson's office participated in Vallejo First 5 Center Grand Opening
- Joined Triple P America and other First 5's to successfully advocate for designation of January 2020 as "Positive Parenting Awareness Month" in California
- Continued to advance Commission's Legislative Platform by submitting or signing on to four letters to state leaders regarding bills and policies affecting young children and their families



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## Summary and Conclusion

- In 2016, First 5 Solano adopted ambitious action plan to address four aspects of systems change in Solano County and since then has continued to make progress in each of these results
- Along the way, staff rearticulated and refined the original action plan to reflect changes that were most feasible and meaningful
- In light of challenges caused by the coronavirus pandemic, future activities have been designed to be nimble and flexible; these changes and refinements are reflected in the Systems Change Implementation Plan for FY2020/21

**Questions?**

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**POLICY AND OVERSIGHT COMMITTEE MEETING**  
**September 16, 2020 3:30 pm to 5:00 pm**  
**3375 Sonoma Boulevard, Suite 30, Vallejo, CA 94590**

In furtherance of the direction from Governor Newsom (Executive Order N-25-20) and pursuant to the Executive Order issued by Governor Gavin Newsom (Executive Order N-29-20), **public access to the First 5 Solano Committee Meeting will be limited.**

Commissioners and public may attend via remote meeting using the following options:

**Join livestream via Zoom:**

<https://us02web.zoom.us/j/87254383664>

**Join via Phone:**

1-669-900-6833

Meeting ID: 872 5438 3664

**Public Comments:**

Public Comment may be provided by: During the meeting via the phone/computer audio when the Chair calls for Public Comment on an item; or submitting written public comments to First 5 Solano via email at [cfcsolano@solanocounty.com](mailto:cfcsolano@solanocounty.com) by 12:00pm on the day of the meeting.

**CALL TO ORDER**

**I. Introductions, Public Comment, Commissioner Comment**

**II. Consent Calendar**

- A. Approve the April 1, 2020 Policy and Oversight Committee Meeting Minutes
- B. Receive the Commissioner Meeting Attendance Status Report

**Action**

**III. Co-Sponsorship of Training and Conferences Fund Application**

**Motion:** Consider approval of a request from the Solano County Office of Education for an allocation of up to of up to \$3,000 to support the 2020 Quality Counts Early Childhood Education Virtual Conference contributing to improving the capacity of individuals and organizations in Solano County to serve expectant parents, children 0-5 and their families.

*Kwiana Algere, Health Education Specialist*

**Action**

**IV. Annual Review of Policies**

- A. Consider a recommendation to change the Solano County Code regarding membership of the First 5 Solano Commission
- B. Review and provide input into the development of a Responsive Grant Fund

*Megan Richards, Deputy Director; Michele Harris, Executive Director*

**Action**

**V. Pre-Kindergarten Academy Report and Recommendation**

- A. Receive the 2020 Pre-Kindergarten Academy Report
- B. Consider a recommendation to reallocate up to \$130,000 from FY2020/21 Pre-Kindergarten Academies to provide school readiness kits to support for kindergarteners for distance and at-home learning (*Funding Source: 2018-2023 Program Investment Plan*)

*Juanita Morales, Program Manager; Megan Richards, Deputy Director*

**Action**

- VI. Contract Updates** **Information**  
Receive a report on Parents By Choice and review compliance action plan  
*Gene Ibe, Program Manager*
- VII. Strategic Planning Launch** **Information/Discussion**  
Review the process and timeline for the Commission's upcoming Strategic Plan Update  
*Michele Harris, Executive Director*
- VIII. Strategic Plan Implementation Updates** **Information/Discussion**  
Receive updates on the following:  
A. Program: First 5 Center Update  
B. Systems Change Implementation Plan Update  
C. Community Engagement Activities Update  
*Megan Richards, Deputy Director; Juanita Morales, Program Manager, Lorraine Fernandez, Program Manager*
- IX. First 5 Solano Staffing and Finance Update** **Information**  
Receive a report on First 5 Solano staffing and financials, including the FY2019/20 Year End fiscal report  
*Megan Richards, Deputy Director*
- X. Future Agenda Items, Meeting Time/Date/Location** **Information**  
The Policy and Oversight Committee is scheduled to meet next on Wednesday, November 18, 3:30 pm to 5:00 pm, at 3375 Sonoma Boulevard, Suite 30, Vallejo, CA. Future agenda items include: Co-Sponsorships of Training and Conferences; Program Update, Systems Change Implementation Update; Community Engagement Update; and Staffing and Finance Update

## ADJOURN

**Vision:** *All Solano County children are loved, healthy, confident, eager to learn, nurtured by their families, caregivers and communities.*

**Mission:** *First 5 Solano Children and Families Commission creates and fosters programs and partnerships with community entities to promote, support and improve the lives of young children, their families and their communities.*

The First 5 Solano Children and Families Commission does not discriminate against persons with disabilities. If you require a disability-related modification or accommodation in order to participate in the meeting, please call (707) 784-1332 at least 24 hours in advance of the meeting to make arrangements. Non-confidential materials related to an item on this Agenda submitted to the Commission are available for public inspection at the First 5 Solano business office, 3375 Sonoma Boulevard, Suite 30, Vallejo, CA, 94590 during normal business hours.

**First 5 Solano Children and Families Commission  
Policy & Oversight Committee (POC) Meeting**  
September 16, 2020, 3:30 PM – 5:00 PM  
3375 Sonoma Blvd Ste 30, Vallejo, CA

**Minutes**

Commissioners present (remotely via Zoom video conference): Jennifer Barton, Lisette Estrella-Henderson, Erin Hannigan

Chair Barton called the meeting to order at 3:37 PM

**I. Introduction, Public Comment, Commissioner Comment**

There were no public or commissioner comments.

**II. Consent Calendar**

***Motion:***

- A. Approve the April 1, 2020 POC Meeting minutes
- B. Receive the Commissioner Meeting Attendance Status Report

**Moved by Commissioner Hannigan; Seconded by Commissioner Estrella-Henderson  
Approved 3-0-0**

**Yea: Commissioners Barton, Estrella-Henderson, Hannigan**

**Nay: None**

**Abstain: None**

**III. Co-Sponsorship of Training and Conferences Fund Application**

***Motion: Consider approval of a request from the Solano County Office of Education for an allocation of up to of up to \$3,000 to support the 2020 Quality Counts Early Childhood Education Virtual Conference contributing to improving the capacity of individuals and organizations in Solano County to serve expectant parents, children 0-5 and their families.***

The request was withdrawn prior to the meeting.

**IV. Annual Review of Policies**

**A. Consider a recommendation to change the Solano County Code regarding membership of the First 5 Solano Commission**

Michele Harris, First 5 Solano Executive Director, recounted that there have been several instances in the last 20 years where individuals working full time for Solano County, but residing out of County, wished to serve as a Commissioner but were prevented by language in County Code section 7.3. Staff is recommending the county code language be changed to reflect all members of the commission shall work or reside in Solano County.

Commissioner Estrella-Henderson asked whether the Commission had the authority to make this change. Ms. Harris clarified that First 5 Solano had its own section of the County Code. Megan Richards, First 5 Solano Deputy Director, gave a timeline on how such a recommendation could result in a change to the code: going to the full Commission, once to the Board of Supervisors to set a public hearing, and 2 weeks later for a Board of Supervisors vote. Commissioner Hannigan suggested the language be changed to allow only Commissioners representing Health and Social Services be allowed to live out of county, citing the importance that the Supervisor appointed District representatives represent the County. The committee agreed the language change should specify only the Health and Social Services staff can live or work in Solano County.

***Motion: Consider a recommendation to change the Solano County Code regarding membership of the First 5 Solano Commission***

**Moved by Commissioner Hannigan; Seconded by Commissioner Estrella-Henderson**

**Approved 3-0-0**

**Yea: Commissioners Barton, Estrella-Henderson, Hannigan**

**Nay: None**

**Abstain: None**

#### **B. Review and provide input into the development of a Responsive Grant Fund**

Ms. Richards outlined how small grant funds have been unspent over all categories and staff has explored ways to adjust the funding opportunities to be more flexible to meet outside organizational needs and be less restrictive to only a few specific activities. Community Responsive Grants would shift Community Engagement and Co-sponsorship grants into one-time opportunities for providers of all sizes and experiences to apply for grants from \$300 to \$5,000. Annual grants would continue to grant up to \$20,000 for one-year programs but would change application process to include a letter of intent, followed by a technical assistance meeting with First 5 Solano staff to develop ideas and assist in writing the grant. Current ongoing individual small grants would shift to Community Provider Assistance and Capacity Building grants of up to \$7,500 toward capacity building projects. Commissioner Hannigan cited that releasing grants biannually might limit application window for smaller grants around events. Ms. Harris appreciated the feedback and indicated that staff would consider that feedback when redrafting policies for consideration.

### **V. Pre-Kindergarten Academy Report and Recommendation**

#### **A. Receive the 2020 Pre-Kindergarten Academy Report**

Juanita Morales, First 5 Solano Program Manager, presented the 2020 Pre-Kindergarten Academy Report. Only 7 sessions serving 51 children were offered due to COVID-19, down from 19 sessions and 327 children in 2019.

#### **B. Consider a recommendation to reallocate up to \$130,000 from FY2020/21 Pre-Kindergarten Academies to provide school readiness kits to support for kindergarteners for distance and at-home learning**

Ms. Richards shared staff has discussed with partners how unspent funds from the 2020 Pre-Kindergarten Academies could be used to support Transitional Kindergarteners and Kindergarteners learning in a virtual setting. Kindergarten learning kits would include a minimum of 3 books, age-appropriate school supplies such as unit blocks and art supplies.

***Motion: Consider a recommendation to reallocate up to \$130,000 from FY2020/21 Pre-Kindergarten Academies to provide school readiness kits to support for kindergarteners for distance and at-home learning***

**Moved by Commissioner Hannigan; Seconded by Commissioner Estrella-Henderson**

**Approved 3-0-0**

**Yea: Commissioners Barton, Estrella-Henderson, Hannigan**

**Nay: None**

**Abstain: None**

## **VI. Contract Updates**

Gene Ibe, First 5 Solano Program Manager, reminded the Committee that Parents by Choice had been identified as struggling to meet performance measures for Triple P Parent Education prior to the COVID-19 pandemic. Parents by Choice has been meeting regularly with staff to gauge progress and has met most Quarter 4 measures and all FY20/21 Quarter 1 measures in just 2 months. They remain under the Compliance Action Plan until performance measures are met for at least two consecutive quarters.

## **VII. Strategic Planning Launch**

Ms. Harris reminded the Committee that the current Strategic Plan is four years old and work needs to begin now to launch a new strategic plan in 2023. Christina Branom from Applied Survey Research presented the timeline on refreshing First 5 Solano's Systems Change plan, Program Investment Plan, Long-Term Financial Plan and Vision, Mission, Values, and Principles. Work will be ongoing for the next 2 years including key informant interviews, drafting, and reviewing. Commissioner Barton asked if reading-readiness numbers would be among the data to be collected, giving the example of reading readiness. Ms. Branom said that is precisely the type of community indicator data being gathered. Commissioner Hannigan cautioned that trends going into March 2020 could not be expected to resume and it is realistic to expect things to get worse for families before they can improve. Ms. Harris gave the example of well-child visits not occurring during the pandemic as a habit that is not expected to return quickly.

## **VIII. Strategic Plan Implementation Updates**

### **A. Program: First 5 Center Update**

Ms. Richards reminded Commissioners the First 5 Center was open, holding classes at reduced size, and their Community Resource Specialist was actively serving many families.

### **B. Systems Change Implementation Plan Update**

Lorraine Fernandez, First 5 Solano Program Manager, shared how Emergency Response Grants and building childcare capacity are examples of the nimble and flexible nature of the system change plan in response to the COVID-19 pandemic.

### **C. Community Engagement Activities Update**

Ms. Morales mentioned events are limited in the community, but staff had partnered with Solano County Office of Education to distribute community engagement and COVID response bags.

### **IX. First 5 Solano Staffing and Finance Update**

Ms. Richards highlighted revenues for FY2019/20 were over projection, due to higher Proposition 10 revenue and donations to First 5 Center tenant improvements. Expenditures were under projection, largely due to COVID-19. Ms. Harris raised the topic of how to manage the reserve set aside years back. With the funding level stable and great community need, tapping the reserve needs to be part of the strategic planning conversation.

### **X. Future Agenda Items, Meeting Time/Date/Location**

The next Policy and Oversight Committee is scheduled for Wednesday, November 18, 3:30pm to 5:00 pm, at 3375 Sonoma Boulevard, Suite 30, Vallejo, CA. Future agenda items include: Co-Sponsorships of Training and Conferences; Program Update; Systems Change Implementation Update; Community Engagement Update; and Staffing and Finance Update.

### **Adjourn**

Chair Barton adjourned the meeting at 4:57 PM.

Luke Winders, Office Assistant III

Approved:

**DATE:** October 8, 2020  
**TO:** First 5 Solano Children and Families Commission  
**FROM:** Michele Harris, Executive Director  
**SUBJ:** **Change to County Code**

**MOTION: Consider approval of a change to the Solano County Code, Section 7.3, regarding membership of the First 5 Solano Commission**

Section 7.3 of the Solano County Code was created to establish the First 5 Solano Commission. When that section was created, language was included that required Commission members to be a *resident* of Solano County.

Over the last 20 years, there have been several instances when an individual with desired experience that worked in the county was put forward for consideration to be a Commissioner; however, their participation was not allowable as they lived out of Solano County. Many of these examples come from Health & Social Services leadership, where the staff person works full-time for Solano County, but resides in another County.

At the Policy and Oversight Committee on September 16, 2020, staff brought forward a recommendation that the county code language of 7.3-03(a) be changed as follows, with the underlined language being added:

*All members of the commission shall work or reside in Solano County.*

**Committee Discussion:** The Committee supported the item, but suggested the language be amended to allow only Commissioners representing Health and Social Services be allowed to live out of county, citing the importance that the Supervisor appointed District Representatives have close ties with and represent the County.

With the recommendation of the Committee, staff are recommending the county code language of 7.3-03(a) be changed to:

*Members of the commission shall reside in Solano County, with the exception of the members nominated by the Director of the Solano County Health and Social Services Department who shall work or reside in Solano County.*

Should the Commission approve the recommendation, staff will bring forward the change for final approval by the Solano County Board of Supervisors.

Attachment A: Current Solano County Code Chapter 7.3



## CHAPTER 7.3

### SOLANO COUNTY CHILDREN AND FAMILIES COMMISSION

- § 7.3-01. Creation of Commission
- § 7.3-02. Purpose of Commission
- § 7.3-03. Membership of Commission
- § 7.3-04. Terms of Office for Members and Vacancy in Office
- § 7.3-05. Powers and Duties of Commission
- § 7.3-06. Open and Public Meetings
- § 7.3-07. Creation of Trust Fund

#### **Sec. 7.3-01. Creation of Commission**

The Board of Supervisors of Solano County creates, pursuant to the provisions of the California Children and Families Act, the First 5 Solano Children and Families Commission. This commission shall continue to represent Solano County until such time as the Solano County Board of Supervisors takes an affirmative action to terminate the commission.

#### **Sec. 7.3-02. Purpose of Commission**

The First 5 Solano Children and Families Commission shall administer the Solano County First 5 Solano Children and Families Trust Fund and do all things necessary to carry out the provisions of the California Children and Families Act.

#### **Sec. 7.3-03. Membership of Commission**

(a) The Commission shall consist of nine members, appointed by the Board of Supervisors. Commission members who shall receive a per diem of \$100 per meeting not to exceed \$200 in any calendar month, and reimbursement of reasonable expenses incurred in attending meetings and discharging other official responsibilities as authorized by the commission. All members of the commission shall be residents of Solano County.

(b) The membership shall be selected as follows:

(1) Two members shall be appointed from among the county health officer and persons responsible for management of the following county functions: children=s services, public health services, behavioral health services, social services, and tobacco and substance abuse prevention and treatment services. These members shall be nominated by the Director of the Solano County Health and Social Services Department.

(2) One member shall be a member of the Board of Supervisors.

(3) The remaining members of the commission shall be from among the persons described in paragraph (1) or from the following categories of individuals: recipients of project services included in the county strategic plan;

educators specializing in early childhood development; representatives of a local child care resource or referral agency, or a local child care coordinating group; representatives of a local organization for prevention or early intervention for families at risk; representatives of community-based organizations that have the goal of promoting nurturing and early childhood development; representatives of local school districts ; and representatives of local medical, pediatric, or obstetric associations or societies.

These members shall be selected by each member of the Board of Supervisors making one nomination from among applicants or recommending reappointment of the current member. The nominee may, but is not required, to reside in the district of the Board member making the nomination. The sixth member in this category shall be selected collectively by the entire Board of Supervisors from among all applicants for the commission or by recommending reappointment of the current member.

(4) Members shall comply with the terms of the California Political Reform Act.

**Sec. 7.3-04. Terms of office for members and vacancy in office**

(a) The terms of office for each commission member shall be four years. The terms of the original members shall be staggered. Four of the original members shall serve a term of two years and the remaining original members shall serve a term of four years. This will allow for a continuity of policy. At the first meeting of the commission, members shall draw lots to determine which members serve two year terms and which serve four year terms. A person may serve more than one term.

(b) Each commission member shall remain in office, at the conclusion of that member's term until a successor member has been selected and installed into office.

(c) An office shall become vacant if a commission member discontinues to function in the area from which appointed, or fails to attend three commission meetings in a row.

(d) A member may be removed for cause after a hearing by the Board of Supervisors. A member appointed upon recommendation by the Director of Health and Social Services may be removed by the Director of Health and Social Services without cause. A hearing shall be initiated by a resolution of the commission recommending removal of a member, directed to the Board of Supervisors. Cause may include malfeasance in office, excessive absences, or other circumstances rendering the member unfit for service on the commission.

**Sec. 7.3-05. Powers and duties of commission**

The powers and duties of the commission shall be to do all things necessary to

function as a local commission under the California Children and Families First Act, including, at a minimum:

(a) Adopt an adequate and complete county strategic plan for the support and improvement of early childhood development within the county. The strategic plan shall:

(1) Be consistent with and in furtherance of the purposes of the California Children and Families First Act and any guidelines adopted by the state commission pursuant to subdivision (b) of Section 130125 of the California Health and Safety Code that are in effect at the time the plan is adopted.

(2) At a minimum include the following: a description of the goals and objectives proposed to be attained, a description of the programs, services, and projects proposed to be provided, sponsored or facilitated, and a description of how measurable outcomes of such program, services, and projects will be determined by the county commission using appropriate reliable indicators and a description of how programs, services, and projects relating to early childhood development within the county will be integrated into a consumer-oriented and easily accessible system.

(b) The commission shall, on at least an annual basis, periodically review its county strategic plan and to revise the plan as may be necessary or appropriate.

(c) The commission shall measure the outcomes of county funded programs through the use of applicable, reliable indicators and review that information on a periodic basis as part of the review of its county strategic plan.

(d) The commission shall conduct at least one public hearing on its periodic review of the county strategic plan before any revisions to the plan are adopted.

(e) The commission shall conduct at least one public hearing on its proposed county strategic plan before the plan is adopted.

(f) The commission shall submit its adopted county strategic plan and any subsequent revisions to the Board of Supervisors for review and comment prior to submission to the state commission.

(g) The commission shall cause the Solano County Auditor to prepare an annual audit and report pursuant to California Health and Safety Code section 130150, which shall be the subject of at least one public hearing held by the commission before its adoption by the commission on or before October 15.

(h) The commission shall approve a budget for the fiscal year in accordance with the Solano County annual budget calendar. The budget shall include anticipated revenues to the First 5 Solano Children and Families Trust Fund and

shall provide for carrying out the adopted strategic plan. The budget shall also provide for reasonable and necessary administrative costs as determined by the commission, in consultation with the County Administrator. The budget shall be transmitted to the County Administrator for inclusion in the Proposed Budget of Solano County.

(i) The commission's independent authority over the First 5 Solano Children and Families Trust Fund shall include the authority to set policy and allocate funds in accordance with the First 5 Solano Children and Families Commission Strategic Plan and all other independent authority established by law.

(Ord. No. 1672, §1)

**Sec. 7.3-06. Administration**

(a) There is created within the County Administrator's Office, the First 5 Solano and Families Commission Office ("First 5 Solano Office"), which shall provide staff and administrative support to the commission and carry out the commission's policy directions.

(b) The First 5 Solano Office shall be under the direction of the First 5 Solano Children and Families Commission Executive Director. The County Administrator shall appoint the Executive Director. The County Administrator shall seek and incorporate input from the commission in hiring an Executive Director and as part of the on-going performance evaluation process of the Executive Director. The Executive Director shall report to the County Administrator for administrative purposes and to the commission for policy purposes. The Executive Director shall appoint and supervise the First 5 Solano Office staff.

(c) The commission shall follow all applicable County administrative policies and procedures, including but not limited to policies and procedures related to, personnel/human resources, contracting, purchasing, budget and travel.

(d) The commission shall adhere to financial procedures acceptable to the County Auditor/Controller and in compliance with the standards and procedures promulgated by the California State Controller for Proposition 10 Commissions.

**Sec. 7.3-07. Open and public meetings**

The open meeting laws contained in The Ralph M. Brown Act shall apply to the commission's meetings.

**Sec. 7.3-08. Creation of trust fund**

There is created a trust fund within the Solano County Treasury which shall be designated as the First 5 Solano Children and Families Trust Fund.

(Ord. No. 1638)

**DATE:** October 8, 2020

**TO:** First 5 Solano Children and Families Commission

**FROM:** Juanita Morales, Program Manager

**SUBJ:** **FY 2020/21 Pre-K Academies**

**MOTION: Consider approval of the reallocation of up to \$130,000 from FY2020/21 Pre-Kindergarten Academies to provide kindergartener learning kits to support kindergarteners for distance and at-home learning (*Funding Source: 2018-2023 Program Investment Plan*)**

In FY2020/21 only seven Pre-Kindergarten Academy classrooms were held due to the COVID-19 pandemic. In addition, the classrooms that were held were reduced cohort sizes to accommodate social distancing, reducing the number of children to 51 children in summer 2020. Since fewer Academies were held, only \$70,000, out of the \$200,000 allocated for 2020 Pre-Kindergarten Academies was spent, leaving \$130,000 unspent.

First 5 Solano staff are proposing to utilize the unspent funds from Pre-K Academies to provide every Transitional Kindergartener and Kindergartener in Solano County Public Schools an at home learning kit. In collaboration with the Solano County Office of Education (SCOE), kindergarten learning kits will be distributed through the 57 elementary schools in Solano County to approximately 5,500 children. Examples of materials in the kits include:

- Age-appropriate school supplies (pencils, crayons, scissors, etc.)
- Unit blocks (blocks that can be stacked to show grouping, addition, etc.)
- Sight word and color/shape flashcards
- Art supplies
- First 5 Solano 2021 calendar and other parent support resources and materials

In addition to the funding from the Commission, First 5 California will be distributing books to each county through a one-time book program designed to get books in the hands of children during the pandemic. These books, which will be bilingual or have a Spanish option, will also be included in the backpacks.

SCOE has also committed to provide fiscal support for the distribution by providing a match as well as in-kind support in putting the kits together and assisting in getting them to the elementary schools for distribution.

Should this item be approved by the Commission, staff will purchase the supplies and work with SCOE to distribute them, with the goal of getting them out to children no later than January 2021.

**Committee Discussion:** This item was presented to the Policy and Oversight Committee for discussion at the September 16, 2020 meeting. The Committee supported the proposed reallocation and is recommending it to the full Commission for approval.



**DATE:** October 8, 2020

**TO:** First 5 Solano Children and Families Commission

**FROM:** Michele Harris, Executive Director

**SUBJ:** **Executive Director's Report for October 2020**

**CARES Act Update:** In August, Solano County received approval from the Board of Supervisors for the Solano CARES Act Plan which outlines \$46 million in federal funding which can be spent on COVID-19 related costs from April 2020-December 2020. The plan included just over \$1 million to be administered by First 5 Solano in the following categories:

- **Child Care:** Approximately \$600,000 to continue child care for children of essential workers and support child care providers by providing stipends to assist provider with increased costs due to COVID-19, such as increased costs for staffing and cleaning. First 5 Solano has contract with Solano Children & Family Services to manage the stipend program, and to date has 60 providers enrolled.
- **Emergency Response Fund (ERF):** Approximately \$400,000 was allocated toward First 5 Solano's Emergency Response Fund to be used to increase capacity of community providers, including child care providers, to operate during the COVID-19 pandemic. The funding will reimburse First 5 Solano ERF expenses to date, as well as allow staff to release another Emergency Response Fund grant opportunity in September 2020. During the latest release, 46 grant applications were received and 42 were recommended for funding for a total amount of \$125,562.

**First 5 California Home Visiting Coordination Funding:** In May 2020, First 5 California announced a non-competitive Request for Applications (RFA) for Home Visiting Coordination funding to help counties create a sustainable, unified system that supports families with home visiting services and maximizes available funding to serve more families. First 5 Solano partnered with H&SS Public Health Division and submitted a proposal for \$100,000 a year for two years focusing on integration and strengthening coordination of home visiting program across the county. In September, First 5 Solano was awarded the requested funding and a revenue agreement was brought forward to the County Board of Supervisors for approval. First 5 Solano will now move forward with completing the contracting process and anticipates that program activities will begin in October/November 2020.

**ECE Conference:** First 5 Solano staff assisted in the planning and preparation of the Quality Counts Solano, Early Childhood Education Conference, which for the first time was hosted virtually. The conference went live via zoom on October 19<sup>th</sup>, 2020 with nearly 150 early care and education professionals experiencing a day of learning. The keynote, "Self-Awareness and Self-Care Strategies to Reduce Burnout in Times of Stress," was presented by Julie Kurtz, founder and Chief Executive Officer of the Center for Optimal Brain Integration. Ms. Kurtz has more than 30 years of experience working with youth, adults and families who have experienced trauma and toxic stress. In addition, the Early Childhood Education Conference offered 16 workshops covering a broad range of topics including trauma-responsive practices, STEM for early childhood, strengthening infant/toddler mental health and caregiver-child relationships in a time of COVID-19.

**First 5 California Book Program:** In addition to the delivery of supplies to counties, including diapers, cleaning supplies, and PPE, First 5 California has been working on the need to get books in the hands of kids when schools, libraries, and other traditional outlets have been closed or have reduced capacity. In August 2020, First 5 CA announced that they were repurposing funding from the First 5 Talk, Read, Sing van to provide counties a one-time infusion of books. First 5 Solano submitted an application requesting packages of 3 books each for 17,000 families with children ages 0-5. About one-third of these books will be distributed via school sites and included in a backpack with other items. The remaining books will be distributed to counties sometime in the late fall/winter and First 5 Solano will coordinate distribution via our community partners.

**Another Chapter:** \$2,000 was provided from the Executive Director fund to Another Chapter, a nonprofit dedicated to distributing books to at-risk families. The funds will be used to purchase high quality, age and culturally appropriate books to be distributed at local events, such as Food is Free drive-through give away events, and to local program providers such as homeless shelters, the Reyes Foundation, Project Blessing Bags and others.

**California State Association of Counties (CSAC) Policy Platform:** CSAC updates their Policy Platform every two years. Growing interest in early childhood issues among Board of Supervisors members propelled CSAC to expand their policy agenda to reflect Early Childhood Development priorities. Supervisor Erin Hannigan has a leadership role with CSAC and has been actively advocating for these changes. The First 5 Association's Policy Committee proposed significant updates to the platform, and the majority of the recommended edits were accepted. The CSAC Health & Human Services Committee will be discussing the proposed changes and will be asked to approve at their November 16<sup>th</sup> meeting. To review the draft text for the Policy Platform see Attachment A.

**Solano Funders Forum:** As part of First 5 Solano's continued efforts to raise the profile of Solano and to continue networking with Bay Area funders, First 5 Solano hosts a quarterly meeting with funders who have expressed an interest in collaborating to strengthen these efforts. Over the last few months, under the leadership of Matt Green from Solano County Public Health, this group has convened three meetings to discuss potential financial assistance/support for immigrant communities in Solano County. Staff from the Bay Area Regional Health Inequities Initiative joined these discussions and the group has continued information gathering on how other Cash- Aid programs have been funded and operated. As a result of these discussions and networking, the San Francisco Foundation referred Matt Green to Genentech for potential funding for a cash aid program. Catholic Charities is available to implement the program if funded. Matt spoke with Genentech's Vacaville grants team, and Genentech has invited Catholic Charities to apply for a \$25,000 grant to start up a Cash-Aid program. Conversations are also underway with other funders.

**Letters of Support:** First 5 Solano submitted the following letters of support:

**Child Start: Early Head Start Expansion Funding Opportunity:** On August 19, 2020, First 5 Solano provided a letter of support for a Child Start, Inc. grant submittal for Early Head Start Expansion. The funding from this grant would provide additional Early Head Start slots. (See Attachment B)

**Solano Transportation Authority (STA) Sustainable Transportation Equity Project (STEP) Grant:** On August 21, 2020, First 5 Solano provided a letter of support for an STA grant submittal to the California Air Resources Board requesting STEP funds to reduce transportation disparities and pursue environmental justice in Vallejo. If this grant is funded, First 5 Solano will provide a representative to dedicate time to this effort. (See Attachment C)

**Solano County Maternal, Child and Adolescent Health (MCAH) Black Infant Health/Healthy Families Solano Grant:** On September 18, 2020, First 5 Solano provided a letter of support for a Solano County MCAH grant submittal to the California Department of Public Health requesting funds from the California Home Visiting Program for an innovative component to an existing home visiting program that will increase effectiveness to specifically enhance services for Black and African American participants. One feature of the grant activities would be that MCAH would collaborate with First 5 Solano by co-locating staff from Black Infant Health/Healthy Families Solano at the Vallejo First 5 Center. (See Attachment D)

**Prioritizing Children's Health in Medi-Cal Contracts:** On September 21, 2020 First 5 Solano signed on to a letter from Children Now/The Children's Movement of California to the State of California Department of Healthcare Services requesting that as the state is undertaking revisions to Medi-Cal Contracts that these contracts include accountability and oversight to guarantee the quality of children's healthcare, and to reduce disparities across the state. (See Attachment E)

**Kaiser Grant for Family Navigation program:** In March 2020, First 5 Solano submitted a grant request for \$50,000 to Kaiser Community Benefit for a Family Navigation program that would operate out of the Vallejo First 5 Center to provide families with information/referrals and linkages to increase access to social non-medical services. In April 2020, Kaiser notified all grant applicants they were pausing grantmaking to assess the impact of COVID-19. In September 2020, First 5 Solano was notified that Kaiser's grant application process for the 2020 grant cycle was moving forward. Kaiser extended an invitation for First 5 Solano to resubmit for the Family Navigation program at the reduced amount of \$25,000 with a grant term of December 1, 2020 to November 30, 2021. This adjusted grant application was submitted on September 16, 2020.

**Grant Writing Funds:** First 5 Solano approved the following applications for Grant Writing Funds:

**Child Start, Inc.:** On August 4, 2020, Child Start was awarded a grant in the amount of \$5,000 for the Early Head Start Expansion Funding Opportunity.

**Solano County Maternal, Child and Adolescent Health (MCAH):** On August 8, 2020, Solano County MCAH was awarded a grant in the amount of \$5,000 for the California Department of Public Health California Home Visiting Program.

Attachment A - CSAC Policy Platform Draft Text Prop 10

Attachment B - Child Start Early Head Start Expansion Letter of Support

Attachment C - Solano Transportation Authority STEP Letter of Support

Attachment D - MCAH BIH Healthy Families Solano Letter of Support

Attachment E - Children Now Letter to CDHS Medi-Cal Managed Care



## **Section 9: Proposition 10: The First 5 Children and Families Commissions**

In November 1998, California voters passed Proposition 10, the “Children and Families Act of 1998” initiative, which created the 58 First 5 county commissions across the state. The act levies a tax on cigarettes and other tobacco products and provides funding for early childhood development programs and mandates that commissions work across systems to integrate service delivery and promote optimal childhood development.

First 5 Children and Families Commissions believe that every child deserves to be healthy, safe, and ready to succeed in school and life. Based on extensive research, First 5 promotes the importance of collective impact to support children and families from the earliest moments possible. This prevention framework leads to improved child health and development outcomes, increased school success, and over time increases economic benefit across all public systems.

- 1) Counties recognize the importance of policies that advance whole child, whole family approaches, increase racial equity, build integrated systems and focus on prevention to enhance critical services for children and families. As such, counties support strengthening early care, comprehensive health and development, and learning programs and systems, with a focus on programs that counties administer, facilitate participation in, or that enhance the ability of First 5 commissions to serve communities and families. Counties will also consider how improved early childhood and family outcomes lead to positive impacts related to other programs and systems that counties administer.
- 2) Counties oppose any effort to restrict local First 5 expenditure authority. First 5 commissions must maintain the necessary flexibility to direct these resources to address the greatest needs of communities surrounding family resiliency, comprehensive health and development, quality early learning, and systems sustainability and scale.
- 3) Counties oppose any effort to diminish First 5 funding, lower or eliminate state support for county programs with the expectation that the state or local First 5 commissions will backfill the loss with Proposition 10 revenues. Due to the declining nature of tobacco tax revenues, counties support the inclusion of existing tobacco taxes, including Proposition 10, in any subsequent tobacco proposal.
- 4) Counties support efforts that improve system coordination and encourage leveraging of resources within counties and between local and state agencies to enhance critical services for children and families.



August 19, 2020

**COMMISSIONERS**

Lisette Estrella-Henderson  
*Chair*

Lenesha Anderson

Jennifer Barton

Aaron Crutison

Mina Diaz

Erin Hannigan

Gerald Huber

Nicole Neff

Tyffany Wanberg

Debbie Peralez  
Executive Director  
Child Start, Inc.  
439 Devlin Road  
Napa, CA 94558

**Early Head Start Expansion Funding Opportunity**

Dear Ms. Peralez:

On behalf of the First 5 Solano Children and Families Commission, I strongly support Child Start's efforts to secure funding from the Department of Health and Human Services/Administration for Children and Families/Office of Head Start to provide high quality early childhood and family services throughout Napa and Solano Counties.

**STAFF**

Michele Harris  
*Executive Director*

Megan Richards  
*Deputy Director*

Juanita Morales  
*Program Manager*

Gene Ibe  
*Program Manager*

Lorraine Fernandez  
*Program Manager*

Kwiana Algeré  
*Health Education Specialist*

Luke Winders  
*Office Assistant III*

Child Start has been a pillar in the early childhood community for 20 years. Children who participate in Child Start Early Head Start or Head Start programs develop proficient language skills, exhibit strong social skills, and are well prepared for kindergarten. Child Start has done an excellent job of engaging each child's parent in their role as the lifelong teacher of their child, and has demonstrated the ability of providing parents with a broad range of leadership opportunities.

Through its extensive experience and exceptional management systems, Child Start is an excellent agency within Napa and Solano Counties to operate an Early Head Start/Head Start program.

First 5 Solano has a history of partnering with Child Start on successful projects, including support of the Head Start Beck Facility in Fairfield, providing full day wrap around services at Head Start centers in Fairfield and Vacaville, providing 4-week Pre-K Academies, and implementing "Footsteps to Brilliance" in Fairfield and Vallejo centers.

As the Executive Director of First 5 Solano, I am in full support of Child Start's efforts to continue providing much needed early childhood and family services and will continue to partner with Child Start to ensure quality services are available to children and families in our community. If I can answer any questions or provide additional information, please do not hesitate to contact me.

Sincerely,



Michele Harris  
Executive Director, First 5 Solano





August 21, 2020

**COMMISSIONERS**

Lisette Estrella-Henderson  
*Chair*

Lenesha Anderson

Jennifer Barton

Aaron Crutison

Mina Diaz

Erin Hannigan

Gerald Huber

Nicole Neff

Tyffany Wanberg

Bree Swenson  
California Air Resources Board  
Sustainable Transportation and Communities Division – Mailstop 6B  
P.O. Box 2815  
Sacramento, California 95812-2815

Dear Ms. Swenson,

It is my pleasure to write a letter of support on behalf of the First 5 Solano Children and Families Commission for the SolSTEP proposal being submitted to CARB's Sustainable Transportation Equity Project in order to reduce transportation disparities and pursue environmental justice in Vallejo.

**STAFF**

Michele Harris  
*Executive Director*

Megan Richards  
*Deputy Director*

Juanita Morales  
*Program Manager*

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*Health Education Specialist*

Luke Winders  
*Office Assistant III*

As an organization that serves children 0-5 and their families in Solano County, we are aware that many of the families we serve struggle due to transportation challenges. In Vallejo, we have established a First 5 Center and we often hear stories of families who are unable to get to their medical appointments or access other important resources due to these challenges.

In the event that this proposal is funded, we expect our role in the SolSTEP project to include:

- Forming a genuine partnership to bolster transportation equity in our community. A representative from our organization would be designated to dedicate time to this effort
- Providing data and client feedback from the families we serve to support the work of the collaborative

As a partner, First 5 Solano will take responsibility to participate to advance transit accessibility and environmental sustainability in Vallejo. I fully support the efforts of STA, the City of Vallejo, Solano Community College, SolTrans, and Club Stride as they seek external funding to further planning and capacity building around transportation equity.

Sincerely,



Michele Harris  
Executive Director, First 5 Solano





September 18, 2020

California Department of Public Health Maternal, Child and Adolescent Health Division  
1615 Capitol Avenue, Suite 73.560  
P.O. Box 997420 MS Code 8305  
Sacramento, CA 95814

**COMMISSIONERS**

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Kwiana Algeré  
*Health Education Specialist*

Luke Winders  
*Office Assistant III*

Dear Program Coordinator,

As Executive Director of the First 5 Solano Children and Families Commission (First 5 Solano), it is my pleasure to write a letter in support of the Black Infant Health, Healthy Families Solano Program application for funding. This application for funding from the California Home Visiting Program for an innovative component to an existing home visiting program will allow the program to increase its effectiveness in order to specifically enhance services for Black and African American participants.

First 5 Solano was established in 1999 and has since been working to improve the lives of children prenatal to five years of age and their families in Solano. Black Infant Health, Healthy Families Solano (HFS) aims to develop innovative partnerships with local child development organizations such as the Vallejo First 5 Center in an effort to systematically engage overburdened families in home visitation services.

HFS seeks to co-locate staff in the community in safe and trusted environments where families naturally congregate. By integrating HFS staff in the community, the project aims to increase engagement of Black/African American families in evidence-based home-visiting services to positively impact birth outcomes, reduce health disparities, provide family group sessions and increase quality referrals and acceptance rates.

Maternal, Child & Adolescent Health (MCAH) programs have been invited and welcomed to conduct visits with their clients at the Vallejo First 5 Center. For this reason, we have agreed to add a half-time Health Assistant from HFS to our team, who will be seeing clients at the Center in Vallejo. Mocha Mommas Thrive, which provides a series of groups and events, will also offer events at the Center. MCAH currently has an existing Memorandum of Understanding in place with First 5 Solano that will be amended to accommodate the innovative additions. First 5 Solano has participated in the planning process for this innovation grant.

First 5 Solano is committed to its continued support of the Black Infant Health, Healthy Families Solano program by continuing to increase awareness and promoting referrals to the program partners. I am pleased that First 5 Solano is able to support this program. Feel free to contact me if you need any clarifying information or if you have any questions.

Sincerely,



Michele Harris  
Executive Director  
(707) 784-1340  
[mdharris@solanocounty.com](mailto:mdharris@solanocounty.com)





## RE: Medi-Cal Must Prioritize Children

Dear Director Lightbourne and Chief Deputy Director Cooper,

As you know, Medi-Cal is the cornerstone of health care for California's children. Half of the state's children rely on Medi-Cal to meet their health care needs – three quarters of whom are children of color. While many doctors and nurses are doing their very best, overall deficiencies in the Medi-Cal program contribute to health disparities for children across the state, and far too many kids not receiving needed prevention and other health care.

We appreciate that the state is undertaking a revision to the Medi-Cal contracts with health plans worth \$4 to \$5 billion annually for children's health care. For far too long, these contracts have lacked the accountability and oversight needed to guarantee even the most basic health care needs of children. Simply put, our collective investment in Medi-Cal managed care should work for kids and families, not just health plans.

It is past time for the Medi-Cal managed care program to truly ensure that every enrolled child receives appropriate physical, behavioral, and oral health care at the right time. This will require Medi-Cal contracts to be completely re-written, not simply re-organized or tweaked. An acceptable contract for children's health would establish accountability and payment mechanisms across the range of children's health care services that are: centered on equity; rooted in youth and parent voice; and firmly held to high standards that drive improvement in child health outcomes.

The health care of 5 million Californian children hangs in the balance with the managed care contracts. The Newsom Administration must not miss this critical once-in-a-childhood opportunity to prioritize kids' health in the Medi-Cal contracts.

Sincerely,

The Undersigned Organizations

cc: Dr. Mark Ghaly, Secretary, California Health and Human Services Agency  
Kris Perry, Deputy Secretary, California Health and Human Services Agency, and Senior Advisor to the Governor  
Richard Figueroa, Deputy Secretary, Office of the Governor  
Tam Ma, Deputy Legislative Secretary, Office of the Governor