

**COMMISSION MEETING**  
**December 1, 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**

**I. Public Comment**

**Information**

*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.*

**II. Consent Calendar (5 min)**

**Action**

- A. Approve the December 1, 2020 Commission Meeting Agenda
- B. Approve the October 13, 2020 Commission Meeting Minutes

**III. Election of the 2021 First 5 Solano Commission Officers (5 min)**

**Action**

Consider approval of the recommendation from the Nominating Committee to appoint Jennifer Barton as 2021 Chair and Erin Hannigan as 2021 Vice-Chair of the First 5 Solano Commission

*Commissioners Lenesha Anderson and Gerald Huber*

**IV. Strategic Plan and Community Indicators Review (45 min)**

**Information/  
Discussion**

Receive an update on community indicators and review the Commission's 2016 Strategic Plan Update utilizing the framework of Results Based Accountability  
*Michele Harris, Executive Director; Susan Brutchy & Christina Branom, Applied Survey Research*

**V. Policy and Oversight Committee Report (Commissioner Barton) (45 min)**

**Action**

**1. Responsive Grant Fund**

- A. Consider approval of a *Small Grants Policy*
- B. Consider approval to retire the following policies as of June 30, 2021:
  - i. Business Challenge Grant Fund Policy
  - ii. Community Engagement Fund Policy
  - iii. Co-Sponsorship of Conferences and Training Policy
  - iv. Organizational Support-Grantwriting Fund Policy

*Megan Richards, Deputy Director*

**2. Systems Change 4-Year Summary**

Review Result 12 systems change activities for FY2016/17-FY2019/20

*Michele Harris, Executive Director, Christina Branom, Applied Survey Research, Akon Walker, Solano County Health & Social Services, Lorraine Fernandez, First 5 Solano*

**VI. Executive Director's Report** (10 min)

*Michele Harris, Executive Director*

**Information**

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

**Information**

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

The next Commission meeting will be held on January 12, 2021 at 5:30PM at 3375 Sonoma Boulevard, Suite 30, Vallejo. Future agenda items include: Strategic Planning, Committee Report.

**Information**

**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**

October 13, 2020, 5:30 PM – 7:30 PM  
3375 Sonoma Blvd, Suite 30, Vallejo, CA

**Minutes**

Commissioners present via Zoom videoconferencing: Lisette Estrella-Henderson, Lenisha Anderson, Aaron Crutison (left 6:33 PM), Jerry Huber, Nicole Neff, Tyffany Wanberg (joined 5:40 PM)

Chair Estrella-Henderson called the meeting to order at 5:30 PM

**I. Public Comment**

No Public Comment.

**II. Consent Calendar**

A. Approve the October 13, 2020 Commission Meeting Agenda.

***Motion: Approve the Commission Meeting Agenda for October 13, 2020.***

B. Approve the August 11, 2020 Commission Meeting Minutes.

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

C. Approve the 2021 Commission Meeting Schedule

***Motion: Approve the 2021 Commission Meeting Schedule***

**Moved by Commissioner Anderson; Seconded by Commissioner Huber  
Approved 5-0-0**

**Yea: Commissioners Anderson, Crutison, Estrella-Henderson, Huber, Neff**

**Nay: None**

**Abstain: None**

**III. Chair Appoints Nominating Committee for 2021 Officers**

Commissioners Anderson and Huber volunteered to form a nominating committee for 2021 officers.

Commissioner Wanberg joined

**IV. Public Hearing: First 5 Solano FY2019/20 Annual Audit**

Chair Estrella-Henderson opened the public hearing.

Megan Richards, First 5 Solano Deputy Director, introduced Kyle Bartle of Eide Bailly LLP and commended him and the firm for a smooth audit process in the unique circumstances of COVID-19. Mr. Bartle presented the annual audit for First 5 Solano. Eide Bailly issued an unmodified opinion, which is their highest level of assurance. There was no public comment.

***Motion: Receive the FY2019/20 First 5 Solano Audit***

**Moved by Commissioner Wanberg; Seconded by Commissioner Anderson**

**Approved 6-0-0**

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

**Nay: None**

**Abstain: None**

## **V. Public Hearing: FY2019/20 Annual Report**

Chair Estrella-Henderson opened the public hearing. Commissioner Anderson briefly left the meeting.

Lorraine Fernandez, First 5 Solano Program Manager, presented the annual report, by giving an overview of the work being done in the four priority areas of Health & Well-Being, Early Childhood Learning & Development, Family Support & Parent Education, and Systems Change. Ms. Fernandez explained the Results Based Accountability framework used and applied it to the Commission's work in Triple P Parenting Education, Quality Early Learning, Pre-Kindergarten Academies, Help Me Grow Solano, the Vallejo First 5 Center, and other programs and initiatives.

Christina Branom of Applied Survey Research presented a report on Systems Change for FY2019/20, the fourth year of the priority area adopted in the 2016 Strategic Plan Update. Ms. Branom provided a summary of key outcomes related to each of four systems change result areas: Systems are strengthened with the increased capacity of providers; Systems are expanded and sustained with leveraged or new financial resources; Systems are integrated with increased cross-systems understanding, resource sharing, referral, and collaboration; and Systems are sustained with legislative and policy changes. Chair Estrella-Henderson asked if a report or presentation could compile the results of all four years of Systems Change work by the Commission. Executive Director Michele Harris agreed this would be beneficial, particularly in preparing for the upcoming Strategic Plan update. Commissioner Huber asked if the state provides feedback on the annual report. Ms. Harris reported there is no feedback specific to the report, but data is received on how Solano compares to other County First 5 Commissions in different areas, which helps provide direction on where to target resources. There was no public comment.

***Motion: Approve the First 5 Solano submission to First 5 CA for the FY2019/20 Annual Report***

**Moved by Commissioner Huber; Seconded by Commissioner Neff**

**Approved 5-0-0**

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

**Nay: None**

**Abstain: None**

Commissioner Crutison left the meeting. Commissioner Anderson rejoined.

## **VI. Policy and Oversight Committee Report**

### **A. Consider approval of a change to the Solano County Code, Section 7.3, regarding membership of the First 5 Solano Commission**

Ms. Harris recounted that a change to Section 7.3 of the Solano County Code, which is specific to the First 5 Commission, was discussed at the September 16 Policy & Oversight Committee meeting and the Committee recommended that the change be brought before the Commission for consideration. There have been several instances in the past 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. The change under consideration would adjust the language to allow the 2 Commissioners representing Solano County Health and Social Service to live outside the County. Board of Supervisor appointees would still need to be Solano County residents. Commissioner Huber suggested such a change would be an ongoing benefit as County recruiting efforts reach far outside the County and many Department Heads in Solano County live outside of Solano County.

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

**Moved by Commissioner Wanberg; Seconded by Commissioner Neff**

**Approved 5-0-0**

**Yea: Commissioners Anderson, Estrella-Henderson, Huber, Neff, Wanberg**

**Nay: None**

**Abstain: None**

### **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**

Juanita Morales, First 5 Solano Program Manager, outlined the reallocation of unspent Pre-Kindergarten Academy funds to school readiness kits which will help children while distance-learning at home. The funds remain as most academies were cancelled due to COVID-19 and those held had reduced class sizes. Solano County Office of Education has offered distribution support and First 5 California will contribute books.

***Motion: 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***

**Moved by Commissioner Anderson; Seconded by Commissioner Wanberg  
Approved 5-0-0**

**Yea: Commissioners Anderson, Estrella-Henderson, Huber, Neff, Wanberg**

**Nay: None**

**Abstain: None**

**VII. Executive Director's Report**

Ms. Harris had nothing to add outside the report.

**VIII. Commissioner Remarks**

Commissioner Huber predicted Solano County will remain in the red tier with COVID-19 cases for a while as neighboring counties move to lower levels of restriction. Multiple Commissioners spoke about their direct experience with the difficulties of distance learning in their families.

**IX. Future Agenda Items**

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

**Adjourn**

Chair Estrella-Henderson adjourned the meeting at 6:52 PM.

Luke Winders, Office Assistant III

Approved:



IT'S ALL ABOUT THE KIDS

**DATE:** November 23, 2020  
**TO:** First 5 Solano Children and Families Commission  
**FROM:** Commissioners Lenisha Anderson and Gerald Huber, Nominating Committee  
**SUBJ:** Recommendations of Nominations for 2021 First 5 Solano Commission Officers

**Motion: Consider approval of the recommendation from the Nominating Committee to appoint Jennifer Barton as 2021 Chair and Erin Hannigan as 2021 Vice-Chair of the First 5 Solano Commission**

Each October, the Chair calls for 2-3 Commissioner volunteers to comprise an ad hoc Nominating Committee to bring forward a recommended slate of officers for the upcoming year. At the December meeting, the First 5 Solano Commission elects its officers (Chair and Vice-Chair) as per its Bylaws.

The Nominating Committee recommends Jennifer Barton as 2021 Chair and Erin Hannigan as 2021 Vice-Chair. Officers serve a term of one calendar year, beginning with the January Commission meeting.

**DATE:** November 23, 2020  
**TO:** First 5 Solano Children and Families Commission  
**FROM:** Michele Harris, Executive Director  
**SUBJ:** **Strategic Plan and Community Indicators Review**

The First 5 Solano Children and Families Commission is required by statute to annually review its Strategic Plan. This Commission last updated its Strategic Plan in 2016. This meeting serves as the required annual review of the Strategic Plan.

In support of the Commission's review of its Strategic Plan, the Commission also receives an annual update on the standing of common community indicators regarding the status of young children and their families. Staff is pleased to be able to share the community indicators via the First 5 Solano website, which will allow anyone to access the data, as well as update the data as new data becomes available (a minimum of twice a year). The community indicator data can be accessed at: [http://www.solanocounty.com/depts/first5/community\\_indicator\\_data.asp](http://www.solanocounty.com/depts/first5/community_indicator_data.asp).

Attachment A: 2016 First 5 Solano Strategic Plan Update

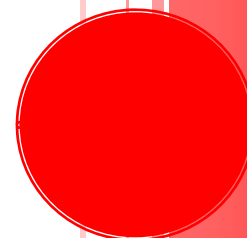
Attachment B: Strategic Plan and Community Indicators Presentation





FIRST 5 SOLANO  
**2016 Strategic  
Plan Update**

Approved December 1, 2015



## Acknowledgements

This report is the culmination of a year-long collaboration between First 5 Solano staff, its Commission, and its consultant, Applied Survey Research. Specifically, the authors would like to acknowledge the following individuals:

- Michele Harris, MPA, Executive Director, First 5 Solano
- Megan Richards, MPA, Deputy Director, First 5 Solano
- Commissioner Marisela Barbosa, MBA, Systems and Policy Committee Chairperson, First 5 Solano Commission
- Commissioner Jay Speck, MA, Systems and Policy Committee Member, First 5 Solano Commission
- Commissioner Aaron Crutison, MPA, Systems and Policy Committee Member, First 5 Solano Commission
- Susan Brutschy, President, Applied Survey Research
- Lisa Colvig-Niclai, MA, Applied Survey Research
- Kim Carpenter, PhD, Applied Survey Research
- Christina Branom, PhD, Applied Survey Research

# Our Message to Solano County

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Dear Solano County leaders, stakeholders, partners, residents, and families,

On behalf of First 5 Solano Children and Families Commission, we are delighted to share with you the 2016 update of First 5 Solano's strategic plan.

First 5 Solano is at a pivotal milestone in its evolution.

The local economy is emerging from the Great Recession, a time in which we saw an incredible demand for services across the county, and families struggled more than ever. Together with our partners, we were able to connect more than one in eight of the county's youngest children and their families with needed services. These services spanned the areas of health, basic resources such as food and housing, and early education programs to help children prepare for kindergarten. First 5 Solano strategically leveraged the existing resources in our county as well as addressed gaps in community services.

Now, First 5 Solano faces a horizon of decreasing revenue. Therefore, the goal of this strategic planning process was to ask and answer the questions: *Where does First 5 Solano go from here? How can we make the most of our declining revenue? What is our special contribution to Solano County?*

These are hard questions to answer. We know we can't meet all the needs of every child and family. This Strategic Plan update is based on a wide range of data to help point our compass. We looked at data to see the greatest needs of children and families across the county. We conducted interviews with local leaders to identify the great programs already in place, and also the ways in which First 5 Solano could help identify and fill critical gaps in services. We set decision-making criteria and used them to prioritize First 5 Solano's focus over the next few years.

We are at a watershed moment for First 5 Solano. Over the next few years, we will transition from primarily funding direct services toward a combination of direct services and system change efforts. Our compass will be pointed toward dual goals of helping children and families now, while ensuring strong systems are in place to support families in the long-term. We know that investing in community builds stronger generations to come.

This is a county that pulls together and stays together. With your help, First 5 Solano will be the catalyst to point us all toward a future where all Solano County children are loved, healthy, confident, eager to learn, and nurtured by their families, caregivers, and communities.

Aaron Crutison  
Chair, First 5 Solano Commission

Michele Harris, MPA  
Executive Director, First 5 Solano



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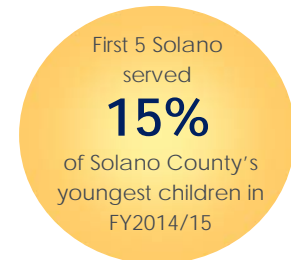


# Introduction

## A Profile of First 5 Solano

Since 1999, First 5 Solano Children & Families Commission has been leveraging and investing Proposition 10 tobacco tax funds to promote positive outcomes for children ages 0 to 5 and their families, and the community providers that serve them. Guided by a strategic framework, First 5 Solano supports programs related to prenatal care, health care access, quality child care, school readiness, family support, and parent education. In FY2014/15, First 5 Solano expended nearly \$4.3 million on community programs in these areas.

In FY2014/15, 9,539 residents in the county benefitted from First 5 Solano investments, including 4,504 children 0-5, which is approximately 15% of the county's children in this age group. Each year, data are collected regarding the number of individuals served in First 5 Solano-supported programs, as well as the performance of such programs on implementing their funded activities and contributing to desired results and outcomes for clients. These reports can be found on First 5 Solano's website.<sup>1</sup>



First 5 Solano is governed by a commission of 9 members appointed by the County Board of Supervisors. In FY2014-15, these commissioners include:

- Dan Ayala, former Quality Control Inspector and Air Force Reserve Technical Sergeant, Travis Air Force Base (retired)
- Marisela Barbosa, Business Sustainability Strategist, Sela Sustainability Consulting
- Elise Crane, Senior Program and Policy Analyst, Office of Early Care and Education, City & County of San Francisco
- Aaron Crutison (*Commission Chair*), Deputy Director, Solano County Health and Social Services/Child Welfare Services
- Dana Dean, Solano County Board of Education Trustee, Area 3
- Erin Hannigan, Solano County Supervisor, District 1
- Gerald Huber, Director, Solano County Health and Social Services
- Liz Niedziela, Transit Program Manager, Solano County Transportation Authority
- Jay Speck, Solano County Superintendent of Schools

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<sup>1</sup> [www.First5Solano.org](http://www.First5Solano.org)



## Purpose of the 2016 Strategic Plan Update

Across California counties, as tobacco tax revenues decline, First 5s are serving their communities with diminishing resources, and are using reserves that were accumulated years ago to support community investments. Solano County is no different: since the last strategic plan update in 2011, Proposition 10 tobacco tax revenue has decreased in Solano by an average of 4% each year, from \$3.9 million in 2011 to \$3.3 million in 2015.

The purpose of the 2016 Strategic Plan Update is to direct investments toward the areas of highest priority need in which First 5 Solano can make a demonstrable impact with its increasingly limited financial resources. This strategic plan also sets the explicit goal of identifying opportunities within the surrounding systems to meet the needs of children and families in more cost-effective, sustainable ways.



# Vision, Mission, Values & Principles

## Overarching Principles

Evidence-based • Trauma-informed • Focused on high-risk/need  
Access • Coordination • Collaboration • Leveraging



**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



**Core Values**  
Collaboration  
Innovation  
Community Engagement  
Respect for Diversity  
Advocacy  
Integrity  
Accountability  
Sustainability  
Equity  
Integration

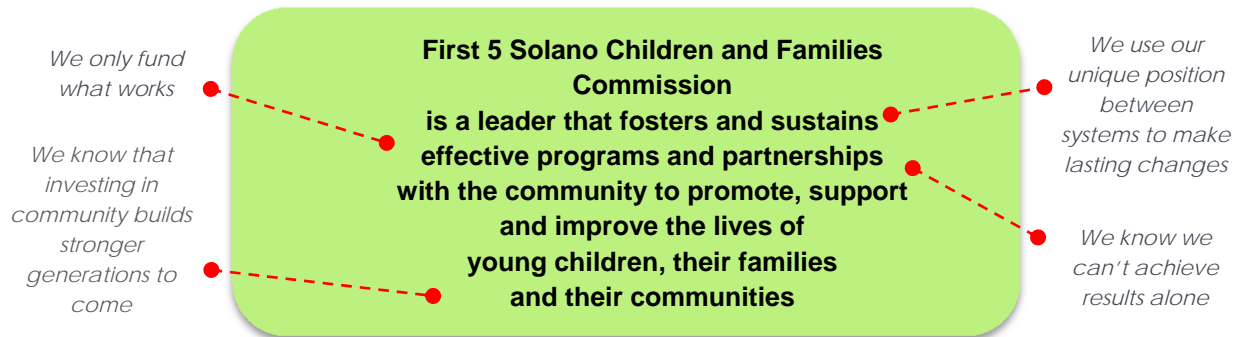
The Vision, Mission, Values & Principles help to set the strategic tone of the Commission over the course of this Strategic Plan, and are described further below.

## Vision and Mission

A vision statement conveys the kind of conditions First 5 Solano hopes to ultimately see for the county's children birth to 5 and their families. First 5 Solano's vision for the county is as follows:

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

First 5 Solano's mission statement reflects how it will help contribute to the vision for the community. The mission statement, and the intentions behind key clauses, is as follows:



## Core Values

First 5 Solano's values reflect the ways in which all of the funded programs should be delivered.

### Collaboration

We will model the spirit of collaboration through teamwork in our interactions with one another, community members and service providers.

### Innovation

We seek and embrace new ideas and ways of supporting services and building community capacity, considering the highest and best use of Commission resources to be leveraging funds to support system change.

### Community Engagement

We are accessible to our stakeholders and make every effort to incorporate community participation into policy and funding decisions.

### Respect for Diversity

We are committed to supporting families, children and organizations in ways that are respectful, inclusive and responsive to the community.



### Advocacy

We will use our unique role to build public support for policies and programs that benefit young children and their families.

### Integrity

We set and maintain the highest ethical and professional standards for our programs and ourselves.

### Accountability

We will establish goals for progressing toward our vision, define results for funded endeavors, measure and report our progress, and use what we learn to improve the lives of children and their families.

### Sustainability

We leverage our human and financial resources intentionally in order to sustain our internal and external services and strengthen the early childhood system.

### Equity

We are committed to reducing and eliminating opportunity gaps among children from diverse backgrounds, abilities and circumstances.

### Integration

We support the integration of early childhood resources to build a system of care that is child and family centered and that efficiently addresses a variety of needs.

## Overarching Principles

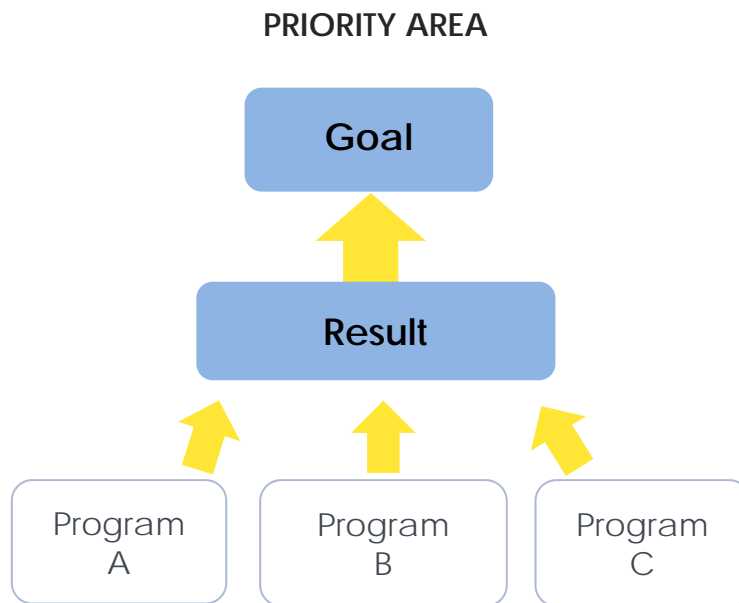
First 5 Solano has defined a set of principles that guides the type of investments made and the ways in which such programs are implemented. These principles are as follows:

<b>Evidence-based</b>	• Services and programs shall be of the highest quality, backed by evidence that they have a positive impact on young children and families.
<b>Trauma-informed</b>	• Exposure to trauma is prevalent, and First 5 Solano recognizes that the toll it takes on child health and development can be far-reaching and long-lasting. Service providers shall be prepared to effectively serve children affected by trauma.
<b>Focused on high-risk/need</b>	• In a climate of limited resources, services will be focused on providing for those children, families, and neighborhoods in greatest need.
<b>Access</b>	• It is not enough to simply provide services; First 5 Solano is committed to reducing barriers that families face in accessing care.
<b>Coordination</b>	• The early childhood system functions best when its services are connected and coordinated.
<b>Collaboration</b>	• First 5 Solano recognizes that the community benefits most from a system of care in which providers work together to improve the lives of young children and their families.
<b>Leveraging</b>	• Wherever possible, First 5 Solano leverages funds and other resources to maximize the benefits to the community with the resources available.

# Strategic Priorities

## Strategic Framework Overview

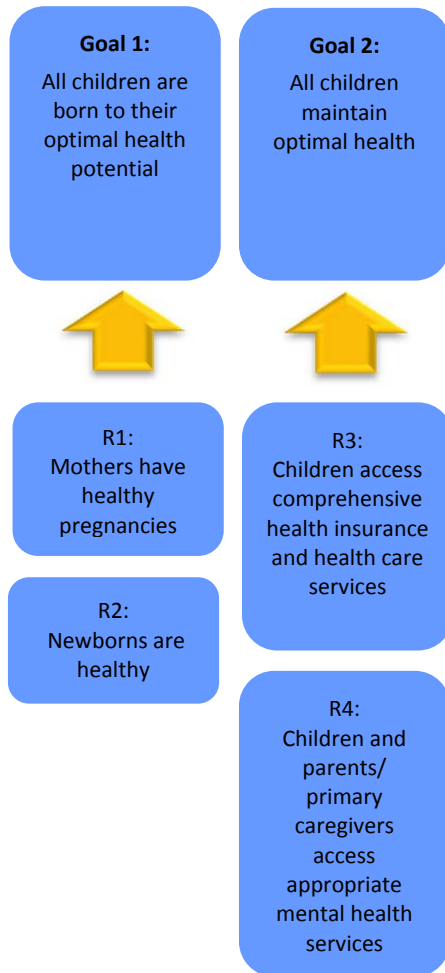
First 5 Solano’s strategic framework acts as a conceptual map, articulating the priority areas for investment, and goals which First 5 Solano aspires to achieve for the county’s children ages 0-5 and their families. Next, in service of those goals, the framework defines specific results or outcomes that First 5 Solano can promote amongst the children, families and providers it serves. First 5 Solano uses this framework to align and connect its program investments with specific, measurable results.



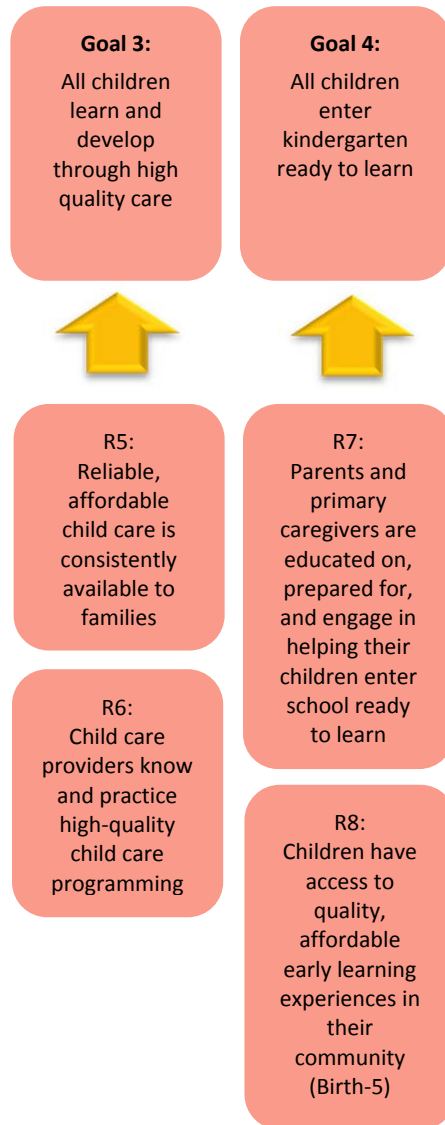
A description of the process and changes to the strategic framework can be found in Appendix A.

A description of First 5 Solano’s commitment to achieve results from their strategic investments can be found in Appendix B.

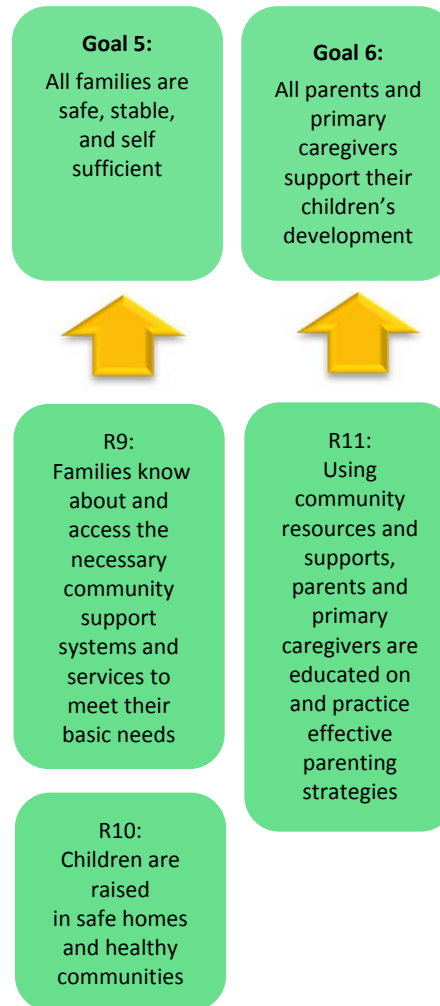
**PRIORITY AREA 1:**  
Health and Well-Being



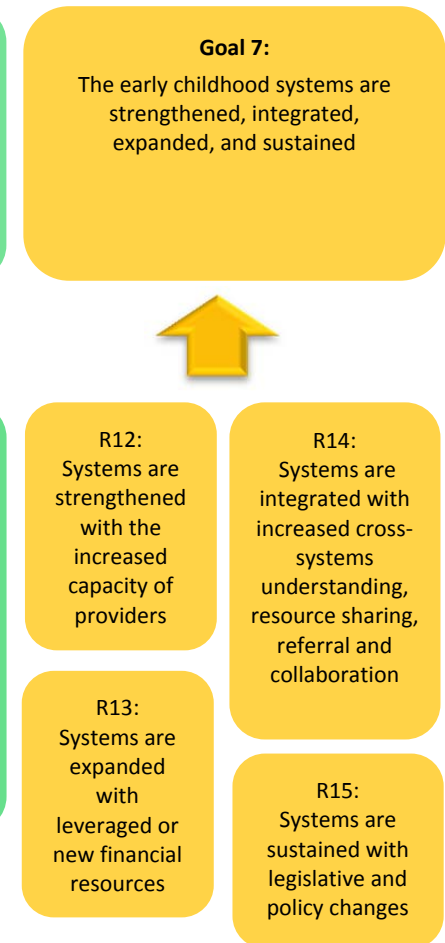
**PRIORITY AREA 2:**  
Early Childhood Learning and Development



**PRIORITY AREA 3:**  
Family Support and Parent Education



**PRIORITY AREA 4:**  
Systems Change



## Priority Area 1: Health and Well-being

### Goal 1: All children are born to their optimal health potential

**The Needs.** To understand the status of the community, community-level data<sup>2</sup> were reviewed. This review revealed that access to prenatal care in the county is improving (80% of mothers entered prenatal care by the first trimester) and the number of babies born prematurely is declining (9% of all births). Similarly, an increasing number of new mothers are initiating breastfeeding (95% of mothers).



**The Desired Results.** While community trends are increasingly favorable, First 5 Solano recognizes that there are still pockets of disparity in birth outcomes around the county. Therefore, in Goal 1, First 5 Solano seeks to achieve the following results:

- Mothers have healthy pregnancies
- Newborns are healthy

**Potential Strategies.** In order to achieve these results, strategies may include:

- Health insurance for newborns and moms

**Systems Change Opportunities.** There are other partners in the county with whom First 5 Solano can share in the work on prenatal services, including Solano Health and Social Services, Partnership Health Plan, local hospitals, and Early Head Start. The Commission can also align with federal and state efforts to increase home visiting resources.



<sup>2</sup> Sources for the data cited here included the U.S. Census, Centers for Disease Control and Prevention, CA Department of Education, CA Department of Public Health, CA Department of Health Services, North Bay Regional Center, CA Resource and Referral Network, Feeding America, Solano County Office of Education, CA Child Welfare Indicators Project. Except where otherwise indicated, data points are for 2013.

## Goal 2: All children maintain optimal health

**The Needs.** The community scan found that access to health insurance for children in the county has held steady in recent years (94% of children under 6 had health insurance), while well-child visit attendance is improving among children on Medi-Cal (74% of children on Medi-Cal). In addition, the number of children 0-3 enrolled in Regional Center early intervention services is increasing (3% of children 0-3).



**The Desired Results.** Insurance coverage for children has been improving thanks to the Affordable Care Act and recent state legislation to cover undocumented children, though enrollment for undocumented children will not begin until 2016. In addition, early mental health services have not kept pace with the community's needs. Therefore, in Goal 2, First 5 Solano seeks to achieve the following results:

- Children access comprehensive health insurance and health care services
- Children and parents/primary caregivers access appropriate mental health services

**Potential Strategies.** In order to achieve these results, strategies may include:

- Health insurance outreach and enrollment
- Developmental screenings and assessments
- Provider and caregiver education and parent coaching
- Case management
- Mental health treatment

**Systems Change Opportunities.** First 5 Solano can integrate with other Solano County efforts for insurance enrollment, including those of the Solano Coalition for Better Health, Covered California, and community clinics. First 5 Solano can also continue to leverage Mental Health Services Act (MHSA) and Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) funds to provide mental health services to young children and their families. Finally, the Commission can encourage outreach to primary care physicians to promote developmental screening and referral for all children.



## Priority Area 2: Early Childhood Learning and Development

### Goal 3: All children learn and develop through high quality care

**The Needs.** Over the past several years, the availability of licensed child care slots in Solano for working parents has been declining, and as a result, there were only enough child care slots for 22% of the children estimated to need care (2012).

**The Desired Results.** The need for quality, affordable care for young children has outpaced supply in recent years. Therefore, in Goal 3, First 5 Solano seeks to achieve the following results:

- Reliable, affordable child care is consistently available to families
- Child care providers know and practice high-quality child care programming

**Potential Strategies.** In order to achieve these results, strategies may include:

- Coordinate, assess, and improve early learning settings through various strategies, including family engagement, professional development, and quality standards
- Provide wrap-around child care to Head Start families
- Provide a facility for Head Start

**Systems Change Opportunities.** The Commission can partner with First 5 California, Solano County Office of Education, Solano Quality Rating and Improvement System (QRIS) Consortium, and other community agencies to expand quality resources for child care sites.





## Goal 4: All children enter kindergarten ready to learn

**The Needs.** Enrollment of 3-4 year olds in preschool in Solano has been declining (44% of 3-4 year olds). In terms of long term outcomes, less than half of the county's third grade students are reading at grade level (45%).

**The Desired Results.** Although there is a lack of community-wide data on school readiness, the findings for preschool enrollment and reading proficiency suggest quality school readiness supports are still needed in the county. Therefore, in Goal 4, First 5 Solano seeks to achieve the following results:

- Children have access to quality, affordable early learning experiences in their community (Birth-5)
- Parents and primary caregivers are educated on, prepared to, and engage in helping their children enter school ready to learn

**Potential Strategies.** In order to achieve these results, strategies may include:

- Outreach to children with no prior preschool experience
- Classroom instruction
- Parent education and engagement
- Child assessment
- Kindergarten articulation



**Systems Change Opportunities.** First 5 Solano can partner with and leverage resources from school districts to bring in additional supports for school readiness. They can also help connect early childhood education providers to other professionals serving young children (e.g., early mental health specialists).

Kindergarten! ... here I come!



## Priority Area 3: Family Support and Parent Education

### Goal 5: All families are safe, stable, and self sufficient

**The Needs.** While the poverty rate among young children in the county is slowly improving (25% of children under 5), food insecurity and secure parental employment among children are worsening (23% and 36% of children, respectively). On the other hand, the foster care entry rate has remained steady in recent years (3.7 per 1000 children 0-5 in 2014).

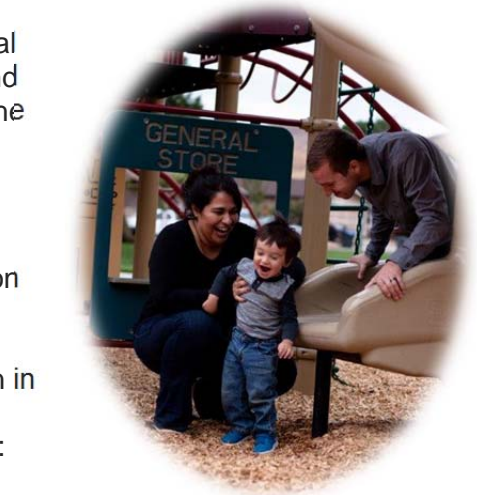
**The Desired Results.** The overall economy is improving, but the recovery from the Great Recession has been uneven, and families with young children continue to experience high levels of poverty and unemployment. Child safety also remains a concern in certain pockets of the county. Therefore, in Goal 5, First 5 Solano seeks to achieve the following results:

- Families know about and access the necessary community support systems and services to meet their basic needs
- Children are raised in safe homes and healthy communities

**Potential Strategies.** In order to achieve these results, strategies may include:

- Neighborhood-based family resource centers that provide basic needs support and case management; one-on-one assessment, assistance, and linkage to community resources; home visiting; and parent education
- Home visiting for high-risk families to support the work of family resource centers
- Case management, housing, and linkage to community resources for homeless families

**Systems Change Opportunities.** The Commission can pursue partnerships with school districts, police departments, and local, state and federal housing programs to meet families' basic needs. They can also continue to coordinate family support services with County child welfare and public health services.





## Goal 6: All parents and primary caregivers support their children's development

**The Needs.** Maltreatment allegation rates among children 0-5 are worsening in Solano (6% of children 0-5 in 2014), but the rate at which these allegations are substantiated is improving (6.3 per 1000 children 0-5 in 2014).

**The Desired Results.** Substantiated child maltreatment rates are improving, but disparities in child welfare involvement remain. However, the exact level of need for parent education in the county is largely unknown due to a lack of community-wide data in this area. In Goal 6, First 5 Solano seeks to achieve the following result:

- Using community resources and supports, parents and primary caregivers are educated on and practice effective parenting strategies

**Potential Strategies.** In order to achieve this result, strategies may include:

- Parent workshops and courses
- Online instruction



**Systems Change Opportunities.** First 5 Solano can leverage the resources of school districts and other community agencies offering parent education services.



## Priority Area 4: Systems Change

### Goal 7: The early childhood systems are strengthened, integrated, expanded, and sustained.

**The Needs.** First 5 funding across the state is gradually declining as tax revenue related to tobacco use declines. In 1998, when the Proposition 10 tobacco tax was initially passed, \$650 million in tax revenue were collected statewide, but this has now decreased to \$350 million. However, demand for early childhood services has not declined, which means that First 5 Solano needs to find new, more efficient new ways to serve the same number of children, share or transition some program services to other public systems of care (health, social services, education), raise new money, or some combination of the above.

#### The Desired Results.

- Systems are strengthened with the increased capacity of providers
- Systems are expanded with leveraged or new financial resources
- Systems are integrated with increased cross-systems understanding, resource sharing, referral and collaboration
- Systems are sustained with legislative and policy changes

**Potential Strategies.** An implementation plan will be created to identify systems change opportunities in each Goal area. Preliminarily, strategies may include:

- Support Help Me Grow Solano outreach, capacity building and service integration activities
- Support Solano Kids Thrive Collective Impact Initiative as a way to harness resources and integration beyond the reaches of First 5 Solano.
- Collaborative grant seeking and fund leveraging
- Support and advocate for First 5 Association policy agenda which supports developmental screenings for all children
- Align with First 5 Association and First 5 California Legislative/Advocacy Committee
- Align with Board of Supervisors Legislative Agenda
- Educate community partners about additional funding resources
- Develop the Children and Families Policy Council
- Support the activities of the Solano Legislative Committee

# Investment Approach

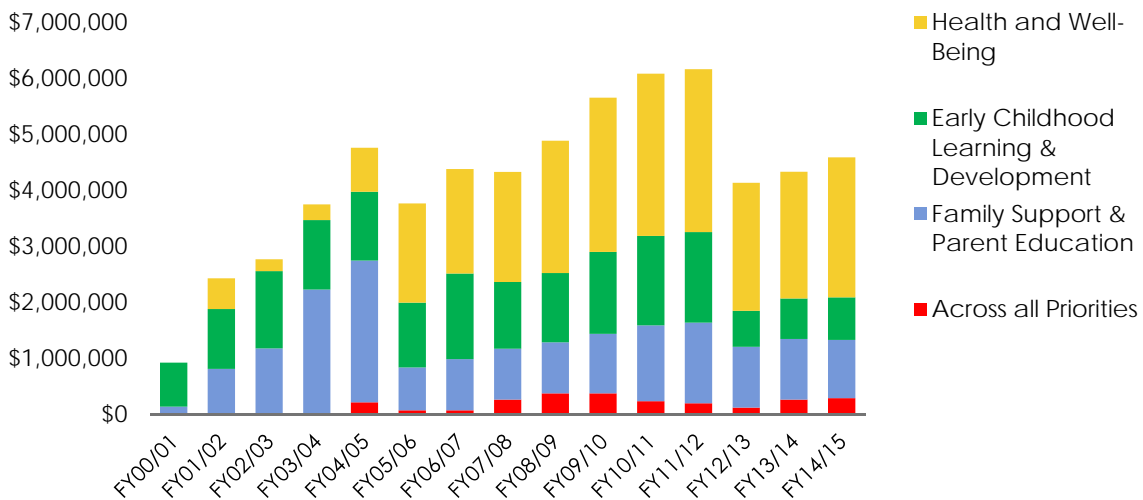
First 5 Solano launched its programmatic investments in FY 2000/01 with a mix of capital, planning, program and mini-grants. Over the past decade, the Commission has steadily deepened and refined its strategic investments through building collaboratives and initiatives. To date, over \$62 million has been invested for young children, their families, and providers in Solano County.

In accordance with its strategic plan, the Commission will continue to dedicate funding to four Priority Areas:

- Health & Well-Being
- Early Childhood Learning & Development
- Family Support & Parent Education
- Systems Change

The Commission has also dedicated resources to internally-run programs that span its priority areas, and to activities that supported its overarching goal of system change.

## Annual Program Investment by Priority



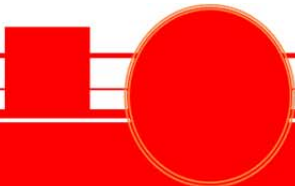
The future investment approach is based on the Commission’s Long Term Financial Plan and is detailed in the Commission’s Program Investment Plan.

As anticipated, Proposition 10 Tobacco taxes continue to decline. The Commission has and continues to strategically utilize its reserves to ensure provision of critical services in the community for young children. However, the Commission acknowledges this financial approach of utilizing funding from its reserves on an ongoing basis is not sustainable for the long-term. The Commission will look to its community partners to expand and integrate resources to ensure crucial supports for early childhood are sustained beyond First 5 Solano’s available resources.

# Conclusion

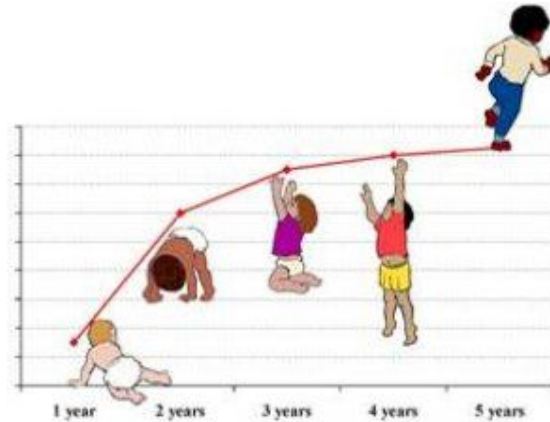
First 5 Solano will begin implementing the 2016 Strategic Plan Update after its approval in December 2015, including: implementing strategies in the areas of Health & Well-Being, Early Childhood Learning & Development, Family Support & Parent Education; developing and implementing a Systems Change Implementation Plan; and updating its evaluation efforts.

First 5 Solano would like to thank all of our early childhood community partners who contribute to the successes we have seen in the community. These partners are garnering the results that we seek so that our vision of *All Solano County children are loved, healthy, confident, eager to learn, and nurtured by their families, caregivers, and communities*, can someday become a reality.



# Appendix A. Updates to the Framework for 2016

**Comprehensive scan.** The process of updating the strategic plan began by gathering a comprehensive view of the well-being of children 0-5 and their families, and the extent to which the systems surrounding such children and families were able to meet their needs. The First 5 Solano Commission identified approximately 30 community-level indicators related to the status of children and families in each of its priority areas, and data were gathered from secondary data sources. Next, key informant interviews were also conducted with directors and managers of complementary systems and programs in order to gauge the assets and gaps in service around the county. A synopsis of these data were compiled by Applied Survey Research into a briefing called Result Profiles.



**Feedback on the Framework.** The community scan was presented to the Commission to help them determine which portions of their strategic framework “still held” as critical areas for First 5 Solano focus. The original Framework consisted of 4 priority areas and 7 goals, each of which are supported by 2 to 4 concrete desired results.

**Updates to the Strategic Framework.** The original Framework largely remained intact, though important changes were made to wording of specific results, and the fourth Priority Area related to First 5 Futures was transformed to Systems Change and its details were refined. The details of these changes are as follows:



- Goal 5: All families are safe, stable, *and self-sufficient*
- Result 5: Reliable, *affordable* child care is consistently available to families
- Result 9: Families know about and access the necessary *community* support systems and services *to meet their basic needs*

- Result 10: Children are raised in safe homes and *healthy* communities
- In addition, “trauma-informed” was added to the key program principles in recognition of the need for services and resources that effectively address the challenges faced by children and families impacted by trauma.

The most significant update to the Strategic Framework occurred in **Priority Area 4**. In the 2012 strategic plan, this Priority Area was called First 5 Futures. As a response to the fiscal climate at that time, it was a strategy to assure the financial stability and sustainability of First 5 Solano. Results were focused on grant seeking, corporate partnerships and policy changes. In 2015, First 5 Solano’s focus in this area is expanded to include a more comprehensive strategy for strengthening the systems surrounding children and families.

Given the gradual reduction in First 5 funding, this broader approach for systems change aims to make more efficient use of First 5 Solano dollars and to help integrate First 5 Solano–dependent programs with other systems. To identify ways to potentially structure the systems change approach, Applied Survey Research conducted interviews with executive directors of First 5s around the Bay Area. Ultimately, four unique but complimentary strategies were identified:

- Result 12: Systems are strengthened with the increased capacity of providers
- Result 13: Systems are expanded with leveraged or new financial resources
- Result 14: Systems are integrated with increased cross-systems understanding, resource sharing, referral and collaboration
- Result 15: Systems are sustained with legislative and policy changes.



# Appendix B. Our Commitment to Results

First 5 Solano maintains a steadfast commitment to evaluating the efficiency and effectiveness of the programs it funds in the community. Each funded program will be required to collect and submit data on the number of clients served, the fulfillment of service or performance milestones, and client results or outcomes. First 5 Solano will measure success by the following results, community indicators, and program performance measures.

Goal	Result	Potential Indicators/Performance Measures
<b>Health and Well-Being</b>		
<b>All children are born to their optimal health potential</b>	Mothers have healthy pregnancies	Number/percentage of mothers entering prenatal care by first trimester
	Newborns are healthy	Number/percentage of babies born full term (37+ weeks)
		Number/percentage of babies born at a healthy birth weight
Number/percentage of babies who are breastfed		
<b>All children maintain optimal health</b>	Children access comprehensive healthcare insurance and services	Number/percentage of young children with health insurance coverage
		Number/percentage of low-income children who attended well-baby and well-child visits
	Children and primary caregivers access appropriate mental health services	Number/percentage of mothers receiving ongoing clinical interventions who report decrease in symptoms
		Number/percentage of families who fulfill at least one treatment goal
		Number of children screened for potential developmental delays
		Number/percentage of children identified with potential delays referred for further assessment and service
		Number/percentage of children with delays who make developmental progress
<b>Early Childhood Learning and Development</b>		
<b>All children learn and develop through high quality care</b>	Children have access to quality, affordable learning experiences in their community	Number of children enrolled in licensed child care
		Number of children enrolled in quality licensed child care slots
		Number/percentage of preschool classrooms demonstrating increased quality
	Child care providers are prepared to provide high quality child care programming	Number/percentage of early childhood education providers pursuing higher education in ECE
Number/percentage of early childhood education providers engaged in professional development		

Goal	Result	Potential Indicators/Performance Measures
<b>All children enter kindergarten ready to learn</b>	Parents and primary caregivers are educated on, prepared to, and engage in helping their children enter school ready to learn	Number of parents attending parent education classes
		Number/percentage of parents demonstrating increased knowledge of strategies to prepare their child for school
	Children have access to quality, affordable early learning experiences in their community (Birth-5)	Number/percentage of parents reading to their child
<b>Family Support and Parent Education</b>		
<b>All families are safe, stable, and self-sufficient</b>	Families know about and access the necessary community support systems and services to meet their basic needs	Number/percentage of families with increased knowledge of and access to basic needs supports
		Number/percentage of families with young children showing improvement in financial stability
	Children are raised in safe homes and healthy communities	Number/percentage of homeless families that transition to permanent housing and remain there for at least 90 days
		Number/percent of high-risk children who remain safely in their homes or with their family unit served who have no subsequent abuse allegations
<b>All parents and primary caregivers support their children's development</b>	Using community resources and supports, parents are educated on and practice effective parenting strategies	Number of parents attending parent education classes
		Number/percentage of parents demonstrating increased knowledge of effective parenting strategies
		Number/percentage of parents demonstrating improved parenting attitudes and practices
		Number/percentage of parents reading to their child
<b>Systems Change</b>		
<b>The early childhood systems are strengthened, integrated, expanded, and sustained</b>	Systems are strengthened with the increased capacity of providers	Number of workshops and trainings provided
	Systems are expanded with leveraged or new financial resources	Total amount of funds leveraged
		Total amount of new grants received
	Systems are integrated with increased cross-systems understanding, resource sharing, referral and collaboration	Increased number of cross-agency referrals
Number of families receiving linkages to needed services		
Systems are sustained with legislative and policy changes	Number of legislative and policy changes pursued	





# First 5 Solano Dec 2020 Commission Meeting

First 5 Solano Strategic Plan Review  
Community Indicator Data



## Community Capacity



Spotlight



### First 5 Solano

- **Systems change priority:** created a systems change plan addressing funding as it relates to desired outcomes
- That planning resulted in the **Vallejo First 5 Center**
- **Community Indicators**
  - public health
  - young children



[solanocounty.com](http://solanocounty.com)

# Thank You



- Blue Shield of California Foundation
- All partnership and cohort members in the Value of Prevention Project
- All individuals, respondents, initiatives and groups, reflected and spotlighted in this brief
- Ann Mathieson, Marin Promise Partnership
- Felicia Chavez, Systems Thinking Marin
- Dana Bunnett, Kids in Common
- Jayleen Richards, Solano County Health & Social Services
- Bay Area First 5's - Alameda, Contra Costa, Santa Clara, San Mateo, San Francisco, Sonoma, Solano, Napa, Marin
- Megan Richards, First 5 Solano County
- Michele Harris, First 5 Solano County
- Megan Joseph
- Oscar Chavez, Sonoma County Human Services Department
- Mark Friedman, RBA
- Toby Ewing, MHSOAC
- Brian Sala, MHSOAC
- Kellie Noe, Upstream Investment
- Elece Hemphill
- Monica Sharma
- Andrea Carlos Willy
- Lisa Colvig-Niclai, ASR
- Jenna Nybank, ASR
- Ken Ithiphol
- Dr. Michelle Rodriguez, Pajaro Valley Unified School District
- Youth Violence Prevention Network

## First 5 Solano Vision, Mission, Values, and Principles

**Overarching Principles**

Evidence-based • Trauma-informed • Focused on high-risk/need  
Access • Coordination • Collaboration • Leveraging

**Core Values**

Collaboration  
Innovation  
Community Engagement  
Respect for Diversity  
Advocacy  
Integrity  
Accountability  
Sustainability  
Equity  
Integration

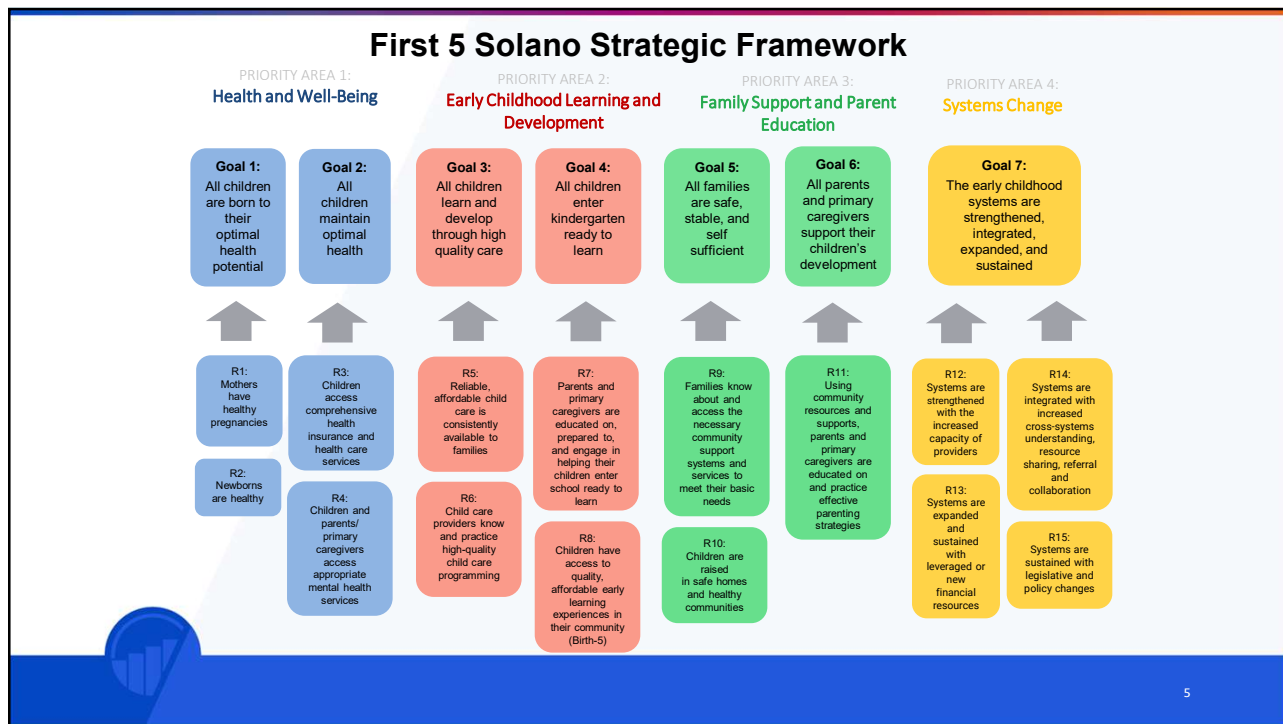
**Mission**

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

**Vision**

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

4



**POLICY AND OVERSIGHT COMMITTEE MEETING**  
**November 18, 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/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 12:00pm on the day of the meeting.

**CALL TO ORDER**

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

**II. Consent Calendar**

**Action**

- A. Approve the September 16, 2020 Policy and Oversight Committee Meeting Minutes
- B. Receive the Commissioner Meeting Attendance Status Report

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

**Action**

**Motion:** Consider approval of a request from A More Excellent Way Health Improvement Organization for an allocation of up to \$3,000 to support the 20-hour Loving Support Breastfeeding training cost for community peer counselors to improve the education and support of breastfeeding to community mothers and infants in Solano County  
*Kwiana Algere, Health Education Specialist*

**IV. Contract Updates**

**Information**

Receive a report on Parents By Choice and review compliance action plan  
*Gene Ibe, Program Manager*

**V. Responsive Grant Fund**

**Action**

- A. Consider a recommendation to approve a *Small Grants Policy*
- B. Consider a recommendation to retire the following policies as of June 30, 2021:
  - a. Business Challenge Grant Fund Policy
  - b. Community Engagement Fund Policy
  - c. Co-Sponsorship of Conferences and Training Policy
  - d. Organizational Support-Grantwriting Fund Policy

*Megan Richards, Deputy Director*

- VI. Systems Change 4-Year Summary** **Information/Discussion**  
Discuss the approach to review systems change activities for FY2016/17-FY2019/20  
*Michele Harris, Executive Director*
- VII. 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*
- VIII. First 5 Solano Staffing and Finance Update** **Information**  
Receive a report on First 5 Solano staffing and financials.  
*Megan Richards, Deputy Director*
- IX. Future Agenda Items, Meeting Time/Date/Location** **Information**  
The Policy and Oversight Committee is scheduled to meet next on Wednesday, December 16, 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**  
November 18, 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 3:31 PM

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

There were no public or commissioner comments.

**II. Consent Calendar**

***Motion:***

A. Approve the September 16, 2020 POC Meeting minutes

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

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

**Nay: None**

**Abstain: None**

B. Receive the Commissioner Meeting Attendance Status Report

**Moved by Commissioner Estrella-Henderson; Seconded by Commissioner Hannigan  
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 A More Excellent Way Health Improvement Organization for an allocation of up to \$3,000 to support the 20-hour Loving Support Breastfeeding training cost for community peer counselors to improve the education and support of breastfeeding to community mothers and infants in Solano County.***

Kwiana Algeré, First 5 Solano Health Education Specialist, described the request as an annual training the Commission has previously co-sponsored and mentioned changes were being made to adhere to COVID-19 guidelines and move to an online platform.

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

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

**Nay: None**

**Abstain: None**

#### **IV. Contract Updates**

Gene Ibe, First 5 Solano Program Manager, reported that Parents by Choice continues to meet with First 5 Solano on a regular basis and met all performance measures for Quarter 1 and are well on track to meet targets for Quarter 2. If these are met, Parents by Choice can be taken off the Compliance Action Plan.

#### **V. Responsive Grant Fund**

**A. Consider a recommendation to approve a Small Grants Policy**

**B. Consider a recommendation to retire the following policies as of June 30, 2021:**

- a. Business Challenge Grant Fund Policy**
- b. Community Engagement Fund Policy**
- c. Co-Sponsorship of Conferences and Training Policy**
- d. Organizational Support-Grantwriting Fund Policy**

***Motion: Consider a recommendation to approve a Small Grants Policy***

***Motion: Consider a recommendation to retire the following policies as of June 30, 2021:***

- a. Business Challenge Grant Fund Policy***
- b. Community Engagement Fund Policy***
- c. Co-Sponsorship of Conferences and Training Policy***
- d. Organizational Support-Grantwriting Fund Policy***

Megan Richards, First 5 Solano Deputy Director, presented a draft of the Small Grants Policy proposed and discussed at the September 2020 Policy and Oversight Committee meeting. The policy aims to create more flexibility to engage underserved communities by consolidating multiple policies into one policy covering all grants under \$7,500. The new policy will be implemented by July 1, 2021 at which time the four current policies can be retired. Commissioner Estrella-Henderson asked how the change will be communicated to past applicants familiar with small grants. Ms. Richards explained implementing in July would give staff 6 months to explain and prepare grantees for the change.

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

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

**Nay: None**

**Abstain: None**

## **VI. Systems Change 4-Year Summary**

Michele Harris, First 5 Solano Executive Director, thanked Commissioner Estrella-Henderson for her inquiry on progress over time across the Systems Change priority areas. Christina Branom, Applied Survey Research, presented a framework to consider reviewing result summaries for the four systems change priority area over the first four Commission Meetings of 2021. Commissioner Hannigan acknowledged this was a good idea but suggested the reviews should remain brief, touching on highs and lows and bringing in a provider. Commissioner Estrella-Henderson suggested focus should be results-based and emphasize return on investment.

## **VII. Strategic Plan Implementation Updates**

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

Ms. Richards reported the First 5 Center remained open, at reduced capacity and strict adherence to COVID-19 guidelines. Recent activities include a petting zoo, infant massage, and dental health services in partnership with Solano County Public Health.

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

Lorraine Fernandez, First 5 Solano Program Manager, shared that a grant from Kaiser had been received. \$25,000 was granted to support the First 5 Center's Community Resource Specialist. Ms. Fernandez reported that First 5 Solano recently hosted an online Solano Funder's Forum where it was revealed Catholic Charities had been approved for funding from Genentech toward a Cash-Aid immigrant assistance support program. Ms. Fernandez announced that Maternal Child Adolescent Health had just been granted funding to support Black infant health, which will fund a half-time home visiting staff position operating out of the Vallejo First 5 Center.

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

Juanita Morales, First 5 Solano Program Manager, shared that staff is engaging a consultant to conduct a marketing audit. The First 5 Solano Communications Plan was last updated in 2017 and the current COVID-19 situation prohibiting extensive Community Engagement has left unspent funds to support efforts to update and improve communication and engagement.

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

Ms. Richards reported First 5 Solano remained fully staffed, working via a mix of office hours and telework. Revenues and expenditures are near projections. Additional CARES Act funding has been secured for Emergency Response grants.



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

The next Policy and Oversight Committee is scheduled for Wednesday, December 16, 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 4:22 PM.

Luke Winders, Office Assistant III

Approved:

DRAFT

**DATE:** November 23, 2020  
**TO:** First 5 Solano Children and Families Commission  
**FROM:** Megan Richards, Deputy Director  
**SUBJ:** Responsive Grant Fund

**Motion A:** Consider approval of a *Small Grants Policy*

**Motion B:** Consider approval to retire the following policies as of June 30, 2021:

- i. Community Engagement Fund Policy
- ii. Co-Sponsorship of Conferences and Training Policy
- iii. Organizational Support-Grantwriting Fund Policy
- iv. Business Challenge Grant Fund Policy

**Background:** The Commission has historically offered small grants (less than \$5,000) to individuals and organizations through allocated funding for specific categories/activities, such as:

- Up to \$300 for Community Engagement Events for parents, children, and the general community
- Up to \$3,000 for the Co-Sponsorship of Trainings and Conferences for providers
- Up to \$5,000 to hire a Grant Writer for agencies to apply for grants
- Up to \$10,000 for agencies to engage business giving through a business challenge grant

In addition, in 2018, the Commission began an Annual Grants Program to offer grants of up to \$20,000 to pilot innovative ideas and fill community gaps.

After a review of the last 4 years of small grant spending, it has been determined that approximately \$125,000 has been going unspent over all of the categories of funding. In addition, it has been identified that there are small events, programs, and one-time funding opportunities that would benefit young children in our community that do not fit within one of the designated categories.

**Responsive Grant Fund:** In September 2020, the Policy and Oversight Committee reviewed and provided input into a draft plan to implement a Responsive Grant Fund which would combine several of the Commission’s small grant opportunities into two types of grants:

Community Responsive Grants	Technical Assistance and Capacity Building
<ul style="list-style-type: none"> <li>• Grants of \$300-5,000</li> <li>• Events, trainings, time-limited programs, one-time expenditures</li> <li>• Application Period: 4x year--June &amp; Sept application periods would allow any type of application; Dec &amp; March application periods would be for events and trainings only</li> </ul>	<ul style="list-style-type: none"> <li>• Grants of up to \$7,500 in funding or services for community partners to build capacity</li> <li>• First 5 Solano would obtain a list of qualified consultants</li> <li>• Application period: 1x year (July). Any funds remaining would be open on a rolling basis for as submitted.</li> </ul>

After input from the Committee, staff reviewed the Commission's current policies and is recommending the Commission consider consolidating multiple policies (Community Engagement Fund; Co-Sponsorship of Conferences and Training; Organizational Support-Grantwriting Fund; Business Challenge Grant Fund Policy) into one policy which outlines how the Commission will offer small grants of up to \$7,500. The draft policy is included in Attachment A.

The Commission would decide on an annual basis through the budget process the funding amount by type of grant. In addition, staff will develop procedures, application processes, legal agreement, etc., so the Community Responsive Grants and Technical Assistance and Capacity Building Grants will be in place for implementation by July 1, 2021. The current policies would remain in effect until June 30, 2021 at which time they would be retired (Motion B).

By broadening the policy and budgeting on an annual basis, this would allow the Commission flexibility in grantmaking as the Responsive Grant Fund is implemented.

**Committee Discussion:** The Policy and Oversight Committee (POC) heard the original proposal for a Responsive Grant Fund in September 2020 and provided input to staff to consider in the development of the Responsive Grant Fund, such as offering the Community Responsive grants more than just twice a year. In November 2020, staff brought back additional details to the POC, as well as a recommendation on how this would impact the Commission's Policies. The POC approved the recommendation to move the change in policies forward to the full Commission.

**Attachment A:** Small Grant Fund Policy-DRAFT

**Attachment B:** Community Engagement Fund Policy; Co-Sponsorship of Conferences and Training Policy; Organizational Support-Grantwriting Fund Policy; Business Challenge Grant Fund Policy

## SMALL GRANTS POLICY

This Policy sets forth the guidelines and criteria for offering small grants of up to \$7,500 in funding, services, or supplies to community agencies, individuals, and businesses for activities such as events, trainings, time-limited programs, one-time expenditures, and technical assistance.

The First 5 Solano Children and Families Commission may designate funds on an annual basis during the budget approval process or through other budget actions for a variety of small grants. Any unspent balance remaining for any grant type at the end of a fiscal year will return to the Commission's Long-Term Financial Plan.

Small grants must meet the following criteria:

1. Activities must benefit pregnant women, children ages 0-5, their parents/caregivers, and/or providers of services to children ages 0-5 and their families.
2. The activity must be conducted by a community agency, individual, or business providing services directly to pregnant women, children ages 0-5 and/or their families.
3. Activities must further the priorities and goals of First 5 Solano Children and Families Commission as set forth in its Strategic Plan.
4. Activities must be located in Solano County.
5. Activities must be designated tobacco-free.
6. Activity may not be used for religious purposes, to benefit an individual, or to promote a candidate for public office.
7. First 5 grantees that are funded for an activity may not use small grant funds for that same activity.
8. Requests must be made using an approved application form.
9. Applications will be reviewed by First 5 Solano staff using a scoring rubric designed for the specific grant opportunity. Applications recommended for funding will be presented to the First 5 Solano Executive Director for approval. Status of all submitted applications will be reported out at the following Policy and Oversight Committee Meeting.
10. If the grant is approved, Grantee must read and sign an "Agreement for First 5 Grant Funds" prior to authorization of funds.
11. Grantees must acknowledge the support of First 5 Solano Children and Families Commission in its advertising for the activities related to the grant.
12. Grantees must agree to complete and return the "Grant Activity Report," describing how the funds were used within 30 days of the completion of the activity. Any individual or organization that fails to provide this report may be considered ineligible for future funding.
13. Grant funds must be utilized in the fiscal year in which they are issued. Any funds not utilized in the fiscal year in which they were issued must be returned to First 5 Solano.

## COMMUNITY ENGAGEMENT FUND POLICY

This Policy is to set forth the guidelines and criteria for a Community Engagement Fund (“CE Fund with applications for funds approved by the Policy and Oversight Committee Chair/designee, to assist individuals and/or community partners to conduct activities, hold community events and/or distribute materials directly to parents/primary caregivers of children ages 0-5 years and/or the general public, to inform them and increase their awareness and understanding of early childhood issues.

Monies authorized under this fund must further the priorities and goals of First 5 Solano Children and Families Commission as set forth in its Strategic Plan. Note: the CE Fund Policy differs from the Co-Sponsorship of Training and Conferences (“CSTC”) Fund Policy in that the CE Fund is designed for activities benefitting parents/caregivers of children aged 0-5 and/or to educate and engage the general public, and the CSTC Fund is designed for activities benefitting providers of services to children aged 0-5.

Fund levels are allocated by the First 5 Solano Children and Families Commission on an annual basis during the budget approval process. Any unspent balance remaining at the end of a fiscal year will return to the Commission’s Long-Term Financial Plan.

### **A. Guidelines for the Community Engagement Fund**

The purpose of the Fund is to support community activities and events designed to inform and increase awareness among parents/primary caregivers about issues such as monthly children’s observances, childhood development topics and other relevant issues.

1. The limit per activity/event is \$300.
2. Requests must be made using the approved application form.
3. First 5 grantees that are funded for an activity may not use CE funds for that same activity.
4. Allowable uses for monies granted from this Fund include, but are not limited to space/ facility rental, supplies, registration fees, refreshments, event promotion/outreach. Funds may not be used for travel or costs associated with travel.
5. The activity must be conducted by a community agency or individual providing services directly to pregnant women, children prenatal to five years of age and their families.
6. The activity must be located in Solano County.
7. The activity must be designated tobacco-free.
8. The activity must acknowledge the support of First 5 Solano Children and Families Commission in its advertising.
9. The activity may not be used for religious purposes, to benefit an individual, or to promote a candidate for public office.
10. If the grant is approved, Grantee must read and sign the “Agreement for First 5 Solano

Community Engagement Fund Grant” prior to authorization for funds.

11. The requesting individual or agency must agree to complete and return the “Community Engagement Fund Grant Activity/Event Report” about the event within 30 days of the event. Any individual or organization that fails to provide this report may be considered ineligible for future funding.
12. Grant funds must be utilized in the fiscal year in which they are issued. Any funds not utilized in the fiscal year in which they were issued must be returned to First 5 Solano.

## CO-SPONSORSHIP OF CONFERENCES AND TRAINING FUND POLICY

This Policy is to set forth the guidelines and criteria for the Co-Sponsorship of Training and Conferences Fund (“CSTC Fund”) allocated annually by First 5 Solano, with applications for funds approved by the Policy and Oversight Committee in accordance with the guidelines in this Policy. Monies authorized under this fund must further the priorities and goals of First 5 Solano Children and Families Commission as set forth in its Strategic Plan. Applications must identify specifically how the proposed grant aligns with the First 5 Solano Strategic Framework by Priority, Goal(s) and Result(s).

CSTC Fund levels are allocated by the First 5 Solano Children and Families Commission on an annual basis during the budget approval process. Any unspent balance remaining at the end of a fiscal year will return to the Commission’s Long-Term Financial Plan.

Note: the CSTC Fund Policy differs from the Community Engagement Fund Policy in that the CSTC Fund is designed for activities benefitting providers of services to children aged 0-5, and the Community Engagement Fund is designed for activities benefitting parents/caregivers of children aged 0-5 and/or to educate and engage the general public.

### **A. Funds for Co-Sponsorship of Conferences and Training**

The purpose of the funding for education and co-sponsorship of conferences and training events is to contribute to improving the capacity of individuals and organizations in Solano County to serve expectant parents, children birth to five years old and their families. Guidelines for allocation of funds for education/conference/training:

1. The limit per event is \$3,000.
2. Requests must be made using the approved application form.
3. First 5 grantees that are funded for an activity may not use CSTC funds for that same activity.
4. Allowable uses for monies granted from this Fund include, but are not limited to space/facility rental, supplies, registration fees, refreshments, event promotion/outreach. Funds may not be used for travel or costs associated with travel.
5. Individuals or agencies approved for funding will be reimbursed for costs incurred for the event that were approved by the Policy and Oversight Committee.
6. Grant funds must be utilized in the fiscal year in which they are issued. Any funds not utilized in the fiscal year in which they were issued must be returned to First 5 Solano.
7. The event must be designated tobacco-free.
8. The event must acknowledge the support of the Commission in its advertising.
9. The event may not be used for religious purposes, to benefit an individual, or to promote a candidate for public office.
10. If the grant is approved, Grantee must read and sign the “Agreement for First 5 Solano Co-Sponsorship of Conferences/Training” prior to authorization for funds.
11. The requesting individual or agency must complete and return the “Co-Sponsorship of Conferences and Training Activity/Event Report” within 45 days of the event. Any individual or organization that fails to provide this report may be considered ineligible for future funding.



## ORGANIZATIONAL SUPPORT FUND POLICY

This Policy sets forth the purpose and criteria for the First 5 Solano Children and Families Commission (Commission) Organizational Support Fund. Monies authorized under this fund must be consistent with and further the priorities and goals of the First 5 Solano Children and Families Commission as set forth in its Strategic Plan.

### **Criteria**

Organizational Support Funds can be deployed in the following manner:

- 1) To sustain or expand organizational capacity of organizations that serve children ages 0-5 and their families;
- 2) In support of the sustainability efforts of First 5 Futures;
- 3) In support of grant-seeking efforts to leverage additional dollars into Solano County.

### **Funding – Amount and Term**

Organizational Support Fund levels are allocated by the First 5 Solano Children and Families Commission on an annual basis during the budget approval process. Any unspent balance remaining at the end of a fiscal year will return to the Commission's Long Term Financial Plan.

### **Evaluation and Reporting**

Organizational Support Fund (OSF) grants may be subject to First 5 Solano reporting and evaluation policies, including reports on the challenges and benefits of their projects, as well as submission of demographic and aggregate data on services and performance measures data. OSF grants will be assessed for accountability and outcomes achieved along with other First 5 investments as part of the overall First 5 Solano evaluation.

### **Grantwriting Funds Criteria:**

**Purpose:** The purpose of grantwriting funds is to strategically leverage First 5 Solano funds to bring additional funding to Solano County for services or providers supports for services to expectant parents, children birth to five years old and their families.

Guidelines for allocation of funds for grant applications:

1. The funds available are up to \$5,000 per grant application. The grant to be written must be for at least 10 times the amount of First 5 Solano grantwriting funds awarded.
2. Applicant organizations must have been in business a minimum of 2 years.
3. Limit of two approved applications per organization per fiscal year.
4. Usually, only one application per grant solicitation will be allowed. Multiple applications for the same grant opportunity may be considered on a case-by-case basis, based on the opportunity in question [ex: can more than one local organization be funded? Is the total funding offered high enough to warrant an investment in 2 or more applicants?].
5. First 5 Solano/Solano County funding solicitations are not eligible for grantwriting funds.
6. The grant application to be written must identify specifically how the proposed grant aligns with the First 5 Solano Strategic Plan Priority(s), Goal(s) and Result(s).
7. Services benefiting children 0-5 in Solano County must be the primary focus of the grant application.

8. First 5 Solano grantwriting funds cannot supplant the salary of exiting staff or independent contractors for whom grant writing is already part of their job or contract, as applicable. In other words, First 5 does not intend that its grant writing funds be used to pay the salary or contract of persons already paid to write grants, unless the grant writing is done outside the normal working hours of that person and not as part of their normal employment or contractual responsibilities. This determination is at the sole discretion of First 5 Solano. Examples of appropriate documentation are a contract reflecting that grantwriting is not part of an independent contractor's current contractual obligations or a job description reflecting same. First 5 Solano may require an additional statement to this effect at its discretion.
9. The Executive Director will screen each grant writing application to ensure the Commission's criteria is met and forward complete applications to the Systems and Policy Committee Chair. The Systems and Policy Committee Chair, in consultation with the Executive Director, is authorized to approve applications for grant writing matching funds, with a report due to the Systems and Policy Committee at its next scheduled meeting.
10. If the grantwriting funds application is approved, Grantee must read and sign the "Agreement for First 5 Solano Grantwriting Fund Grant" prior to authorization for funds.
11. Organizations applying for grantwriting resources will do so on the basis that First 5 Solano is a public agency and as such, Grantwriting funds are a public award. Both the application for Grantwriting funds and the subsequent grant application to the funding agency will not be kept confidential.
12. Up to 50% of the grantwriting funds award is payable upon approval of the application to First 5 Solano. Evidence that a complete application was accepted by the potential funder must be submitted to First 5 Solano before the remaining funds are issued. Follow-up reports on the outcome of the grant application process are required.

## **BUSINESS CHALLENGE GRANT FUND POLICY**

This Policy sets forth the guidelines and criteria for the Business Challenge Grant Fund (“Fund”). The goal of the Fund is to assist community based organizations in engaging with local businesses to contribute funds toward services benefiting Solano children ages 0-5 years and their families. By incentivizing the business community to contribute cash donations matched by dollars from this Fund, First 5 Solano expands services for young children in the community.

Grants from \$1,000 to \$10,000 each may be awarded from this Fund on a pre-approved basis. Monies authorized under this Fund must further the priorities and goals of First 5 Solano Children and Families Commission as set forth in the Commission’s most current Strategic Plan.

Fund levels are allocated by the First 5 Solano Children and Families Commission on an annual basis during the budget approval process. Any unspent balance remaining at the end of a fiscal year will return to the Commission’s Long-Term Financial Plan.

### **A. Guidelines for the Business Challenge Grant Fund**

The purpose of the Fund is to support the expansion of services benefiting children ages 0-5 and their families by incentivizing the business community to contribute cash donations matched by dollars from this Fund.

#### **Guidelines for requesting funds:**

1. Grants range from \$1,000 to \$10,000.
2. Applicants shall complete the Business Challenge Grant Fund Application. Applicants may request the application by calling (707) 784-1332, or applicants may download an application from the First 5 Solano website at [www.first5solano.org](http://www.first5solano.org). Applications may also be picked up at the First 5 Solano office. Applications must be typed or written legibly.
3. Applicant **MUST** receive *prior* approval before seeking matching funds from a potential local business partner.
4. Business must not have donated to the applicant in the previous 2 full Fiscal Years.
5. In consultation with the Policy and Fund Development Manager, applications shall be reviewed and approved by the Policy and Oversight Committee Chair, or their designee.
6. An applicant may only have one application in process (under review or approved to seek funding) at a time.
7. Match funding from First 5 Solano shall be issued to the applicant organization after the business partner funding has been received by the applicant. If the funding is not obtained from the business, it is the applicant’s responsibility to notify First 5 Solano and close the application.
8. There is a limit of two funded applications and \$10,000 per agency per Fiscal Year.

**Additional Guidelines and Criteria:**

1. The applicant organization must serve children ages 0-5 and their families and authorized funding must be used for direct services to children ages 0-5 and their families in Solano County. Exceptions to the direct services requirement (e.g. play structures, early literacy materials, advocacy services) may be considered on a case-by-case basis.
2. Both the applicant organization and the business providing the matchable funds must have tobacco/nicotine-free workplaces.
3. The applicant and business partner must acknowledge the support of First 5 Solano Children and Families Commission in advertising of the funded services.
4. If the grant is approved, Grantee must read and sign the "Agreement for First 5 Solano Business Challenge Grant Fund" prior to authorization of funds.
5. As stated in the "Agreement for Business Challenge Grant Fund," Grantee must complete and return the "Business Challenge Grant Fund Services Report" about the use of the funding within 30 days of the completion of the fiscal year. Any individual or organization that fails to provide this report may be considered ineligible for future funding.
6. Grantee must make every responsible effort to utilize funds in the fiscal year in which they are issued.



**DATE:** November 23, 2020  
**TO:** First 5 Solano Children and Families Commission  
**FROM:** Michele Harris, Executive Director  
**SUBJ:** **Systems Change 4-Year Summary**

At the last Commission meeting, Commissioners expressed interest in reviewing the last several years of systems change activities to understand where we were and where the systems change activities have evolved to.

Applied Survey Research, the Commission's evaluation consultant, has prepared an overview summary of activities by Result Area. In addition, to more fully understand what has occurred in each result area and to prepare for the upcoming revision of the Commission's Systems Change Plan, the Commission will review one Result Area in detail over the next 4 Commission Meetings. Today's presentation will be focused on Result 12: Systems are strengthened with the increased capacity of providers.

**Committee Discussion:** The Policy and Oversight Committee reviewed the plan to discuss the Result Areas over the next 4 Commission Meetings and provided input into the content of the presentation, suggesting on focusing on the areas of success, rather than the activities that were not pursued.

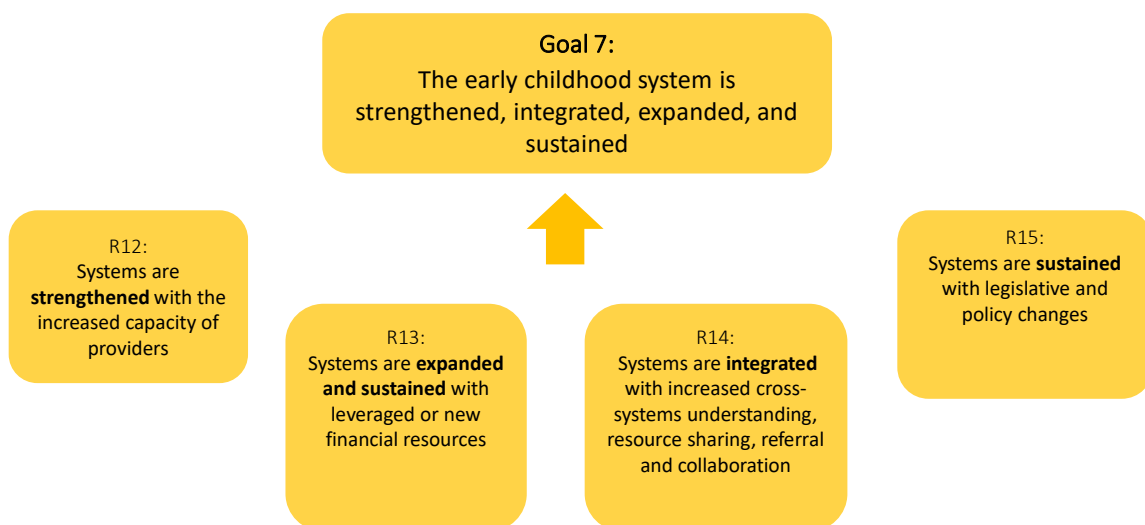
Attachment A: Systems Change 4 Year Review Result 12 Presentation

## Systems Change Results Review

- At the October Commission meeting, there was interest in seeing the evolution of F5 Solano's Systems Change Results over time
- Reviewing evolution with Commissioners could be a good exercise to prepare for next year's Systems Change Plan update
- At each upcoming Commission meeting, we will highlight a result:
  - Present early activities, recent activities, key wins, and future directions
  - Invite a partner involved in the efforts to talk about how they have been impacted
- Starting next spring, review other Priority Areas

1

## Priority Area 4: Systems Change



2



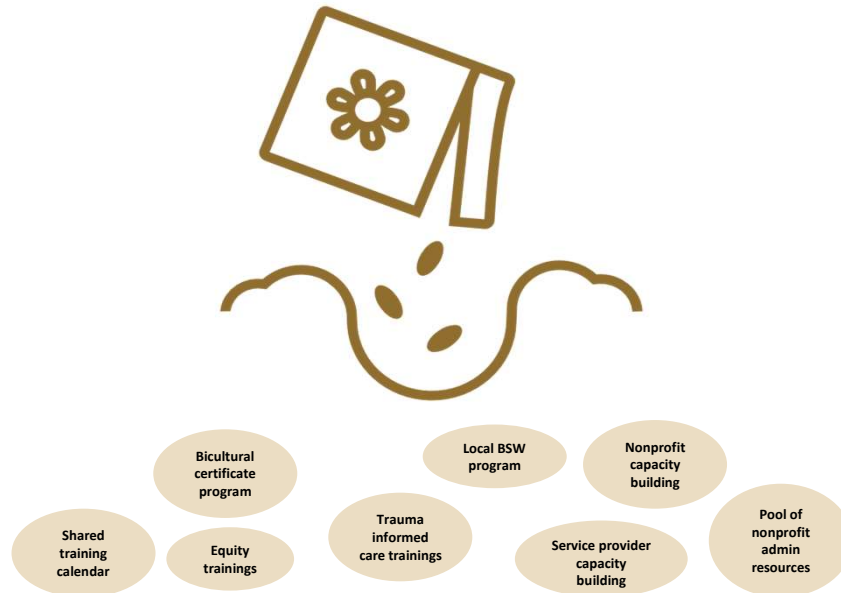
See First 5 Solano Systems Change - 2016-2020 Results Overview handout for overview of all results

<p><b>R12: Strengthened</b> Increase service delivery capacity of providers to ensure more equitable access/experiences; organizational capacity of providers; and knowledge and skills of providers.</p> <p><b>R13: Expanded</b> Find new funding and maximize resources to fund services for children and families.</p> <p><b>R14: Integrated</b> Utilize First 5 Solano's unique position as a multi-sector convener to increase integration; enhance cross systems understanding and procedures.</p> <p><b>R15: Sustained</b> Increase policymakers' awareness of issues facing Solano County children and families, and advocate for changes pursuant to First 5 Solano's Legislative Platform.</p>	<ul style="list-style-type: none"> <li>- Explored creation of a local social work education and bicultural certificate program.</li> <li>- Considered models to pool nonprofit administrative resources.</li> <li>- Planned shared training calendar for agencies.</li> </ul>	<ul style="list-style-type: none"> <li>- Delivered trainings to increase equitable access to trauma-informed, culturally responsive services.</li> <li>- Commissioned the 2018 <i>Nonprofit Capacity Assessment</i> and engaged in activities directly addressing top needs identified.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Engaged over 200 providers and policymakers in poverty trainings and simulations.</li> <li>✓ Supported 26 directors to attend the UC Berkeley Fundraising and Volunteer Management program.</li> <li>✓ Provided training to help 9 agencies refine strategic plans.</li> </ul>
	<ul style="list-style-type: none"> <li>- Developed a Funders Packet with the 2016 <i>Foundation Giving</i> report and county data and shared with funders.</li> <li>- Encouraged school districts to include early childhood education in their Local Control Accountability Plans.</li> </ul>	<ul style="list-style-type: none"> <li>- Met quarterly with funders.</li> <li>- Continued to apply for competitive funding opportunities.</li> <li>- Continued to identify alternative funding sources.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Secured or assisted in securing \$11.2 million in grants since July 2016.</li> <li>✓ Received \$600,000 in matching funding annually from MHSA.</li> </ul>
	<ul style="list-style-type: none"> <li>- Formed Solano Kids Thrive (SKT) as a collective impact collaborative. In FY17/18, SKT began focusing on resiliency.</li> <li>- Convened the Children and Youth Leadership Council; group discussed developing a multiagency common intake and consent form.</li> </ul>	<ul style="list-style-type: none"> <li>- Developed Resilient Solano Strategic Plan and website; SKT engaged in activities to implement the plan.</li> <li>- Developed, funded, and launched Vallejo First 5 Center.</li> <li>- Continued to connect families to services via Help Me Grow.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Hosted 11 screenings of <i>Resilience</i> film for 620 attendees.</li> <li>✓ Reached over 82,000 radio listeners with ACEs ads.</li> <li>✓ Enrolled 110 families at First 5 Center in month following grand opening.</li> </ul>
	<ul style="list-style-type: none"> <li>- Developed a First 5 Solano Legislative Platform.</li> <li>- Researched local lawmakers and their areas of interest and developed an outreach plan.</li> </ul>	<ul style="list-style-type: none"> <li>- Continued to submit and sign on to letters to state leaders.</li> <li>- Visited legislators (in-person advocacy paused due to COVID-19).</li> <li>- Participated in Solano County State and Federal Legislative Platform updates.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Submitted or signed on to 18 letters to legislators.</li> <li>✓ Successfully advocated for bill to require Medi-Cal coverage for developmental screenings.</li> <li>✓ Successfully advocated for continuation of First 5 California Diaper Program.</li> </ul>

Today's Highlight: Result 12

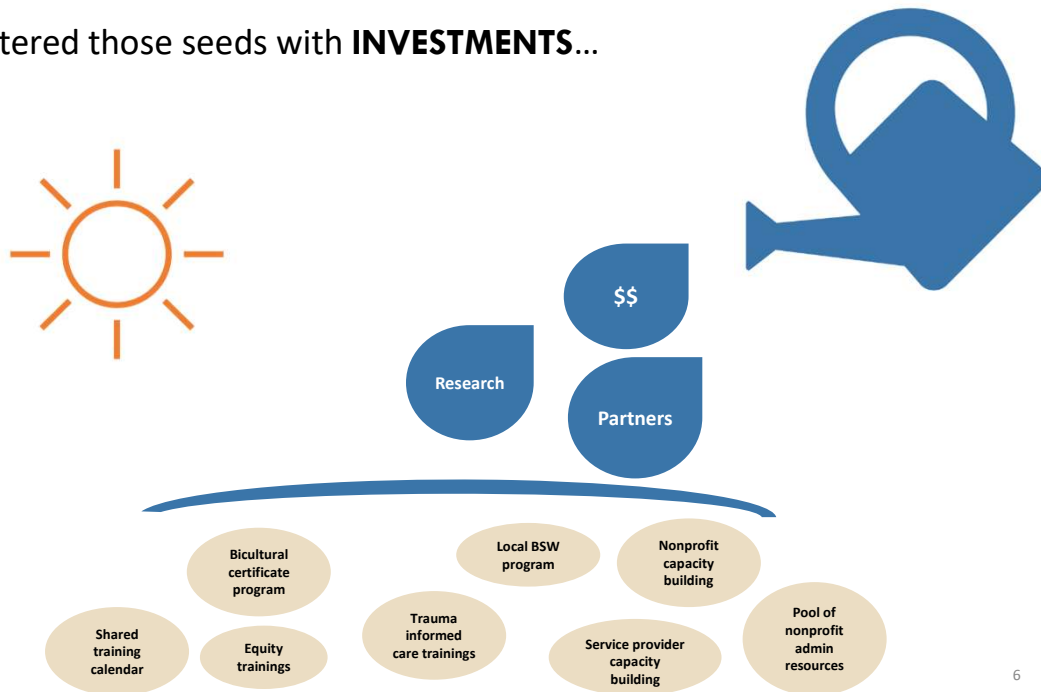
<p><b>R12: Strengthened</b> Increase service delivery capacity of providers to ensure more equitable access/experiences; organizational capacity of providers; and knowledge and skills of providers.</p> <p><b>R13: Expanded</b> Find new funding and maximize resources to fund services for children and families.</p> <p><b>R14: Integrated</b> Utilize First 5 Solano's unique position as a multi-sector convener to increase integration; enhance cross systems understanding and procedures.</p> <p><b>R15: Sustained</b> Increase policymakers' awareness of issues facing Solano County children and families, and advocate for changes pursuant to First 5 Solano's Legislative Platform.</p>	<ul style="list-style-type: none"> <li>- Explored creation of a local social work education and bicultural certificate program.</li> <li>- Considered models to pool nonprofit administrative resources.</li> <li>- Planned shared training calendar for agencies.</li> </ul>	<ul style="list-style-type: none"> <li>- Delivered trainings to increase equitable access to trauma-informed, culturally responsive services.</li> <li>- Commissioned the 2018 <i>Nonprofit Capacity Assessment</i> and engaged in activities directly addressing top needs identified.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Engaged over 200 providers and policymakers in poverty trainings and simulations.</li> <li>✓ Supported 26 directors to attend the UC Berkeley Fundraising and Volunteer Management program.</li> <li>✓ Provided training to help 9 agencies refine strategic plans.</li> </ul>
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First 5 and its partners planted many seeds to **STRENGTHEN SYSTEMS...**



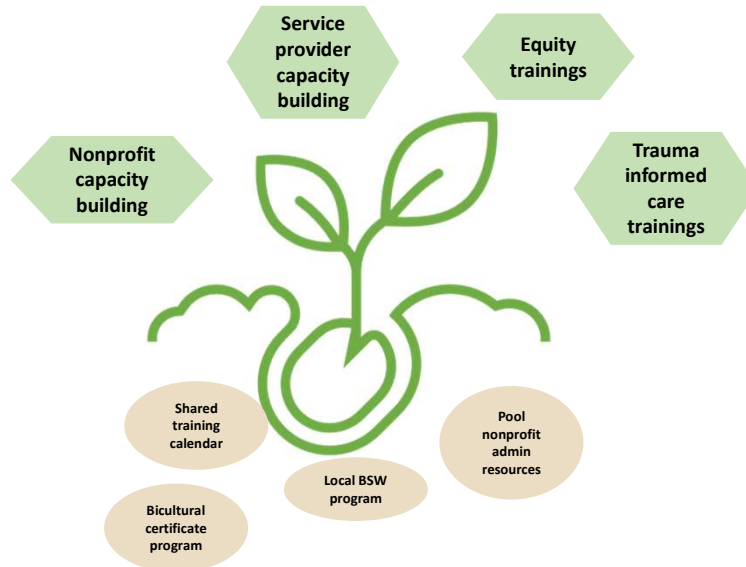
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and watered those seeds with **INVESTMENTS...**



6

and the most robust seeds grew to **STRENGTHEN SYSTEMS** in Solano



7

## Increase organizational capacity

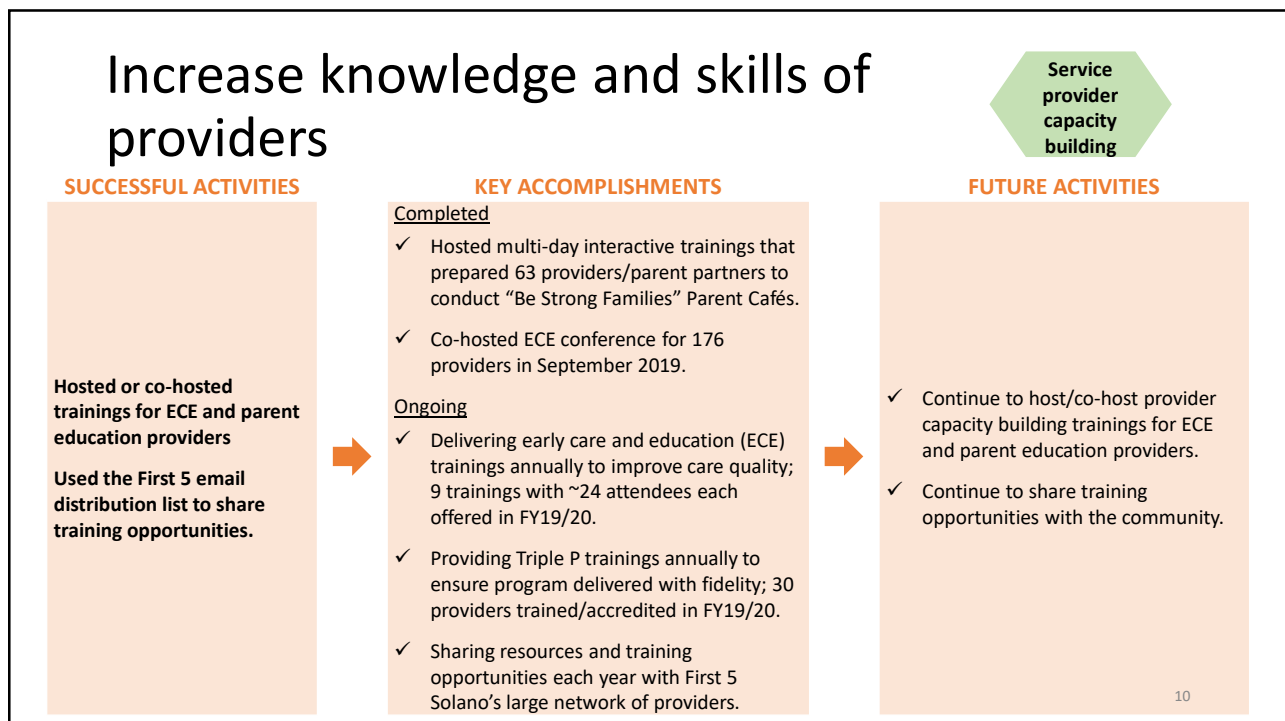
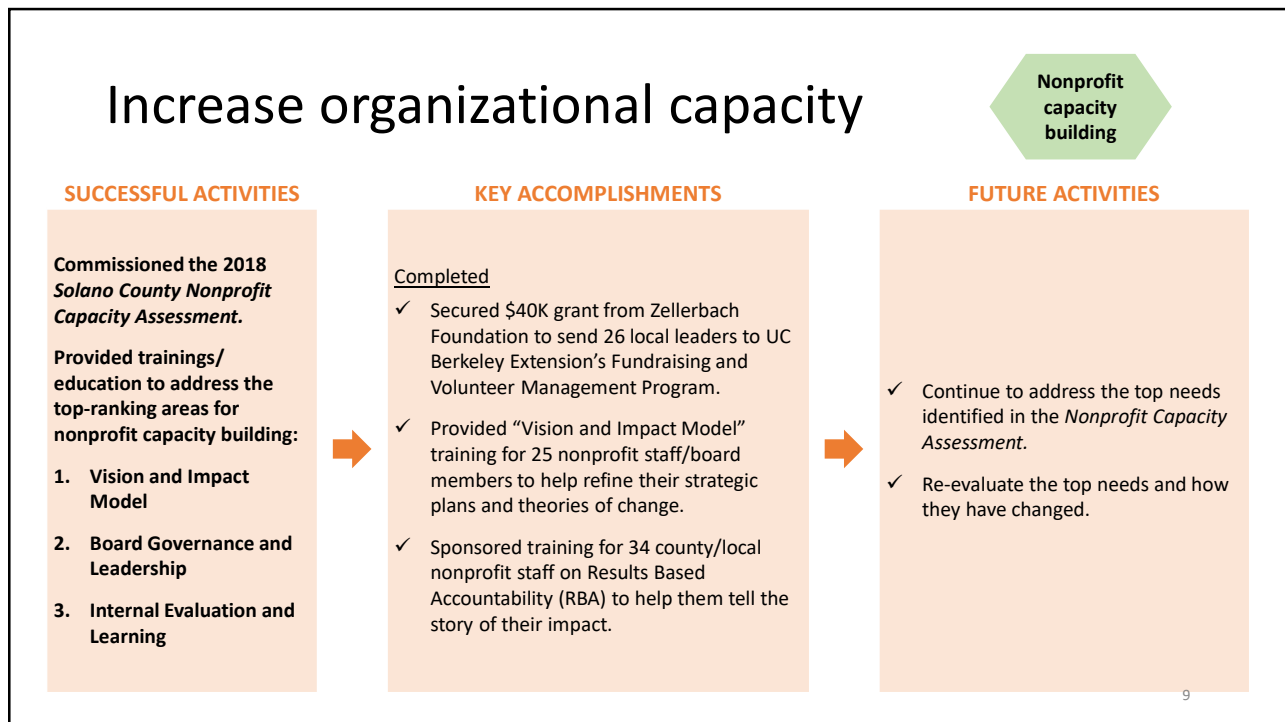
Nonprofit  
capacity  
building

- 2018 Solano County Nonprofit Capacity Assessment identified the following top three needs for agencies:

1. *Vision and Impact Model*  
Clarity on Organizational Strategy
2. *Internal Evaluation and Learning*  
Developing Evaluation Frameworks and Cultivating Reflective Practices
3. *Board Governance and Leadership*  
Strengthening Boards and Identifying New Board Members



8



# Increase equitable access, experiences, and outcomes



## SUCCESSFUL ACTIVITIES

Delivered and participated in trainings and events to increase equitable access to trauma-informed, culturally responsive services.



## KEY ACCOMPLISHMENTS

- Completed
- ✓ Hosted simulations and trainings for over 200 providers and policymakers to help them better understand and empathize with families in poverty.
- Ongoing
- ✓ Participating in the CARE team, who presented 8 trainings on “Advancing Racial Equity in Government” in FY19/20.
  - ✓ Brought in Trauma Transformed, who is leading a Trauma Informed Systems “Train the Trainer” program, attended by 15 professionals in the county.
  - ✓ Participating in First 5 Association Race, Equity, Diversity, and Inclusion (REDI) activities, such as the 21-day Equity Challenge.



## FUTURE ACTIVITIES

- ✓ Deliver racial equity trainings to the community as part of CARE.
- ✓ Hold events like the Solano Equity Summit to increase commitment to social equity.
- ✓ Deliver trauma-informed care trainings in the community.
- ✓ Continue participation in REDI activities.



Questions?

**DATE:** November 25, 2020

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

**FROM:** Michele Harris, Executive Director

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

**CARES Act Update:** As part of the Solano CARES Act Plan approved by the Solano County Board of Supervisors in August 2020, First 5 Solano received funds for 2 priorities to increase capacity of community providers, including childcare providers, to operate during the COVID-19 pandemic.

- **Emergency Response Fund (ERF):**
  - An Emergency Response Fund grant opportunity was released on September 10, 2020. A total of 48 applications were received and 42 were recommended for funding for a total amount of \$125,562. Please see Attachment A for a list of these grants.
  - An Emergency Response Fund grant opportunity was released on October 26, 2020. This round of grants was for materials and equipment to support mitigating the spread of COVID-19. Rather than applying for direct funding for this grant, applicants were able to select items such as room dividers, sneeze guards, air purifiers and soap/hand sanitizer dispensers. These items will be purchased and distributed by First 5 Solano. 136 applications were received and of those 129 were qualified applicants.
- **Child Care Support**
  - The emergency popup child care at Cooper Elementary in the Vallejo City Unified School District has closed and the children who were attending were transferred to longer care sites. Those families are still being supported through child care subsidies funded by CARES Act and administered by Solano Family & Children's Service (SFCS).
  - SFCS is also administering a stipend program to provide child care providers additional funds to offset the increased costs of providing care, such as increased cleaning, staffing, and health screenings. As of October 2020, 129 providers caring for 1,056 children were enrolled in the program. In September and October, a total of \$125,500 was distributed to providers.

**Kaiser Grant for Family Navigation Program:** In March 2020, First 5 Solano submitted a grant request for \$50,000 to Kaiser Community Benefit to fund 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 paused their grantmaking to assess the impact of COVID-19. In September 2020, Kaiser invited First 5 Solano to submit an amended grant application for \$25,000 for a one-year grant, and this grant application was approved on November 5, 2020 providing \$25,000 toward operations of the First 5 Center.

**Grant approved for Solano County Maternal, Child and Adolescent Health (MCAH) Black Infant Health/Healthy Families Solano program:** On September 18, 2020, First 5 Solano both approved a grantwriting fund application for \$5,000 and 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. This three-year grant was approved on November 13th in the amount of \$1,218,456. One feature of the grant activities is that MCAH will collaborate with First 5 Solano by co-locating staff from Black Infant Health/Healthy Families Solano at the Vallejo First 5 Center.

**NorthBay Healthcare Foundation Grant:** \$7,500 was provided from the Executive Director fund to NorthBay Healthcare Foundation to support the purchase of medical equipment for NorthBay Medical Center. This equipment will provide improved treatment for infants and children needing emergency airways in both the Neonatology & Pediatrics Department and the Emergency Department.

**First 5 Association Transition Memo:** In late October, the First 5 Association submitted transition memos to both the Biden-Harris and Trump-Pence teams on behalf of the California's 58 counties to emphasize the importance of prioritizing young children and families during the next presidential term. The memos call for strong policies and leadership to address the concurrent and connected crises of COVID-19, economic recession, and systemic racism – especially with respect to the impacts on our youngest children. An overview of the content of these memos is attached (Attachment B)

**2021 First 5 Solano Calendar:** The First 5 Solano Calendar is being distributed to local agencies that provide services to children ages 0-5, including Clinics, Libraries, Resource Centers, Preschools and Childcare providers. The calendar is full of local resources and information and is a fun and engaging way to deliver important information regarding child development, health and parenting support. This year the calendar features a suggested book of the month and activities related to that month's topic to encourage early literacy and parent engagement. Over 25,000 calendars in English and Spanish are distributed throughout the County each year.

**Kindergarten Backpack Project:** In October 2020, the Commission approved reallocation of \$130,000 unspent funding from Pre-K Academies due to COVID-19 to purchase backpacks for transitional Kindergarten and Kindergarten students in public schools throughout Solano County. Solano County Office of Education provide additional funds to supplement the supplies in the backpacks, as well support for coordination in the distribution of the backpacks. Through a grant from the California State Literacy Services, Solano County Library Literacy Services provided 11,000 new books to be included in the backpacks. TK and K students will receive a backpack with books supplies to support at-home/distance learning such as unit counters, a dry erase board and markers, sight word and phonics cards, as well as the basics, like pencils, paper, crayons, glue, scissors, and much more. The backpacks will also include information from the Solano County Library, the Triple P parenting program and the 2021 First 5 Solano Calendar. They will be shipped to each School District in December for distribution to every TK and K student in their district.





**Proposal for Year 4 Funding from Yocha Dehe Wintun Nation:** Building upon the success of accomplishments over the last three years, First 5 Solano recently submitted a proposal to Yocha Dehe Wintun Nation to continue funding for a fourth year. The proposal includes a request for \$200,000 to continue basic needs assistance for families in crisis and help to obtain self-sufficiency. An additional \$300,000 was also requested to provide program funding for the Vallejo First 5 Center. This investment will continue to support programming to lift up families in one of the most marginalized communities in the County.

**Baby2Baby Provides Supplies for Families in Need:** Through a networking opportunity with First 5 Yolo, First 5 Solano staff connected with representatives from Baby2Baby, a diaper bank and nonprofit organization providing essential items to children in need across the country. Baby2Baby donated diapers, wipes, hygiene items, infant medical kits, and over 1500 masks to First 5 Solano for distribution to community partners, who in turn, provided the items to Solano families in need.

**Positive Parenting Awareness Month:** January 2020 was the first year First 5 Solano Children and Families Commission and Triple P grantees celebrated Triple P Positive Parenting Awareness Month (PPAM) in Solano County. Triple P partner agencies recognized the vital role that parents and caregivers play in raising happy, thriving, children, and celebrated PPAM with resolutions to the Commission and Solano County Board of Supervisors, posters, banners, flyers and ongoing Triple P seminars throughout the month. Positive Parenting Awareness Month is coming up again in January 2021 and additional resolutions will be presented, including one to the Solano County Board of Education. Triple P providers and First 5 Solano will also acknowledge and celebrate PPAM through posters, banners, social media posts, email banners and continuous Triple P seminars and services throughout the month of January highlighting PPAM.

Attachment A: FY2020/21 CARES Emergency Response Fund Grants

Attachment B: Overview of First 5 Association Federal Transition Memos

FIRST 5 SOLANO FY2020/21 CARES EMERGENCY RESPONSE FUND GRANTS			
	Grantee	Grant Amount	Funds Utilization
1	Les Petits Papillons Childcare	1,550	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies
2	Ayala Family Childcare	2,300	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies
3	Jazzy's 'lil Monkeys Childcare	1,200	Handwashing Station, Table and Chairs, Learning Materials, Cleaning Supplies
4	Happy Home Preschool	7,461	Handwashing Station, Replace Airduct, Air purifier, Install new window, Outdoor Fan
5	Fabiola Family Childcare	2,540	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Air Purifier, Vacuum, Isolated Reading Nook, Individual Cubbies
6	Safe in My Hands Family Childcare	1,048	Table with Chairs, Room Dividers, Hygienic Toothbrush Holders, Thermometer
7	Davis Family Childcare	1,000	Handwashing Station, Table and Chairs
8	Angels Learn and Play Childcare	1,400	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies
9	Desiree Anokpui Family Childcare	1,150	Handwashing Station, Table, Outside canopy at entrance - for health checks
10	The Learning Tree Child Development Center	2,300	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies
11	Little Tots Family Daycare	2,300	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies
12	Kiddie Academy Daycare	4,350	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Antibacterial Fogger, Hand Sanitizing Station, Temperature Screening Kiosk
13	Little Steps Family Childcare	2,445	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Room Divider
14	Little Earth Angels Childcare	2,350	Handwashing Station, Tables and Chairs, Learning Materials, Hand Sanitizer/Soap Dispensers, Thermometers (2)
15	St Dominic Preschool	450	Tables and Chairs, Cleaning Supplies
16	Little Loves Daycare	2,644	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Balance Stepping Stones - to promote social distancing, Isolated Reading Nook, Sensory table - with separate bins for social distancing, Room Dividers
17	Carson Family Childcare	2,600	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Air Purifier
18	A Better Way	3,500	Basic Needs Assistance, Handwashing Station, Learning Materials, Cleaning Supplies,
19	Candleberry Daycare	1,620	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Hand Sanitizer Dispensers
20	Richardson Family Childcare	2,875	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Room Dividers, Sleeping Cots, Sheets and Blankets
21	Linda's Love Preschool	1,620	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Water Sensor for Sink/Touch Free, Sterilizing Wand, Digital application for touch free sign-in
22	Peete Family Childcare	2,920	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Infant/Toddler changing table, Sleeping Cots, Sheets, Air Filter Replacements, Individual Cubbies

<b>FIRST 5 SOLANO FY2020/21 CARES EMERGENCY RESPONSE FUND GRANTS</b>			
	<b>Grantee</b>	<b>Grant Amount</b>	<b>Funds Utilization</b>
23	Ms. Deanna's Daycare	6,822	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Exhaust Fan & Installation, Air Purifier, Isolated Reading Nook, Sleep Mats and Sheets, Safety Cribs (2), Room Dividers with Safety Gate, Cubbies & Communication Center
24	WEE COUNT	2,150	Handwashing Station, Tables and Chairs, Learning Materials
25	BB's Family Day Care	1,910	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Thermometer
26	Solano Community College Early Learning Center	542	Air Purifiers
27	Quality Care 4 Children	4,370	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Room Dividers, Disinfecting Fogger, Carpet/Floor Shampooer
28	Child Haven	5,750	Zoom host licenses (20), Desktop cameras, Upgrade telephone system
29	Little Adventures Childcare	468	Learning Materials, Cleaning Supplies, Desk Privacy Shields
30	Vallejo City Unified School District	5,741	Soft seats for children to be social distanced during circle time, Items for maintaining social distancing and mitigating the spread of COVID-19
31	SHELTER, Inc.	7,500	Basic Needs Assistance
32	Perkins Family Wee Care	1,303	Learning Materials, Table and Chairs, Room Divider, Soft Seats, Floor Seats with backs, Sleep Mats and Sheets
33	Tamara Edwards Family Day Care	4,399	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Room Dividers, Air Purifier, Fans, UV Germicidal Lighting, Room Divider, Thermometer, Toy Containers, Isolated Reading Nook
34	Agape Family Childcare	2,120	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Room Dividers, Air Purifier, Thermometer
35	Child Start, Inc	7,500	Basic Needs Assistance
36	Turner Family Childcare	2,030	Handwashing Station, Tables and Chairs, Learning Materials, Air Purifier, Soap Dispensers
37	Joyful Day Care	2,600	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Disinfectant Fogger
38	Kelly Martinez Family Childcare	4,700	Handwashing Station, Tables and Chairs, Learning Materials, Cleaning Supplies, Shade Structure
39	Parents by Choice	5,934	Survey Monkey Annual Fee, Zoom Annual Subscription, Chromebooks to be loaned out, Basic Needs funding
40	Learning Land Childcare	4,400	Handwashing Station, Tables and Chairs, Learning Materials, Shade Structure
41	Priscilla's Little Smiling Faces Child Care, Fairfield	2,150	Handwashing Station, Tables and Chairs, Learning Materials
42	1 Step at a Time Children's Program -Childcare, Fairfield	1,550	Handwashing Station, Tables and Chairs, Learning Materials
	<b>TOTAL APPROVED</b>	<b>\$125,562</b>	

**First 5 Association's Federal Transition Memos:  
Policy Recommendations for Prioritizing Young Children and Families to  
Recover and Thrive**

In late October, the First 5 Association submitted transition memos to the Biden-Harris and Trump-Pence teams to emphasize the importance of prioritizing young children and families during the next presidential term. The memos called for strong policies and leadership to address the concurrent and connected crises of COVID-19, economic recession, and systemic racism—especially with respect to the impacts on our youngest children.

The incoming or continuing administration has the opportunity to not only address the great and growing needs of families across our country, but to design federal policies that *proactively* support the wellbeing of young children. This paradigm shift will certainly require more funding and reinvestment, but just as important, it will require more attention on and the deliberate prioritization of young children within the any administration.

Further, the memos offered a set of recommendations based on the experiences of young children and families from across California, a state whose geographic, racial, economic, and cultural diversity make it a microcosm for the challenges and opportunities that we face as a nation. Spanning across early learning, health and development, and family resiliency, and emphasizing the need for systems across all domains, key policy priorities include:

- Child care expansion to meet the growing needs of families and underpin our economic recovery ahead;
- Health care stabilization and the promotion of preventative and community-based care;
- Home visiting expansion to help families facing incredible toxic stress and trauma;
- Full funding to support individuals with disabilities through strengthening of the early intervention system; and
- The creation of a long-awaited national Paid Family Leave program.

The First 5 Association and First 5 county commissions across California are a policy resource and program partner to ensure our nation's future leaders receive the strongest possible start in life.