

COMMISSION MEETING
March 19, 2025 - 3:00 PM-5:00 PM
3375 Sonoma Blvd, Suite 30, Vallejo, CA 94590

Public Comments:

Public Comment may be provided: 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.gov by 2:00pm on the day of the meeting.

CALL TO ORDER / SALUTE TO THE FLAG

- | | | |
|--|---|--------------------|
| I. Public Comment | <i>This is the opportunity for members of the public to address the Commission on matters not listed on the Agenda that are otherwise within the subject matter jurisdiction of the Commission. Please submit a Speaker Card and limit your comments to 3 minutes.</i> | Information |
| II. Consent Calendar (5 min) | A. Approve the March 19, 2025 Commission Meeting Agenda
B. Approve the December 18, 2024 Commission Meeting Minutes
C. Receive the FY2025/26 Commission Meeting Schedule | Action |
| III. April Children's Month Resolutions (10 min) | Adopt resolutions #2025-01 and #2025-02 recognizing April 2025 as Children's Month and Child Abuse Prevention Month
<i>Alicia Gutierrez, Health Education Specialist; Dr. Nicola Parr Child Abuse Prevention Council President, Zoila Sanchez Child Abuse Prevention Council Coordinator</i> | Action |
| IV. First 5 Solano FY2025/26 Annual Budget (45 min) | A. Consider approval of the First 5 Solano FY2025/26 Proposed Budget
B. Delegate authority to the Executive Director to incorporate additional grant funds into the FY2025/26 budget, should they be received
C. Consider approval of an allocation of \$283,000 to Child Start, Inc. to subsidize 10 empty classrooms for year 1 soft opening operations (<i>Source of funds: 2023-2028 Program Investment Plan</i>)
<i>Denise Winters, Deputy Director</i> | Action |
| V. ELC Update (30 min) | Receive an update on the Early Learning Center
<i>Michele Harris, Executive Director; Juan Cisneros, Child Start, Inc. Executive Director</i> | Information |
| VI. Policy and Oversight Committee (5 min) | <i>(no action items)</i> | Information |
| VII. ED Report (15 min) | <i>Michele Harris, Executive Director</i> | Information |
| VIII. Future Agenda Items, Meeting Time/Date/Location | The next regularly scheduled Commission Meeting is April 16, 2025 at 3:00PM at 3375 Sonoma Boulevard, Suite 30, Vallejo. Future agenda items include: Committee Report, Budget, First 5 California Annual Report, Community Indicators Update | Information |

Neely McElroy, Chair
Lisette Estrella-Henderson, Vice Chair
Roger Robinson
Nikila Walker-Gibson
Tyffany Wanberg



Tiffanee Jones
Monica Brown
Lisa Donahue
Michele Harris, ED

IT'S ALL ABOUT THE KIDS

ADJOURN

Vision: All Solano County children are healthy, eager to learn, and nurtured by strong families in safe and inclusive communities.

Mission: First 5 Solano is a catalyst that strategically advances innovative, prevention-focused approaches across systems that improve the lives of young children and their families.

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**

December 18, 2024, 3:00 PM – 5:00 PM
3375 Sonoma Blvd, Suite 30, Vallejo, CA

Minutes

Commissioners present: Lisa Donahue, Erin Hannigan, Tiffanee Jones, Roger Robinson, Nikila Walker-Gibson, Tyffany Wanberg, Vice Chair Lisette Estrella-Henderson

Vice Chair Estrella-Henderson called the meeting to order at 3:00 PM

I. Public Comment

No public comment.

II. Consent Calendar

Motion:

A. Approve the December 18, 2024 Commission Meeting Agenda

B. Approve the October 30, 2024 Commission Meeting Minutes

Consent Calendar moved by Commissioner Hannigan; Seconded by Commissioner Jones

Approved 7-0-0

Yea: Commissioners Donahue, Hannigan, Jones, Robinson, Walker-Gibson, Wanberg, Estrella-Henderson

Nay: None

Abstain: None

III. Policy and Oversight Committee

Motion A: Consider a recommendation from the Policy and Oversight Committee to allocate \$2,600,000 to Child Start from the Commission's Reserve to complete the renovation of the facility

First 5 Solano Deputy Director presented the recommendation from the Policy and Oversight Committee to allocate \$2.6M from the Commission's Reserve Fund to Child Start in order to renovate Vallejo's Early Learning Center. The Commission's Program Investment Plan identified Reserve Funds to be spent during this funding cycle based on priority areas of equity-based strategies and support of the Early Learning Center. When comparing previous quotes, garnered in 2022, to current cost quotes, there is a gap in funding of \$2.6M primarily due to increases in costs. If the allocation is approved, there will be approximately \$100k remaining that was being held specifically for the ELC and Equity work. Executive Director Harris assured the Commission that this would be the last ask for renovation costs associated with the Early Learning Center.

Motion A moved by Commissioner Estrella-Henderson; Seconded by Commissioner Hannigan

Approved 7-0-0

Yea: Commissioners Donahue, Hannigan, Jones, Robinson, Walker-Gibson, Wanberg, Estrella-Henderson

Nay: None

Abstain: None

Motion B: Consider a recommendation from the Policy and Oversight Committee to amend the Small Grants Policy

F5S Policy and Fund Development Manager Toya Adams presented a recommended revision of the Commission's Community Responsive Mini Grants Policy. Major changes include altering the maximum funding amount from \$7500 to \$5000 per fiscal year, the name of the grant from "small grants" to mini grants, and explicitly labeling categories the mini grants must fall under (i.e. Resource Component, Education Component, Materials and Equipment, or Awareness Component).

Motion B moved by Commissioner Hannigan; Seconded by Commissioner Wanberg

Approved 7-0-0

Yea: Commissioners Donahue, Hannigan, Jones, Robinson, Walker-Gibson, Wanberg, Estrella-Henderson

Nay: None

Abstain: None

Motion C: Consider a recommendation from the Policy and Oversight Committee to approve the 2025 Legislative Platform

F5S's Toya Adams presented the 2025 First 5 Solano Legislative Platform, which holds an annual review of Solano County Federal and State legislative platforms along side those of First 5 Association's, and First 5 California. Based upon review, staff suggested that no revisions are necessary and platforms are aligned with one another.

Motion C moved by Commissioner Wanberg; Seconded by Commissioner Donahue

Approved 7-0-0

Yea: Commissioners Donahue, Hannigan, Jones, Robinson, Walker-Gibson, Wanberg, Estrella-Henderson

Nay: None

Abstain: None

IV. Universal Pre-Kindergarten (UPK) Update

F5S DD Winters and Solano County of Education's (SCOE) Lisa Eckhoff presented an update on Universal Pre-Kindergarten implementation. For this study, SCOE sought to inquire and analyze from the provider's perspective the following: perception of the increase in children's access to pre-kindergarten, the impact of the Early Learning Care mixed-delivery system (family childcare, private childcare, state preschool programs), existing and potential impacts of UPK expansion on the ELC setting. SCOE developed a 40-43 question survey that addressed demographics, facilities, UPK expansion, and staff questions that went out to 356 unique email addresses with a response rate of 34.5%. The study found that the top 4 themes include family and child needs (emphasized important of family decision-making in the process of selecting a suitable childcare program), teacher support (emphasized professional learning, teacher contracting, qualifications, teacher experience, collaboration), information (emphasized the importance of clarifying the differences of TK and UPK), and staffing (emphasized the need for support in finding, hiring, retaining staff, classroom consolidation, loss of teacher hours, less students in programs like Head Start). Looking forward, SCOE will continue to offer training and workshops, provide outreach to providers and families, plan partnerships that will help implement UPK, and offer business support for providers.

Ms. Eckhoff also provided an update on the IMPACT program, handled through SCOE on behalf of First 5 Solano. 44 family childcare and alternative sites were served in the IMPACT program, providing them with onsite practice-based coaching and technical assistance. IMPACT goals sought to focus on environments, social-emotional development, effective teacher child interactions, family engagement, and curriculum development. All 44 sites fulfilled their quality improvement goals and received materials/equipment/supplies totaling \$44k. The IMPACT program also improved access to professional development, provided workshops on the importance of play in learning, early childhood curriculum, inclusion, social emotional development.

V. Executive Director's Report

First 5 Solano Executive Director Michele Harris reported that there is a grant opportunity with Partnership Health Plan for \$140,000. The objective of this grant is to assess the readiness of First 5 Solano and its partners to successfully contract as Enhanced Case Management and/or Community Health Worker provider. Ms. Harris also reported that Solano HEALs Executive Director Dr. Shandi Fuller attended and presented at the County Health Executives Association of California (CHEAC). In addition to presenting on the Solano HEALs model, Dr. Fuller also delivered a Race Equity training.

VI. Commissioner Remarks

No Commissioner Remarks

VII. Future Agenda Items, Meeting Time/Date/Location

The next regularly scheduled Commission Meeting is January 15, 2025 at 3:00PM at 3375

Sonoma Boulevard, Suite 30, Vallejo. Future agenda items: Committee Report, Budget, Positive Parenting Awareness Month Resolution

Adjourn

Vice Chair Estrella-Henderson adjourned the meeting at 4:11 PM.

Caitlin Brakefield, Office Assistant III

Approved:

DRAFT



IT'S ALL ABOUT THE KIDS

FY2025/26 First 5 Solano Commission & Committee Meeting Schedule

Commission Meetings 3 rd Wednesday 3:00 pm - 5:00 pm 3375 Sonoma Blvd, Ste 30 Vallejo	Policy and Oversight Committee 4 th Monday 2:00 pm - 3:30 pm 3375 Sonoma Blvd, Ste 30 Vallejo
	February 24, 2025
March 19, 2025	
April 16	May 19
June 18	
	July 28
August 20	
	September 22
October 29	
	November 24
December 17	
January 21, 2026	
	February 23, 2026
March 18	
April 15	
	May 18
June 24	

Previously
Approved
Schedule

Resolution No. 2025-01

RESOLUTION OF THE FIRST 5 SOLANO CHILDREN AND FAMILIES COMMISSION PROCLAIMING APRIL 2025 AS “CHILDREN’S MONTH” IN SOLANO COUNTY

WHEREAS, Solano County is committed to the improvement of health and wellness of all those who live and work in our community and acknowledges the health, safety and well-being of young children in Solano County as critical components of the First 5 Solano Children and Families Commission strategic plan; and

WHEREAS, each year since 2006 Solano County has celebrated and observed the multiple children’s events recognizing April as “Children’s Month”; and

WHEREAS, many community partners join together to expand awareness of young children’s issues by promoting “April Children’s Month” through public education and events; and

WHEREAS, from birth to age 5, a child’s brain develops more than at any other time in life. And early brain development has a lasting impact on a child’s ability to learn and succeed in school and life; and

WHEREAS, Solano County recognizes April as Autism Acceptance Month, previously named Autism Awareness Month and April 2 as Autism Acceptance Day to celebrate and promote acceptance for those living with autism which, as of 2020, occurs in one of every 36 children in the United States and;

WHEREAS, National Association for the Education of Young Children (NAEYC), Quality Counts Solano and Solano County Office of Education recognize April 5th -11th , 2025 as Week of the Young Child, celebrating early learning, young children, their caregivers and teachers, families, and communities; and

WHEREAS, Solano County Library, in conjunction with the American Library Association and public libraries across the country, celebrates April 6th -12th , 2025 as National Library Week with the theme “Drawn to the Library.” and April 30, 2025 as “El Dia de los Niños/El Dia de los Libros” (Children’s Day/Children’s Book Day); and

WHEREAS, Month of the Military Child allows us to pay tribute to military children, across the country and in our local military community at Travis Air Force Base, for their ability to take on unique challenges and adapt to present and future changes that other youth their age never experience; and

WHEREAS The quality of a child’s experiences in the first few years of life – positive or negative – helps shape how their brain develops; and

WHEREAS, these observances focus on the need to give children in our community and around the country a better chance for safe and positive futures and supportive environments in which to thrive; and

WHEREAS, many local organizations have dedicated their efforts to ensuring that all Solano children receive the care, support and services crucial to their growth and development, to build better futures for everyone in Solano County and should be recognized for the work that occurs year-round.

NOW, THEREFORE, BE IT RESOLVED, that the First 5 Solano Children and Families Commission hereby proclaims the month of April 2025 as “Children’s Month” in Solano County, and encourages all residents to support the health, safety and well-being of children and youth in Solano County.

Dated this 19th day of March 2025

Neely McElroy, Chair
First 5 Solano Children and Families Commission

ATTEST:
Alicia Gutierrez, Health Education Specialist
First 5 Solano

By: _____

Resolution No. 2025-02

RESOLUTION OF THE FIRST 5 SOLANO CHILDREN AND FAMILIES COMMISSION PROCLAIMING APRIL 2025 AS “NATIONAL CHILD ABUSE PREVENTION MONTH” IN SOLANO COUNTY

WHEREAS, Solano County is committed to the improvement of health and wellness of all those who live and work in our community and acknowledges the health, safety and well-being of young children in Solano County as critical components of the First 5 Solano Children and Families Commission’s strategic plan; and

WHEREAS, the Solano County Child Abuse Prevention Council is sponsoring the Blue-Ribbon Campaign in recognition of National Child Abuse Prevention Month to promote public awareness of the abuse and neglect of children, and the resources available to strengthen and support families; and

WHEREAS, across America, National Court Appointed Special Advocates (CASA) Association and its local member organizations set aside a day in April as Children’s Light of Hope Day to recognize and acknowledge the CASA volunteers and foster and adoptive parents who have opened their hearts and homes to abused and neglected children in our community; and

WHEREAS, Children’s Memorial Flag Day is recognized in the United States by the Child Welfare League of America on the fourth Friday of April as a way of memorializing the thousands of children who die each year, and as a day to raise awareness about the continuing problem of violence against children; and

WHEREAS, child abuse and neglect can have long-term psychological, emotional, and physical effects and are serious problems affecting every segment of our community; and

WHEREAS, finding solutions requires input and action from everyone as our children are our most valuable resource and will shape the future of Solano County; and

WHEREAS, protective factors are conditions that reduce or eliminate risk and promote the social, emotional, and developmental well-being of children; and

WHEREAS, effective child abuse prevention activities succeed because of the partnerships created between child welfare professionals, education, health, community- and faith-based organizations, businesses, law enforcement agencies, and families; and

WHEREAS, we must work together as a community to increase awareness about child abuse and contribute to promote the social and emotional well-being of children and families in a safe, stable, and nurturing environments.

NOW, THEREFORE, BE IT RESOLVED, that the First 5 Solano Children and Families Commission hereby proclaims the month of April 2025 as “Child Abuse Prevention Month” in Solano County and urges all citizens to recognize this month by working to improve the quality of life for all children and families in Solano County.

Dated this 19th day of March 2025

Neely McElory, Chair
First 5 Solano Children and Families Commission

ATTEST:
Alicia Gutierrez, Health Education Specialist
First 5 Solano

By: _____

DATE: March 14, 2025
TO: First 5 Solano Children and Families Commission
FROM: Denise Winters, Deputy Director
CC: Michele Harris, Executive Director
SUBJECT: First 5 Solano FY2025/26 Proposed Budget

Motion A: Consider approval of the First 5 Solano FY2025/26 Proposed Budget

Motion B: Delegate authority to the Executive Director to incorporate additional grant funds in the FY2025/26 budget

Motion C: Consider approval of an allocation of \$283,000 to Child Start, Inc. to subsidize 10 empty classrooms for year 1 soft opening operations (*Source of funds: 2023-2028 Program Investment Plan*)

Budget Summary

The FY2025/26 Proposed Budget (Attachment A) represents the second year of the Commission's 2023-2028 Program Investment Plan. The FY2025/26 budget includes \$7,822,668 million in projected expenditures and \$3,703,104 in projected revenues. The difference of \$4,119,564 comes from the Commission's fund balance.

Commission Planning Tools and Relation to Annual Budget

In reviewing the Commission's FY2025/26 Proposed Budget, it is helpful to understand how the annual budget fits within the Commission's suite of planning documents. The following documents are fundamental Commission documents that guide staff in implementing the Commission's work:

- *Strategic Plan*-Sets the vision and priorities of the Commission. Last reviewed in April 2024.
- *Long Term Financial Plan*-Sets the long-term vision and policies for funding priorities. Updated in December 2022.
- *Program Investment Plan*-Communicates how funds will be allocated among the Commission's Goals over a multi-year period. This budget represents the third year of the Commission's 2023-2028 Program Investment Plan.
- *Annual Budget*-creates detailed spending plan for specific revenue and expenditure for a one-year time period.

This item brings forward the FY2025/26 Annual Budget which reflects all of the planning documents and formalizes the Program Investment Plan into an expenditure plan.

Budget Process & Timeline

The First 5 Solano Children and Families Commission FY2025/26 Proposed Budget is (was) submitted by First 5 Solano to the County Administrator by its due date of February 28, 2025. Commission staff have notified the CAO's office that the First 5 Solano budget will be completed after the Commission reviews and approves its budget at the March 19, 2025, Commission meeting. First 5 Solano's Proposed Budget will go before the Solano County Board of Supervisors in June 2025 as part of the overall annual FY2025/26 County Budget.

Budget Assumptions

The FY2025/26 Projected Budget is built on certain assumptions:

- Proposition 10 tobacco tax revenues will be available as projected.
- Funds from H&SS from Mental Health Services Act will be available as projected.
- The State and Federal Budgets do not impact overall County, school and community services, and in turn impact First 5 Solano and its grantees.
- Funds are only included if they are secured.

Revenues

Revenues include Proposition 10 tobacco tax, interest, matching funds, and other revenue such as donations, small grants, and providing county services to other County Departments.

The FY2025/26 revenues are projected at \$3,703,104, which is approximately \$8,000 more than the prior year. This increase is due to an MOU with Child Welfare Services which increased resources for the Help Me Grow Solano program. As a reminder, the Commission's policy is to only include revenues in the budget once the funds are secured, so this budget may increase as more funding is raised for the Commission's portfolio.

First 5 Solano's **core** overall revenues are projected to continue to decrease primarily due to decreasing Proposition 10 tobacco tax revenue based on most recent California Department of Tax and Fee Administration (CDTFA) from September 2024.

Expenditures

First 5 Solano's FY2025/26 Proposed Budget includes \$7,822,668 in expenditures, which represents a decrease of \$333,105 in expenditures as compared to the FY2024/25 Adopted Budget.

Approximately 3%, \$216,490 of expenditures are dedicated to evaluation and data collection. Administrative expenses constitute \$755,445, or 10% of the expenditures, which is below the administrative cost cap of 15%.

Programs

On-going program expenditures of \$7,067,223 are included in the proposed budget reflecting the Commission's 2023-2028 Program Investment Plan. This includes direct program expenditures, along with internal programs and staff support to operate these programs.

Program expenditures include funds dedicated to each of the Commission's priority areas (Health & Well-Being, Early Learning & Development, Family Support & Parent Education, and Systems Change), as well as funds for activities across priority areas, such as Annual Grants and Help Me Grow Solano.

This will be the third year of the Commission's 2023-2028 Program Investment Plan (PIP).

Evaluation and Data Collection: The FY2025/26 proposed budget for general evaluation/data collection services is \$216,490. Evaluation is a required component of First 5 Programs under the Proposition 10 Statute. Social Solutions (Apricot) serves as our data collection system, and Applied Survey Research (ASR) is the Commission's contracted evaluation consultant.

Community Engagement: The Community Engagement Activities budget is requested for \$75,000. This is equivalent to the request in FY2024/25.

Systems Change/Collaboration: The Systems Change budget is included at \$894,450. This amount includes \$250,000 remaining of the \$300,000 from FY2024/25 for Early Learning Center system change customization fund.

Systems Change Budget

Description	FY2024/25 Budget	FY2025/26 Budget
Staffing		
Executive Director @ 0.3 FTE	95,000	97,375
Deputy Director @ 0.25 FTE	53,000	54,325
Policy Manager @ 1.0 FTE	190,000	194,750
Operations		
Strengthened Systems	143,000	143,000
Integrated Systems	40,000	40,000
Expanded/Sustained Systems	40,000	40,000
Transformed Systems/Equity	75,000	75,000
Early Learning Center, Vallejo	300,000	250,000
Total Projected Systems Change Budget	\$936,000	\$894,450

Staffing: The FY2025/26 proposed budget includes 7.0 FTEs. The proposed budget of \$1,396,206 for staffing is a \$42,910 or 3% increase from the FY2024/25 budget. As the staff of the Commission are Solano County Employees, the increase is primarily due to cost-of-living increases and the labor negotiations for salaries and benefits that went into effect in November of 2022. We do have an additional staff member who works within the First 5 Solano office that manages the Community Investment Fund and assists with some First 5 Solano activities; general fund dollars support this position.

Services and Supplies: The Services and Supplies budget of \$425,452, which is an increase of \$1,844 from FY2024/25 adopted budget.

Next Steps

Once the Commission approves the proposed budget, staff will:

- Notify the CAO’s office that the Commission has approved its budget, and report any changes
- Finalize the customization of the ELC, with local artists to integrate the ELC within the community
- Work with Child Start to transfer its program from the County-Owned facility on Virginia Street to the ELC and transfer the funds for soft operations for Year 1
- Apply for additional grants as appropriate to expand services and resources for young children in Solano County
- Continue working with contractors to implement Enhanced Case Management and Community Health Workers to leverage funds for “like” services.

Attachment A: FY2025/26 First 5 Solano Proposed Budget

Attachment B: FY2025/26 First 5 Solano Proposed Budget Presentation

COUNTY OF SOLANO
REQUESTED: DEPT 1530-FIRST 5 SOLANO
FOR THE FISCAL YEAR 25/26

CATEGORY		ADOPTED	2026	CHANGE
Subobject	Description	BUDGET	REQUESTED	BETWEEN
			BUDGET	RQ and AD
1000	SALARIES AND EMPLOYEE BENEFITS			
0001110	SALARY/WAGES REGULAR	825,513	844,436	18,923
0001121	SALARY/WAGES-EXTRA HELP	0	0	0
0001131	SALARY/WAGES OT/CALL-BACK	0	0	0
0001210	RETIREMENT-EMPLOYER	260,862	275,117	14,255
0001212	DEFERRED COMP-COUNTY MATCH	11,506	12,300	794
0001213	OPEB COSTS	16,510	16,889	379
0001220	FICA-EMPLOYER	60,970	63,875	2,905
0001230	HEALTH INS-EMPLOYER	157,491	166,472	8,981
0001231	VISION CARE INSURANCE	1,092	1,007	(85)
0001240	COMPENSATION INSURANCE	7,337	4,068	(3,269)
0001241	LT DISABILITY INSURANCE ER	2,505	2,532	27
0001260	DENTAL INS-EMPLOYER	7,654	7,634	(20)
0001270	ACCRUED LEAVE CTO PAYOFF	0	0	0
0001290	LIFE INSURANCE-EMPLOYER	1,856	1,876	20
TOTAL	SALARIES AND EMPLOYEE BENEFITS	1,353,296	1,396,206	42,910
2000	SERVICES AND SUPPLIES			
0002021	COMMUNICATION-TELEPHONE SYSTEM	2,969	3,356	387
0002022	COMMUNICATION-TELEPHONE AMC	506	0	(506)
0002025	CELLULAR COMMUNICATION SERVICE	0	0	0
0002026	CELL PHONE ALLOWANCE	3,600	3,600	0
0002035	HOUSEHOLD EXPENSE	2,100	2,100	0
0002050	INSURANCE-RISK MANAGEMENT	42,741	38,645	(4,096)
0002051	LIABILITY INSURANCE	17,061	18,855	1,794
0002140	MAINTENANCE-BLDGS & IMPROVE	5,000	4,400	(600)
0002170	MEMBERSHIPS	7,500	19,500	12,000
0002175	MISCELLANEOUS EXPENSE	250	250	0
0002180	BOOKS & SUBSCRIPTIONS	500	500	0
0002200	OFFICE EXPENSE	5,000	4,000	(1,000)
0002201	EQUIPMENT UNDER \$1,500	2,250	0	(2,250)
0002202	CONT ASSETS COMPUTER RELATED	2,300	3,150	850
0002203	COMPUTER COMPONENTS <\$1,500	1,000	0	(1,000)
0002204	COMPUTER RELATED ITEMS <\$500	0	0	0
0002205	POSTAGE	100	100	0
0002235	ACCOUNTING & FINANCIAL SERVICE	15,000	14,000	(1,000)
0002250	OTHER PROFESSIONAL SERVICES	24,800	24,800	0
0002255	CREDIT CARD PROCESSING FEES	0	0	0
0002266	CENTRAL DATA PROCESSING SVCE	63,249	58,475	(4,774)
0002271	SOFTWARE SUBSCRIPTION/SBITA ST	800	1,000	200
0002285	LEASE EXPENSE-COPIERS/MFD'S ST	9,900	7,400	(2,500)
0002295	LEASE EXPENSE - BUILDINGS ST	173,297	178,496	5,199
0002310	EDUCATION & TRAINING	3,500	4,500	1,000
0002312	SPECIAL DEPARTMENTAL EXPENSE	725	725	0
0002335	TRAVEL EXPENSE	3,000	3,000	0
0002337	MEALS/REFRESHMENTS	1,000	1,000	0
0002339	MANAGEMENT BUSINESS EXPENSE	4,550	4,550	0
0002354	CAR ALLOWANCE	5,200	5,200	0
0002355	PERSONAL MILEAGE	2,500	2,500	0
0002360	UTILITIES	22,000	20,200	(1,800)
0002361	WATER	1,210	1,150	(60)
TOTAL	SERVICES AND SUPPLIES	423,608	425,452	1,844
3000	OTHER CHARGES			
0003007	COLLABORATION	380,000	480,000	100,000
0003008	SERVICE GRANTS DISBURSEMENT	160,000	160,000	0
0003010	CO-SPONSORSHIP OF CONF/GW FUND	60,000	60,000	0
0003011	SCHOOL READINESS GRANTS	0	0	0
0003012	EARLY LEARNING CENTER	2,710,000	2,883,000	173,000
0003014	EARLY MENTAL HEALTH GRANTS	500,000	450,000	(50,000)

0003016	FAMILY SUPPORT GRANTS	1,283,000	783,500	(499,500)
0003018	CHILD CARE AND DEV COST	155,000	128,384	(26,616)
0003051	DATA COLLECTION EVAL COSTS	202,850	216,490	13,640
0003053	COMMUNITY ENGAGEMENT	75,000	75,000	0
0003054	SYSTEMS CHANGE	636,000	548,000	(88,000)
0003690	INTERFUND SERVICES USED-COUNTY	0	0	0
0003691	INTERFUND SVCES-ACCTG & AUDIT	18,579	8,177	(10,402)
0003692	INTERFUND SVCES-LEGAL SRVCS	20,000	11,000	(9,000)
0003694	INTERFUND SVCES-PROFESSIONAL	50,000	50,000	0
0003696	INTERFUND SVCES-SMALL PROJECTS	0	0	0
0003697	INTERFUND SVCES-POSTAGE	1,000	1,000	0
0003698	INTERFUND SVCES-MNT LABOR	0	0	0
0003710	COUNTYWIDE ADMIN OVERHEAD	114,527	146,459	31,932
TOTAL	OTHER CHARGES	6,365,956	6,001,010	(364,946)
4000	FIXED ASSETS			
0004303	EQUIPMENT	0	0	0
TOTAL	FIXED ASSETS	0	0	0
5000	OTHER FINANCING USES			
0005010	OPERATING TRANSFERS OUT	0	0	0
0005040	TRANS OUT-POBs	12,913	0	(12,913)
TOTAL	OTHER FINANCING USES	12,913	0	(12,913)
7000	INTRA FUND TRANSFERS			
TOTAL	INTRA FUND TRANSFERS			
9400	REVENUE FROM USE OF MONEY/PROP			
0009401	INTEREST INCOME	275,000	200,000	(75,000)
TOTAL	REVENUE FROM USE OF MONEY/PROP	275,000	200,000	(75,000)
9500	INTERGOVERNMENTAL REVENUES			
0009569	STATE OTHER	2,790,390	2,753,677	(36,713)
0009591	STATE GRANT REVENUE	0	0	0
TOTAL	INTERGOVERNMENTAL REVENUES	2,790,390	2,753,677	(36,713)
9600	CHARGES FOR SERVICES			
0009652	ADMINISTRATION OVERHEAD	0	0	0
0009690	INTERFUND SVCES PROVIDE-COUNTY	32,872	32,872	0
0009694	INTERFUND SVCES-PRO SVCES	591,555	691,555	100,000
TOTAL	CHARGES FOR SERVICES	624,427	724,427	100,000
9700	MISC REVENUES			
0009703	OTHER REVENUE	5,000	25,000	20,000
0009704	DONATIONS AND CONTRIBUTIONS	0	0	0
TOTAL	MISC REVENUES	5,000	25,000	20,000
9800	OTHER FINANCING SOURCES			
TOTAL	OTHER FINANCING SOURCES			
9901	FROM RESERVE			
TOTAL	FROM RESERVE			
TOTAL EXPENSE		8,155,773	7,822,668	(333,105)
TOTAL REVENUE		3,694,817	3,703,104	8,287
GRAND TOTAL		4,460,956	4,119,564	(341,392)

FIRST 5 SOLANO CHILDREN AND FAMILIES COMMISSION

FISCAL YEAR 2025/26

BUDGET PRESENTATION

MARCH 19, 2025



1

MOTIONS

- A. Consider approval of the First 5 Solano FY2025/26 Proposed Budget
- B. Delegate authority to the Executive Director to incorporate additional grant funds in the FY2025/26 budget
- C. Consider approval of an allocation of \$283,000 to Child Start, Inc. to subsidize 10 empty classrooms for year 1 soft opening operations *(Source of funds: 2023-2028 Program Investment Plan)*



2

2

COMMISSION PLANNING TOOLS

	Strategic Plan & Systems Change Action Plan	Long Term Financial Plan	Multi-Year Program Investment Plan	Annual Budget
Purpose	Sets vision, mission, values, priority areas, goals, and results	Provides long-term policies and projections for funding priorities	Communicates how funds will be allocated toward strategies that contribute to strategic goals and results	Translates vision into action through detailed spending plan
Key Functions	<ul style="list-style-type: none"> - Describes vision and role of First 5 Solano in achieving that vision - Outlines values First 5 Solano will adhere to in its work - Sets strategic goals and results within priority areas - Offers sample strategies to achieve the goals and results 	<ul style="list-style-type: none"> - Forecasts funding by type of revenue or expense - Quantifies amount of program investment each year - Establishes policies on use of financial resources 	<ul style="list-style-type: none"> - Reviews recent allocations against LTFP policies - Directs program investment funds to initiatives aligned with strategic priority areas, goals, and results - Provides a timeline for funding 	<ul style="list-style-type: none"> - Provides specific forecasts and expenditure plans by revenue and expense accounts
Scope	Broad	Broad	Moves from broad to specific	Specific
Planning Horizon	Generally 5 years	10 years	Generally aligns with Strategic Plan	One year
Does not...	Make specific spending commitments	Obligate future Commissions to specific funding or authorize contracts	Specify grantees or contracts	Guarantee future funding to current grantees



3

3

COUNTY BUDGET PROCESS

- Proposed FY2025/26 Budget due February 28, 2025 as part of the overall County Budget process
- Commission approves budget March 19, 2025
- Supplemental budget due May 2025 (Optional)
- Incorporated in County Budget June 2025
- Funds assigned to County Reserve cannot be accessed once the Budget is approved



4

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BUDGET ASSUMPTIONS

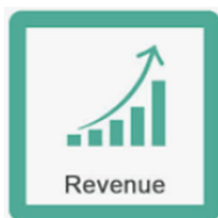
- Proposition 10 tobacco tax revenues available as projected
- Funds from H&SS from Mental Health Services Act funds will be available as projected
- The State and Federal Budgets do not impact overall County, school and community services, and in turn impact First 5 Solano and its grantees
- Funds are only included if they are secured; Budget **does not** include funds which are “anticipated” but not secured.



5

5

FY2025/26 BUDGET COMPONENTS



- Proposition 10
- Interest Income
- MHSA Funds/CWS Funds
- State Match Funds
- Donations/Grants/Other



- Program
- Administration
- Evaluation



6

6

FY2025/26 PROJECTED REVENUE

		FY2024/25	FY2025/26	
Proposition 10, State Disbursements	+	2,790,390	2,753,677	Expected decrease of tobacco taxes
Interest Income	+	275,000	200,000	2.5% based on Treasury
MHSA/PEI Funds/CWS	+	591,555	691,555	Additional Child Welfare Services allocation for additional services
Interfund Services	+	32,782	32,782	CIF Management
Other: Donations/Small Grants/County Services	+	5,000	25,000	Donations/County Services
Total Revenue	=	\$3,694,817	\$3,703,104	



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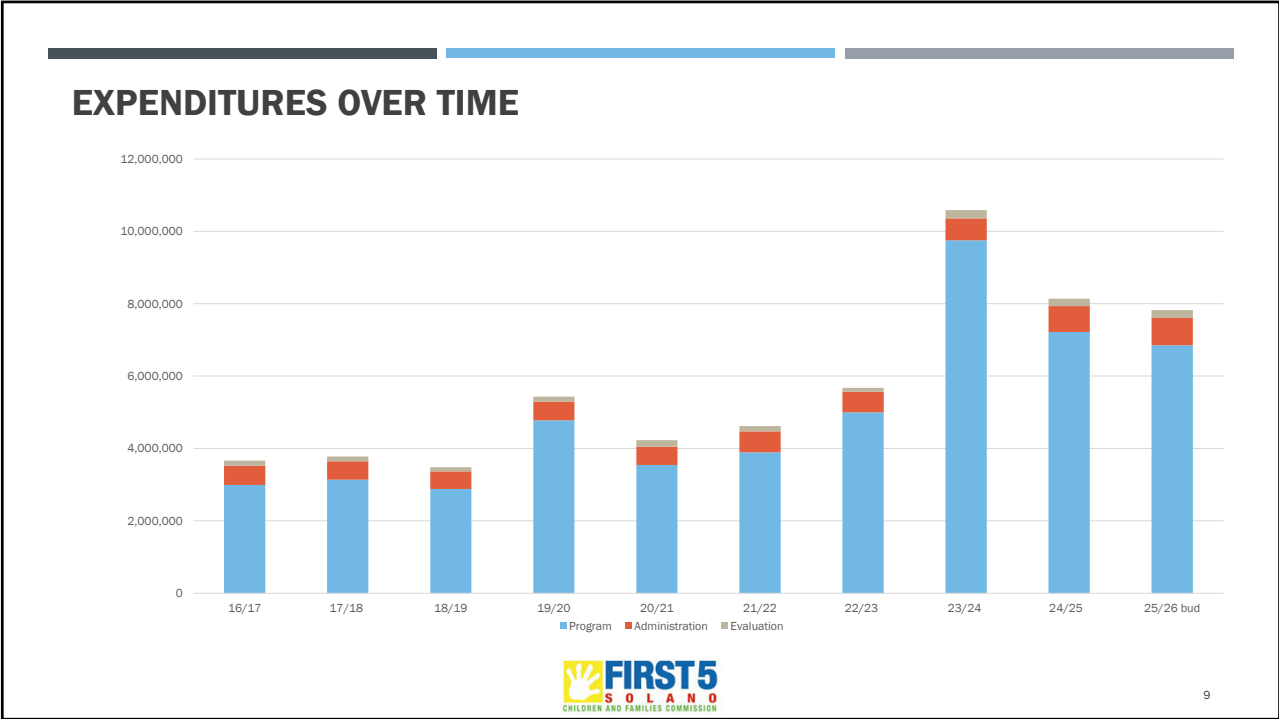
FY2025/26 PROJECTED EXPENDITURES

		FY2024/25	FY2025/26	
Program	+	4,523,848	3,967,733	
Rise Vallejo	+	2,710,000	2,883,000	Includes year 1 of operations
Evaluation & Data Collection	+	202,850	216,490	ASR and Apricot Contract(s), 3% of budget
Administrative	+	719,075	755,445	10% of budgeted expenditure; below 15% admin cap
Total Expenditure		\$8,155,773	\$7,822,668	



8

8



9

SYSTEMS CHANGE BUDGET


Description	FY2024/25 Budget	FY2025/26 Budget
Staffing		
Executive Director @ 0.3 FTE	95,000	97,375
Deputy Director @ 0.25 FTE	53,000	54,325
Policy Manager @ 1.0 FTE	190,000	194,750
Operations		
Strengthened Systems	143,000	143,000
Integrated Systems	40,000	40,000
Expanded/Sustained Systems	40,000	40,000
Transformed Systems/Equity	75,000	75,000
Early Learning Center, Vallejo	300,000	250,000
Total Projected Systems Change Budget	\$936,000	\$894,450

FIRST5 SOLANO
CHILDREN AND FAMILIES COMMISSION

10

STAFFING		FTE	FY2025/26 Amount
	Program	5.1	1,026,242
	Admin	1.9	369,964
	Total Staffing	7	\$1,396,206

SERVICES & SUPPLIES		FY2025/26 Amount
	Total Services & Supplies	




11


11

Motion A: Consider approval of the First 5 Solano FY2025/26 Proposed Budget

Motion B: Delegate authority to the Executive Director to incorporate additional grant funds into the FY2025/26 budget should they be received

Motion C: Consider approval of an allocation of \$283,000 to Child Start, Inc. to subsidize 10 empty classrooms for year 1 soft opening operations (*Source of funds: 2023-2028 Program Investment Plan*)





12

12

FY2025/26 BUDGET NEXT STEPS

- Notify the CAO's office that the Commission has approved its budget, and report any changes
- Finalize the customization of the ELC, with local artists to integrate the ELC within the community
- Work with Child Start to transfer its program from the County-Owned facility on Virginia Street to the ELC and transfer the funds for soft operations for Year 1
- Apply for additional grants as appropriate to expand services and resources for young children in Solano County
- Continue working with contractors to implement Enhanced Case Management and Community Health Workers to leverage funds for "like" services.



13

DATE: March 11, 2025
TO: First 5 Solano Children and Families Commission
FROM: Michele Harris, Executive Director
SUBJECT: Early Learning Center Update

Staff Report

The Early Learning Center (ELC) has been a project of the First 5 Solano Commission since 2020. The original goal of the project was to move 2 Head Start preschool classrooms from a county-owned facility on Virginia Street in Vallejo to another location.

After an exhaustive search, the County identified the old Beverly Hills Elementary School at 1450 Coronel Avenue as a viable alternative to house the 2 preschool classrooms. However, the Vallejo City Unified School District (VCUSD) ultimately decided to sell the property, vs rent the property. First 5 Solano purchased the property and transferred the property to Child Start, the local Head Start provider, to operate the facility.


Child Start intends to occupy 5 classrooms, with the remaining classrooms occupied by local child care providers and community partners, with the intent to serve the larger community, with a focus of young children ages 0-5, prior to entering the formal school system.

Child Start has been renovating the property to be an appropriate facility for operating child care and early learning classrooms. This presentation brings forward an update to this work, with the intent to transfer the Virginia Street classrooms by August 2025 and fully launch by August 2026.

Attachment A: ELC Update Presentation



1



Agenda

- Design: Interior
- Design: Exterior
- Logistics: Structural
- Logistics: Operational
- Questions and Answers

2



3



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Phase 1

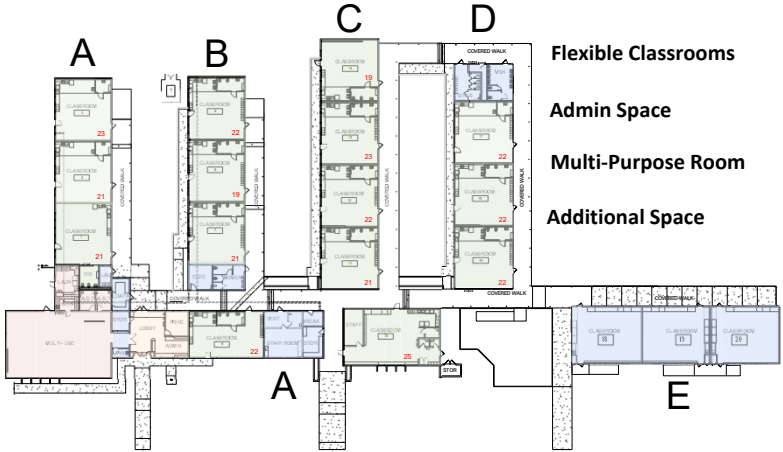
Early Learning Center

- Serving up to 200 children
- 18 Classrooms
- Multiple Child Care Partners
- Onsite Community Partners

Phase 2

Community Resource Building

- Social Services
- Food Pantry
- Family Resource Center

A **B** **C** **D**

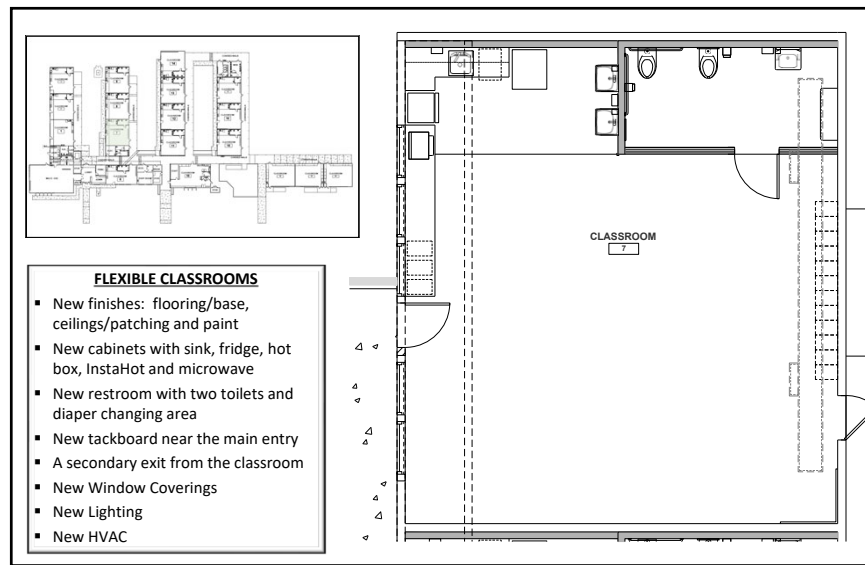
Flexible Classrooms

Admin Space

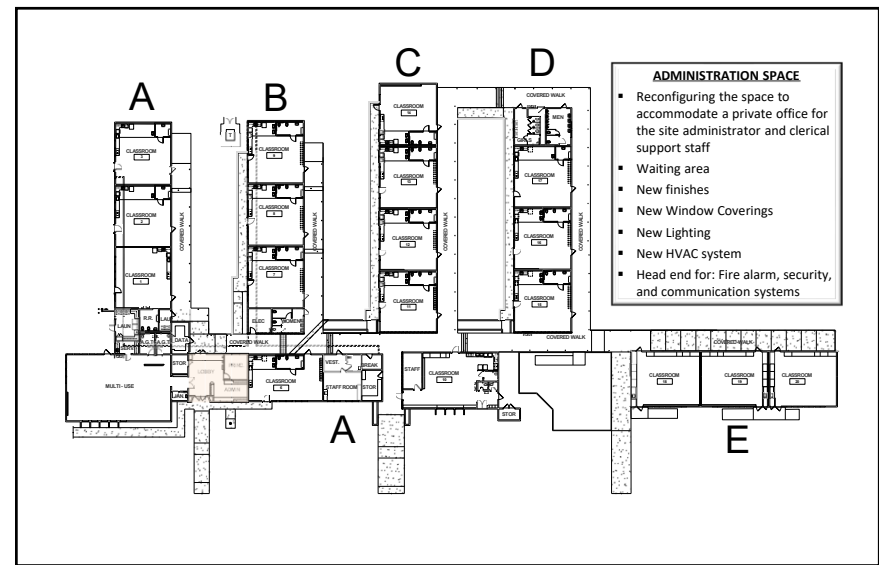
Multi-Purpose Room

Additional Space

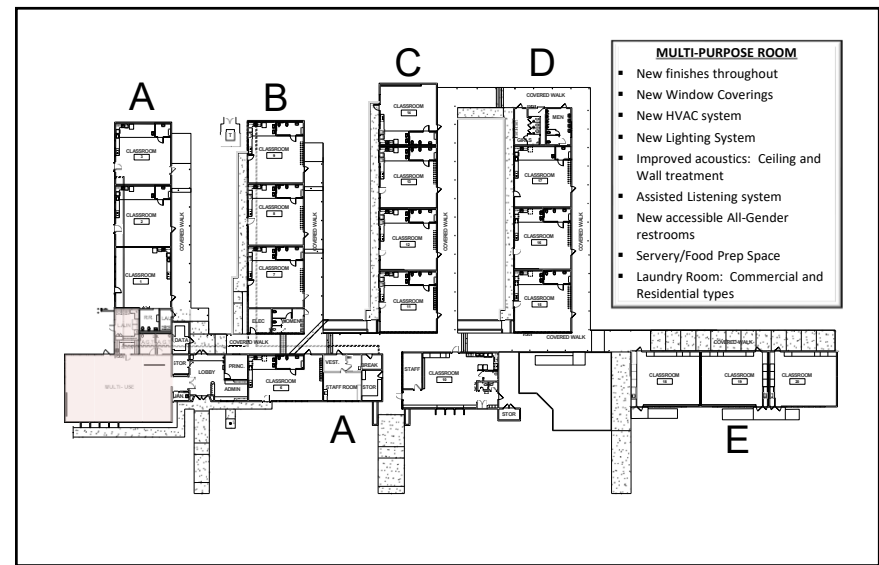
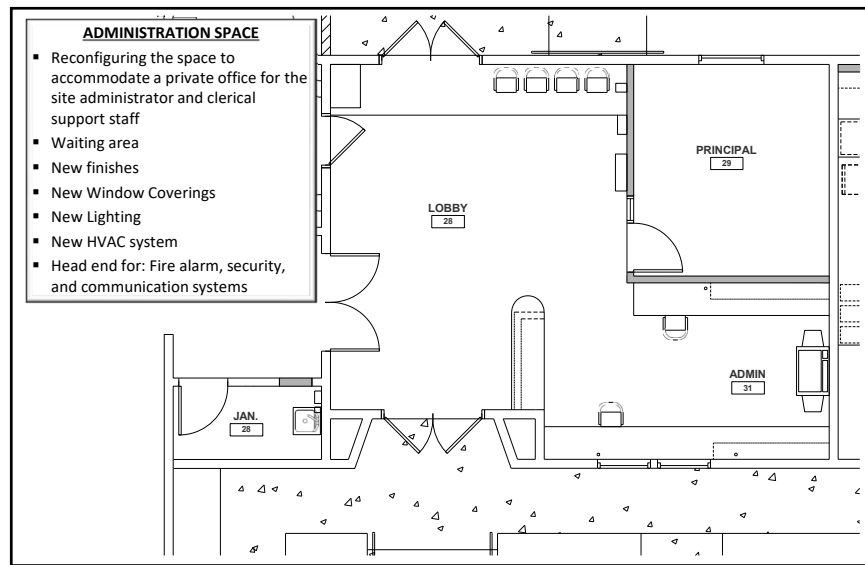
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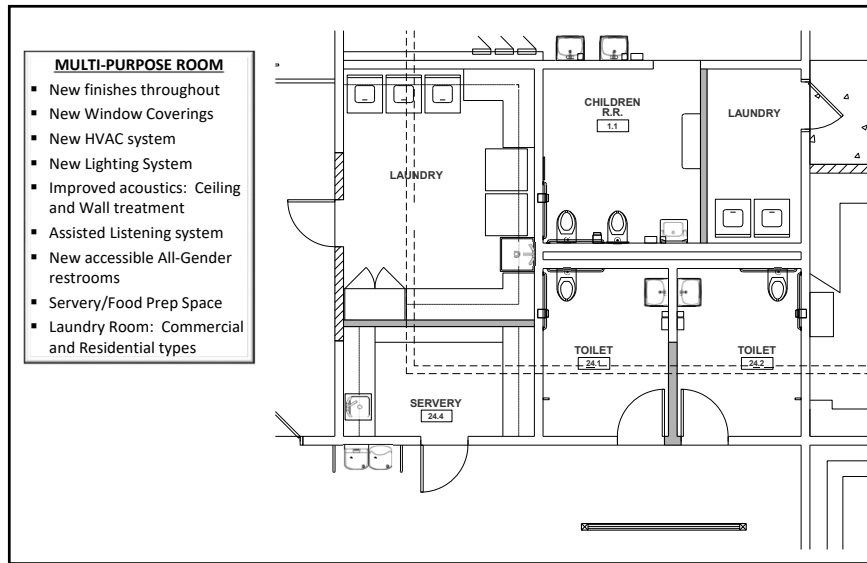


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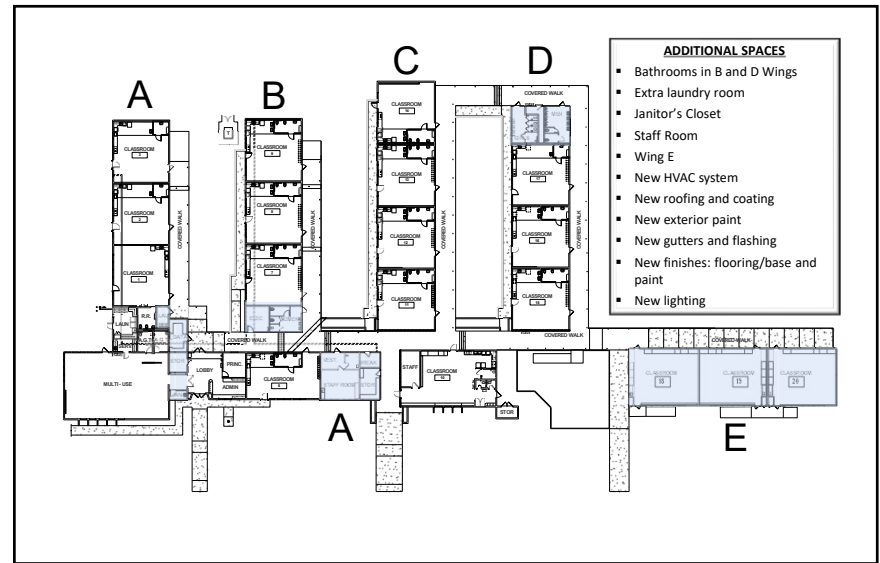


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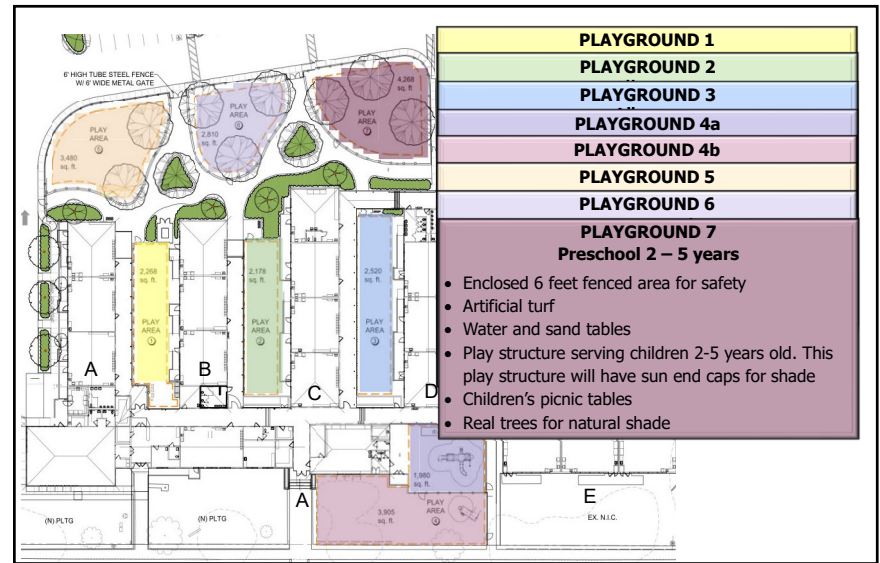
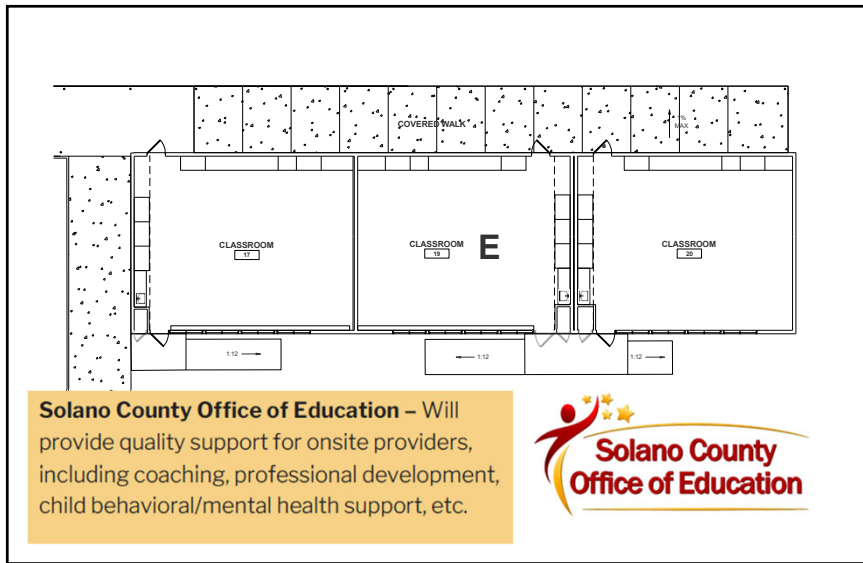




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16

Date: March 14, 2025

TO: First 5 Solano Children and Families Commission

FROM: Michele Harris, Executive Director

SUBJ: **Executive Director's Report for March 19, 2025**

Vallejo Early Learning (ELC) Center Site Tour: In early February 2025, Commissioner Neely McElroy, Susan Smith from Child Start, and First 5 Solano staff hosted a site tour of the ELC for representatives from Walter S. Johnson Foundation (WSJF) and local non-profit, On the Move. WSJF has an interest in funding initiatives that support organizational improvements for grantees to become more effective and efficient in their work. Child Start had been invited to submit a Letter of Inquiry describing potential projects to WSJF to explore potential alignment with the foundation's priorities, and have since declined the offer, as the agency is focused on opening the ELC.

First 5 Association 2025 Annual Summit: The First 5 Association held its Annual Summit from February 10th to 12th in San Diego, California. First 5 Solano staff, Deputy Director Denise Winters, Policy & Fund Development Program Manager Toya Adams, and evaluation staff from Applied Survey Research attended the event, which saw a full turnout of 171 participants from 51 County First 5s.

The summit began with an engaging Race, Equity, Diversity, and Inclusion (REDI) workshop, which reignited participants' commitment to championing REDI initiatives amidst the current political climate.

Breakout sessions focused on navigating the federal landscape and staying connected to the broader network to improve the lives of children aged 0-5 and their families. Former Secretary of Health and Human Services, Xavier Becerra, delivered a keynote on the importance of "staying rested and being ready," offering tips on tracking the upcoming California Gubernatorial election and understanding candidates' policy priorities. The summit included speakers addressing the coming Presidential term with ideals on navigating the uncertain times.

First 5 Association 2025 Policy Priorities: The First 5 Association finalized its 2025 Policy Priorities.

"First 5 Association works to advance state and federal public policies and funding that support California's young children and families. Our policy work is informed by local communities and local First 5 Commissions and is grounded in a whole child / whole family lens. We do this while centering the fact that low-income communities, communities of color, and historically marginalized Californians face disproportionate impacts due to systemic racism, wealth inequality, and environmental hazards."

“Our goal is to have public policies and investments in place that center equity, prevention, systems building, and coordination to build comprehensive and integrated early childhood systems of care.”

Although First 5 Solano Families and Children Commission published its 2025 Policy Priorities in December 2024, we remain aligned in our policy priorities, providing a unified message that guides advocacy efforts, informs policymakers, and fosters strategic alliances.

Positive Parenting Awareness Month

Proclamation: On January 14, 2025, First 5 Solano presented a resolution to the Solano County Board of Supervisors, proclaiming January as Positive Parenting Awareness Month. This initiative aimed to encourage families to seek community support and utilize local resources such as the Triple P Positive Parenting Program. The Fairfield-Suisun Unified School District Family Resource Center joined the presentation, highlighting the transformative impact of Triple P on families in Solano County.



First 5 Solano Sponsors Cultural Learning Event: On January 30, 2025, Solano County’s Community Action for Racial Equity (CARE) Team held a Cultural Learning event. This 90-minute event focused on fostering cultural understanding and promoting mental well-being. It was collaboratively supported by H&SS Behavioral Health, First 5 Solano, and the CARE Team. The following were the Key Learning Objectives:

- Learn from Diverse Perspectives: Hear from Cultural Liaisons who will share their unique experiences and insights.
- Gain Valuable Knowledge: Explore the intersection of cultural experiences and mental health.
- Engage in Facilitated Discussion: Participate in a moderated conversation on fostering a more inclusive and supportive environment for mental well-being.

Community Engagement at MLK Celebration and Child Care Forum:

In January 2025, First 5 Solano staff, including Health Education Specialist Alicia Gutierrez, participated in the 5th Annual MLK Celebration with Vacaville People’s Forum. The event brought together children, families, community partners, and leaders to honor Dr. King’s legacy and foster stronger community connections. Additionally, First 5 Solano attended the Solano County Child Care Planning Council Community Forum in partnership with the Solano County Office of Education at the Mary Bird ECE Center in Fairfield. These engagements provided opportunities to support families by sharing childcare resources, distributing First 5 Solano materials, and collaborating with local leaders.



Day of Action Against Human Trafficking: In January 2025, First 5 Solano staff and Commissioner Neely McElroy attended the Napa-Solano SANE-SART Day of Action Against Human Trafficking in Sonoma. Highlights from the conference included a keynote address by Dr. Nadine Burke-Harris, former Surgeon General of California, known for her work linking adverse childhood experiences and toxic stress with harmful effects on health later in life. Other speakers included Megan Escoto, an advocate for system improvements to aid victims and educating communities on human trafficking and child abuse prevention using a trauma-informed approach. Dr. Patricia Eaton, a clinical psychologist specializing in women’s empowerment and cross-cultural mental health, shared how she has helped patients build confidence and resilience through positive psychology and personalized care. The conference concluded with remarks from Krishna Abrams, Solano County District Attorney, who has prioritized public safety, victim’s rights, and fair justice administration of cases related to human trafficking.

Rise Vallejo Early Learning Center Pixar Presentation: First 5 Solano, on behalf of the Rise Vallejo Early Learning Center, is actively pursuing a partnership with Pixar Animation. This collaboration aims to bring Pixar film character renderings to the Early Learning Center site, creating an enriching and visually engaging environment for the children.



Pixar films have consistently had a positive impact on children by offering imaginative storytelling that fosters creativity, empathy, and emotional intelligence. These films impart important life lessons such as the value of friendship, perseverance, and the importance of embracing differences, helping children navigate their emotions and relationships. The characters are relatable, diverse, and complex, encouraging children to see the world from various perspectives and understand a range of experiences. Additionally, Pixar’s vibrant animation and captivating plots not only capture children’s attention but also ignite their imaginations, blending entertainment with educational value. Through their thoughtful narratives, Pixar films support the development of emotional resilience and social awareness in young viewers.

To move this partnership forward, First 5 Solano has provided a PowerPoint proposal and hopes to meet with Pixar leadership to present an overview of the Rise Vallejo Early Learning Center. This meeting would highlight how Pixar’s contribution could help create a welcoming and inspiring environment for the children enrolled at the center.

2025 Statewide Prevention Conference: On February 26th and 27th, staff from First 5 Solano participated virtually in the Statewide Collaborative Prevention Conference alongside partners from Child Welfare Services and Applied Survey Researchers. The conference opened with a keynote address from Dr. Diana Ramos, California’s Surgeon General.

The conference provided an invaluable opportunity for leaders from systems of care and community organizations to strengthen their networks through collaboration. Attendees had the chance to engage in breakout sessions featuring caregivers, parents, and youth with lived experience. The event concluded with plenary presentations from various

County Comprehensive Prevention Planning Teams, highlighting the progress and outcomes of local efforts.

Black Maternal and Infant Health - Birth Justice Seminar: First 5 Solano Health Education Specialist Alicia Gutierrez will attend the 2nd Annual Black Maternal and Infant Health - Birth Justice Seminar on April 12, 2025, as a community partner. Hosted by Supervisor Wanda Williams, the Solano Commission on Women and Girls, and Solano County Health and Social Services, the seminar will address the increasing Black maternal and infant mortality rates in Solano County. The event aims to foster collaboration among community members, healthcare professionals, and policymakers to develop culturally competent healthcare strategies. First 5 Solano Executive Director Michele Harris is sponsoring diaper and wipe boxes for mothers and families in attendance, reinforcing our commitment to family support and advocacy.

Grant Development Sessions: First 5 Solano staff continued to offer 30-minute grant development sessions to provide support and technical assistance to proposers that submitted a Letter of Intent (LOI) to apply for funds from the Annual Grant program. These sessions help prospective applicants think through their grant ideas and allow proposers to ask questions. First, 5 Solano received 31 Letters of Intent to apply for the Annual Grant Program, and out of 31 proposers who submitted a LOI, 22 attended a mandatory grant development session. Applications for the Annual Grant program are due by March 10th, 2025, and staff will bring forward recommendations for funding to the Commission meeting on April 16, 2025.

First 5 Solano 5th Birthday Celebration: On March 19, 2025, the Vallejo First 5 Center will be hosting its 5th birthday party at the Center for Solano County families with children 0 to 5 years old. The event will feature a special story time, free diaper distribution, and birthday cake to mark five years of serving the community, along with remarks from Solano County Superintendent of Schools and First 5 Solano Commissioner, Lisette Estrella-Henderson and representatives from Yocha Dehe Wintun Nation Tribal Council. Guests are asked to bring birthday gifts of new arts and crafts supplies, baby formula, hygiene items, children's books, or grocery gift cards to support local families in need.

First 5 Association 2025 Advocacy Day: The First 5 Association has confirmed Advocacy Day will be held on April 9, 2025, in Sacramento. This is an opportunity for all County First 5 agencies, advocates, affiliates, collaboratives, and policymakers to meet directly with state legislators to champion the well-being of children ages 0-5 and their families. The Association's Policy Priorities are to uplift the experiences of families with young children across the state and with policymakers to ensure California's youngest residents are safe, healthy, and ready to thrive. Through interactive sessions, presentations of compelling data, and personal stories, participants will illuminate the critical importance of investing in early childhood development.

MY BOTTOM IS TOP PRIORITY

2025 DIAPER DRIVE
MARCH 3RD-31ST

Did you know that nearly 1 in 2 families struggle to afford diapers to keep their babies clean, dry and healthy? You can make a difference!

Donate new unopened packages of diapers to these drop off locations to support Solano County children and families.

Organized by:

Diapers will support:

FIRST 5 CENTER
FAIRFIELD-SUISUN UNIFIED SCHOOL DISTRICT

DROP OFF LOCATIONS

Vallejo First 5 Center 3375 Sonoma Blvd Ste #10 (707) 784-1240 Watch Me Grow Inc. 719 Tennessee St	Fairfield Napa-Solano Central Labor Council, Operating Engineers Local 3: 2540 N. Watney Way Fairfield-Suisun Unified School District Family Resource Center 1600 Kidder Ave (707) 421-3224	Suisun Joseph Nelson Community Center: 611 Village Dr Benicia RE/MAX Gold 426 1st St	Vacaville Parents by Choice 490 Merchant St, Ste #104 Vacaville Neighborhood Boys & Girls Club 100 Holly Ln
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March Diaper Drive (3rd - 31st) - Napa Solano Labor Council: First 5 Solano Children and Families Commission partnered with the Napa-Solano Central Labor Council to host a countywide drive in the month of March 2025. This is the 2nd diaper drive with the labor council to collect diapers for local families in need. Eight organizations committed to collecting the diapers including Parents by Choice, Vacaville Neighborhood Boys & Girls Club, RE/Max Gold and Joseph Nelson Community Center. Individuals are being asked to donate new, unopened packages of diapers in various locations throughout Solano County. Diapers collected through the Month of March will be given to the Vallejo First 5 Center, Watch Me Grow Inc., and the Fairfield-Suisun Unified School District Family Resource Center to be distributed to families participating in those programs.