



Program & Grant Awards (PGA) Committee Meeting

Friday, April 28, 2023

2:00 p.m. – 4:00 p.m.

IN-PERSON

First 5 Madera County
525 East Yosemite Avenue
Madera, CA 93638

VIRTUAL ACCESS

<https://us02web.zoom.us/j/86567260398>

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AGENDA

REASONABLE ACCOMMODATIONS FOR ANY INDIVIDUAL WITH A DISABILITY: Pursuant to the Rehabilitation Act of 1973 and the Americans with Disability Act of 1990, any meeting or function of the First 5 Madera County – Program and Grant Awards Committee - may request assistance by contacting First 5 Madera County, 525 E. Yosemite Ave. Madera, CA 93638, telephone 559-661-5155.

1.0 ACTION	OPENING REMARKS 1.1 Call to Order 1.2 Roll Call	Deborah Martinez, Chair
2.0	POTENTIAL CONFLICTS OF INTEREST Any Committee Member who has a potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter.	Deborah Martinez, Chair
3.0 ACTION	CONSENT AGENDA 2.1 Adoption of PGA Committee Agenda 2.2 Review and approve the March 24, 2023 Meetings Minutes	Deborah Martinez, Chair
4.0	PUBLIC COMMENT This time is offered for the public wishing to address the Committee on matters NOT listed on the agenda. Committee members may listen but not discuss matters not on the agenda.	Deborah Martinez, Chair
5.0 ACTION	2023-2024 PROPOSED PGA COMMITTEE MEETING SCHEDULE The Committee will review and consider adopting the 2023-2024 schedule.	J. Monica Ramirez, ED Xochitl M. Villaseñor, Staff
6.0 ACTION	FIRST 5 CALIFORNIA 2021-2022 ANNUAL REPORT The Committee will review and accept the F5 California 2021-2022 Annual Report.	J. Monica Ramirez, ED
7.0	STAFF UPDATE	J. Monica Ramirez, ED
8.0	ANNOUNCEMENTS	Deborah Martinez, Chair
9.0	NEXT MEETING May 26, 2023	Deborah Martinez, Chair
10.0	ADJOURNMENT	Deborah Martinez, Chair

First 5 distributes monthly agendas electronically. Please forward your email address to Xochitl Villaseñor at xvillasenor@first5madera.org to be added to the list.



Program and Grant Awards (PGA) Meeting
Friday, March 24, 2023
9:00 a.m. – 11:00 a.m.

IN-PERSON

First 5 Madera County
525 E. Yosemite Ave
Madera, CA 93638

MINUTES

Present:	Deborah Martinez, Chair Karen V. Wynn, Ph.D., Vice Chair	Director of the Department of Social Services Community Representative – Eastern Madera County
Absent:	None	
Staff:	J. Monica Ramirez Diane Sandoval	Executive Director Special Projects Manager
Public:	None	

1.0 CALL TO ORDER

1.2 Deborah Martinez, PGA Chair, called the meeting to order at 9:03 a.m.

1.2 Roll Call

Present: Martinez, Wynn

Absent: None

2.0 POTENTIAL CONFLICTS OF INTEREST

There were no potential conflicts of interest from any of the Committee Members.

3.0 CONSENT AGENDA

Motion to approve the Consent Agenda as presented. Motion by Commissioner Wynn. Motion carried by consensus.

Ayes: Martinez and Wynn

Nays: None

Abstain: None

Recused: None

Absent: None

4.0 PUBLIC COMMENT

There were no public comments.

5.0 2022-2023 PROPOSED REVISED PGA COMMITTEE MEETING SCHEDULE

M. Ramirez presented the item and shared the purpose of the item: proposing to change the 2022-2023 FY remainder committee dates from the 3rd to the 4th Friday of the month and, if approved, this change would remain for the 2023-2024 FY. The proposed change was in response to committee members' scheduling challenges.

M. Ramirez shared that this will result in items being delayed when moving forward to the Regular Commission Meeting.

Motion by Commissioner Wynn. Motion carried by consensus.

No public comment.

Ayes: Martinez and Wynn

Nays: None

Abstain: None

Recused: None

Absent: None

6.0 CONTRACT AGREEMENT RECOMMENDATION WITH HAMAI CONSULTING TO PROVIDE EVALUATION SERVICES

M. Ramirez reviewed the agenda item. The purpose of the item is to review and approve the recommendation to contract with Hamai Consulting to provide evaluation services. The contract budget will be at a "not to exceed" amount of \$20,000 for FY 2022/2023 and \$22,000 for FY 2023/2024. The procurement was an informal one due to the cost threshold. Staff received three (3) bids based on the deliverables, timeframes, and cost limits shared with each vendor. Summaries were attached for review.

Currently, staff monitors the progress and implementation of program activities. In working with the consultant, staff's goal is to enrich the current monitoring efforts to include the efficiency and impact of the programs.

D. Martinez inquired about the timeframe of Hamai's submittal. Specifically, she asked for clarification as to why the contract reflected two years while the other submittals included three years and whether the absence of the third year eliminates a report on the 2023-2024 fiscal year activities. M. Ramirez clarified that the timeframe does include the 2023-2024 activities and that the consultant will include reports from 2020-2021, 2021-2022, and 2022-2023.

D. Martinez recommended revising the summary template to reflect activities and costs for each fiscal year, including 2024-2025, to cover 2023-2024 activities when presenting it to the full Commission.

Motion by Commissioner Wynn. Motion carried by consensus.

No public comment.

Ayes: Martinez and Wynn

Nays: None

Abstain: None

Recused: None

Absent: None

7.0 CONTRACT AGREEMENT RECOMMENDATION WITH BARBARA AVED ASSOCIATES TO PROVIDE STRATEGIC PLANNING SERVICES

M. Ramirez shared that the current strategic plan will expire on June 30, 2024. The purpose of the item is to review and approve the recommendation to contract with Barbara Aved associates to provide strategic planning services. The contract budget will be at a "not to exceed" amount of \$24,999. The final product would be a 2024-2029 strategic plan. This procurement was also an informal procurement due to the cost threshold. Staff sought quotes from vendors who provided similar services to other First 5 counties. Staff received three (3) quotes which are presented in the attached summaries.

One highlight from this quote is that the strategic planning process includes engagement across various populations, i.e., Commission, F5 staff, community members, parents, etc.; the services would be conducted in English and Spanish. The timeline was another decision point since the strategic planning process and finalizing a new strategic plan would be completed before the current plan expires.

D. Martinez inquired if this vendor had worked in Madera previously. M. Ramirez shared that they have not been in Madera but have worked with First 5 Tulare.

K. Wynn asked if the evaluation consultant would need to work with this consultant. M. Ramirez said this would not be

required. They both can work independently and achieve the Commission's goals.

M. Ramirez shared that one reason the cost is relatively low is that the approach by the vendor is to focus on presenting findings and drafting a document with final outcomes and not include much graphic design. Through discussion, it was suggested to use pictures of the different Madera communities, to which Commissioner Wynn volunteered to share photos of Native American families.

Motion by Commissioner Wynn. Motion carried by consensus.

No public comment.

Ayes: Martinez and Wynn

Nays: None

Abstain: None

Recused: None

Absent: None

8.0 MID-YEAR FUNDED PROGRAMS PROGRESS SUMMARIES

M. Ramirez reviewed the agenda item.

KEY POINTS

1. All three Community-Initiated Funded Programs are in their first year of implementation, including hiring and training staff and developing tools and implementation processes, to mention a few. Thusly, most activities occurring during the first six months was around accreditation.
 - a. Triple P – Centro Binacional & Westside Family Preservation Network
 - b. Raising a Reader – Madera County Libraries
2. Commission-Initiated Funded Programs continued core programming and activities as usual.
 - a. The Family Resource Centers (FRCs) provided playgroups, parent workshops, and a 5 Protective Factors Community Training.
 - b. Special Projects continued delivering its Child Passenger Safety program and held four mobile vision screening sessions with 13 children receiving glasses.
 - c. Additionally, the Preventive Services Program fully transitioned from the FRCs to Special Projects. With the hiring of an Early Learning Facilitator position, staff has enhanced prior family engagement efforts and is strengthening data collection strategies. As a result, staff is working with the Madera County Department of Social Services to renew the contract and scope of work.

D. Martinez pointed out that the FRC's financials in the chart need to be revised. M. Ramirez confirmed she would adjust the totals before presenting to the Commission.

Motion by Commissioner Wynn. Motion carried by consensus.

No public comment.

Ayes: Martinez and Wynn

Nays: None

Abstain: None

Recused: None

Absent: None

9.0 STAFF UPDATE

- M. Ramirez shared that X.Villaseñor is absent because she attended a Leadership Cohort offered through the First 5 Association. M. Ramirez shared that she had participated in the previous cohort.
- M. Ramirez briefly summarized last month's conversation concerning projected budget amounts impacted by a reduction in tobacco use. As a result of this topic, there was discussion concerning the FRC Chowchilla proposed closure.

10.0 ANNOUNCEMENTS

None

11.0 NEXT MEETING

April 28, 2023, at 2:00 pm

12.0 ADJOURNMENT

Meeting adjourned at 10:36 a.m.

DRAFT



TO: First 5 Madera County Program and Grant Awards (PGA) Committee

FROM: Monica Ramirez, Executive Director
Xochitl M. Villaseñor, Program Manager

SUBJECT: 2023-2024 PGA Committee Meeting Scheduling

RECOMMENDED ACTION:

Consideration to review and adopt a revised 2023-2024 PGA Committee Meeting Schedule.

BACKGROUND:

Staff recommends adopting the proposed meeting schedule for 2023-2024, which was developed considering the agency capacity, approval needs, and following Article IX (A) of the by-laws.

During the March PGA Meeting, a modified schedule was approved. The modification was requested by PGA Committee Members in response to schedule conflicts. Once approved, committee members requested that the modified schedule be implemented for the upcoming 2023-2024 Fiscal Year.

PGA meetings are scheduled on the 4th Friday of each month from 9:00am-11:00am, except for July and December when the committee does not meet. Staff recommends maintaining this schedule for the 2023-2024 FY.

- July 2023 – No Meeting

- Friday August 25, 2023
- Friday September 22, 2023
- Friday October 27, 2023
- Friday November 24, 2023

- December 2023 – No Meeting

- Friday January 26, 2024
- Friday February 23, 2024
- Friday March 22, 2024
- Friday April 26, 2024
- Friday May 24, 2024
- Friday June 28, 2024



AGENDA ITEM 6.0

ACTION INFORMATION

TO: First 5 Madera County Program and Grant Awards (PGA) Committee

FROM: J. Monica Ramirez, Executive Director

SUBJECT: Adoption of the First 5 California 2021-2022 Annual Report

RECOMMENDED ACTION:

The Committee will review and approve to move forward for full Commission consideration the adoption of the First 5 California 2021-2022 Annual Report.

BACKGROUND:

The First 5 California 2021-2022 Annual Report highlights accomplishments and collaborations at both the state and local levels. The state report was shaped in part by the local county commissions' comprehensive reports on programmatic and fiscal activities during 2021-2022. The primary objective is to inform the legislature of the local impacts of Proposition 10 and 56 funding throughout the state. The First 5 California 2021-2022 Annual Report can be found online at:

<https://www.cfc.ca.gov/about/budget.html#annual>

FISCAL IMPACT:

Accepting the annual report after holding a public hearing meets the legislative requirements for eligibility to received Proposition 10 revenues.

FIRST 5 CALIFORNIA

2021-22 Annual Report



young children. Early childhood development professionals saw the findings as a useful tool in modifying programs, developing more effective strategies, and bolstering systems of support for families in the wake of the pandemic.

Madera

During FY 2021–22, First 5 Madera County invested in programs and services aligned to the 2020–24 Strategic Plan. In partnership with the Tzu Chi Mobile Vision, the First 5 Special Project team offered vision screenings to preschool children in Madera County. The program begins with an initial vision screening conducted by school nurses or the Tzu Chi Mobile Vision team. Children identified with concerns are then referred for a comprehensive eye exam to the vision mobile, in partnership with a local volunteer optometrist. Vision screenings were completed on 225 children ages 3 to 5. After completing the eye exam, 38 children needed glasses. The uniqueness of the Mobil Vision is two-fold—once the eye exam is completed, children select their frames and receive eyeglasses on the spot, within an hour. This rewarding service reflects an investment of a little over \$8,000. It is immeasurable seeing the smiles the project has brought to both the children's and parent's faces.

This year, the Commission had the opportunity to examine current operational and programmatic processes that safeguard the effective use of funds and resources. Staff embarked on a year-long review of these processes. This review resulted in revamping the grants management guidelines and the creation of a Funded Partner Handbook. Additionally, the Commission engaged in a strategic plan review that informed two procurements released this year. In conjunction with the work dedicated to the grants management policy and handbook, investments were made to support the implementation of two Triple P programs and a Raising a Reader project.

Marin

First 5 Marin County worked closely with the Marin Child Care Council to secure funds (\$525,000) from the American Rescue Plan Act to invest in four child care initiatives. First 5 Marin will serve as the fiscal agent for these funds, and partners will operate/execute the programming. The initiatives include:

- Help Me Grow Developmental Supports and Safety-net Navigation (existing program, see above): Support additional Help Me Grow projects including development of data-sharing agreements; journey mapping of family experience interacting with child-serving systems, and a plan to address identified system barriers; development of Help Me Grow

outreach plan; and development of Help Me Grow sustainability plan.

- Early Childhood Mental Health (existing program, see above): Continue to provide mental health supports to young children in child care settings. Serve additional children and/or child care sites. Provide parent education about early childhood mental health.
- Child Care Initiative Project (existing program): Recruit new family child care providers. Provide training and technical for family child care providers to increase capacity for child care in Marin County
- Teacher Investment Pilot (new program): Provide stipends and other resources for participating child care workers to encourage entry, promotion, and retention in the early childhood workforce.

These projects will be complemented by an investment (up to \$500,000 across two years) from the Marin Community Foundation to support long-term child care planning for Marin County.

Mariposa

During FY 2021–22, First 5 Mariposa's most significant accomplishment was the School Readiness Program which serves two preschools (Catheys Valley and Lake Don Pedro) located in remote areas of Mariposa County. These two preschools provide an outstanding play-based program that prepares children for kindergarten. The facilities, curriculum, and activities are creative, educational, and focus on developmentally appropriate activities using Science, Engineering, Technology, and Math. This program is free of charge to children who live in Mariposa.

Another highly successful funded program was the instructional aide hired to work in the Mariposa Elementary School Transitional Kindergarten classroom. The instructional aide worked with the reading program/assessments, and she provided extra assistance to children who were having difficulty. Having the aide in the classroom also provided time for the teacher to work with children individually. The class had 25 transitional kindergarten students who ranged in ages from 4 to 5 years. Having an aide in the classroom made it possible for the students to work on enrichment projects.

Mendocino

In FY 2021–22, First 5 Mendocino County continued to build the professional skills of those who work with the county's youngest and most vulnerable children. This was done through the local county annual State of the Child Conference (hosted by First 5 Mendocino) and a variety of Positive Parenting Program and Community Resiliency Model® trainings, all targeted to decrease the negative effects of Adverse Childhood Experiences and

to further build resiliency. January 2022 celebrated Mendocino County's annual Positive Parenting Awareness Month with a proclamation from the County Board of Supervisors. In the effort to align with First 5 Mendocino's new strategic plan and mission, the First 5 Mendocino logo and website was rebranded. The new mission to promote optimal health and development, narrow disparities, and improve the lives of children through education, support, and advocacy was further operationalized through the continuing efforts of the Home Visiting Consortium.

During FY 2021–22, a Family Support Home Visiting Environmental Scan was created and disseminated. The purpose of this scan was to provide a snapshot of the current conditions to examine the supports needed for improved coordination and collaboration. The Home Visiting Consortium continues to identify programmatic needs to further increase enrollment and build family resilience. First 5 Mendocino acts as the community pathway for the program and hosts the referral form used for program participation. Along with updating its strategic plan and mission, First 5 Mendocino adopted an equity statement to ensure that families, children, and communities are protected against racism, oppression, and inequality. It was identified that we must listen and learn from individuals in our community about how to better meet their needs and protect their rights. By doing this, First 5 Mendocino has increased Native American program participation from 5 to 23 percent. First 5 Mendocino is committed to quality improvement and conducting assessments to address needs in the community.

Merced

First 5 Merced implemented the second year of its 2020–25 strategic plan in FY 2021–22. The following are notable successes:

- Investing approximately \$2,740,998 million to support services for 8,375 children, caregivers, other family members, and providers to enhance the five protective factors that promote optimal development and enhance the system for effective family support.
- Funding culturally responsive programming and reached diverse children and families—including over 1,200 English and 1,300 Spanish-speaking children and families.
- Adapting approaches as the COVID-19 pandemic contributed to delays in First 5 Merced County programming. First 5 Merced moved forward with supporting the implementation of direct services and offering capacity building efforts.
- Offering capacity building for the implementation of 2-1-1. This