

Memo

To: Commission Members
From: Alexander Khu
Date: Monday June 2, 2014
Re: June 2, 2014 Commission Meeting

Enclosed are the materials for the June 2, 2014 Commission meeting which will take place as follows:

Time: 6:00 pm

Location: 1485 Civic Court (formerly Enea Court), Suite 1200, Concord, CA
925-771-7300

A light dinner will be provided.

Please let me know if you have any questions.

Kind Regards,

Alexander Khu, Executive Assistant
First 5 Contra Costa
1485 Civic Court (*formerly Enea Court*)
Suite 1200
Concord, CA 94520
925-771-7342 Direct
925-771-6083 Fax



Commission Meeting

Agenda

Monday, June 2, 2014, 6:00 pm
1485 Civic Court, Suite 1200
Large Conference Room
Concord, CA

1.0 Call to Order and Roll Call

2.0 Public Comment

The public may comment on any item of public interest within the jurisdiction of the First 5 Contra Costa Children and Families Commission. In accordance with the Brown Act, if a member of the public addresses an item not on the posted agenda, no response, discussion, or action on the item may occur.

3.0 Approval of Consent Calendar

Action

A Commissioner or member of the public may ask that any of the following consent items be removed from the consent calendar for consideration under Item 4.

3.1 Approve the minutes from the April 7, 2014 meeting.

3.2 Accept the Executive Committee Report from the April 7, 2014 meeting.

3.3 Approve the Contracts Docket

See the attached docket of contracts for the 2014-15 year.

3.4 Accept the Third Quarter Financial Report

4.0 Consider for discussion any items removed from the consent calendar.

5.0 APPROVE and AUTHORIZE the Executive Director to execute a contract with Contra Costa County Office of Education to provide rating and management of the Contra Costa Quality Rating and Improvement System in accordance with local implementation requirements and in alignment with regional and state QRIS efforts in an amount not to exceed \$350,000 for a term July 1, 2013 to June 30, 2014. FY2013-14 budget line: Early Care & Education Initiative: Early Learning Quality (\$2,548,022). 100% California Department of Education Race to the top (RTT) Early Learning Challenge funds.

Action

RATIFY payments previously made to Contra Costa County Office of Education for rating and management of the Contra Costa Quality Rating and Improvement System in accordance with local implementation requirements and in alignment with regional and state QRIS efforts for the period beginning July 1, 2013 and ending May 31, 2014 in the amount of \$315,000.

6.0	Consider taking a position on AB 1654 (Bonilla).	Action
7.0	Presentation on Strengthening Families and the Protective Factors Framework	
8.0	Executive Director's Report	Discussion
9.0	Communications CCCERA communication	Discussion
10.0	Commissioner F.Y.I. Updates	Discussion
11.0	Adjourn	

The First 5 Contra Costa Children and Families Commission will provide reasonable accommodations for persons with disabilities planning to participate in Commission meetings who contact the Commission's offices, at least 48 hours before the meeting, at (925) 771-7300.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the First 5 Contra Costa Children and Families Commission to a majority of members of the First 5 Contra Costa Children and Families Commission less than 96 hours prior to that meeting are available for public inspection at 1485 Enea Court, Suite 1200, Concord, CA 94520 during normal business hours.

In consideration of those who may suffer from chemical sensitivities or who may have allergic reactions to heavy scents, First 5 Contra Costa requests that staff and visitors refrain from wearing perfume, cologne, or the use of strongly scented products in the work place. We thank you for your consideration of others.



Monday June 2, 2014

Agenda Item 3.1

Approve the minutes from the April 7, 2014 meeting.



DRAFT COMMISSION MINUTES
Monday, April 7, 2014, 6:00 pm
1485 Civic Court, Suite 1200
Large Conference Room
Concord, CA

1.0 Call to Order and Roll Call

The meeting was called to order at 6:08 PM by Vice-Chair Valerie Earley. She introduced Joan Miller, the nominee for Children & Families Services alternate commissioner, to the Commission. She is currently the division manager for east county operations, with 15 years experience in child welfare.

Commissioners in attendance were:

Vice-Chair Valerie Earley, Secretary/Treasurer Maria Fort, Barbara Cappa, Gareth Ashley, Supervisor Candace Andersen, John Jones, Katharine Mason for Kathy Gallagher and Wanda Session for Dr. William Walker.

Alternates who were present were:

Mister Phillips and Belinda Lucey.

Also present was County Counsel Keiko Kobayashi

Absent: Commissioners PJ Shelton, and William Walker; Alternate Commissioners Matt Regan, John Mills and Toni Robertson.

Valerie announced to the Commission the appointment of a new District 4 Alternate Commissioner, Matt Regan to the commission.

On behalf of the Commission, Sean Casey presented a token of thanks to Kathy Lafferty for her service to the Commission. She served for two terms since 2005. Kathy thanked the Commission for the opportunity. She also thanked the First 5 staff and expressed her appreciation for everything they had done to help children.

2.0 Public Comment

Family Support Specialist Linda Moran at Care Parent Network brought to the Commission information packets about their agency as a way of informing and updating the commission about the variety of contacts and services available.

Angela Gattis, also from Care Parent Network came in to thank and report to the Commission some of the collaboration that they have been doing with Triple P (Positive Parenting Program) and their focus on helping kids with special needs. She informs that they now have a support group in Concord with 7 participants and a weekly meeting in Bay Point that has been running for 8 months now.

Tim O'Keefe from Shelter Inc. reports that they recently had a new family with 6 children whose parents are working towards getting themselves towards becoming self-sufficient. Currently they have 10 families comprising 15 adults and 18 children. Fourteen of the children are between 0 to 5 years.

3.0 Approval of Consent Calendar

Katharine Mason made a correction to the February 2014 Commission Minutes. Under Section 11.0 Commissioner FYI Updates. Paragraph 4 under the announcement regarding Head Start. It should read that 14 out of 14 sites are currently active.

Motion to approve the consent calendar was made by Maria Fort and seconded by Candace Andersen.

AYES: Valerie Earley, Maria Fort, Barbara Cappa, Gareth Ashley, Supervisor Candace Andersen, John Jones, Katharine Mason for Kathy Gallagher and Wanda Session for Dr. William Walker.

NOES: None

ABSTAIN: None

ABSENT: PJ Shelton, Kathy Gallagher, Dr. William Walker

Motion was **APPROVED**.

4.0 Consider for discussion any items removed from the consent calendar.

There were no items from the consent calendar removed for discussion.

5.0 Public Hearing on the First 5 California 2012-13 Annual Report

Sean Casey reported that it is a statutory requirement that each county First 5 hold an annual public hearing on First 5 California's Annual Report. He noted that on page 38 of the 2013 Annual Report is a brief summary of some First 5 Contra Costa activities including QRIS, Preschool Makes A Difference, Developmental Screening, parent education and child enrichment classes, and pilot playgroups.

A motion was made by John Jones and seconded by Wanda Session to accept the First 5 California 2012-13 Annual Report.

AYES: Valerie Earley, Maria Fort, Barbara Cappa, Gareth Ashley, Supervisor Candace Andersen, John Jones, Katharine Mason for Kathy Gallagher and Wanda Session for Dr. William Walker.

NOES: None

ABSTAIN: None

ABSENT: PJ Shelton, Kathy Gallagher, Dr. William Walker

The motion **APPROVED**.

6.0 Public Hearing on the First 5 Contra Costa 2010-2015 Strategic Plan

Sean Casey provided a few comments on the strategic plan. The coming fiscal year will be the final year of the strategic plan. Staff are not proposing or anticipating any changes at this time. He called attention to the recently updated and interactive “data dashboard” on the First 5 Contra Costa website (<http://www.firstfivecc.org/index.php?page=our-impact>) which summarizes First 5’s activities in the past year. The arrangement of activities on the data dashboard reflects the intent of the strategic plan, which was to organize the many strategies into four initiatives focused on supporting families, raising the quality of child care, addressing children’s developmental needs and educating Contra Costa residents broadly about issues affecting children. The next plan will have to address how to the available funds for the next 5 years and figure out what we would be able to build upon, looking at our major initiatives.

John Jones mentioned that the last time they did this, they were given so much information in advance that was truly helpful, including statistics from the county. All those snapshots were very helpful. Valerie added that reading may have been a task but it was helpful.

A motion was made by John Jones and seconded by Maria Fort to maintain the First 5 Contra Costa 2010-2015 Strategic Plan without revision.

AYES: Valerie Earley, Maria Fort, Barbara Cappa, Gareth Ashley, Supervisor Candace Andersen, John Jones, Katharine Mason for Kathy Gallagher and Wanda Session for Dr. William Walker.

NOES: None

ABSTAIN: None

ABSENT: PJ Shelton, Kathy Gallagher, Dr. William Walker

Motion was **APPROVED.**

7.0 Consider approving the proposed First 5 Contra Costa budget for Fiscal Year 2014-2015

Sean Casey reported that the 2014-15 budget is very similar to the current year with no major dramatic differences. He noted that we are entering the last 18 months of the Thomas J. Long grant and the Race to the Top grant, both of which end December, 2015. The 2014-15 budget includes an increase in Race to the Top spending, based on the increased allocation from the California Department of Education. These funds will be used to being on two quality improvement coaches to work with child care sites as well as other quality improvement activities.

The budget also includes funds for a new anticipated contract for countywide child development resource and referral activities as part of supporting Contra Costa becoming a “Help Me Grow” county.

The budget also includes a 2% cost of living increase for staff and a 2% increase for contractors not working under multiyear contracts. The Commission’s actions to pre-fund its retirement and OPEB obligations are expected to save over \$145,000 in the coming year. Overall, the FY 2014-15 budget is \$40,000 less than the current year.

Angela Gattis asked if the Commission would consider restoring community grants? Sean acknowledged

that the Commission dropped the funding in 2012 as part of the AB 99 budget reorganization. We have not talked about restoring community grants, but we are finding projects that bring stronger community participation.

A motion was made by Gareth Ashley and seconded by Katharine Mason to approve the proposed First 5 Contra Costa budget for Fiscal Year 2014-2015.

AYES: Valerie Earley, Maria Fort, Barbara Cappa, Gareth Ashley, Supervisor Candace Andersen, John Jones, Katharine Mason for Kathy Gallagher and Wanda Session for Dr. William Walker.

NOES: None

ABSTAIN: None

ABSENT: PJ Shelton, Kathy Gallagher, Dr. William Walker

Motion was **APPROVED**.

8.0 Consider approving the proposed salary range of \$110,000 to \$160,000 for the position of Executive Director

Valerie Earley explained that the proposal was prompted when the Executive Committee realized that there was no salary range for the Executive Director, thus making it difficult for the Committee to determine and increase in the Director's salary.

There were questions from the Commission regarding how the base salary was determined. Shawn Garcia explained the process to establish the range to the commissioners.

A motion was made by Candace Andersen and seconded by John Jones to approve the proposed salary range of \$110,000 to \$160,000 for the position of Executive Director.

AYES: Valerie Earley, Maria Fort, Barbara Cappa, Gareth Ashley, Supervisor Candace Andersen, John Jones, Katharine Mason for Kathy Gallagher and Wanda Session for Dr. William Walker.

NOES: None

ABSTAIN: None

ABSENT: PJ Shelton, Kathy Gallagher, Dr. William Walker

Motion was **APPROVED**.

9.0 Consider approving the proposed increase in salary for the Executive Director, from the current salary of \$130,553 to \$137,081

Valerie Earley reported that the Executive Committee had been contemplating this salary increase for the Executive Director since completing the performance review last August 2013, as a recommendation from the Chair.

Candace Andersen asked for more information to support the motion.

In PJ Shelton's absence, Sean noted that the Commission had not increased the Executive Director's salary since 2008. The Executive Committee had considered an increase at that time, but Sean did not accept as staff were not being offered a COLA that year.

John Jones added that he had actually chaired that Executive Committee at that time. He said that it's fair to give him the well-deserved raise and that it be applied at this time.

Wanda Session also added that Sean has not had a raise throughout the years and financially speaking, the commission is now in a place and space where we can recognize his work.

A modified motion was made by Maria Fort and seconded by John Jones to approve the proposed increase in salary for the Executive Director, from the current salary of \$130,553 to \$137,081 retroactive to August 1, 2013.

AYES: Valerie Earley, Maria Fort, Barbara Cappa, Gareth Ashley, Supervisor Candace Andersen, John Jones, Katharine Mason for Kathy Gallagher and Wanda Session for Dr. William Walker.

NOES: None

ABSTAIN: None

ABSENT: PJ Shelton, Kathy Gallagher, Dr. William Walker

Motion was **APPROVED**.

10.0 Executive Director's Report

Sean Casey reported on the following:

Sugar Bites

The next phase of the Sugar Bites campaign is underway, this time targeting juice drinks. He showed a slide presentation of the various places where the new campaign ads were posted. Most notably about 55 convenience stores display the posters in English and Spanish. There are 23 billboards, mostly in the Richmond/San Pablo area. Seven bus shelters in Concord have posters, as well as some Contra Costa BART stations. And 22,000 door hangers were distributed in Richmond and Bay Point.

First 5 California ads

Sean showed two First 5 California TV and radio ads running in markets across the state this month. (<http://www.youtube.com/user/First5CA>) Locally, the Bay Area Council is working on a similar campaign due to be released later this year.

Bruce Perry and Steve Robbins

We held two large speaking events: First was with renowned expert on early brain development, Dr. Bruce Perry, on February 19. We sold out the Leshner Center – 300 seats for the event, including over 50 staff from Children and Family Services, all of our contractors, and representatives of numerous schools

and other agencies.

On March 12, we hosted diversity expert Steve Robbins, who talked about difference and diversity from a brain science perspective. Over 200 attended this talk, including the First 5 staff, our contractors and many staff from public and private agencies serving children.

We have heard enthusiastic response for both these sessions and hope to replicate them in the future.

Board of Equalization Administration fees

The First 5 Association is looking into the significant increase in fees the BOE has taken for Prop. 10 funds over the last 15 years, from 0.3% to 3.4%. The BOE takes its fee off the top of Proposition 10 revenue, before it is deposited in the state Children and Families Trust Fund. Based on the projected BOE fee of \$17.8 million for FY 2013-14, the estimated amount of funds lost to Contra Costa is \$400,500. The First 5 Association is discussing remedies with BOE staff as well as with legislators.

First 5 Day at the State Legislature

March 19, Assembly Speaker Perez marked the 15th anniversary of Proposition 10 with a reception in the Capitol basement attended by over 200 First 5 staff and Commissioners, legislators and their staff, and early childhood advocates. Speaker Perez, flanked by many of his colleagues, was effusive in his praise for First 5 and particularly thanked First 5 for supporting Stage 3 childcare in 2011 before the legislature could restore cuts made in the budget.

During the day, Commissioner John Jones, First 5 Alameda ED Mark Friedman and Sean Casey met with Assembly members Joan Buchanan and Nancy Skinner, and the staffs of Senators Mark DeSaulnier and Loni Hancock. They also attended meetings with the Governor's staff and with Speaker Perez' staff. They noted time and again how different it is for First 5 and early childhood in the legislature right now.

SB 837 and SB 1123

The major topic in the legislature was SB 837, Senate President Darrell Steinberg's bill to expand transitional kindergarten into a universal program for all 4-year-olds. Both Assembly members Buchanan and Skinner are skeptical at best about it; Buchanan chairs the Education Committee and Skinner the Budget Committee. No one thinks the Governor will sign it. Many think it is an opportunity to engage the legislature in sustained policy development that could lead to a stronger program down the road.

Sean Casey has been meeting with our local Early Learning leadership – John Jones, Ruth Fernandez, Camilla Rand, Dr. Joe Ovick and Pamela Comfort. – to discuss the potential local impact. While we support the increased funding and increased wages for teachers, we have concerns about how it would be implemented. John, Camilla and Sean Casey met with the BOS Legislative Advocacy Committee (Mitchoff and Piepho) last week. The BOS will keep the bill on "watch" status.

A companion bill, SB 1123, has been introduced by Sen. Carol Liu to expand supportive services for children 0-3. Much of the funding for this will come from existing state preschool dollars which will be split off from the 4-year olds served in transitional kindergarten. This bill is a big opportunity for expanding a much-neglected area and as written would include funding for such services as home visiting and community services like our First 5 Centers.

EHS Expansion

We are very pleased to announce that our Community Services Bureau approached as about using Early Head Start funds to expand the home visiting services that we fund. The federal funding for Head Start and Early Head Start was restored by Congress, after cuts in recent years. The additional funds, over \$200,000 to start, will increase the number of home visitors by 2.4 FTE and the number of families by over 100. We very much value our partnership with CSB on this and we hope it is the beginning of a beautiful relationship.”

LPC Young Children’s Issues Forum

March 29 was the annual presentation by the Local Planning Council. This was perhaps the best ever, featuring a rousing call to action by Congressman George Miller and robust conversation with the almost the entire Contra Costa legislative delegation (Loni Hancock was not present). Commission members in attendance included Sup Anderson, Dr. Walker, John Jones, and Katharine Mason. Ruth Fernandez did a monumental job in bringing the event to fruition.

Contractor site visits

Our site visits are done and we appreciate the participation of PJ Shelton, Belinda Lucy (3), Gareth Ashley (3), and Katharine Mason. Belinda Lucey commented on how good it was to see the contractors and see what the work has accomplished. Both Gareth Ashely and John Jones expressed the same sentiments.

FESP/Safety Net Event

Please plan to attend the event currently being planned by the Family Economic Security Partnership and the Safety Net Task Force: “Ensuring Opportunity: Addressing Poverty in Contra Costa County” May 16, 8:30 – 2:00 at the Pleasant Hill Community Center.

11.0 Communications

- Memorandum from CCCERA to the Commission.

Sean Casey noted the key chart projecting retirement rate decreases in future years.

12.0 Commissioner F.Y.I. Updates

John Jones announced early registration for the Contra Costa Child Care Council’s 20th Annual Early Learning Conference that is going to be held on Saturday May 3, 2014 at Diablo Valley College. The conference information can also be found on the website:

<http://www.cocokids.org/blog/924/conference/>

13.0 Adjourn

The meeting was adjourned at 7:50 pm.



Monday June 2, 2014

Agenda Item 3.2

Accept the Executive Committee Report from April 7, 2014 meeting.



Executive Committee MINUTES

1.0 Call to Order

Vice-Chair Valerie Earley brought the meeting to order at 4:09. In attendance were Commissioners Valerie Earley and Maria Fort, and staff Sean Casey and Cally Martin.

2.0 Public Comment

There was none.

3.0 Staff Updates

- The Quality Rating and Improvement System now includes all early education sites in the West Contra Cost USD, Mount Diablo USD, and the Head Start sites administered by the Community Services Bureau and First Baptist. Combined, these sites provide a significant portion of the early learning for children most in need.
- For the QRIS program, First 5 is providing training every Saturday to the end of the fiscal year for early educators on several technical instruments, including the Ages to Stages Questionnaire, the Desired Results Developmental Profile, environmental rating scales, and CLASS.
- First 5 is providing Reflective Practice and Supervision training for all line staff and supervisors in the Family Support and Early Intervention initiatives who work directly with families. Supervisors will receive specialized training to help with developing a plan to implement and sustain the practice. A smaller number of supervisors will have the opportunity to participate in a supervisor's group that will meet monthly throughout the next fiscal year.
- The day-long lecture by Dr. Bruce Perry was well-received by the sold out audience of 292 providers of all stripes from Contra Costa and beyond. Participants rated the training of high caliber and would like to see more of these types of trainings offered by First 5.
- Another 201 participants enjoyed the training session with Dr. Steve Robbins on diversity and communications. As a follow-up two organizations report they will be utilizing his book to do deeper work on diversity issues at their agencies. Attendees report their use of his concepts -- noise, insiders/outside, mental models, modern brain vs. ancient brain etc. -- in their internal interactions and with other organizations.
- As a follow-up to the Central County Regional Group's participation in the Monument park assessment in November, the Regional Group participated in a workshop in March to present the survey data to the participating agencies to identify priorities for park improvements. Thirty CCRG members attended the workshop along with the Concord Vice-Mayor Ron Leone, City Councilmember Edi Birsan, and key City staff. The participants concluded that Ellis and Meadow Homes parks held top priority for improvement and drafted preliminary recommendations for each priority area. The elected officials were impressed by the active community engagement and affirmed their support of the project.

4.0 Commission Updates

Sean reported that Supervisor Mitchoff has appointed Matt Regan as the Alternate Commissioner for District 4, replacing Kathy Lafferty, whose term ended last year.

5.0 Statewide Updates

Sean noted that his report to the Commission tonight will include progress on legislation to



CHILDREN AND FAMILIES COMMISSION

expand transitional kindergarten and programs for infants and toddlers. The Commission packet includes a report from the First 5 Association on the increasing fees charged by the state Board of Equalization for administering Proposition 10 tobacco tax revenues.

6.0 Items for Consideration

6.1 Review process for 2014 Executive Director Performance Review

The Committee discussed the proposed time cycle for the Executive Director's review and decided to time it with the August anniversary date. The next review process will start in February 2015.

6.2 Appoint Executive Director Sean Casey and Finance & Operations Director Marnie Huddleston as real property negotiators

The Committee approved this appointment for the purposes of negotiating potential site purchases in the Bay Point area.

7.0 Review agenda items for upcoming Commission meetings

The Committee discussed the June 2 meeting, which will include the 2014-15 contracts docket and a presentation on the Strengthening Families model for child abuse prevention

8.0 Adjourn

The meeting was adjourned at 5:42



Monday June 2, 2014

Agenda Item 3.3

Approve the Contracts Docket.

ITEM 3.3
CONTRACTS APPROVAL DOCKET

June 2, 2014

The following contracts of at least \$50,000 require Commission approval:

- 3.3.1 APPROVE and AUTHORIZE the Executive Director to execute a contract with Child Abuse Prevention Council of Contra Costa County, Inc. to coordinate and administer distribution of the Kit for New Parents and the Baby Bag project to provide parenting information that helps parents care for their newborns throughout Contra Costa County in an amount not to exceed \$74,256 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Community Information and Engagement Initiative: Public Information (\$524,086).
- 3.3.2 APPROVE and AUTHORIZE the Executive Director to execute a contract with Contra Costa Crisis Center to maintain a web-based database of Contra Costa human services (www.211database.org) for children birth through age five and their families and to oversee 211, a 24-hour phone referral service in which trained information and referral specialists refer callers to needed services in an amount not to exceed \$131,157 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Community Information and Engagement Initiative: Public Information (\$524,086).
- 3.3.3 APPROVE and AUTHORIZE the Executive Director to execute a contract with Contra Costa College to provide child care providers with tutoring, academic advising, cohort classes, support, training, and incentives as they increase their education and professional training in an amount not to exceed \$295,002 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Care & Education Initiative: Professional Development (\$1,219,800).
- 3.3.4 APPROVE and AUTHORIZE the Executive Director to execute a contract with Diablo Valley College to provide child care providers with tutoring, academic advising, cohort classes, support, training, and incentives as they increase their education and professional training in an amount not to exceed \$295,002 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Care & Education Initiative: Professional Development (\$1,219,800).
- 3.3.5 APPROVE and AUTHORIZE the Executive Director to execute a contract with Los Medanos College to provide child care providers with tutoring, academic advising, cohort classes, support, training, and incentives as they increase their education and professional training in an amount not to exceed \$295,002 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Care & Education Initiative: Professional Development (\$1,219,800).
- 3.3.6 APPROVE and AUTHORIZE the Executive Director to execute a contract with Mt. Diablo Adult Education to provide family literacy preschool services for children whose parents attend adult education classes at the same site in an amount not to exceed \$106,080 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Care & Education Initiative: Literacy (\$256,080).
- 3.3.7 APPROVE and AUTHORIZE the Executive Director to execute a contract with Contra Costa County Office of Education to provide rating and management of the Contra Costa Quality Rating and Improvement System in accordance with local implementation requirements and in alignment with

regional and state QRIS efforts in an amount not to exceed \$401,284 for a term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Care & Education Initiative: Early Learning Quality (\$2,059,000). 100% California Department of Education Race to the Top (RTT) Early Learning Challenge funds.

- 3.3.8 APPROVE and AUTHORIZE the Executive Director to execute a contract with Contra Costa ARC, Inc. - CARE Parent Network to provide support to parents of children with special needs, such as peer-focused support consisting of peer mentorship, one-on-one and group support, parent education, and training. Contractor will also coordinate resources and training for early education and early intervention professionals to enhance their agency support for children with special needs in an amount not to exceed \$264,820 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Intervention Initiative: Children's Developmental Needs (\$663,733).

- 3.3.9 APPROVE and AUTHORIZE the Executive Director to execute a contract with Contra Costa Crisis Center to provide referral services about early detection and development services via 211. This telephone access line would be a primary point of connection for families and early childhood professionals seeking customized early childhood resources and referrals and provide information about developmental screening services. These activities will be supported by a 211 Young Child Resources Specialist who will serve as a liaison with community providers and will offer technical assistance to 211 line staff in an amount not to exceed \$60,000 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Intervention Initiative: Children's Developmental Needs (\$663,733).

- 3.3.10 APPROVE and AUTHORIZE the Executive Director to execute a contract with Greater Richmond Interfaith Program to provide homeless families with young children birth through age 5 in the emergency and transitional housing program routine child developmental screening, mental health support, resource referral and case management, preschool assessment, parenting education and support in an amount not to exceed \$137,700 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Intervention Initiative: Children at Risk of Stress or Trauma (\$784,290).

- 3.3.11 APPROVE and AUTHORIZE the Executive Director to execute a contract with Shelter, Inc. of Contra Costa County to provide homeless families with young children birth through age 5 living in the emergency and transitional housing program routine child developmental screening, mental health support, resource referral and case management, preschool assessment, parenting education and support in an amount not to exceed \$137,700 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Intervention Initiative: Children at Risk of Stress or Trauma (\$784,290).

- 3.3.12 APPROVE and AUTHORIZE the Executive Director to execute a contract with Mt. Diablo Unified School District - Crossroads High School to meet the specific needs of pregnant and parenting students including counseling, support and parenting education in an effort to break the cycles of pregnancy and poverty in an amount not to exceed \$80,673 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Intervention Initiative: Children at Risk of Stress or Trauma (\$784,290).

- 3.3.13 APPROVE and AUTHORIZE the Executive Director to execute a contract with YMCA of the East Bay to provide support services to pregnant and parenting teens with young infants. Teen parents receive a specialized curriculum that combines academic instruction with parenting support in an amount not to exceed \$133,617 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line:

Early Intervention Initiative: Children at Risk of Stress or Trauma (\$784,290).

- 3.3.14 APPROVE and AUTHORIZE the Executive Director to execute a 2-year contract with First 5 Alameda County to provide a Hospital Outreach Coordinator (HOC) stationed at Alta Bates Summit Medical Center who connects new, low-income Contra Costa mothers to Contra Costa home visiting and other family support services in an amount not to exceed \$286,545 for term July 1, 2014 to June 30, 2016. FY2014-15 budget line: (\$141,854 year one) Family Support Initiative: Home Visiting (\$1,388,209).
- 3.3.15 APPROVE and AUTHORIZE the Executive Director to execute a contract with Baby Builders, Inc. to provide developmental playgroups, curriculum, materials and staffing in an amount not to exceed \$60,000 for term July 1, 2014 to June 30, 2015. FY 2014-15 budget line: Early Intervention Initiative: Children's Developmental Needs: (\$663,733).
- 3.3.16 APPROVE and AUTHORIZE the Executive Director to execute a contract with Community Initiatives - BANDTEC to provide independent assessment (ERS and CLASS) consistent with regional protocols to providers participating in Contra Costa's Quality Rating and Improvement System (QRIS) in an amount not to exceed \$72,500 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Care & Education Initiative: Early Learning Quality (\$2,059,000). 100% California Department of Education Race to the Top (RTT) Early Learning Challenge funds.
- 3.3.17 APPROVE and AUTHORIZE the Executive Director to execute a contract with Applied Survey Research to collect data, produce reports, refine data collection system and support First 5 evaluation staff efforts in Contra Costa County in an amount not to exceed \$264,000 for term July 1, 2014 to June 30, 2015. FY 2014-15 budget line: Evaluation: Professional Services (\$306,000)
- 3.3.18 APPROVE and AUTHORIZE the Executive Director to execute a contract with VIVA Strategy + Communications, LLC to coordinate regional activities for the Bay Area Quality Rating and Improvement System (BAQRIS) according to the plan developed by the BAQRIS Executive Cabinet in an amount not to exceed \$120,000.00 for term July 1, 2014 to June 30, 2015. 25% of the contract amount is California Department of Education (Race to the Top RTT Early Learning Challenge funds); the remaining 75% to be funded equally by First 5 Alameda, First 5 Santa Clara and First 5 San Francisco. Early Learning Quality (\$2,059,000).
- 3.3.19 APPROVE and AUTHORIZE the Executive Director to execute a contract with SALUT to provide developmental screening technical assistance, implementation coordination, and training materials and support in an amount not to exceed \$66,150.00 for term July 1, 2014 to June 30, 2015. FY 2014-15 budget line: Early Intervention Initiative: Children's Developmental Needs (\$663,733).
- 3.3.20 APPROVE and AUTHORIZE the Executive Director to execute a 3-year contract with Persimmony International, Inc. to maintain on-line reporting system used by contractors, and prepare reports for the state in an amount not to exceed \$99,000 for term July 1, 2014 to June 30, 2017. FY 2014-15 budget line: (\$33,000 per year) Evaluation: Professional Services (\$306,000)
- 3.3.21 APPROVE and AUTHORIZE the Executive Director to execute a contract with Counseling Options & Parent Education Support Center Inc. to provide Triple P and Supporting Father Involvement classes to parents with children ages 0-5 utilizing certified trainers with skill sets in serving the

development needs of young children and their families throughout Contra Costa County in an amount not to exceed \$80,000 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Intervention Initiative: Mental Health Therapeutic Services (\$909,638).

RECUSALS

- 3.3.22 APPROVE and AUTHORIZE the Executive Director to execute a contract with Contra Costa Child Care Council to provide eligible low-income children with Preschool Makes a Difference (PMD) scholarships for designated high-quality preschool providers in an amount not to exceed \$1,112,028 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Care & Education Initiative: Early Learning Quality (\$2,059,000). 100% of funds are from Thomas J Long Foundation.
- 3.3.23 APPROVE and AUTHORIZE the Executive Director to execute a contract with Contra Costa Child Care Council to provide training and support for approved Quality Rating and Improvement System (QRIS) sites and support to participate in local implementation of the QRIS Pilot in an amount not to exceed \$161,000 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Care & Education Initiative: Early Learning Quality (\$2,059,000). 50% California Department of Education Race to the Top (RTT) Early Learning Challenge funds.
- 3.3.24 APPROVE and AUTHORIZE the Executive Director to execute a contract with Contra Costa Child Care Council to provide services designed to make licensed child care more accessible for children with special needs by increasing provider capacity through training and one-on-one support in an amount not to exceed \$340,177 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Intervention Initiative: ECE Consultation (\$993,177).
- 3.3.25 APPROVE and AUTHORIZE the Executive Director to execute a contract with We Care Services for Children to provide mental health consultation services to licensed child care providers in order to increase their capacity to support children struggling with emotional or behavioral problems in an amount not to exceed \$653,000 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Intervention Initiative: ECE Consultation (\$993,177).
- 3.3.26 APPROVE and AUTHORIZE the Executive Director to execute a contract with We Care Services for Children to provide developmental playgroups, curriculum, materials and staffing in an amount not to exceed \$60,000 for term July 1, 2014 to June 30, 2015. FY 2014-15 budget line: Early Intervention Initiative: Children's Developmental Needs: (\$663,733).

RECUSALS

- 3.3.27 APPROVE and AUTHORIZE the Executive Director to execute a contract with Contra Costa County for the Health Services Department- Behavioral Health to use First 5 funds to leverage Medi-Cal funding for early mental health services to young children and their parents in substance abuse treatment settings and post-treatment support in the community(c1) in an amount not to exceed \$300,000 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Intervention Initiative: Children at Risk of Stress or Trauma (\$784,290).
- 3.3.28 APPROVE and AUTHORIZE the Executive Director to execute a contract with Contra Costa County for the Health Services Department- Behavioral Health to provide clinic and in-home infant and



family therapy and to use the mental health “wraparound” process to support families with multiple needs in an amount not to exceed \$759,638 for term July 1, 2014 to June 30, 2015. FY2014-15 budget line: Early Intervention Initiative: Mental Health Therapeutic Services (\$909,638).



Monday June 2, 2014

Agenda Item 3.4

Accept the Third Quarter Financial Report

FY 13/14 Financial Report - 3rd Quarter

		FY13/14 Revised Budget			FY13/14 Actual Revenue and Expense				
		F5 Contra Costa Funds	Other Funds	Total Budget	F5 Contra Costa Funds	Other Funds	Total Revenue and Expense	% of Budget	
Line #	REVENUE								Notes
1	Prop 10 - Tax Apportionment	8,248,465		8,248,465	6,155,984		6,155,984	74.6%	
2	CAF5 - CARES Plus		300,000	300,000		20,473	20,473	6.8%	1
3	Race to the Top		529,332	529,332		361,491	361,491	68.3%	
4	Thomas J. Long Foundation		1,267,200	1,267,200		1,267,200	1,267,200	100.0%	2
5	Interest Income	120,000		120,000	66,838		66,838	55.7%	
6	MHSA Grant/Other misc income		88,050	88,050	7,803	57,262	65,065	73.9%	
7	Fund Balance	5,024,053	475,995	5,500,048	1,593,936	(388,631)	1,205,306	21.9%	
TOTAL REVENUE		13,392,518	2,660,577	16,053,095	7,824,561	1,317,795	9,142,356	57.0%	

PROGRAM EXPENSES								
Initiatives		9,054,355	2,660,577	11,714,932	5,010,102	1,317,795	6,327,897	54.0%
8	Early Care and Education Initiative							1 2
9	Professional Development	879,654	300,000	1,179,654	585,666	20,473	606,139	
10	Early Learning Quality	275,495	2,272,527	2,548,022	63,897	1,240,273	1,304,169	
11	Literacy	254,000		254,000	111,859		111,859	
12	Total	1,409,149	2,572,527	3,981,676	761,422	1,260,746	2,022,167	50.8%
13	Family Support							3
14	First 5 Centers	2,307,457	6,050	2,313,507	1,500,816	4,288	1,505,104	
15	Home Visiting	1,397,306		1,397,306	906,497		906,497	
16	Training and support	61,700		61,700	23,231		23,231	
17	Total	3,766,463	6,050	3,772,513	2,430,544	4,288	2,434,832	
18	Early Intervention							
19	Therapeutic Services	834,638	75,000	909,638	52,762	52,762	105,523	
20	ECE Consultation	973,703		973,703	657,249		657,249	
21	Children's Developmental Needs	598,228		598,228	325,328		325,328	
22	Children Experiencing Stress/Trauma	780,088		780,088	324,288		324,288	
23	Training and Consultation	25,000		25,000	14,873		14,873	
24	Total	3,211,657	75,000	3,286,657	1,374,500	52,762	1,427,261	43.4%
25	Community Information and Education							
26	Public Information	517,086	7,000	524,086	354,807		354,807	
27	Community Engagement	140,000		140,000	88,809		88,809	
28	Family Economic Stability	10,000		10,000	21		21	
29	Total	667,086	7,000	674,086	443,637		443,637	
30	Program Expenses							
31	Program Salaries & Wages	1,117,811		1,117,811	811,844		811,844	
32	Program Employee Benefits	735,637		735,637	437,548		437,548	
33	Office Overhead and Other Expenses	262,366		262,366	167,209		167,209	
34	Total	2,115,814		2,115,814	1,416,601		1,416,601	
35	TOTAL PROGRAM EXPENSES	11,170,169	2,660,577	13,830,746	6,426,703	1,317,795	7,744,498	56.0%

EVALUATION EXPENSES								
36	Evaluation Salaries & Wages	331,217		331,217	239,943		239,943	72.4%
37	Evaluation Employee Benefits	214,559		214,559	127,837		127,837	59.6%
38	Professional Services	317,334		317,334	222,988		222,988	70.3%
39	Office Overhead and Other Expenses	46,019		46,019	27,856		27,856	60.5%
40	TOTAL EVALUATION EXPENSES	909,129		909,129	618,624		618,624	68.0%

Line #	ADMINISTRATIVE EXPENSES						
41	Administrative Salaries & Wages	532,961		532,961	377,768		377,768
42	Administrative Employee Benefits	347,905		347,905	209,887		209,887
43	Professional Services	135,500		135,500	32,713		32,713
44	Purchased Services, Equipment lease, supp	202,142		202,142	98,235		98,235
45	Office Overhead	94,712		94,712	60,631		60,631
46	TOTAL ADMINISTRATIVE EXPENSES	1,313,220		1,313,220	779,234		779,234
47	TOTAL Expenses	13,392,518	2,660,577	16,053,095	7,824,561	1,317,795	9,142,356

Distribution of expenses by department:	Program	84.7%
	Evaluation	6.8%
	Administrative	8.5%
	Total	100.0%

NOTES:

1. First 5 CA CARES Plus for provider professional development stipends paid end of fiscal year
2. PMD preschool scholarships are paid with Thomas J. Long Foundation funds
3. CC Mental Health contract payment will be made in fourth quarter; therapeutic services includes \$75,000 CC Health Services Department contract for Triple P parenting program

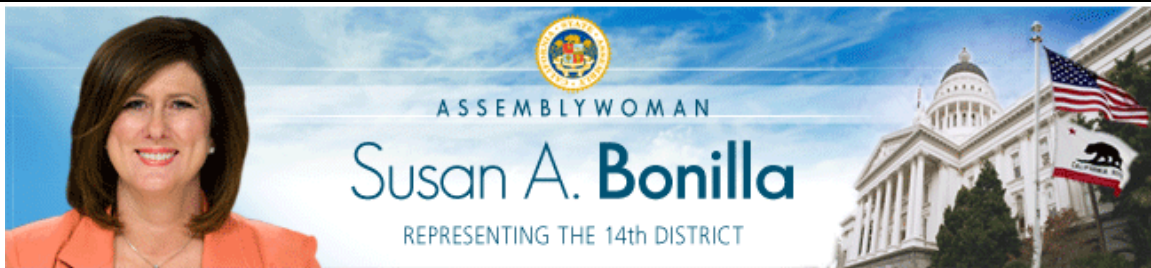
Fund Balance as of 6/30/2013:	
Nonspendable	461,336
Prepays and Deposits	140,336
Loans Receivable	321,000
Restricted	492,441
Long Foundation	281,652
Race to the Top	210,789
Committed	841,227
Capital Assets	841,227
Assigned	5,585,350
Elimination of FY13/14 Budget Deficit	5,500,048
Lease - year ending 2013-2014	85,302
Unassigned Funds	29,127,721
Contingency Fund	7,500,000
Unassigned	21,627,721
Total Fund Balance	36,508,075



Monday June 2, 2014

Agenda Item 6.0

Consider taking a position on AB 1654 (Bonilla).



AB 1654: Reducing Childhood Poverty

Summary:

AB 1654 reduces childhood poverty by providing more money to low-income children. Specifically, this bill would increase the amount of child support that is directed to a CalWORKs aid child recipient from \$50 to \$100 for a family with one child and to \$200 for a family with two or more children. It would also raise this amount in future years if authorized by federal law.

Background:

Since 1975, states have been responsible for administering the national child support program. Families who receive child support and are on CalWORKs assign their right to child support to the government in order to receive CalWORKs cash benefits. Any child support collected on behalf of the family is maintained by the government as reimbursement for administering benefits as long as the family remains on welfare.

Under the Aid to Families with Dependent Children program, the federal government required states to “pass through” to families the first \$50 in child support received each month and disregard that amount when calculating the family’s CalWORKs benefit amount. The cost of this pass through was split between the state and federal governments. While this provision was repealed in 1996, California retained the \$50 pass through and disregard in the CalWORKs program.

In 2005, Congress reauthorized Temporary Assistance for Needy Families (TANF) to incentivize states to distribute more child support to children on welfare. As a result, the federal government will waive its 50% share of any child support collected on behalf of any TANF-funded

family up to \$100 per month for families with one child and up to \$200 for families with two or more children. The policy has created a prime opportunity to leverage federal government funds to support California’s neediest children.

Need for Legislation:

In California, more than two million children live in poverty. More than $\frac{3}{4}$ of CalWORKs recipients are children. Additionally, the recession was particularly hard on single mothers. Single moms have made a slower economic recovery than the general population with only 6 in 10 currently working. Child support is instrumental to providing ends meet for low-income children. This bill’s modest increase will help provide children in poverty with their basic needs.

AB 1654 also encourages noncustodial fathers to pay child support. More than 20% of current child support owed in California is not collected or distributed. Studies show that some fathers do not pay child support and instead make informal arrangements with the mother because of the understanding that the state retains all but \$50 of child support collected.

Specifically, this bill would:

- Increase the amount of child support directed to children on CalWORKs from \$50 to \$100 for a family with one child and to \$200 for a family with two or more children
- Align state policy with federal incentives
- Increase the maximum pass through amount in future years if authorized by the federal government

Contact:

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916-319-2014

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916-442-0753

Support:

- Western Center on Law and Poverty (Sponsor)
- American Federation of State, County and Municipal Employees, AFL-CIO
- California Association of Food Banks
- California Catholic Conference
- California Coalition for Women Prisoners
- California Partnership
- California State Association of Counties (CSAC)
- Children's Defense Fund – California (CDF-CA)
- Coalition of California Welfare Rights Organizations, Inc.
- County Welfare Directors Association of California (CWDA)
- National Association of Social Workers – California Chapter (NASW-CA)
- San Francisco Living Wage Coalition
- San Diego Hunger Coalition



Monday June 2, 2014

Agenda Item 7.0

Presentation on Strengthening Families and the Protective Factors Framework



CORE MEANINGS OF THE STRENGTHENING FAMILIES PROTECTIVE FACTORS

Protective Factor	Core Meaning
Parental Resilience	<u>Resilience Related to General Life Stress</u> a. managing the stressors of daily life and functioning well even when faced with challenges, adversity and trauma b. calling forth the inner strength to proactively meet personal challenges, manage adversities and heal the effects of one's own traumas c. becoming more self-confident and self-efficacious d. having faith; feeling hopeful e. believing that one can make and achieve goals f. solving general life problems g. having a positive attitude about life in general h. managing anger, anxiety, sadness, feelings of loneliness and other negative feelings i. seeking help for self when needed <u>Resilience Related to General Parenting Stress</u> a. calling forth the inner strength to proactively meet challenges related to one's child b. not allowing stressors to keep one from providing nurturing attention to one's child c. solving parenting problems d. having a positive attitude about one's parenting role and responsibilities e. seeking help for child when needed
Social Connections	a. Building trusting relationships; feeling respected and appreciated b. Having friends, family members, neighbors and others who: • provide emotional support (e.g., affirming parenting skills) • provide instrumental support/concrete assistance (e.g., providing transportation) • provide informational support/serve as a resource for parenting information • provide spiritual support (e.g., providing hope and encouragement) • provide an opportunity to engage with others in a positive manner • help solve problems • help buffer parents from stressors • reduce feelings of isolation • promote meaningful interactions in a context of mutual trust and respect c. Having a sense of connectedness that enables parents to feel secure, confident and empowered to "give back" to others



CORE MEANINGS OF THE STRENGTHENING FAMILIES PROTECTIVE FACTORS

Protective Factor	Core Meaning
Knowledge of Parenting and Child Development	Seeking, acquiring and using accurate and age/stage-related information about: a. parental behaviors that lead to early secure attachments b. the importance of • being attuned and emotionally available to one's child • being nurturing, responsive and reliable • regular, predictable and consistent routines • interactive language experiences • providing a physically and emotionally safe environment for one's child • providing opportunities for one's child to explore and to learn by doing c. appropriate developmental expectations d. positive discipline techniques e. recognizing and attending to the special needs of a child
Concrete Support in Times of Need	a. being resourceful b. being able to identify, find and receive the basic necessities everyone deserves in order to grow (e.g., healthy food, a safe environment), as well as specialized medical, mental health, social, educational or legal services c. understanding one's rights in accessing eligible services d. gaining knowledge of relevant services e. navigating through service systems f. seeking help when needed g. having financial security to cover basic needs and unexpected costs
Children's Social and Emotional Competence	<u>Regarding the parent:</u> a. having a positive parental mood b. having positive perceptions of and responsiveness to one's child c. responding warmly and consistently to a child's needs d. being satisfied in one's parental role e. fostering a strong and secure parent-child relationship f. creating an environment in which children feel safe to express their emotions g. being emotionally responsive to children and modeling empathy h. talking with the child to promote vocabulary development and language learning i. setting clear expectations and limits j. separating emotions from actions k. encouraging and reinforcing social skills such as greeting others and taking turns l. creating opportunities for children to solve problems <u>Regarding the child:</u> a. developing and engaging in self-regulating behaviors b. interacting positively with others c. using words and language skills d. communicating emotions effectively



Monday June 2, 2014

Agenda Item 9.0

Communications:
CCCERA correspondence May 8, 2014



May 8, 2014

To: CCCERA Employers
Employee Groups
Retiree Groups

This is to inform you that the Retirement Board for the Contra Costa County Employees' Retirement Association (CCCERA) voted on May 7, 2014 to adopt the following public statement to be disseminated to all interested parties:

**STATEMENT OF BOARD INTENT TO REVIEW PAST INCIDENTS OF
UNUSUAL COMPENSATION INCREASES AT END OF EMPLOYMENT**

The CCCERA Board of Retirement has a fiduciary obligation to pay only the legally correct benefits earned by its members. Having recently been granted additional auditing authority and responsibility by the State Legislature, the Board announces its intention to review past retirement calculations to determine whether any retired CCCERA members may be receiving benefits that were calculated on amounts that should not have been included in their pensionable compensation. As a first step, the Board will conduct an analysis of data pertaining to all unusual increases in the final average salary year for all CCCERA members who retired during the past several years.

The Board assures all CCCERA members that any proposed adjustments to retirement benefits will occur only after the Board has conducted a thorough examination of all applicable facts and applicable law, and only after affording any affected members the opportunity to appear before, and present their positions to, the Board before any action is taken.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in blue ink that reads "Brian Hast".

Brian Hast
Retirement Board Chair