

# FIRST 5 MONTEREY COUNTY BOARD BRIEFER

**MEETING: Regular Commission Meeting – Monday, April 22, 2024**

**SUBJECT: Executive Director Report by Strategic Plan Priorities**

**POSSIBLE ACTION:**

No action to be taken.

**Commissioner Recusals: None**

**SUMMARY/DISCUSSION:**

Organized in alignment with our new Strategic Plan Priorities:

**a. Priority A: Ensure those who First 5 serves, young children and families furthest from opportunity and most impacted by systems failures, are at the center of First 5's work.**

The REDI/Community Engagement to Power work is being infused throughout all our efforts. Specific activities are identified below.

- F5MC Director of Racial Equity and Strategic Partnerships Rosemary Soto is continuing collaboration with the Health Department (Public Health Nursing – PHN) to implement the grant received from DHCS for Innovations 2.0 that will support infusion of local context and early childhood diversity tenets into training for Motivational Interviewing (MI) and Facilitating Attuned Interactions (FAN). <https://diversityinformedtenets.org/>. A contract for \$190K through June 2028 is being forwarded to the Board of Supervisors for approval.
- Coordination to implement community listening sessions for Uplift Central Coast continues. Two sessions have been held thus far: one in Greenfield and one in Salinas. One session will be held in Seaside at the Oldemeyer Center on April 22<sup>nd</sup> and one will be held in Pajaro in May. All are focusing on populations furthest from opportunity.

**b. Priority B: Elevate early childhood as a priority and advocate for what families need to thrive.**

- Please review the Policy, Advocacy, and Communications Report (Item 2) for timely information surrounding state and local policy topics.
- The First 5 Association continues to advocate for additional funding and support from state leaders. Item 1a is a PowerPoint that was recently shared with the Women's Legislative Caucus regarding funding challenges throughout the state.

**c. Priority C: Make connections and enhance family access to integrated and collaborative services.**

- The Strong Start Partnership and the Learning Groups continue holding regular meetings to support cross-communication and coordination.

**d. Priority D: Build capacity with service providers, administrators, and families as they support young children.**

- IFECMH trainings are concluding this month with the Foundational Sessions, a Transformational Leadership Session and a session on Attachment and Parenting occurring in April.

- MCBH has indicated that support will be provided for FY24/25 and FY25/26 for the continuation of these trainings. Staff is working collecting input from the community to ensure alignment with needs, the strategic plan and available funding.

**e. Priority E: Learn together with partners and community to continuously improve the programs and systems serving families.**

- The transition between Persimmony and Apricot 360 is in full swing. The goal is to have the transition complete by the end of the calendar year with Funded Partners beginning entering data in by FY24/25. Funded Partners have been included in the selection, development and design of the new system and due to the extra workload related to this transfer, we did not hold the Strong Start Partnership Managers' meeting this month.

**FINANCIAL IMPLICATIONS:**

There are no immediate financial implications from this discussion.

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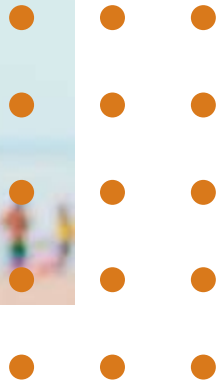
*Francine Rodd, Executive Director*



## **First 5 Counties - Revenue Decline, Community Impact, and 2024 Advocacy**

Legislative Women's Caucus Meeting  
April 10, 2024

*Avo Makdessian, Executive Director, First 5 Association of California*



# Overview of the presentation

- Introduction to the work of county First 5s
- Highlight the impact of First 5 revenue decline on California children and families
- Overview the need for a statewide prenatal to three workgroup
- Hear from local First 5s about the situation in their counties
- Ask for partnership to identify and implement solutions for BOTH short-term challenge and long-term sustainability.

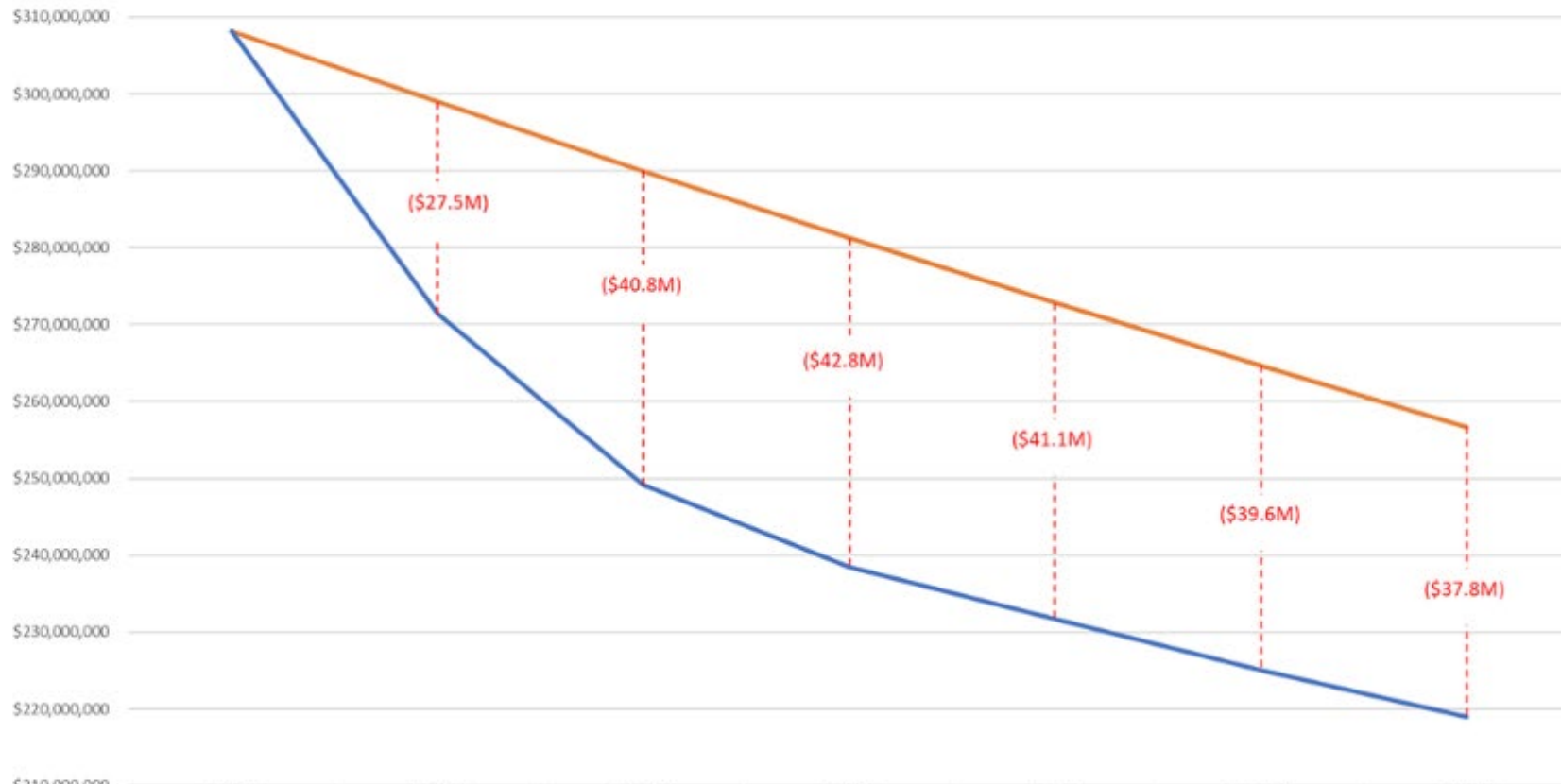


# First 5 Overview

- For 25 years, First 5s in every county have supported the healthy development and school readiness of millions of California children.
- First 5s are focused on the needs of young children and their families in their community, where they are architects of system change and coordination to ensure there are equitable, accessible, and responsive services
- First 5s serve more than 1.3 million children and more than 500k parents annually and have substantially expanded access to developmental screenings, home visiting, early literacy, and early childhood mental health services.
- Our mission is to build comprehensive and integrated early childhood systems of care.

# Current and Long-term Revenue Challenge

Tobacco Tax Revenue to First 5 Counties / Assumed 3% Decline VS. Flavor Ban Impact





Source for Revenue Post-Flavor Ban: First 5 California

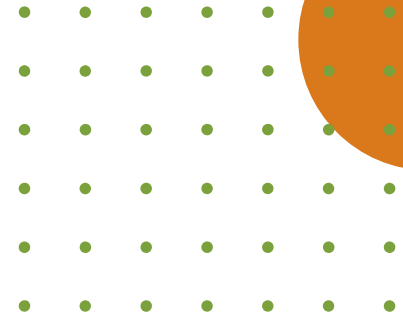
# BUDGET CUTS

## First 5 Program Cuts



 = 42% of First 5s making cuts in 2024

 = 60% of First 5s making cuts in 2025



# Examples of Cuts to First 5 Investments in Children and Family Services

- Laying off First 5 County and other local nonprofit **staff**
- Closing or reducing operations of **Family Resource Centers**
- Ending **parent support** programs serving local Latinx families
- Ending support for Social-Emotional Development **coaches and consultation** in early learning settings
- Ending investments in **Triple P – Positive Parenting Program**
- Reducing investments in **child care facilities**
- Ending or reducing Infant Early Childhood Mental Health services (**IECMH**). Especially pronounced in counties where First 5 is the only funder of IECMH
- Ending or reducing **home visiting** services
- Ending investments in **211** referral services
- Inability to **leverage** Proposition 10 funding with other grants and funding sources



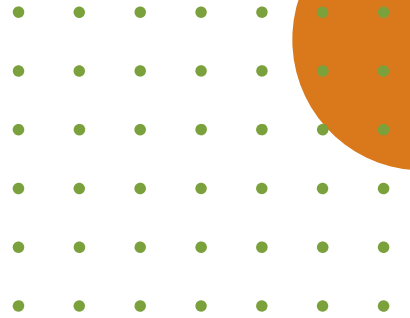


# Activities to Address Revenue Decline

- Asm. Pellerin's one-time \$100 million GF investment to ensure local programs serving California's babies, toddlers, and preschoolers stay intact.
- Requested funding from First 5 California
- Advocacy to raise awareness of the challenges facing county First 5s
- Conversations with CHHS's Secretary Ghaly around potential program alignment

# AB 2982 (Reyes)

- This bill would establish a statewide Prenatal to Three workgroup to craft a comprehensive, equity-focused prenatal to three system policy agenda.
- The 12-person workgroup will review current policies and practices at the state and local level related to infants, toddlers, and their families, and make recommendations for improvements.
- The workgroup shall submit its recommendations to the Administration and the Legislature by January 31, 2026.



# Perspective from County First 5s

Jennifer Cloyd / Santa Clara  
Karen Scott/ San Bernardino



# F5AC's Request to the Legislative Women's Caucus



- Support Asm. Pellerin's general fund request
- Add AB 2982 (Reyes) to the LWC 2024 legislative priority list

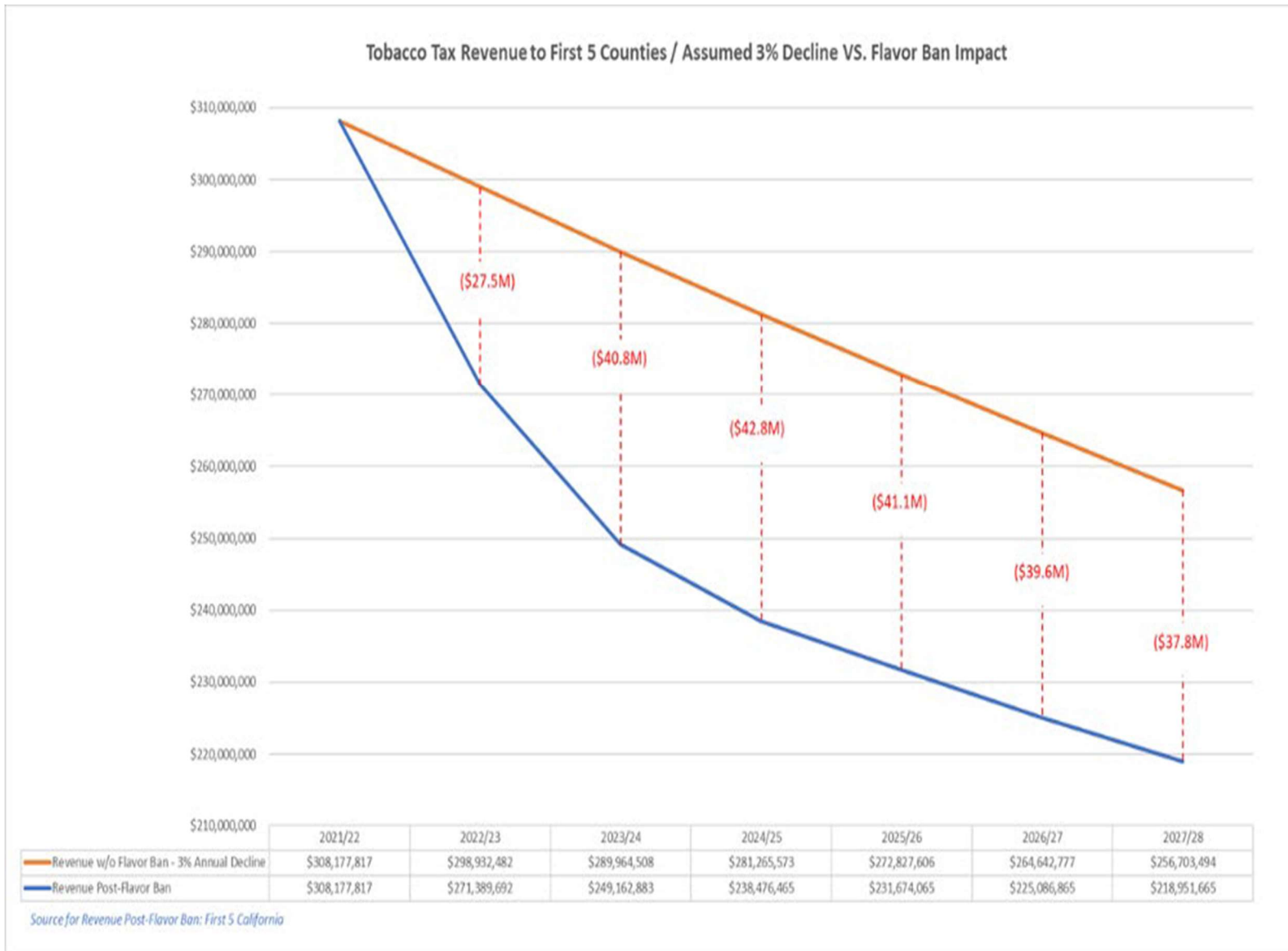




THANK YOU



Page 4 of Women’s Caucus PowerPoint



# FIRST 5 MONTEREY COUNTY BOARD BRIEFER

**MEETING: Regular Commission Meeting – Monday, April 22, 2024**

**SUBJECT: Policy, Advocacy, and Communications Team Monthly Report**

**POSSIBLE ACTION:**

No action to be taken.

**Commissioner Recusals: None**

**SUMMARY/DISCUSSION:**

**FEDERAL:**

- **Budget:**
  - Congress protected many of the programs and services for children and families in the FY 2024 funding package, despite the challenges and funding caps. Of particular note is that there was an increase for funding in the Child Care Development Block Grant (CCDBG) and the Special Supplemental Nutrition Program for Women, Infants and Children (WIC).
  - Additional support is needed for President’s FY 2025 Budget related to:
    - Expanding child care and education training, Earned Income Tax Credit (EITC) and the Child Tax Credit.
    - Extending the existing 12-month continuous eligibility for all children to 36 months (currently 12 months is mandated) and allowing States to provide continuous eligibility for children from birth until they turn age 6.
  - Supplemental child care funding
    - The Association recommended that we ask our members that any future domestic supplemental funding considered includes \$16 billion for child care and early learning, which is also supported by President Biden’s domestic emergency aid priorities.
    - In California, more than 87,000 children are expected to lose child care and more than 13,000 child care programs are expected to close without additional funding.
- **Legislation**
  - The First 5 Association is currently tracking the following federal bills:
    - Tax Relief for American Families and Workers Act (H.R. 7024): According to new analysis from the California Budget and Policy Center, poverty is rapidly increasing for California’s youngest children due to the end of key pandemic-era supports. For children 0-3 poverty has risen by 143% and for children 0-5 it has risen by 166%.
    - Child Care Stabilization Act (S.2777): This legislation will increase child care options for working families and support child care providers.
    - Agriculture Improvement Act of 2018 (Farm Bill) Reauthorization: This legislation will increase and expand the Supplemental Assistance Program (SNAP) provisions.

**STATE:**

- **2024 Bill and Budget Tracker:**
  - For a list of 2024 legislation and budget Items that F5MC is watching, supporting and opposing, please click the link for the [2024 Bill and Budget Tracker](#). It is a living document and will be updated regularly.

- **Central Coast Early Childhood Advocacy Network (CCECAN):**
  - CCECAN is hosting the annual Policy Learning Community on April 8<sup>th</sup>, April 22<sup>nd</sup>, and May 6<sup>th</sup> from 5:30-7pm. Currently there are about 30 community members participating to learn how to change state policy and strengthen our collective voice. As part of the learning process, participants will meet with state legislators. Currently, there are meetings scheduled with Speaker Rivas and Assemblymember Addis. We are still waiting to hear from Senator Laird and Assemblymember Pellerin. The cohort celebration will be on June 8<sup>th</sup>. Commissioners are welcome and encouraged to attend!

**FINANCIAL IMPLICATIONS:**

There are no immediate financial implications to this discussion.

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*Nina Alcaraz, Director of Policy, Advocacy, and Communications*





**Family Resilience through Social and Emotional Well-being**

- The Monterey County Weekly [published an article](#) March 21 on Doula services through Medical: “Pregnant women on Medi-Cal have a new option for support before, during and after delivery”. Includes a quote from BB Director! Maternal Mental Health Task Force (MMHTF) held its first in person meeting since the pandemic on March 27, hosted by the County of Monterey Behavioral Health and with 26 attendees. Centro Binacional para el Desarrollo Indígena Oaxaqueño (CDBIO) presented. Monthly eNewsletter was published ([see here](#)).
- Publicly broadcasted the 2024 Maternal Mental Health Forum March 19-20 at Hartnell's Soledad Campus, and made it available virtually. Partner agencies at Parenting Connections and County Behavioral Health held internal viewing and discussion sessions. About 180 people registered to participate either in person or virtually - significantly higher than years past, indicating success in expanding outreach efforts. Thank you Natividad Foundation for sponsoring!
- Supported various action committees:
  - Doula Network, with focus on supporting Doulas to sign up with CCAH as MediCal providers.
  - MMH Awareness Committee, to prepare for Awareness Week. [See flyer](#) with activities here, including community walks, film screening and more. On April 30, Supervisor Wendy Root Askew is sponsoring a proclamation for Awareness Week, spotlighting the community-led work of the Mamas de Salinas Abogan and CBDIO.

**Access to Quality Early Care & Learning**

*Planning & Advocacy (See also Cross-Cutting Strategies):*

- Ongoing participation in the Regions Rise Together (RRT) inclusive economic development initiative, including securing funding for ongoing work through the Community Leadership & Power Committee.
- Participated in Salinas Valley Chamber Government Relations Committee, Monterey Peninsula Chamber Economic Vitality Committee to maintain presence of Bright Beginnings and need for more investment in child care specifically.

*Early Learning System Support:*

- Meet with MCOE early learning staff to discuss coordination around roll out of Universal Preschool.
- Recruiting families for the next Nurture cohort for family child care home licensing. Next cohort to launch in May ([see flyer here](#)).
- Published March issue of the Early Care & Education Digest.
- Supported monthly meeting of the Greenfield Early Learning Partnership on March 22.

**Cross Cutting Strategies and Collective Impact Support**

*Community Outreach, Inclusion & Advocacy (COIA):*

- Ongoing support of the Mamas de Salinas Abogan to build advocacy skills and to integrate into various project work (e.g., COLIBRI, Regions Rise Together, Maternal Mental Health Task Force, Parenting Connections Moms & Baby Circles).
- Supporting coordination of the COLIBRI grassroots child care advocacy campaign co-design series:

- Held third collaborative co-design session on March 20.
- Garnered commitment by attendees to move into second phase of campaign, with a focus on learning about more technical aspects of the early learning system and developing messaging for future advocacy.
- Coordinating with BHC and F5MC to locate funding to support next phase.
- Cultivation of relationships within the Initiative by attending: Monterey County Immigration Services Network of Empowerment (CISNE), South County Organizations & Resources (SCORE), GUSD Community Collaborative, Bright Futures Steering Partners, F5MC Commission, and Children’s Council General Assembly and Executive Committee; Community Alliance for Safety and Peace (biweekly); County of Monterey Board of Supervisors.

*Backbone:*

- Conducted 1 weekly full team work sessions, frequent one-on-ones between individual team members for coordination and mentorship, and regular meetings between BB Director and F5 staff to coordinate administratively (roughly monthly with Controller, biweekly with ED/Bright Beginnings Co-Chair, weekly with Admin Manager, biweekly with PAC Director).
- Published 27 social media posts, sharing relevant resources related to all strategy-aligned projects and from partners of the Initiative.
- Designed new outreach materials with tabletop displays, highlighting Family Friendly Business, Maternal Mental Health, and [www.MontereyCountyChildCare.org](http://www.MontereyCountyChildCare.org).



**REGULAR COMMISSION MEETING MINUTES**

**Monday, March 25, 2024 at 9:00 a.m.**

First 5 Monterey County (F5MC) ♦ 1125 Baldwin Street ♦ Salinas, CA

**Call to Order:** Vice-Chair Lewis called the meeting to order at 9:00 a.m.

**Pledge of Allegiance:** Commissioner Lewis led the Pledge of Allegiance.

**Roll Call:** A legal quorum was present.

**Commissioners present:** Caryn Lewis (Vice-Chair), Cristina Sotelo (Secretary), Monica Lal, Lori Medina, and Clarisa Reyes-Becerra. Chris Lopez (Chair) arrived at 9:05 a.m.

**Commissioners absent:** Katy Eckert

**Staff in attendance:** Francine Rodd, *Executive Director*; Kris Curtis, *Controller* (via zoom); Sonja Koehler, *Bright Beginnings Director*; Ana Duran, *Finance Assistant* (via zoom); and Joanna Jensen, *Administrative Manager* (Recorder)

**Additions or Corrections to the Agenda:** None.

**Public Comment Period:** *Members of the audience desiring to address the Commission may do so during this time. Public comments on items not already on the agenda will be accepted. Protocol for action includes staff presentations, questions from the Commission, public input, deliberation, and voting/referral by the Commission.*

No public comments were made.

**Information Items:** *These are information items, no action to be taken by the Commission.*

**1. Executive Director Report by Strategy - Francine Rodd, Executive Director**

ED Rodd reviewed highlights of the Briefer for Item 1 and shared that CAPC (Child Abuse Prevention Council) is looking for board members and asked any interested Commissioners contact her.

**2. Policy, Advocacy, and Communications Team Monthly Report – Nina Alcaraz, Director of Policy, Advocacy, and Communication**

N. Alcaraz reviewed highlights of the Briefer for Item 2 and shared pictures from the recent F5MC photoshoot with families at Hartnell.

**Consent Agenda Items:** *Items on the consent calendar are to be considered routine and will be enacted by one motion followed by a vote. There will be no separate discussion of these items unless the Commission, audience, or staff request specific items be removed from the consent calendar for separate discussion and action. Any agenda item removed will be voted upon following the motion to approve the consent calendar.*

**ACTION:** A motion was made by Commissioner Lal and seconded by Commissioner Lewis to Approve the Consent Agenda. The motion was unanimously approved.

**3. February 26, 2024 Regular Commission Meeting Minutes – APPROVED**

**4. Bright Beginnings February-March Summary – ACCEPTED**

**5. Financial Statements for Q2 FY 23/24 (October through December 2023) – APPROVED**

6. **F5MC Employee Handbook Update** – ADOPTED
7. **First 5 Monterey County Auditor for FY 2023/24** - Selection of Brown Armstrong Accountancy Corporation as the independent auditor to conduct the annual audit for fiscal year ending June 30, 2024, as recommended by the Finance/Personnel Committee (acting as the Audit Committee), in an amount not to exceed \$18,500 - APPROVED
8. **New Contract** – Authorize the Executive Director to negotiate, execute, and amend a new agreement with The Big Lil, LLC in an amount not-to-exceed \$57,000 in FY 23/24 and FY 24/25 to provide technical assistance for organizational structure and operations management in alignment with the Strategic Plan - APPROVED
9. **Contract Amendment** - Authorize the Executive Director to amend the FY2023/24 contract with Stephanie McMurtrie from a not-to-exceed amount of \$19,950 to \$26,030 (an increase of \$6,080) to provide additional support for Bright Beginnings Early Childhood Development Initiative - APPROVED

**Commissioner Comments/Announcements** – *All Commissioners*

Receive Commissioner reports/updates on items relevant to early childhood development.

**Adjournment:** Chair Lopez adjourned the meeting at 9:18 a.m.

# FIRST 5 MONTEREY COUNTY BOARD BRIEFER

**MEETING: Regular Commission Meeting – Monday, April 22, 2024**

**SUBJECT: Budget Revision for FY2023/24**

## **POSSIBLE ACTION:**

Accept the FY23/24 Budget Revision reviewed and recommended by the Finance Committee on April 5, 2024 as per policy.

**Commissioner Recusals: None**

## **SUMMARY/DISCUSSION:**

The following is an excerpt from the adopted December 4, 2017 Policies -Article I. Financial Policies, Section 5: Budget Adoption and Amendment: ...

- D. The Commission will formally review F5MC’s fiscal condition quarterly, and amend the budget if necessary.
- E. Budget transfers between the main budget classifications (Administration, Program/Services-Core Roles, and Evaluate Impact) of more than 10% must be approved by the Commission.”

The proposed revisions take into consideration actual implementation of the work plan for the year, as well as the changes authorized by the Commission after the Original Budget was adopted. In accordance with Policy Article I. Financial Policies, Section 5: Budget Adoption and Amendment Subsection E, the proposed budget revision **does not transfer** more than 10% between main budget classifications and consequently **does not need to be brought for Public Hearing**.

ITEM 5a provides the summary of the proposed revisions for the FY23/24 Budget including Budget Narrative referencing the last Adopted LTFP which was 6/26/23.

The following is a summary of the changes:

### **Income**

The net increase of \$59k reflects the anticipated Prop 10/56 based on updated Department of Finance projections; deferred revenue from the F5CA IMPACT grant; a reduction in available funds through F5CA Home Visiting grant; an unanticipated grant from Packard; deferred revenue and an increase in the one-time grant for Bright Beginnings through Monterey County Health Department, a reduction of anticipated other Bright Beginnings grant opportunities; additional funds available through the Monterey County DSS Home Visiting grant; an unanticipated grant from the Central California Alliance for Health (Alliance) for Home Visiting, an increase of anticipated interest due to interested rate/yield being higher than anticipated, and a reduction in Capitalized Lease Source based on anticipated new capitalized leases within current fiscal year.

### **Evaluate Impact**

The net decrease of \$46k reflects actual staffing costs, actual contracted amounts including extension of Persimmony contract due to onboarding of Apricot and additional copyediting/design for Community Readiness Report, and actual anticipated expenses through FYE.

### **Program and Services – Areas of Focus**

The net decrease of \$162k reflects the following:

1. Racial Equity, Diversity, and Inclusion (REDI) - A \$132k increase reflects:
  - a. A net increase of \$66k for the addition of the REDI Salaries & Benefits line which allows for allocation of some of the Director of Racial Equity and Strategic Partnerships staff position.

- b. A net increase of \$34k to the Technical Assistance line due to unanticipated grants for additional REDI projects and expenses.
  - c. A net increase of \$32k to Meeting & Collaboration Expenses line due to unanticipated grants for additional REDI projects and expenses.
2. Champion Early Childhood - A \$20k decrease reflects:
- a. A net decrease of \$50k to the Policy, Advocacy, and Communications Salary & Benefits line due to current staffing.
  - b. A net increase of \$33k to the Policy/Advocacy Technical Assistance line due to the additional need of TA due to current staff capacity.
  - c. A net increase of \$28k to the Policy/Advocacy Events & Training line due to additional grant opportunity and planned activities through FYE.
  - d. A net decrease of \$3k to the Community Meeting Expenses line due to planned activities through FYE.
  - e. A net increase of \$10k to the Emergency Response line due to anticipated opportunities through FYE as original budget has already been expended.
  - f. A net increase of \$1k to the Media Expense line due to additional media expenses for MCGives campaign and anticipated expenses through FYE.
  - g. A net decrease of \$31k to the Outreach/KNP – Technical Assistance & Materials and Incentives/Educational Items lines due to delay in onboarding of Outreach Consultants.
  - h. A net decrease of \$8k to the Public Relations/Media Contractors due to all Communication work being completed in house by Staff and, therefore, no outside contract needed.
3. Strengthen Connections - A \$30k decrease reflects:
- a. A net decrease of \$180k to the F5MC Funded Care Coordination line due to actual contracted amounts. Funded Partners were awarded a total amount for the current Funding Cycle and most chose to have larger budgets in year 2 and 3 of the contracts.
  - b. A net decrease of \$25k to the F5MC Funded Home Visiting line due to actual contracted amounts.
  - c. A net increase of \$87k to the DSS Funded Home Visiting line due to additional funding available through the associated grant.
  - d. A net increase of \$225k for the addition of the Alliance Funded Home Visiting line due to an unanticipated grant opportunity.
  - e. A net decrease of \$85k to the Strengthening Connections – Systems Salaries and Benefits line due to reallocation of costs to the REDI Area of Focus based on updated job description for Director of Racial Equity and Strategic Partnerships.
  - f. A net decrease of \$52k to the F5CA Funded Home Visiting line to reflect actual grant amount for current FY.
4. Build Capacity - A \$37k decrease reflects:
- a. A net decrease of \$40k to Funded Partner & Community Capacity Building due to actual contracted amounts and current staff capacity through FYE.
  - b. A net increase of \$3k to the IMPACT Program due to actual contract amounts and attributable employee expenses.
5. Bright Beginnings - A net decrease of \$153k due to actual and anticipated staffing expenses and additional planned activities for outreach, inclusion, and advocacy events.

### **Program Support Expenditures**

The net decrease of \$161k reflects actual staffing costs, allocations of program staff costs to specific programs, unfilled positions, and a decrease in anticipated expenditures through FYE.

### **Designated Reserves/Contingencies**

A net increase of \$3k reflects the standard continued calculation of 5% of estimated revenue.

**FINANCIAL IMPLICATIONS:**

This Budget Revision (including the 5% Contingency amount) increases the expected excess of income over expenses by \$343k. The June 2023 Adopted Long Term Financial Plan (LTFP), which does not incorporate the Contingency, included an ending Fund Balance for FY22/23 of \$6,959k. Based on Audited Actuals, the ending Fund Balance for FY22/23 was \$7,280k, a net difference (increase) of \$321k from the Adopted LTFP.

Based on this Budget Revision, which includes YTD and projected revenues/expenses through FYE, if Budget is fully expended (not including the 5% Contingency amount), the ending Fund Balance for FY23/24 will be \$8,150k.

The administration expense percentage, projected at 13.81%, is under the Commission policy cap of 15%.

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*Kris Curtis, Controller*

**First 5 Monterey County**  
**FY 23/24 Proposed Revised Budget**  
**Budget Summary**

Budget Category	FY 22/23	FY 23/24			
	Audited Actuals	Actuals as of 3/25/24	Budget		
			Original Approved	Proposed Adj.	Proposed Revised
<b>Income</b>	6,404,902	3,506,251	6,719,764	59,429	6,779,193
<b>Expenses</b>					
Administrative	671,125	505,992	761,000	51,350	812,350
Program and Services	6,069,265	2,484,862	4,749,790	(161,808)	4,587,982
Evaluate Impact	567,774	291,562	527,680	(45,775)	481,905
<b>Expenses Total</b>	<b>7,308,163</b>	<b>3,282,417</b>	<b>6,038,470</b>	<b>(156,233)</b>	<b>5,882,237</b>
Changes in Capital Outlay & Capital Lease	54,474	18,870	157,000	(130,000)	27,000
<b>Total Exp and Other</b>	<b>7,362,637</b>	<b>3,301,287</b>	<b>6,195,470</b>	<b>(286,233)</b>	<b>5,909,237</b>
<b>Income less Expenses</b>	<b>(957,735)</b>	<b>204,964</b>	<b>524,294</b>	<b>345,662</b>	<b>869,956</b>
Contingency	-	-	335,988	2,971	338,959
<b>Increase (decrease) to Fund Balance</b>	<b>(957,735)</b>	<b>204,964</b>	<b>188,306</b>	<b>342,691</b>	<b>530,997</b>
<b>Ending Fund Balance without Contingencies</b>	7,280,405		7,804,699		8,150,361
<b>Ending Fund Balance with Contingencies</b>	7,280,405		7,468,711		7,811,402



**First 5 Monterey County**  
**FY 23/24 Proposed Revised Budget**  
**Income Detail & Expense Summary Budget**

ITEM 5a

	FY 22/23 Audited  Actual	FY 23/24				Narrative for FY23/24 Budget (Proposed Updates in Red)
		Actuals as of 3/25/24	Budget			
			Original Approved	Proposed Adj.	Proposed Revised	
<b>Income</b>						
Tax Base/State of CA	3,545,791	1,222,502	3,191,397	25,507	3,216,904	Updated with the January 2023 CA Department of Finance estimate <b>Adjustment reflects January 2024 CA Department of Finance estimate</b>
F5CA-DLL	389,755	-	-	-	-	Prior year grant
F5CA-IMPACT	232,223	171,554	236,661	99,516	336,177	Based on estimated RFA total allocated amount of 473k for 2 year grant (FY23/24 & 24/25) <b>Adjustment reflects actual contracted amount &amp; deferred revenue from 22/23</b>
F5CA-HV	60,468	84,607	120,000	(62,953)	57,047	Based on anticipated regional allocation of 120k/ yr. for 2 years (FY23/24 & 24/25) <b>Adjustment reflects actual contracted amount</b>
Packard - F5MC Grant	250,000	150,000	-	150,000	150,000	<b>Adjustment reflects unanticipated grant</b>
Monterey County Health Dept. - Bright Beginnings Grant(s)	150,000	500,000	450,000	400,000	850,000	Based on current ask of 300k for General Funding and 150k for One-Time projects through Monterey County Health Department funding for the Bright Beginnings Program <b>Adjustment reflects actual contract amount for one-time funding for \$400k and includes \$150k of deferred revenue from FY22/23</b>
Bright Beg. Grants - Other	99,857	55,143	457,536	(380,450)	77,086	Based on additional anticipated grant opportunities for the Bright Beginnings Program <b>Adjustment reflects additional amount granted through MCHD and anticipated opportunities through FYE</b>
Monterey Peninsula Foundation Grant	375,000	-	375,000	-	375,000	Based on anticipated continuation of grant
MC DSS - Home Visiting Grant	590,101	623,050	748,568	95,292	843,860	Based on anticipated DSS Home Visiting Grant budget for 23/24 <b>Adjustment reflects actual contract amount</b>
Monterey County - Mental Health Services Act Grant	100,000	-	100,000	-	100,000	Based on actual amount of 100k/ yr. for 2 years (FY22/23 - FY23/24)
Bay Area/Other Local Funders	229,692	150,100	250,000	(99,900)	150,100	Based on anticipated Bay Area and/or Other Local Funder grant opportunities <b>Adjustment reflects breakout of CCAH grant to own budget line and anticipated opportunities through FYE</b>
All-In-For-Kids Grant	200,000	200,000	200,000	10,000	210,000	Based on approved 3 year grant totaling 600k (200k/yr. - FY21/22-23/24) <b>Adjusting reflects actual contract amount</b>
CCAH Home Visiting Grant	-	225,000	-	225,000	225,000	<b>Adjusted to reflect an unanticipated grant opportunity. (FY23/24-24/25 total \$500k)</b>
Bay Area/Other Local Funders (Fund held at Community Foundation)	50	19,393	8,000	11,400	19,400	Based on anticipated contributions for F5MC to Fund held at Community Foundation <b>Adjustment reflects anticipated contributions, including MCGives, through FYE</b>
Interest (Fund held at Community Foundation)	14,323	10,316	15,000	5,000	20,000	Based on estimated net interest earned based on FY22/23 expected return on Fund held at Community Foundation <b>Adjustment reflects anticipated interest earned through FYE</b>
Interest	109,799	65,886	71,602	18,398	90,000	Based on an estimated 1.00% return of budgeted ending Fund Balance <b>Adjustment based on YTD received and projected fund balance/interest return through FYE</b>
State Interest (SMIF)	-	13,118	1,000	12,119	13,119	Based on estimated amount to be received, including projections of declining funding <b>Adjustment based on actual funds received in deferred from FY22/23</b>
Leveraging	36,671	14,516	33,000	-	33,000	Based on estimated amount for reimbursement through MAA
Capitalized Lease Source	-	-	460,000	(449,500)	10,500	Based on complete website re-do estimated @ 25k, new office lease estimated @ 145k/yr. for 3 yrs., and 4k for copier lease <b>Adjustment based on postponing website redo until FY24/25, anticipated timeline for new office lease, and estimated copier lease at 10.5k</b>
Uncategorized Income	21,173	1,066	2,000	-	2,000	Based on estimated credit card rewards
<b>Total Income</b>	<b>6,404,902</b>	<b>3,506,251</b>	<b>6,719,764</b>	<b>59,429</b>	<b>6,779,193</b>	The 6/27/22 Adopted LTFP includes 6.4M on the Income Budget Line for FY23/24. The Updated LTFP includes 6.7M. The net increase of 300k reflects a new office capital lease agreement, a decrease in CA Department of Finances estimated Prop 10/56 allocations, a decrease in anticipated state grants, an increase in anticipated opportunities for Bright Beginning grants, an increase in available grants through Monterey County, and an increase in anticipated interest based on funds held at Community Foundation and County of Monterey. <b>Adjustment reflects on actual grant amount and anticipated funding opportunities through FYE</b>

<b>First 5 Monterey County</b>						
FY 23/24 Proposed Revised Budget						
Income Detail & Expense Summary Budget						
	FY 22/23 Audited	FY 23/24			Narrative for FY23/24 Budget (Proposed Updates in Red)	
		Actuals as of 3/25/24	Budget			
Actual	Original Approved		Proposed Adj.	Proposed Revised		
<b>Expense</b>					<b>Please see individual schedules for narrative details on adjustments</b>	
<b>Administrative Expenses</b>	(671,125)	(505,992)	(761,000)	51,350	(812,350)	
<i>Percent of Total Budget Year Expenses =</i>	<b>9.18%</b>		<b>12.60%</b>		<b>13.81%</b>	limit of administrative costs as a percentage of the Commission's operating budget from 10% to 15%. (Item 3 on this Agenda)
<b>Evaluation Expenses</b>	(567,774)	(291,562)	(527,680)	(45,775)	(481,905)	
<b>Program and Services Expenses</b>	(6,069,265)	(2,484,862)	(4,749,790)	(161,808)	(4,587,982)	
<b>Subtotal Program &amp; Evaluation</b>	<b>(6,637,039)</b>	<b>(2,776,425)</b>	<b>(5,277,470)</b>	<b>(207,583)</b>	<b>(5,069,887)</b>	
<b>Total Expense</b>	<b>(7,308,163)</b>	<b>(3,282,417)</b>	<b>(6,038,470)</b>	<b>(156,233)</b>	<b>(5,882,237)</b>	
<b>Designated Reserves &amp; Capital Outlay</b>						
Contingencies - 5% of Revenue	-	-	(335,988)	(2,971)	(338,959)	Contingency set aside - 5% of estimated revenue.
Capital Outlay & Capitalized Lease (items over \$5000)	(54,474)	(18,870)	(157,000)	130,000	(27,000)	Capitalized Lease payments including Copier (4k), Current Office Building (24k) Leases Payments, New Office Lease (121k), and Website overhaul (8k) <b>Adjustment based on anticipated capital lease payments through FYE including current office building (24k) and copier lease (3k)</b>
<b>Designated Reserves &amp; Capital Outlay Total</b>	<b>(54,474)</b>	<b>(18,870)</b>	<b>(492,988)</b>	<b>127,029</b>	<b>(365,959)</b>	
<b>Total Expenses and Reserves &amp; Capital Outlay</b>	<b>(7,362,637)</b>	<b>(3,301,287)</b>	<b>(6,531,458)</b>	<b>(29,204)</b>	<b>(6,248,196)</b>	
<b>Excess Expense/Reserve/Capital Outlay under (over) Revenue</b>	<b>(957,735)</b>	<b>204,964</b>	<b>188,306</b>	<b>30,225</b>	<b>530,997</b>	

**First 5 Monterey County  
FY 23/24 Proposed Revised Budget**

ITEM 5a

**Administration Expenditures**

	FY 22/23 Audited  Actuals	FY 23/24				Narrative for FY23/24 Budget ( <b>Proposed Updates in Red</b> )
		Actuals as of 3/25/24	Budget			
			Original Approved	Proposed Adj. add (subtract)	Proposed Revised	
Employee's Salaries and Benefits	494,197	365,172	515,453	4,000	519,453	Costs associated with 3.1 FTE Administrative Staff including Executive Director (.1 FTE), Controller (1 FTE), Finance Assistant (1 FTE), and Administrative Manager (1 FTE). Includes possible step/merit increases, 2.5% COLA, and projected increase in H&W costs @ 7.5%. <b>Adjustment reflects actual COLA, H&amp;W increases, and anticipated overtime through FYE</b>
Advertising	-	-	1,000	(800)	200	Costs associated with advertising for Non-Program Specific Staff Positions <b>Adjustment reflects anticipated amount through FYE</b>
Payroll Processing & Bank Services Charges	2,944	2,416	3,300	1,000	4,300	Costs associated with QuickBooks payroll/taxes processing fee estimated at 250/mo., W-2 processing 120/yr., and other banking charges at 180/yr. <b>Adjustment reflect increase in payroll processing fees to 400/mo.</b>
CF Fund Service Charges	1,701	897	2,500	(600)	1,900	Costs associated with service expenses for Fund held at Community Foundation <b>Adjustment reflects YTD amount and anticipated fees through FYE</b>
Building Expense	2,154	2,494	5,500	(2,000)	3,500	Costs associated with consumable building supplies estimated at 460/mo. Includes water supplies/service, janitorial supplies, fire alarm inspection, building security alarm service, and City of Salinas annual alarm permit. <b>Adjustment reflects YTD amount and anticipated expenses through FYE</b>
Computer Software & Hardware	5,680	2,775	7,500	(1,800)	5,700	Costs associated to update computer software/hardware (items under 5k/each) as needed. <b>Adjustment reflects YTD amount and anticipated expenses through FYE</b>
IT Maint/Support	28,866	26,735	45,200		45,200	Costs associated with computer maintenance estimated at 3.5k/mo. and IT support as needed (estimated at 2k).
Equipment Maintenance/Copier Charges	863	671	1,800	(420)	1,380	Costs associated with maintenance service (per copy charge - estimated at 150/mo.) <b>Adjustment reflects YTD amount and anticipated expenses through FYE</b>
Equipment Lease Taxes & Fees	574	430	542	208	750	Costs associated with tax and fees for lease of the copier/printer/scanner/fax machine. <b>Adjustment reflects YTD amount and anticipated expenses through FYE including signing a new lease agreement in May</b>
<b>Insurance</b>						
Liability/Business P. Property	4,024	-	5,750	-	5,750	Costs associated with estimated premium for FY23/24.
Public Errors & Omissions (D&O)	9,045	-	9,600	-	9,600	Costs associated with estimated premium for FY23/24.
Umbrella Policy	4,000	-	6,000	-	6,000	Costs associated with estimated premium for FY23/24.
Cyber Liability	2,910	-	5,300	-	5,300	Costs associated with estimated premium for FY23/24.
<b>Subtotal Insurance</b>	19,979	-	26,650	-	26,650	

**First 5 Monterey County  
FY 23/24 Proposed Revised Budget**

ITEM 5a

**Administration Expenditures**

	FY 22/23 Audited  Actuals	FY 23/24				Narrative for FY23/24 Budget ( <b>Proposed Updates in Red</b> )
		Actuals as of 3/25/24	Budget			
			Original Approved	Proposed Adj. add (subtract)	Proposed Revised	
Janitorial Service	11,400	8,650	12,000	450	12,450	Costs associated with janitorial service contract, 1k/mo. <b>Adjustment reflects YTD amount and anticipated expenses through FYE including office deep clean</b>
Meeting Expenses (Admin)	600	864	950	350	1,300	Costs associated with Regular Commission, Sub-Committee, and general administrative meetings. <b>Adjustment reflects YTD expenses and anticipated additional expenses through FYE</b>
Mileage	265	139	500		500	Costs associated with mileage for Administrative Staff (3.1 FTE) reimbursed at federal mileage rate at date of travel.
Office Expense	5,865	972	27,200	(22,000)	5,200	Costs associated with general office supplies (Est. @ 600/mo. including all other expenses that are not covered by dedicated line items) and, for this FY and additional 20k for one-time moving costs. <b>Adjustment reflects YTD amount and anticipated expenses through FYE, including deduction of the one-time 20k for moving costs.</b>
Postage/Shipping	765	341	1,000	(250)	750	Costs associated with postage & other shipping. <b>Adjustment reflects YTD amount and anticipated expenses through FYE</b>
Printing	-	-	100		100	Costs associated with general administrative printing.
Professional Services						
Accounting(audit)	20,149	17,406	19,055		19,055	Costs associated with FY 22/23 audit.
Legal	7,206	3,755	12,500	(5,000)	7,500	Costs associated with general Legal Consultant, as needed. <b>Adjustment reflects YTD amount and anticipated expenses through FYE for non program specific legal support</b>
Other Professional Services	34,454	27,153	35,000	55,700	90,700	Costs associated with HR Legal Consultant, recruiting TA, equity study, and other experts as needed. <b>Adjustment reflects additional operations, recruiting, and HR support needed in current fiscal year</b>
Subtotal Professional Services	61,809	48,314	66,555	50,700	117,255	
Rent - Building	-	29,023		38,697	38,697	Moved to Capital Lease expense in FY21/22 due to GASB87 <b>Adjustment reflects Capital Lease ending in October and then transition to month to month lease</b>
Repairs and Maintenance - Building	-	-	250	-	250	Costs associated with unexpected repairs and maintenance.

First 5 Monterey County FY 23/24 Proposed Revised Budget Administration Expenditures						
	FY 22/23 Audited Actuals	FY 23/24				Narrative for FY23/24 Budget (Proposed Updates in Red)
		Actuals as of 3/25/24	Budget			
			Original Approved	Proposed Adj. add (subtract)	Proposed Revised	
Subscriptions & Dues & Publications	12,699	1,625	14,000	(12,000)	2,000	Costs associated with First 5 Association dues (estimated at 12k), plus costs associated with subscriptions, books, publications, memberships, research materials for Administrative Staff (estimated at 1k), and Zoom annual subscription (estimated at 1k). <b>Adjustment reflects F5 Association postponing invoice until after 7/1/24</b>
Telephone/Internet	11,064	7,929	11,500	400	11,900	Costs associated with phone (estimated at 450/mo.) and internet (estimated at 450/mo.) <b>Adjustment reflects YTD amount and anticipated expenses through FYE</b>
Training/Conferences/Professional Development - Admin Staff	570	409	2,500	(1,085)	1,415	Costs associated with training/conferences/professional development for Admin Staff including F5 Association Conferences/Summit as well as Conference costs for Commissioners. <b>Adjustment reflects YTD amount and anticipated expenses through FYE</b>
Utilities	9,131	6,137	15,000	(3,500)	11,500	Costs associated with all utilities including electric and water estimated at 1,200/mo. <b>Adjustment reflects YTD amount and anticipated expenses through FYE</b>
<b>Total Administration</b>	<b>671,125</b>	<b>505,992</b>	<b>761,000</b>	<b>51,350</b>	<b>812,350</b>	The 6/27/23 Adopted LTFP includes 741k for the Administration budget for FY23/24. The Updated LTFP includes 761k for the Administration budget line, an increase of 20k, due to anticipated one-time moving costs.

First 5 Monterey County FY 23/24 Proposed Revised Budget Evaluation Expenditures						
	FY 22/23	FY 23/24				Narrative for FY23/24 Budget (Proposed Updates in Red)
	Audited	Actuals as of 3/25/24	Budget			
	Actual		Original Approved	Proposed Adj. add (subtract)	Proposed Revised	
Evaluation Employee's Salaries & Benefits	208,572	173,574	255,680	(8,500)	247,180	Costs associated with 2.2 FTE Evaluation Staff including Dir/Sr Evaluation & Learning Manager (1 FTE), Data & Research Analyst (1 FTE), and Evaluation Support (0.2 FTE) Includes possible step increase, 2.5% COLA, and projected increase in H&W costs @ 7.5%. <b>Adjustment reflects 2.0 FTE, actual COLA, and H&amp;W increases.</b>
Mileage - Evaluation Staff	161	-	500		500	Costs associated with mileage for 2.2 FTE Evaluation Staff reimbursed at federal mileage rate at date of travel.
Office Expenses - Evaluation Staff	7,412	400	7,500		7,500	Costs associated with general expenses directly attributed to Evaluation activities/Staff, advertising, and office expenses/supplies.
Subscriptions/Dues/Publications - Evaluation Staff	240	-	1,000		1,000	Costs associated with subscriptions, memberships, books, publications, and research materials for Evaluation Staff
Training/Conferences/Professional Development - Evaluation Staff	769	350	5,500	(4,000)	1,500	Costs associated with training, conferences, and professional development for Evaluation Staff. Includes Association meetings, American Evaluators Association, Stanford Social Innovation Fund, Good Tech Fest, and Summit. <b>Adjustment reflects staff capacity with current focus on Apricot onboarding</b>
Evaluation Software	61,439	59,047	80,000	15,000	95,000	Costs associated with Evaluation Software (Persimmony through 12/31/23 contracted @ 30k, Survey Monkey @ 3k, data system TBD estimated at 40k, and 7k for additional evaluation software for analysis and/or display. <b>Adjustment reflects additional costs associated with extension of Persimmony contract due to onboarding of Apricot and addition of API connection between databases.</b>
Evaluation Meeting Expenses	150	-	1,500	2,000	3,500	Costs associated with meetings and data collection: transcription, translation, venues, food, edge care, and materials/supplies. <b>Adjustment reflects additional planned meetings, including translation/interpretation, with Funded Partners for Apricot software onboarding and feedback</b>
Evaluation Printing	0	-	500		500	Costs associated with printing and copying of consent forms, data collection instruments, and evaluation reports/documents.
Evaluation Stipends	0		7,500	(7,500)	-	Costs associated with stipends for evaluation data collection, training participation, and focus groups. <b>Adjustment reflect anticipated expenditures through FYE due to postponement of data collection with families.</b>
CA Behavioral Health Initiative	9,075		-		-	FY21/22 & FY22/23 only
<b>Subtotal Evaluation - General Expenses</b>	<b>287,818</b>	<b>233,370</b>	<b>359,680</b>	<b>(3,000)</b>	<b>356,680</b>	

First 5 Monterey County FY 23/24 Proposed Revised Budget Evaluation Expenditures						
	FY 22/23 Audited  Actual	FY 23/24				Narrative for FY23/24 Budget (Proposed Updates in Red)
		Actuals as of 3/25/24	Budget			
			Original Approved	Proposed Adj. add (subtract)	Proposed Revised	
<b>Contractor Expenses</b>						
F5MC Evaluation Contractor - SSRA & Outcomes	161,665	33,000	43,000	9,000	52,000	No cost extension for WestEd SSRA contract Adjustment reflects additional need for copyediting and design of the Community Readiness Report
F5MC Evaluation Contractors - Other	30,494	15,225	105,000	(51,775)	53,225	Costs associated with data systems improvement project (35k) & landscape analysis (55k) and data sharing/security analysis (15k) Adjustment reflects postponement of landscape analysis due to current staffing, data sharing/security analysis being completed through state specific grant at no cost to F5MC, and reduction in current year costs for data systems improvement project, due to work being completed in June 2023 instead of in this fiscal year.
Bright Beginnings Program Specific Evaluation Expenses	87,797	9,967	20,000	-	20,000	Costs associated with Shared Monitoring Systems for Bright Beginnings Program: Costs associated with understanding context and measuring impact.
Subtotal Evaluation - Contractor Expenses	279,956	58,192	168,000	(42,775)	125,225	
<b>Total - Evaluation</b>	<b>567,774</b>	<b>291,562</b>	<b>527,680</b>	<b>(45,775)</b>	<b>481,905</b>	The 6/27/22 Adopted LTFP includes 587k for the Evaluation Budget for FY23/24. The Updated LTFP includes 528k for FY23/24. The decrease of 59k is due to less than anticipated Evaluation Contractor support needed in current FY due staff concentration on data system improvements and new Strong Start Partnership Funding Cycle.

First 5 Monterey County FY 23/24 Proposed Revised Budget Programs and Services Expenditures Summary						
	FY 22/23 Audited	FY 23/24				Narrative for FY23/24 Budget (Proposed Updates in Red)
		Actuals as of 3/25/24	Budget			
			Original Approved	Proposed Adj. add (subtract)	Proposed Revised	
Actual						
<b>Program Areas of Focus</b>						
<b>Race, Equity, Diversity, and Inclusion (REDI)</b>	-	70,152	120,000	132,170	252,170	Costs associated with internal and external Race, Equity, Diversity, and Inclusion technical assistance to include facilitating continued collaboration with community and systems partners to align with community priorities <i>Adjustment reflects additional expenses due to unanticipated grants</i>
<b>Champion Early Childhood</b>	320,497	253,895	500,000	(19,650)	480,350	Costs associated with elevating early childhood as a priority and advocacy for what families need to thrive to include spreading public awareness, engaging families in leadership around communication and advocacy, and supporting advocacy for family friendly policies and systems, and spread public awareness <i>Adjustment reflects delay of onboarding Outreach Consultants, current staff capacity, and planned activities through FYE</i>
<b>Strengthen Connections</b>	3,123,587	1,166,889	2,085,857	(30,356)	2,055,501	Costs associated with making connections and enhancing family access to integrated and collaborative services to include supporting community connections to services and supporting services and systems connecting to each other <i>Adjustment reflects actual contracted amounts and transfer of some expenses to REDI Area of Focus to better align with job description</i>
<b>Build Capacity</b>	1,016,711	115,816	418,385	(37,187)	381,198	Costs associated with building capacity with service providers, administrators, educators, and families as they support young children to include implementing professional development, supporting quality early learning education in all systems, and strengthening families with opportunities for parent learning and healing <i>Adjustment reflects current contracts and current staff capacity</i>
<b>Bright Beginnings</b>	767,435	304,409	843,844	(153,000)	690,844	Costs associated with the Bright Beginnings Early Childhood Development Initiative <i>Adjustment reflects current staffing and anticipated contracts and expenses through FYE</i>
<b>Subtotal - Direct Programs &amp; Services Expenses</b>	5,228,230	1,911,162	3,968,086	(108,023)	3,860,063	



<b>First 5 Monterey County</b> <b>FY 23/24 Proposed Revised Budget</b> <b>Programs and Services Expenditures Summary</b>						
	FY 22/23 Audited	FY 23/24			Narrative for FY23/24 Budget (Proposed Updates in Red)	
		Actuals as of 3/25/24	Budget			
			Original Approved	Proposed Adj. add (subtract)		Proposed Revised
Actual						
<b>Program Support Expenditures</b>						
Employee's Salaries and Benefits - Program Staff	1,513,721	1,020,951	1,785,000	(285,000)	1,500,000	Costs for 12.9 FTE ( 0.9ED, 9 POs, 3 Support Staff ) Includes possible step/merit increases, 2.5% COLA, and projected increase in H&W costs @ 7.5%. <b>Adjustment reflects reduction in workforce, actual COLA and H&amp;W increases, vacant positions, and anticipated overtime and expenses through FYE</b>
Payroll Transfer to REDI	-	(25,061)	-	(66,300)	(66,300)	<b>Adjustment reflects adjustment to New Position title and job duties: Director of Racial Equity and Strategic Partnerships which changes allocation to be 50% to REDI and 50% to Strengthen Connections and includes anticipated expenses through fiscal year end based on onboarding</b>
Payroll Transfer to Champion Early Childhood	(144,229)	(147,252)	(312,278)	50,200	(262,078)	Specific Program Payroll allocation for 2.5 FTE: 1 Director of Policy, Advocacy, and Communications (New allocation for 23/24), 1 Community Organizer for CCECAN, and 0.5 FTE of Communications Support <b>Adjustment reflects migration of Community Organizer expenses to a subcontractor, actual COLA and H&amp;W increases, and anticipated expenses through FYE</b>
Payroll Transfer to Strengthen Connections	-	(25,061)	(151,000)	84,700	(66,300)	New position for FY23/24 - Specific Program Payroll allocation for (New Position) 1 FTE Director of Strategic Partnership (partial year due to onboarding) <b>Adjustment reflects adjustment to New Position title and job duties: Director of Racial Equity and Strategic Partnerships which changes allocation to be 50% to REDI and 50% to Strengthen Connections as well as anticipated expenses through fiscal year end based on onboarding</b>
Payroll Transfer to DSS Home Visiting Grant (Strengthen Connections)	(100,346)	(50,994)	(72,963)	-	(72,963)	Specific Program Payroll allocation for 0.4 PO and 0.2 Support Staff
Payroll Transfer to F5CA IMPACT Grant (Build Capacity)	(38,756)	(5,609)	(20,240)	2,500	(17,740)	Specific Program Payroll allocation estimated at 0.08 PO and 0.05 Support Staff <b>Adjustment reflects actual contracted amount</b>
Payroll Transfer to F5CS HV Grant (Build Capacity)	-	(12,576)	(18,515)	(2,885)	(21,400)	New grant opportunity for FY23/24: Specific Program Payroll allocation estimated at 0.08 PO and 0.025 Support Staff <b>Adjustment reflects actual contracted amount</b>
Payroll Transfer to Bright Beginnings	(511,071)	(219,361)	(593,000)	178,000	(415,000)	Specific Program Payroll allocation for 3.5 POs and 0.5 Support Staff <b>Adjustment reflects actual COLA/H&amp;W increases and staffing of 2.5 POs and 0.5 Support Staff</b>
Mileage - Program Staff	1,531	537	5,400	-	5,400	Costs associated with 5.4 FTE (non-program specific) mileage reimbursement; reimbursement based on federal rate based on date of travel
Office Expenses - Program Staff	7,286	2,211	10,000	-	10,000	Costs associated with 5.4 FTE for general expenses directly attributed programmatic activities/staff including advertising, printing, and direct office expenses/supplies
Subscriptions & Dues & Publications - Program Staff	4,118	3,186	5,400	-	5,400	Costs associated with 5.4 FTE for subscriptions, memberships, books, publications, and research materials
Training/Conferences/Professional Development - Program Staff	13,148	11,197	18,900	-	18,900	Costs associated with training/conferences/professional development for 5.4 FTE Program Staff estimated at 3.5k/ Staff Member including F5 Annual Summit and conferences and additional learning opportunities such as CDPI, Zero to Three, and NAEYC
Staff Reflective Practice	28,030	19,146	35,000	-	35,000	Costs associated with Staff Reflective Practice
Emerging Opportunities	-	-	40,000	(15,000)	25,000	Costs associated with Emerging Opportunities that may arise in the year, including Pilot projects <b>Adjustment reflects anticipated opportunities through FYE</b>
Funding Process Expenses - Consulting & Other Direct Costs	67,603	2,385	50,000	-	50,000	Costs associated with Funding, Strategic, & Long Term Financial Planning Processes
<b>Subtotal - Program Support Expenditures</b>	<b>841,035</b>	<b>573,700</b>	<b>781,704</b>	<b>(53,785)</b>	<b>727,919</b>	
<b>Total All Programs &amp; Services Expenditures</b>	<b>6,069,265</b>	<b>2,484,862</b>	<b>4,749,790</b>	<b>(161,808)</b>	<b>4,587,982</b>	The 6/27/22 Adopted LTFP includes 4.6M on the Programs & Services Budget Line for FY23/24. The Updated LTFP includes 4.7M. The increase of 150k includes additional available funding for Building Capacity and additional amount approved for Strong Start Partnership contracts.

**First 5 Monterey County  
FY 23/24 Proposed Revised Budget**

ITEM 5a

**Race, Equity, Diversity, and Inclusion Expenditures**

	FY 22/23 Audited  Actuals	FY 23/24				Narrative for FY23/24 Budget (Proposed Updates in Red)
		Actuals as of 3/25/24	Budget			
			Original Approved	Proposed Adj. add (subtract)	Proposed Revised	
<b>Race, Equity, Diversity, and Inclusion Expenditures</b>						
REDI Salary & Benefits	-	25,061	-	66,300	66,300	Adjustment reflects allocation of Director of Racial Equity and Strategic Partnerships
Technical Assistance	-	40,934	100,000	34,000	134,000	Costs associated with internal and external REDI Technical assistance Adjustment reflects moving some of these expenses to REDI Salaries & Benefits and additional expenses for unanticipated grant opportunities
Meeting & Collaboration Expenses	-	4,158	20,000	31,870	51,870	Costs assisted with collaborations with community members including stipends, translation, and direct meeting expenses Adjustment reflects additional anticipated expenses due to unanticipated grant opportunities
<b>Total - REDI</b>	-	<b>70,152</b>	<b>120,000</b>	<b>132,170</b>	<b>252,170</b>	Costs associated with internal and external Race, Equity, Diversity, and Inclusion technical assistance to include facilitating continued collaboration with community and systems partners to align with community priorities

<b>First 5 Monterey County</b> <b>FY 23/24 Proposed Revised Budget</b> <b>Champion Early Childhood Expenditures</b>						
	FY 22/23 Audited Actuals	FY 23/24			Narrative for FY23/24 Budget ( <b>Proposed Updates in Red</b> )	
		Actuals as of 3/25/24	Budget			
			Original Approved	Proposed Adj. add (subtract)		Proposed Revised
<b>Champion Early Childhood Expenses</b>						
Policy, Advocacy, and Communications Salary & Benefits	145,921	147,252	312,278	(50,200)	262,078	Costs associated with 2.5 FTE, 1 FTE Director of PAC (previously included in Program Support Expenses), 1 FTE Community Organizer for CCECAN, 0.5 FTE Communication Coordinator to support social media, website content, press releases, talking points, and media buys for F5MC. Includes possible step/merit increases, 2.5% COLA, and projected increase in H&W costs @ 7.5%. <b>Adjustment reflects reduction in available workforce</b>
Policy/Advocacy Technical Assistance	39,414	40,966	50,000	33,000	83,000	Costs associated with the engagement of Technical Assistance to assist in Policy/Advocacy opportunities for early childhood, planning/coordinating/facilitating training for partner advocacy through the Central Coast Early Childhood Advocacy Network. <b>Adjustment reflects additional Technical Assistance needed due to reduction in workforce</b>
Policy/Advocacy Events & Training	15,253	33,739	22,000	28,000	50,000	Costs associated with legislative events, Sacramento trips, and various policy events including registration and all associated travel expense as well as all related expenses for Policy/Advocacy Staff/events, also includes Policy/Advocacy (CCECAN) trainings including space rental, transportation, interpretation/translation, speakers, refreshments, materials/supplies, and participation incentives. <b>Adjustment reflects additional funding and expansion of Policy Learning Communities and additional Legislative Visits</b>
Policy/Advocacy - ODC	4,386	384	3,000		3,000	Costs associated with P/A/C memberships, reference materials, general supplies, and printing expenses.
Community Meeting Expenses	1,746	1,611	5,000	(3,000)	2,000	Costs associated with attendance and/or support for communication and community events to strengthen early childhood development in Monterey County. <b>Adjustment reflects anticipated opportunities through FYE</b>
Emergency Response	10,000	10,000	10,000	10,000	20,000	Costs associated with Emergency Response <b>Adjustment reflects YTD expenses and anticipated opportunities through FYE</b>
Graphic Design Expense	18,966	3,274	20,000	-	20,000	Costs associated with Graphic Design Contractor and all costs related to printing, distribution, and other costs of reports, brochures, flyers, and other design elements.
Media Expense	75	4,767	5,000	1,000	6,000	Costs associated with print (magazine, newspaper, etc.), radio, TV, photo/video development, electronic newsletter and other media expenses, including an Importance of Early Childhood campaign. Does not include design costs. <b>Adjustment reflects YTD expenses and anticipated opportunities through FYE</b>
Outreach/KNP - Technical Assistance & Materials	39,039	1,750	27,572	(25,000)	2,572	Costs associated with technical assistance for community outreach, community event tabling, Kit for New Parents coordination as well as associated materials/supplies (prior years include Sponsorships) <b>Adjustment reflects delay in onboarding of Outreach Consultants</b>
Incentives/Educational Items	22,198	2,258	9,000	(5,500)	3,500	Costs associated with educational/awareness incentives to be provided to the community. Items will include books as well as other appropriate items. <b>Adjustment reflects delay in onboarding of Outreach Consultants</b>
Public Relations/Media Contractors	15,628	2,725	25,000	(8,000)	17,000	Costs associated with a Photo/Video Contractors (15k), Copy Editor (2k), and a Communication Contractor (8k) <b>Adjustment reflects no Communication contract in current year due to work being completed in house</b>
Translation/Interpretation Services	7,196	3,768	8,000		8,000	Costs associated with translation and interpretation services - includes video/photo essays, op eds, newspaper articles, community events, and meetings.
Website Consulting	675	1,400	3,150	50	3,200	Costs associated with website maintenance and/or basic update/improvement (depending upon type of work and GAAP- the development/improvement may be classified as a capital outlay). <b>Adjustment reflects actual contracted amount</b>
<b>Total - Champion Early Childhood</b>	<b>320,497</b>	<b>253,895</b>	<b>500,000</b>	<b>(19,650)</b>	<b>480,350</b>	Costs associated with elevating early childhood as a priority and advocacy for what families need to thrive to include spreading public awareness, engaging families in leadership around communication and advocacy, and supporting advocacy for family friendly policies and systems, and spread public awareness

First 5 Monterey County FY 23/24 Proposed Revised Budget Strengthen Connections Expenditures						
	FY 22/23 Audited  Actuals	FY 23/24				Narrative for FY23/24 Budget (Proposed Updates in Red)
		Actuals as of 3/25/24	Budget			
			Original Approved	Proposed Adj. add (subtract)	Proposed Revised	
<b>Strengthening Connections - Services</b>						
<b>Integrated Service Collaboratives</b>						
Alisal Union School District Collaborative	226,389	-	-	-	-	Prior Funding Cycle (through FY22/23) these expenses were delineated by Collaborative and not by specific service type
Door to Hope Collaborative	1,118,639	-	-	-	-	Prior Funding Cycle (through FY22/23) these expenses were delineated by Collaborative and not by specific service type
GoKids Collaborative	1,100,935	-	-	-	-	Prior Funding Cycle (through FY22/23) these expenses were delineated by Collaborative and not by specific service type
North Monterey County Unified School District Collaborative	268,780	-	-	-	-	Prior Funding Cycle (through FY22/23) these expenses were delineated by Collaborative and not by specific service type
Pajaro Valley Prevention and Student Assistance Collaborative	265,990	-	-	-	-	Prior Funding Cycle (through FY22/23) these expenses were delineated by Collaborative and not by specific service type
<b>F5MC Funded Care Coordination</b>	-	436,262	847,592	(179,899)	667,693	Cost for StrongStart Partnership Care Coordination Services. On April 24, 2023 Commission granted permission to contract with Door to Hope and GoKids Inc for these services. <b>Adjustment reflects actual contracted amounts and allocations</b>
<b>F5MC Funded Home Visiting</b>	-	78,618	200,000	(25,322)	174,678	Cost for StrongStart Partnership Home Visiting Services funded through Prop 10 dollars. On April 24, 2023 Commission granted permission to contract with Door to Hope and GoKids Inc for these services. <b>Adjustment reflects actual contracted amounts and allocations</b>
<b>DSS Funded Home Visiting</b>	137,854	440,853	674,175	86,608	760,783	Cost for HVP funded through Monterey County DSS. On April 24, 2023 Commission granted permission to contract with Door to Hope, GoKids Inc, and North Monterey County Unified School District for these services. <b>Adjustment reflects contract with DSS, YTD amount, and anticipated expenses through FYE</b>
<b>CCAH Funded Home Visiting</b>	-	109,047	-	225,000	225,000	<b>Adjustment reflects unanticipated grant funding for additional home visiting services</b>
<b>Subtotal - Services</b>	<b>3,118,587</b>	<b>1,064,780</b>	<b>1,721,767</b>	<b>106,387</b>	<b>1,828,154</b>	
<b>Strengthening Connections - Systems</b>						
Strengthening Connections - Systems Salaries & Benefits	-	25,061	151,000	(84,700)	66,300	Costs associated with (new position) 1 FTE Director of Strategic Partnership. Includes possible step/merit increases, 2.5% COLA, and projected increase in H&W costs @ 7.5%. Includes Convening systems tables to address challenges and gaps for children and families; develops and project manages strategic and funding partnerships with systems leaders; oversees sustainability/grant writer; supports and facilitates advocacy for early childhood funding <b>Adjustment reflects allocation to REDI Area of Focus as per updated job description for the Director of Racial Equity and Strategic Partnerships</b>
Sustainability/Leveraging Technical Assistance	5,000	37,138	104,000		104,000	Costs associated with Fund Development, Grant Writing, and Leveraging Technical Assistance and Consulting
<b>F5CA Funded Home Visiting</b>	-	39,911	109,090	(52,043)	57,047	Costs associated with Home Visiting systems and sustainability work funded through a new grant opportunity through First 5 California <b>Adjustment reflects actual contracted amount for grant</b>
<b>Subtotal - Systems</b>	<b>5,000</b>	<b>102,109</b>	<b>364,090</b>	<b>(136,743)</b>	<b>227,347</b>	
<b>Total - Strengthen Connections</b>	<b>3,123,587</b>	<b>1,166,889</b>	<b>2,085,857</b>	<b>(30,356)</b>	<b>2,055,501</b>	Costs associated with making connections and enhancing family access to integrated and collaborative services to include supporting community connections to services and supporting services and systems connecting to each other

**First 5 Monterey County  
FY 23/24 Proposed Revised Budget**

ITEM 5a

**Build Capacity Expenditures**

	FY 22/23	FY 23/24				Narrative for FY23/24 Budget (Proposed Updates in Red)
	Audited	Actuals as of 3/25/24	Budget			
	Actuals		Original Approved	Proposed Adj. add (subtract)	Proposed Revised	
<b>Build Capacity Expenses:</b>						
<b>Funded Partner &amp; Community Capacity Building</b>	352,144	56,126	200,000	(40,000)	160,000	Costs associated with continued IFECMH, Learning Groups, and other trainings for Funded Partners and Community Capacity Building <i>Adjustment reflects anticipated spending through FYE given current staff capacity</i>
<b>F5CA - IMPACT Program</b>	215,127	59,690	218,385	2,813	221,198	Costs associated with management and implementation of IMPACT funding from F5CA including subcontracts with MCOE and TBD FFN program partner, attributable program personnel expenses, and other grant specific support expenses. <i>Adjustment reflects actual contracted amount</i>
<b>Technical Assistance &amp; ECE Seminars</b>	251,860	-	-	-	-	
<b>CARES/Workforce Development</b>	197,580	-	-	-	-	
<b>Total - Build Capacity</b>	<b>1,016,711</b>	<b>115,816</b>	<b>418,385</b>	<b>(37,187)</b>	<b>381,198</b>	Costs associated with building capacity with service providers, administrators, educators, and families as they support young children to include implementing professional development, supporting quality early learning education in all systems, and strengthening families with opportunities for parent learning and healing

First 5 Monterey County FY 23/24 Proposed Revised Budget Bright Beginnings Program Expenditures						
	FY 22/23 Audited  Actuals	FY 23/24				Narrative for FY23/24 Budget ( <b>Proposed Updates in Red</b> )
		Actuals  as of 3/25/24	Budget			
			Original Approved	Proposed Adj. add (subtract)	Proposed Revised	
<b>Bright Beginnings Program</b>						
Bright Beginnings Salaries & Benefits	511,071	202,279	593,000	(178,000)	415,000	Costs associated with 4.0 FTE - Bright Beginnings Staff: 1 Director, 2 Program Officers, 0.5 Support Staff, 0.5 Communications Support. Includes possible step increase, 2.5% COLA, and projected increase in H&W costs @ 7.5%. <b>Adjustment reflects current staffing at 1 Director, 1 Program Officer, 0.5 Support Staff, and 0.5 Communications Support with actual COLA H&amp;W increases</b>
Mutually Reinforcing Activities	108,456	57,673	190,924		190,924	Costs associated with mutually reinforcing activities including Mamas program, Maternal Mental Health Task Force, Career Pathways Hartnell project, Greenfield Early Learning Program, and Continued Reflective Practice for Community Health Workers
Continuous Communication	42,278	625	6,500	5,000	11,500	Costs associated with communication including web hosting, communications consultant, and general translation and interpretation <b>Adjustment reflects additions to Spoke contract to update website</b>
Backbone/Infrastructure Support	71,140	30,428	42,420	-	42,420	Costs associated with backbone support including professional development, tech support, rent/utilities, and general supplies, materials, printing, and equipment
Overarching Strategies & Capacity Building	34,490	13,404	11,000	20,000	31,000	Costs associated with Community Outreach, Inclusion, and Advocacy Events including materials, handouts, stipends, and transportation <b>Adjustment reflects ytd spending including expanded opportunities for outreach, inclusion, and advocacy events</b>
<b>Total -Bright Beginnings</b>	<b>767,435</b>	<b>304,409</b>	<b>843,844</b>	<b>(153,000)</b>	<b>690,844</b>	Costs associated with the Bright Beginnings Early Childhood Development Initiative

# FIRST 5 MONTEREY COUNTY BOARD BRIEFER

**MEETING: Regular Commission Meeting – Monday, April 22, 2024**

**SUBJECT: Contract Amendment Authorization: Kathleen McCarthy Consulting to provide additional support for Medi-Cal Billing in FY23/24**

## **POSSIBLE ACTION:**

APPROVE authorization for the Executive Director to amend the FY23/24 contract with Kathleen McCarthy Consulting from a not-to-exceed amount of \$22,500 to \$28,500 (an increase of \$6,000) to provide additional support on opportunities, research, and implementation for Medi-Cal Billing.

**Recusals:** None

## **SUMMARY/DISCUSSION:**

In 2022, Kathleen McCarthy Consulting was selected via an RFQ Pool for Grant Research and Writing, Fund Development, and Leveraging Services and was contracted to provide Medi-Cal Billing Opportunities Research in FY23/24. Ms. McCarthy has a deep understanding of the Medi-Cal services given her 11+ years at the Central California Alliance for Health (the Alliance), the local Medi-Cal Managed Care Plan, prior to going into independent consulting. The contracted scope of work includes research, project management, and technical assistant to support all aspects of F5MC's efforts to leverage and access Medi-Cal funding. Most recently, she has supported F5MC staff to better understand the Community Health Worker benefit and has helped to manage the various phases of work related to future contracting with the Alliance. In accordance with Article IV, Section 9 of F5MC's Current Policy Manual, since addition of these funds will bring the contract to over \$25,000, Staff is bringing this to Commission for review and approval.

This contract amendment includes additional work for Ms. McCarthy to support staff in launching a data sharing project with the Alliance. The project will help support F5MC's ability to review data on the impact home visiting services have on a family's engagement with Medi-Cal preventive services. This project will continue to support F5MC's ability to pursue and leverage Medi-Cal to better serve families and children in Monterey County.

## **FINANCIAL IMPLICATIONS:**

The amount requested is included in the Approved F5MC FY23/24 Budget.

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*Francine Rodd, Executive Director*