



MINUTES
FIRST 5 RIVERSIDE COUNTY
Commission Regular Meeting
Wednesday, May 14, 2025
2:00 PM
First 5 Riverside County
585 Technology Ct
Riverside, California 92507

Commissioners Present: Supervisor Chuck Washington, Jose Campos, Edwin Gomez, Kimberly Saruwatari, and Zachary Ginder

Commissioners Absent: Charity Douglas, Elizabeth Romero, and Takashi Wada

Commissioner Vacancy: District V

Administrative Staff Present: Tammi Graham, Executive Director; Charna Widby, Assistant Director; Michael Knight, Deputy Director; Patricia Perez, Deputy Director; Lynn Stephens, Executive Assistant IV; Carol Abella, Regional Manager; Larissa Wills, Regional Manager; Charity Webb; Marinus Van Eenennaam, Administrative Service Manager I; Sean Pravica, Senior Public Information Specialist; Martina Guevara, Commission Coordinator; Steven Hernandez, Administrative Service Analyst II; Victor Lopez, Business Process Analyst II; Michael Avalos, Support Service Technician.

Legal Counsel: Kristine Bell-Valdez, Supervising Deputy County Counsel

- A. **Call to Order – Supervisor Chuck Washington, Chair**
 1. Pledge of Allegiance
 2. Roll Call – Lynn Stephens, Executive Assistant IV
- B. **Public Comments (for items not listed on the agenda) – Supervisor Chuck Washington, Chair**

None
- C. **Commission and Advisory Committee Business – Supervisor Chuck Washington, Chair**
 1. Director's Report – Tammi Graham, Executive Director; Charna Widby, Assistant Director; Michael Knight, Deputy Director

Presented by Tammi Graham

- Yvonne Suarez Farewell
- Temecula FRC Open House
- Lakeland Village Groundbreaking
- SoCal Funders Brunch
- Strategic Plan Prep Work

Presented by Charna Widby

- Strategic Plan Development
- Pinwheels for Prevention
- Federal Update: Head Start and Local Readiness
- “Choose Children 2026”: Policy Council

2. Public Information Report – Sean Pravica, Senior Public Information Specialist

Presented by Sean Pravica

- Young Child Celebrations
- State of the 4th District
- Jurupa Valley Mayor’s Prayer Breakfast
- California Association of Public Information Officials (CAPIO) Certificate of Excellence
- Water Safety Media Advisory
- 25th Anniversary Celebration

3. Commissioner Comments

Vice Chair Campos thanked Ms. Suarez for her years of service. Commissioner Saruwatari concurred.

Commissioner Saruwatari reported that there will be a press release tomorrow: the first pediatric death due to influenza occurred in March. Influenza incidences are up 226 deaths this year from 0-17. There is a measles outbreak throughout the country.

Commissioner Ginder asked if staff needed Commission support with anything related to Head Start. Ms. Beggs, Executive Director of Early Care and Education at Riverside County Office of Education (RCOE), addressed the Commission from the floor in response to Commissioner Ginder’s question. RCOE has built-in flexibility for grant loss. Systems are in place for families to not have a break in services through the RHAP program if they are at sites that are affected. RCOE can provide alternatives so families don’t lose services altogether.

Commissioner Ginder asked if they had seen any impacts or delays in payment funding. Ms. Beggs responded that federally funded contracts go through September 30, so no impact will be seen until after that time. There is no intention for Head Start to be eliminated, and no current reductions. Ms. Widby added that staff will be bringing asks for Home Visiting for the Commission to take action at a future Commission meeting.

Chair Washington acknowledged the importance of the Whole Person Health Score (WPHS) and that there is no wrong door to support families. He spoke of the joy of supporting families so children can thrive.

D. **Presentation/Information Item – Supervisor Chuck Washington, Chair**

1. **Information Only - First 5 Riverside County 3rd Quarter Financial Highlights - Receive and File**

Ms. Graham provided an overview of the financial highlights for the third quarter. She noted that the staff is projecting \$15 million in tobacco revenues in comparison to the \$16,1 million budgeted. A greater decline has been seen due to the Flavor Ban. Budget comparisons to 3rd quarter actuals reflect a fund balance draw of

\$2,758,965 compared to the anticipated draw of \$6,150,000. Current projections for fiscal year end anticipates even a smaller fund balance draw of \$1,554,935 on June 30, 2025.

The major contributors to these shifts are a result of projecting less tobacco tax revenues as reflected in accounts 754000/754020 and underspending of contracts reflected in the Approp 2- Services & Supplies line. The actual impact to the fund balance will be adjusted based on actual year end revenues and expenses. It is important to note, the majority of Infrastructure projects will be completed this year. Committed Funds will roll over into the new fiscal year

E. **Consent Items – Supervisor Chuck Washington, Chair** (a copy of all action items and attachments can be viewed at www.rccfc.org and at the Commission Business Office)

1. Approve First 5 Riverside County Draft Commission Meeting Minutes - March 12, 2025 Session
2. **25-17:** The First 5 Riverside County Advisory Committee Recommends Approval of Nominee Angela Munoz as the 2025 Champion for Children
3. **25-18:** Approve and Ratify the Purchase Order with Absolute Security International, Inc. for Security Guard Services for the MECCA Family Resource Center from July 1, 2024 - June 30, 2025 **[\$75,000 - DPSS FUNDS]**
4. **25-19:** Approve Five Contracts in Alignment with Riverside County Children and Families Commission Strategic Plan Through 2026 **[PROP 10 - AMOUNT NOT TO EXCEED \$487,871 (FIVE CONTRACTS)]**
5. **25-20:** Approve FY 24/25 First 5 Riverside County Updated Vendor List for Vendors over \$50,000
6. **25-21:** Approve Contract with Rady Children's Hospital San Diego to Support HealthySteps Sustainability from July 1, 2025 - June 30, 2026 **(CONTRACT NO. CF25130) [\$902,137 - PROP 10 FUNDS]**
7. **25-22:** Adopt First 5 Riverside County 2025 Legislative Policy Agenda
8. **25-23:** Approve Amendment with Jeung Choo Yoo MD, Inc. for Home Visiting Expanded Population from July 1, 2023 - June 30, 2026 **(CONTRACT NO. CF24114) [\$28,000 PROP 10 FUNDS]**
9. **25-24:** Approve First Amendment with Accenture LLP for Technical Support from September 15, 2022 - June 30, 2025 **(CONTRACT NO. CF22149) [\$739,275 - PROP 10 FUNDS]**

*Commissioner Ginder moved to approve Consent Items 1-9 as presented. Vice Chair Campos seconded the motion. **Motion carried unanimously.** Absent: Commissioners Romero, Douglas, and Wada.*

F. **Presentation/Action Items – Supervisor Chuck Washington, Chair**

1. **25-25:** Approve and Adopt Fiscal Year 2025/2026 Annual Budget of First 5 Riverside County Children and Families Commission - Patricia Perez, Deputy Director

Ms. Perez provided an overview of the Proposed FY 2025/2026 Annual Budget.

Commissioner Gomez asked if there is a statutory minimum requirement for the fund balance. Ms. Perez responded that the Commission Policy requires maintaining a minimum of \$10 million in the fund balance. Commissioner Gomez then asked about the current ending balance. Ms. Perez reported that the ending balance was \$34 million as of the last fiscal year. Ms. Graham added that First 5 has a Commission Policy that establishes fund balance requirements. She reiterated that it is required for the Commission to maintain such a policy, which has only been adjusted once in the last ten years. Of the \$10 million minimum, \$6 million is held in reserves, and \$4 million is designated as the minimum fund balance.

Commissioner Gomez asked if all First 5 employees are County employees. Ms. Perez confirmed that they are.

Commissioner Gomez then asked if all employees have union representation. Ms. Perez responded that most do, with the expectation of confidential employees and Management.

Commissioner Gomez inquired whether union negotiations are factored into the budget or handled afterward. Ms. Perez explained that negotiations are currently in their third year and are included in the proposed budget, which also accounts for \$236,000 in COLA (Cost of Living Adjustment).

Ms. Perez added that ARPA-related expenses are significantly decreasing as ARPA funding concludes.

*Commissioner Gomez moved to approve Action Item 25-25 as presented. Commissioner Saruwatari seconded the motion. **Motion carried unanimously.** Absent: Commissioners Romero, Douglas, and Wada.*

2. **25-26:** Approve Funding Stability for Home Visiting Provider Contracts for FY 2025/2026 [**\$4,251,891 - PROP 10 FUNDS**] - Charna Widby, Assistant Director

*Commissioner Gomez moved to approve continuing Action Item 25-26 until the July 9 Commission meeting. Commissioner Ginder seconded the motion. **Motion carried unanimously.** Absent: Commissioners Romero, Douglas, and Wada.*

A brief Commission discussion ensued about Transitional Kindergarten and required vaccine schedules.

G. **Future Agenda Items:**

1. Inland Empire Children's Cabinet (IECC) Presentation
2. RivCoONE Presentation
3. Home Visiting Epidemiologist Presentation

- H. **Adjournment:** Adjournment at 2:56 p.m. to the 25th Anniversary Celebration on June 18, 2025 and the next Regular Meeting of the Riverside County Children and Families Commission to be held on July 9, 2025 beginning at 2:00 p.m. at: First 5 Riverside County Children and Families Commission Office 585 Technology Court - Conference Room A Riverside, CA 92507

Meeting Minutes Recorded by Lynn M. Stephens, Executive Assistant IV.