

AGENDA

MEETING OF THE BOARD OF COMMISSIONERS

Chair: Sheila Kuehl

Thursday, February 10, 2022

1:30 PM Click [HERE](#) for Public Zoom, YouTube and Dial-in Info

Meeting Location:

First 5 LA

750 N. Alameda Street

Los Angeles, CA 90012

(If you would like to speak to any item on the agenda, please complete a public comment form)

1. **ACTION**
Call to Order / Roll Call
- **Judy Abdo, Commission Vice Chair**
2. **ACTION**
Election of the Commission Chair
- **Judy Abdo, Commission Vice Chair**
3. **ACTION**
Election of the Commission Vice Chair
- **Commission Chair**
4. **ACTION**
Consent
 - A. Approve Special Commission Meeting Summary Action Minutes and Transcript – Wednesday, November 10, 2021 3
 - B. Approve the Monthly Financial Statements Months Ending October 31, 2021 through December 31, 2021 8
 - C. Contracts: Approve One Renewal and Two Amendments and Authorize Staff to Complete Final Execution of the Agreements Upon Approval from the Board 24
 - D. AB 361: Reconsideration of Findings

Created with an evaluation copy of Aspose.Words. To discover the full versions of our APIs please visit: <https://products.aspose.com/words/>

COMMISSIONERS

Los Angeles County Supervisor	Jane Boeckmann	Yvette Martinez
Sheila Kuehl <i>Chair</i>	Bobby Cagle	Romalis J. Taylor
Judy Abdo <i>Vice Chair</i>	Barbara Ferrer, Ph.D., M.P.H., M.Ed.	Keesha Woods Marlene Zepeda, Ph.D.

EX OFFICIO MEMBERS

Karla Pleitez Howell
Jonathan E. Sherin, M.D., Ph.D.
Wendy Smith, Ph.D., LCSW
Deanne Tilton

EXECUTIVE DIRECTOR

Kim Belshé

EXECUTIVE VICE PRESIDENT

John A. Wagner

A PUBLIC ENTITY

- | | | |
|-----|--|----|
| 5. | INFORMATION
Remarks by the Commission Chair of the Board
· Committee Assignments for 2022
- Sheila Kuehl, Commission Chair | 29 |
| 6. | INFORMATION
Executive Director's Report
- Kim Belshe, Executive Director | 40 |
| 7. | INFORMATION
First 5 LA Executive Succession Plan | 46 |
| 8. | INFORMATION
Executive Director's 2022 Contract | 49 |
| 9. | INFORMATION
FY 21-22 Mid-Year Revised Budget and FY 21-22 budget calendar | 73 |
| | Presenters: Daisy Lopez, Manager, Financial Planning & Analysis and Raoul Ortega, Director, Finance | |
| 10. | Break | |
| 11. | INFORMATION
Board Learning Opportunity: Diversity, Equity, Inclusion, Belonging and Targeted Universalism | 73 |
| | Presenters: Antoinette Andrews Bush, Chief Transformation Officer; john a. powell, Director of the Othering & Belonging Institute at UC Berkeley; Evan Holland, Co-Founder, Seed Collaborative, LLC | |
| 12. | INFORMATION
Public Comment (for items not on the agenda) | |
| 13. | ACTION
Adjournment | |

Created with an evaluation copy of **Aspose.Words**. To discover the full versions of our APIs please visit: <https://products.aspose.com/words/>

SUMMARY ACTION MINUTES

**FIRST 5 LA
October 14, 2021
Meeting of the Board of Commissioners (VIRTUAL)
1:30-3:30 pm**

COMMISSIONER PRESENT

Commissioners:

Judy Abdo (Vice Chair)
Linda Aragon (Alternate)
Robert Byrd (Alternate)
Astrid Heger
Sheila Kuehl (Chair)
Yvette Martinez
Frank Ramos
Romalis Taylor
Marlene Zepeda

Ex-Officio Commissioners:

Jacquelyn McCroskey
Karla Pleitez Howell (Joined at 2:03 pm)
Deanne Tilton
Keesha Woods

COMMISSIONERS ABSENT:

Bobby Cagle [Excused]
Barbara Ferrer [Excused]
Jonathan Sherin [Excused]

STAFF PRESENT:

Peter Barth, Chief of Staff
Kim Belshé, Executive Director
Linda Vo, Board Relations Manager
John Wagner, Executive Vice President, Center for Child and Family Impact

LEGAL COUNSEL:

Craig Steele, Attorney-at-Law

CALL TO ORDER / ROLL CALL: (Item 1)

1. Commission Chair Kuehl called the meeting to order at 1:30 pm. Quorum was present.

COMMISSION: (Items 2– 10)

2. Consent

- A. Approve Special Commission Meeting Summary Action Minutes and Transcript - Thursday, September 9, 2021
- B. Approve the Monthly Financial Statements Months Ending July 31, 2021 and August 31, 2021
- C. Contracts: Approve One New Agreement, One Renewal, and One Amendment and Authorize First 5 LA Staff to Complete Final Contract Execution Upon Approval from the Board
- D. Approve Amendment of the Strategic Partnership with Resources Legacy Fund in the amount of \$150,000 for a total of \$750,000 through October 29, 2022 to Manage the Pooled Fund for Link Advocates Governments Families and Parks (LINK), a Parks and Open Space Advocacy Program in the Best Start Communities, and Authorize First 5 LA Staff to Execute an Agreement in the Amount of \$150,000
- E. Approve a Strategic Partnership with Communities Lifting Communities, Fiscal Sponsor for Cherished Futures for Black Moms & Babies, in the Amount of \$500,000 to Provide a Hospital Quality Improvement Initiative to Reduce Birth Disparities for the Period of 24 Months and Authorize First 5 LA Staff to Execute an Agreement for the First Year in the Amount of \$250,000
- F. Authorize First 5 LA to Receive Funds from Los Angeles County Department of Public Health (LACDPH) for African American Infant and Maternal Mortality (AAIMM) Strategic Communications, Approve Resolution # 2021-07, and Authorize First 5 LA Staff to Execute a Memorandum of Understanding (MOU) in the Amount of \$385,000

SUMMARY ACTION MINUTES

M/S (Astrid Heger/Judy Abdo)

Roll Call:

Judy Abdo – Aye
Robert Byrd – Aye
Astrid Heger – Aye
Sheila Kuehl – Aye
Yvette Martinez – Aye
Frank Ramos – Aye
Romalis Taylor – Aye
Marlene Zepeda – Aye

THE ITEMS WERE APPROVED

3. **Remarks by the Commission Chair**
4. **Executive Director’s Report**
5. Emergency Ratification Actions Due to the COVID-19 Pandemic (**Written Only**)
 - Approve Board Resolution #2021-08

M/S (Romalis Taylor/Judy Abdo)

Roll Call:

Judy Abdo – Aye
Linda Aragon – Aye
Robert Byrd – Aye
Astrid Heger – Aye
Sheila Kuehl – Aye
Yvette Martinez – Aye
Frank Ramos – Aye
Romalis Taylor – Aye
Marlene Zepeda – Aye

THE ITEM WAS APPROVED

6. **AB 361: Reconsideration of Findings**

Craig S. reminded the Board that they have been meeting remotely throughout the pandemic to protect the health and safety of the public, staff and Commissioners. Remote meetings under relaxed Brown Act rules were permitted by Governor Newsom’s executive Order N-29-20, which expired on September 30, 2021. In its place, the Legislature passed AB 361, which became effective October 1, 2021. AB 361 continues to permit remote meetings during a proclaimed local emergency, if social distancing measures are required or recommended. New Government Code Section 54953(e) requires that the Board review these requirements every 30 days, to determine whether in person meetings of the Board and Committees would present imminent risks to the health and safety of attendees. If the Board continues to meet remotely, AB 361 requires that the public have real time opportunities to participate.

The Board was asked to review and determine that the Board and Committees will continue to Conduct Public Meetings by Teleconference Pursuant to Government Code Section 54953(e). In addition, they were asked to Waive Governance Guideline Number 1, which required a separate information item before the full Board prior to it going action at a separate full Board meeting.

SUMMARY ACTION MINUTES

M/S (Judy Abdo/Romalis Taylor)

Roll Call:

Judy Abdo – Aye
Linda Aragon – Aye
Robert Byrd – Aye
Astrid Heger – Aye
Sheila Kuehl – Aye
Yvette Martinez – Aye
Frank Ramos – Aye
Romalis Taylor – Aye
Marlene Zepeda – Aye

THE ITEM WAS APPROVED

7. Approval to Submit First 5 LA Annual Report to First 5 CA

Neszka R. presented First 5 LA Annual Report for Fiscal Year 2020-2021 (July 1, 2020 – June 30, 2021) to the full Board for action which is due to First 5 California by October 29, 2021. She reminded the Board that this is an annual process and each year, staff prepares a report to the State Commission that provides fiscal, demographic, and programmatic information in the format of a State Commission-designated template. First 5 LA will submit the entire report via the web-based forms provided by the State Commission. This request was brought as information at the September 23, 2021, Special Meeting of the Board of Commissioners/Program and Planning Committee.

M/S (Marlene Zepeda/Frank Ramos)

Roll Call:

Judy Abdo – Aye
Linda Aragon – Aye
Robert Byrd – Aye
Astrid Heger – Aye
Sheila Kuehl – Aye
Yvette Martinez – Aye
Frank Ramos – Aye
Romalis Taylor – Aye
Marlene Zepeda – Aye

THE ITEM WAS APPROVED

8. Approve Draft of the Annual Comprehensive Financial Report including the Independent Auditor's Report for the Fiscal Year Ending June 30, 2021

Raoul O. presented for action the Annual Comprehensive Financial Report including the Independent Auditor's Report for the Fiscal Year Ending June 30, 2021. This item was previously presented at the September 23, Special Board/Program & Planning Committee meeting as information.

Highlights on the annual audit included:

SUMMARY ACTION MINUTES

- Clean audition - The CPA firm of Eide Bailly LLP, noted that the financial statements are presented fairly
- Unmodified opinion
- No findings or adjustments

M/S (Astrid Heger/Robert Byrd)

Roll Call:

Judy Abdo – Aye
Linda Aragon – Aye
Robert Byrd – Aye
Astrid Heger – Aye
Sheila Kuehl – Aye
Yvette Martinez – Aye
Frank Ramos – Aye
Romalis Taylor – Aye
Marlene Zepeda – Aye

THE ITEM WAS APPROVED

9. Break

10. Legal Services Solicitation Update

Peter B. provided an update regarding re-procurement of Legal Services for First 5 LA. He informed the Board that First 5 LA last issued a competitive solicitation for legal services in 2015. In accordance with the contract terms approved by the Board, First 5 LA executed the initial contract with Richards, Watson, and Gershon (RWG) in 2016, renewed the contract in 2019, and as of March 1, 2021, continues to work with RWG for legal services on a month-to-month basis.

In response to the solicitation, a total of three (3) organizations submitted proposals. The review process consisted of three levels of review.

Following the Level 2 Internal Review and Level 3 Interview, one firm was recommended for contracting: Richards, Watson, and Gershon (RWG). At the October Board meeting, Staff are formally recommending that RWG serve as First 5 LA's legal counsel. If there aren't any objections from the Board, the Board will formally take action on this item at the November Board.

There was no further discussion on this item.

11. Living First 5 LA Values: Progress Towards Greater Diversity, Equity, and Inclusion

Antoinette A. shared an overview of the preliminary due diligence findings, which include the following high-level observations:

- Like many organizations taking up DEI, First 5 LA's organizational culture is already pivoting towards greater DEI.

SUMMARY ACTION MINUTES

- DEI understanding is varied; findings reflect a desire to meet needs and cultivate greater belonging.
- There is work to be done on aligning policies and practices with organizational values.
- DEI well positioned within First 5 LA's reporting structure.
- There are opportunities to better infuse DEI within First 5 LA's strategic plan.
- The process First 5 LA is undertaking to integrate DEI into its work and internal operations is consistent with best practices and lessons from field experts.

Preliminary findings associated with these observations were discussed during the meeting.

Antoinette informed the Board that next steps include:

- DEI Assessment Report with early implementation priorities
- Board and staff learning opportunities to strengthen knowledge and competencies that enable successful implementation of DEI strategies
- DEI Roadmap and Action Plan to support First 5 LA's continued DEI journey beyond the contract with the Seed Collaborative

There was no further discussion on this item.

12. Proposed Amendments to Bylaws to Align with Board Approved Procurement Policies (WRITTEN ONLY)

This item was a written only item and scheduled for action on Consent at the November Board meeting.

13. Public Comment (for items not on the agenda)

There were no public comments.

ADJOURNMENT:

The Commission adjourned at 3:27 pm.

NEXT MEETING:

The next Commission meeting will take place on Wednesday, November 10, 2021 at 1:30 pm.

VIRTUAL BOARD MEETING

Meeting details will be posted per Brown Act Requirements
Meeting minutes were recorded by Linda Vo, Board Relations Manager

FIRST 5 LA

SUBJECT:
Monthly Financial Reports

RECOMMENDATION:
Approval of the monthly financial statements for the months ending October 31, 2021 through December 31, 2021

BACKGROUND:
Staff provides monthly financial reports for the Commission's review and approval to ensure transparency of the financial status of First 5 LA.

DISCUSSION:

October 31, 2021

First 5 LA began the month of October with a cash balance of \$320.4 million. During the month of October 2021, we received \$156,894 in revenues. We had \$3.8 million in program expenditures, \$83,210 in pass-through expenditures, and \$1.2 million in operating expenditures. As a result, First 5 LA ended the month with a cash balance of \$315.4 million.

November 30, 2021

First 5 LA began the month of November with a cash balance of \$315.4 million. During the month of November 2021, we received \$16.5 million in revenues. We had \$4.8 million in program expenditures, and \$1.3 million in operating expenditures. As a result, First 5 LA ended the month with a cash balance of \$325.8 million.

December 31, 2021

First 5 LA began the month of December with a cash balance of \$325.8 million. During the month of December 2021, we received \$4.6 million in revenues. We had \$7.2 million in program expenditures, \$1,351 in pass-through expenditures, and 2.2 million in operating expenditures. As a result, First 5 LA ended the month with a cash balance of \$321.0 million.

This report includes detailed financial information for the months ending October 31, 2021 through December 31, 2021. The financial statements are unaudited and reported as a "soft close." All materials in this packet and check registers are available online. Statements in this report include the following:

- **Revenue and Expense Statement:** Summarizes financial statements to highlight the starting cash balance, revenues received, program and operating expenses, and the ending cash balance for the month.
- **Balance Sheet:** Provides a "snapshot" view of the Commission's assets, liabilities and fund balance as of October 31, 2021 through December 31, 2021.
- **Detailed operating and program expenditures:** Shows expenses against the FY 2021-22 Budget approved on June 10, 2021, concluding with a report of expenditures related to programs functioning as pass-through agreements.

Los Angeles County Children and Family First -
Proposition 10 Commission (aka) First 5 LA
Revenue and Expense Statement
October 31, 2021, Unaudited

	REVENUES AND EXPENDITURES	
Cash Balance as of September 30, 2021	\$ 320,388,200	
Revenue		
Monthly State Allotments	\$ -	
Medi-Cal Administrative Activities (MAA)	-	
State Commission - Other Program Funds	48,360	
Interest Income - Unreserved	108,534	
Investment Income - Other	-	
Rental Revenue - La Petite	-	
Total Revenue	\$ 156,894	
Expenses		
Program Budget (Attachment A)		
2020-2028 Strategic Plan: Focusing For The Future	\$ 3,764,417	
Legacy Investments	-	
Total Initiative/Program Expenses	\$ 3,764,417	
Pass-Through (Attachment B)		
Medi-Cal Administrative Activities (MAA)	\$ 83,210	
Total Pass-Through Expenses	\$ 83,210	
Operation and Administration (Attachment C)		
Personnel	\$ 1,105,000	
General Operating	73,905	
Consultant Services	53,747	
Professional Services	5,873	
Travel Expenses	313	
Professional Development	7,752	
Capital Improvements	271	
Total Operation and Administration	\$ 1,246,860	
Total Expenses	\$ 5,094,488	
Variance (Revenue - Expenses)	\$ (4,937,594)	
Cash Balance as of October 31, 2021	\$ 315,450,606	(1)

NOTE:

1) Cash Balance excludes fixed assets and liabilities.

**LOS ANGELES COUNTY CHILDREN AND FAMILY FIRST - PROPOSITION 10 COMMISSION (AKA FIRST 5 LA)
PROGRAM EXPENDITURES BY FY 2021-22 BUDGET
OCTOBER 31, 2021, UNAUDITED**

INITIATIVE/PROGRAM	FY 2021-22 BUDGET	OCTOBER EXPENDITURES	FISCAL YTD EXPENDITURES	BALANCE REMAINING
2020-2028 STRATEGIC PLAN				
Center for Child and Family Impact				
Families	40,261,000	2,575,485	6,409,216	33,851,784
Communities	17,759,000	348,786	926,168	16,832,832
Early Care & Education Systems	12,964,000	221,186	794,298	12,169,702
Health-Related Systems	5,846,000	342,754	487,650	5,358,350
Center Support	695,000	-	150,000	545,000
Office of Government Affairs & Public Policy				
Policy Advocacy Fund Technical Assistance Provider	400,000	-	-	400,000
Conference Funding to Advance the Field of Early Childhood Development	150,000	-	-	150,000
Organizational-wide Sponsorships to Build Partnerships and Public Will for First 5 LA's Results Areas	200,000	-	-	200,000
Organizational Memberships and Stakeholder Engagement Efforts	508,000	-	-	
Federal Policy and Sustainability Advocate	100,000	-	-	100,000
State Policy and Sustainability Advocate	448,000	-	-	448,000
Strategic Plan Advocacy Strategies	1,263,000	22,548	31,342	1,231,658
Office of Communications				
Strategic Communications	2,500,000	223,658	602,380	1,897,620
Strategic Communications Partnerships	539,000	-	-	
Strategic Marketing	1,575,000	30,000	30,000	1,545,000
Office of Data for Action				
Annual Reporting	74,000	-	-	74,000
Data Policies & Practices	150,000	-	-	
Data Requests	5,000	-	-	5,000
Children's Data Network (CDN)	850,000	-	-	850,000
County Data Partnership	115,000	-	-	115,000
WIC Data Mining Research Partnership	384,000	-	-	384,000
Assisting and Supporting Staff with Information for Specialized Tasks	119,000	-	-	119,000
First 5 LA Data Strategy	250,000	-	-	
Impact Framework	430,000	-	-	430,000
Subtotal 2020-2028 Strategic Plan	87,585,000	3,764,417	9,431,054	76,276,946
LEGACY INVESTMENTS				
Baby Friendly Hospitals	40,000	-	2,400	37,600
Little by Little/One Step Ahead	3,179,000	-	-	3,179,000
Subtotal Legacy Investments	3,219,000	-	2,400	3,216,600
Emerging Opportunities Fund	1,500,000	-	-	1,500,000
TOTAL	92,304,000	3,764,417	9,433,454	79,493,546

The FY 2021-22 program budget was approved by the Board of Commissioners on June 10, 2021.

NOTES:

Journal entries for FY 2020-21 accrued expenses were reversed in July 2021. The amounts reported are the actual program expenditures for October 2021.

LOS ANGELES COUNTY CHILDREN AND FAMILY FIRST - PROPOSITION 10 COMMISSION (AKA FIRST 5 LA)
 EXPENDITURES - PASS-THROUGH
 OCTOBER 31, 2021, UNAUDITED

Attachment B

INITIATIVE/PROGRAM - PASS-THROUGH	OCTOBER EXPENDITURES	YEAR TO DATE EXPENDITURES
Medi-Cal Administrative Activities (MAA) - LA County Charges	5,232	5,232
Medi-Cal Administrative Activities (MAA) - Participation Payment	77,978	77,978
TOTAL	83,210	83,210

**Los Angeles County Children and Family First -
Proposition 10 Commission (aka) First 5 LA
Operating & Administrative Budget Update
October 31, 2021, UNAUDITED**

OPERATION AND ADMINISTRATION EXPENSE	OCTOBER ACTUAL	FISCAL YTD ACTUAL	FY 2021-22 BUDGET	FISCAL YTD VARIANCE
Personnel Services				
Salaries & Wages	812,509	3,202,200	13,151,967	9,949,767
Fringe Benefits	292,491	1,148,199	4,252,139	3,103,940
Total Personnel Services	1,105,000	4,350,399	17,404,106	13,053,707
General Operating Expenses				
ADP Payroll Charges	2,477	7,908	40,000	32,092
Workers Compensation Insurance	-	55,246	65,000	9,754
Utilities	11,762	34,669	135,000	100,331
Corporate Insurance	-	67,220	106,000	38,780
Mileage, Parking and Other Transportation	-	-	21,680	21,680
Telephones	-	14,866	70,000	55,134
Cell Phones & Mobile Devices	9,425	33,400	133,800	100,400
Outside Printing & Publishing	-	-	1,500	1,500
Other Supplies	-	-	5,250	5,250
Postage & Delivery	19	579	8,000	7,421
Educational Supplies	-	-	3,100	3,100
Office Supplies	991	3,644	59,700	56,056
Subscriptions & Publication	30,444	65,912	31,180	(34,732)
Equipment-Rents & Leases	-	5,797	27,000	21,203
Building Repair & Maintenance	2,926	22,766	150,000	127,234
Equipment Repair & Maintenance	-	-	11,500	11,500
Offsite Storage	889	5,489	27,000	21,511
Hardware & Software Maintenance	14,228	30,957	445,214	414,257
Miscellaneous/Contingency	-	-	244,000	244,000
Stipend/Honorarium	-	700	2,100	1,400
Internal Meeting	744	2,699	84,200	81,501
Divisional Capacity Building	-	-	35,000	35,000
Total General Operating Expenses	73,905	351,850	1,706,224	1,354,374
Consultant Services				
Consultant Fees	32,048	177,409	1,481,100	1,303,691
Other Professional Fees	21,699	80,530	320,000	239,470
External Reviewers	-	-	-	-
Total Consultant Services	53,747	257,939	1,801,100	1,543,161
Professional Services				
Audit	56,000	56,000	90,000	34,000
Legal Fees	9,792	15,864	225,000	209,136
Professional Dues	(68,916)	14,425	44,023	29,598
Staff Recruitment	2,169	4,765	10,000	5,235
Commission Stipends	2,400	5,250	23,000	17,750
Web-Based Services	4,428	8,128	56,600	48,473
Bank & Other Service Charges	-	-	20,000	20,000
Total Professional Services	5,873	104,432	468,623	364,191
Travel Expenses				
Airfare	313	313	31,850	31,537
Lodging	-	-	44,900	44,900
Per Diem	-	-	20,100	20,100
Other Travel Expense	-	-	16,750	16,750
Total Travel Expenses	313	313	113,600	113,287
Professional Development				
Training Material & Supplies	-	-	7,200	7,200
Internal Training	-	-	63,500	63,500
Leadership Programs	3,967	7,967	172,000	164,033
Conference Registrations	3,785	4,757	87,215	82,458
External Education/Training	-	-	34,600	34,600
Total Professional Development	7,752	12,724	364,515	351,791
Capital Improvements				
Capital Outlay (Equipment Purchases)	271	289	134,000	133,711
Total Capital Improvements	271	289	134,000	133,711
TOTAL OPERATING EXPENSES	1,246,860	5,077,947	21,992,168	16,914,221

NOTES - OPERATING & ADMINISTRATIVE BUDGET UPDATE:

The administrative expenses are within the maximum authorized under ~~112~~ Board policy.

The FY 2021-22 operating budget was approved by the Board of Commissioners on June 10, 2021.

**Los Angeles County Children and Families First -
Proposition 10 Commission
Statement of Net Assets
October 31, 2021 Unaudited**

Current Assets:

Cash	\$	2,362,961
Cash- Morlin Mgmt Corp		213,437
Investment:		
Operating and Allocated funds		294,047,079
Advance - Regional Network (RN)		2,907,798
Advance - Various		3,802,007
Other Receivables		120,417
Total Current Assets	\$	<u>303,453,699</u>

Fixed Assets:

Land	\$	2,039,000
Building & Improvements		12,076,512
Furniture & Fixtures		627,671
Computer, Software & Accessories		2,115,729
Office Equipment		331,033
Accumulated Depreciation		(6,795,522)
Total Fixed Assets	\$	<u>10,394,423</u>

Total Assets **\$** **313,848,122**

Liabilities and Net Assets

Current liabilities:

Other Liabilities	\$	(28,790) (1)
Total Current Liabilities	\$	<u>(28,790)</u>

Net Assets:

Investment in capital assets	\$	10,394,423
Restricted		303,482,489
Total Net Assets	\$	<u>313,876,912</u>

Total Liabilities and Net Assets **\$** **313,848,122**

NOTES:

(1) Other Liabilities include accounts payable, and other related liabilities.

**Los Angeles County Children and Family First -
Proposition 10 Commission (aka) First 5 LA
Revenue and Expense Statement
November 30, 2021, Unaudited**

	REVENUES AND EXPENDITURES	
Cash Balance as of October 31, 2021	\$ 315,450,606	
Revenue		
Monthly State Allotments	\$ 16,349,256	(1)
Medi-Cal Administrative Activities (MAA)	-	
State Commission - Other Program Funds	-	
Interest Income - Unreserved	136,255	
Investment Income - Other	-	
Rental Revenue - La Petite	-	
Total Revenue	\$ 16,485,511	
Expenses		
Program Budget (Attachment A)		
2020-2028 Strategic Plan: Focusing For The Future	\$ 4,834,271	
Legacy Investments	5,213	
Total Initiative/Program Expenses	\$ 4,839,484	
Pass-Through (Attachment B)		
Medi-Cal Administrative Activities (MAA)	\$ -	
Total Pass-Through Expenses	\$ -	
Operation and Administration (Attachment C)		
Personnel	\$ 1,096,325	
General Operating	17,458	
Consultant Services	138,077	
Professional Services	5,151	
Travel Expenses	(313)	
Professional Development	37,372	
Capital Improvements	8,943	
Total Operation and Administration	\$ 1,303,015	
Total Expenses	\$ 6,142,499	
Variance (Revenue - Expenses)	\$ 10,343,012	
Cash Balance as of November 30, 2021	\$ 325,793,618	(2)

NOTE:

- 1) Tobacco tax revenue for July, August and September 2021.
- 2) Cash Balance excludes fixed assets and liabilities.

**LOS ANGELES COUNTY CHILDREN AND FAMILY FIRST - PROPOSITION 10 COMMISSION (AKA FIRST 5 LA)
PROGRAM EXPENDITURES BY FY 2021-22 BUDGET
NOVEMBER 30, 2021, UNAUDITED**

INITIATIVE/PROGRAM	FY 2021-22 BUDGET	NOVEMBER EXPENDITURES	FISCAL YTD EXPENDITURES	BALANCE REMAINING
2020-2028 STRATEGIC PLAN				
Center for Child and Family Impact				
Families	40,261,000	1,923,616	8,332,832	31,928,168
Communities	17,759,000	551,218	1,477,386	16,281,614
Early Care & Education Systems	12,964,000	1,723,043	2,517,341	10,446,659
Health-Related Systems	5,846,000	147,004	634,654	5,211,346
Center Support	695,000	75,000	225,000	470,000
Office of Government Affairs & Public Policy				
Policy Advocacy Fund Technical Assistance Provider	400,000	-	-	400,000
Conference Funding to Advance the Field of Early Childhood Development	150,000	-	-	150,000
Organizational-wide Sponsorships to Build Partnerships and Public Will for First 5 LA's Results Areas	200,000	50,500	50,500	149,500
Organizational Memberships and Stakeholder Engagement Efforts	508,000	-	-	
Federal Policy and Sustainability Advocate	100,000	-	-	100,000
State Policy and Sustainability Advocate	448,000	-	-	448,000
Strategic Plan Advocacy Strategies	1,263,000	363,890	395,232	867,768
Office of Communications				
Strategic Communications	2,500,000	-	602,380	1,897,620
Strategic Communications Partnerships	539,000	-	-	
Strategic Marketing	1,575,000	-	30,000	1,545,000
Office of Data for Action				
Annual Reporting	74,000	-	-	74,000
Data Policies & Practices	150,000	-	-	
Data Requests	5,000	-	-	5,000
Children's Data Network (CDN)	850,000	-	-	850,000
County Data Partnership	115,000	-	-	115,000
WIC Data Mining Research Partnership	384,000	-	-	384,000
Assisting and Supporting Staff with Information for Specialized Tasks	119,000	-	-	119,000
First 5 LA Data Strategy	250,000	-	-	
Impact Framework	430,000	-	-	430,000
Subtotal 2020-2028 Strategic Plan	87,585,000	4,834,271	14,265,325	71,442,675
LEGACY INVESTMENTS				
Baby Friendly Hospitals	40,000	5,213	7,613	32,387
Little by Little/One Step Ahead	3,179,000	-	-	3,179,000
Subtotal Legacy Investments	3,219,000	5,213	7,613	3,211,387
Emerging Opportunities Fund	1,500,000	-	-	1,500,000
TOTAL	92,304,000	4,839,484	14,272,938	74,654,062

The FY 2021-22 program budget was approved by the Board of Commissioners on June 10, 2021.

NOTES:

Journal entries for FY 2020-21 accrued expenses were reversed in July 2021. The amounts reported are the actual program expenditures for November 2021.

LOS ANGELES COUNTY CHILDREN AND FAMILY FIRST - PROPOSITION 10 COMMISSION (AKA FIRST 5 LA)
 EXPENDITURES - PASS-THROUGH
 NOVEMBER 30, 2021, UNAUDITED

Attachment B

INITIATIVE/PROGRAM - PASS-THROUGH	NOVEMBER EXPENDITURES	YEAR TO DATE EXPENDITURES
Medi-Cal Administrative Activities (MAA) - LA County Charges	-	5,232
Medi-Cal Administrative Activities (MAA) - Participation Payment	-	77,978
TOTAL	-	83,210

**Los Angeles County Children and Family First -
Proposition 10 Commission (aka) First 5 LA
Operating & Administrative Budget Update
November 30, 2021, UNAUDITED**

OPERATION AND ADMINISTRATION EXPENSE	NOVEMBER ACTUAL	FISCAL YTD ACTUAL	FY 2021-22 BUDGET	FISCAL YTD VARIANCE
Personnel Services				
Salaries & Wages	815,338	4,017,538	13,151,967	9,134,429
Fringe Benefits	280,987	1,429,186	4,252,139	2,822,953
Total Personnel Services	1,096,325	5,446,724	17,404,106	11,957,382
General Operating Expenses				
ADP Payroll Charges	2,615	10,523	40,000	29,477
Workers Compensation Insurance	(10,727)	44,519	65,000	20,481
Utilities	-	34,669	135,000	100,331
Corporate Insurance	-	67,220	106,000	38,780
Mileage, Parking and Other Transportation	-	-	21,680	21,680
Telephones	3,650	18,516	70,000	51,484
Cell Phones & Mobile Devices	9,550	42,950	133,800	90,850
Outside Printing & Publishing	-	-	1,500	1,500
Other Supplies	-	-	5,250	5,250
Postage & Delivery	-	579	8,000	7,421
Educational Supplies	24	24	3,100	3,076
Office Supplies	843	4,487	59,700	55,213
Subscriptions & Publication	75	65,987	31,180	(34,807)
Equipment-Rents & Leases	53	5,850	27,000	21,150
Building Repair & Maintenance	-	22,766	150,000	127,234
Equipment Repair & Maintenance	-	-	11,500	11,500
Offsite Storage	1,197	6,686	27,000	20,314
Hardware & Software Maintenance	10,032	40,989	445,214	404,225
Miscellaneous/Contingency	-	-	244,000	244,000
Stipend/Honorarium	-	700	2,100	1,400
Internal Meeting	145	2,844	84,200	81,356
Divisional Capacity Building	-	-	35,000	35,000
Total General Operating Expenses	17,458	369,309	1,706,224	1,336,915
Consultant Services				
Consultant Fees	138,077	315,486	1,481,100	1,165,614
Other Professional Fees	-	80,530	320,000	239,470
External Reviewers	-	-	-	-
Total Consultant Services	138,077	396,016	1,801,100	1,405,084
Professional Services				
Audit	-	56,000	90,000	34,000
Legal Fees	-	15,864	225,000	209,136
Professional Dues	1,727	16,152	44,023	27,871
Staff Recruitment	(921)	3,845	10,000	6,155
Commission Stipends	3,000	8,250	23,000	14,750
Web-Based Services	1,345	9,473	56,600	47,128
Bank & Other Service Charges	-	-	20,000	20,000
Total Professional Services	5,151	109,584	468,623	359,039
Travel Expenses				
Airfare	(313)	-	31,850	31,850
Lodging	-	-	44,900	44,900
Per Diem	-	-	20,100	20,100
Other Travel Expense	-	-	16,750	16,750
Total Travel Expenses	(313)	-	113,600	113,600
Professional Development				
Training Material & Supplies	-	-	7,200	7,200
Internal Training	-	-	63,500	63,500
Leadership Programs	36,364	44,331	172,000	127,669
Conference Registrations	1,009	5,766	87,215	81,449
External Education/Training	-	-	34,600	34,600
Total Professional Development	37,372	50,096	364,515	314,419
Capital Improvements				
Capital Outlay (Equipment Purchases)	8,943	9,233	134,000	124,767
Total Capital Improvements	8,943	9,233	134,000	124,767
TOTAL OPERATING EXPENSES	1,303,015	6,380,961	21,992,168	15,611,207

NOTES - OPERATING & ADMINISTRATIVE BUDGET UPDATE:

The administrative expenses are within the maximum authorized under ~~17~~ Board policy.

The FY 2021-22 operating budget was approved by the Board of Commissioners on June 10, 2021.

**Los Angeles County Children and Families First -
Proposition 10 Commission
Statement of Net Assets
November 30, 2021 Unaudited**

Current Assets:

Cash	\$ 7,594,134
Cash- Morlin Mgmt Corp	213,437
Investment:	
Operating and Allocated funds	300,812,071
Advance - Regional Network (RN)	2,764,194
Advance - Various	2,109,309
Other Receivables	93,366
Total Current Assets	<u>\$ 313,586,510</u>

Fixed Assets:

Land	\$ 2,039,000
Building & Improvements	12,076,512
Furniture & Fixtures	627,671
Computer, Software & Accessories	2,115,729
Office Equipment	331,033
Accumulated Depreciation	(6,795,522)
Total Fixed Assets	<u>\$ 10,394,423</u>

Total Assets **\$ 323,980,934**

Liabilities and Net Assets

Current liabilities:

Other Liabilities	\$ (28,595) (1)
Total Current Liabilities	<u>\$ (28,595)</u>

Net Assets:

Investment in capital assets	\$ 10,394,423
Restricted	313,615,106
Total Net Assets	<u>\$ 324,009,529</u>

Total Liabilities and Net Assets **\$ 323,980,934**

NOTES:

(1) Other Liabilities include accounts payable, and other related liabilities.

**Los Angeles County Children and Family First -
Proposition 10 Commission (aka) First 5 LA
Revenue and Expense Statement
December 31, 2021, Unaudited**

	REVENUES AND EXPENDITURES	
Cash Balance as of November 30, 2021	\$ 325,793,618	
Revenue		
Monthly State Allotments	\$ 4,336,015	(1)
Medi-Cal Administrative Activities (MAA)	-	
State Commission - Other Program Funds	87,681	
Interest Income - Unreserved	203,071	
Investment Income - Other	-	
Rental Revenue - La Petite	-	
Total Revenue	\$ 4,626,767	
Expenses		
Program Budget (Attachment A)		
2020-2028 Strategic Plan: Focusing For The Future	\$ 7,205,355	
Legacy Investments	3,888	
Total Initiative/Program Expenses	\$ 7,209,243	
Pass-Through (Attachment B)		
Medi-Cal Administrative Activities (MAA)	\$ 1,351	
Total Pass-Through Expenses	\$ 1,351	
Operation and Administration (Attachment C)		
Personnel	\$ 1,829,331	
General Operating	142,489	
Consultant Services	170,717	
Professional Services	14,673	
Travel Expenses	-	
Professional Development	1,696	
Capital Improvements	2,038	
Total Operation and Administration	\$ 2,160,944	
Total Expenses	\$ 9,371,538	
Variance (Revenue - Expenses)	\$ (4,744,771)	
Cash Balance as of December 31, 2021	\$ 321,048,847	(2)

NOTE:

- 1) Tobacco tax revenue for October 2021.
- 2) Cash Balance excludes fixed assets and liabilities.

**LOS ANGELES COUNTY CHILDREN AND FAMILY FIRST - PROPOSITION 10 COMMISSION (AKA FIRST 5 LA)
PROGRAM EXPENDITURES BY FY 2021-22 BUDGET
DECEMBER 31, 2021, UNAUDITED**

INITIATIVE/PROGRAM	FY 2021-22 BUDGET	DECEMBER EXPENDITURES	FISCAL YTD EXPENDITURES	BALANCE REMAINING
2020-2028 STRATEGIC PLAN				
Center for Child and Family Impact				
Families	40,261,000	3,884,071	12,216,903	28,044,097
Communities	17,759,000	1,285,775	2,763,161	14,995,839
Early Care & Education Systems	12,964,000	1,362,667	3,880,008	9,083,992
Health-Related Systems	5,846,000	331,486	966,140	4,879,860
Center Support	695,000	-	225,000	470,000
Office of Government Affairs & Public Policy				
Policy Advocacy Fund Technical Assistance Provider	400,000	-	-	400,000
Conference Funding to Advance the Field of Early Childhood Development	150,000	-	-	150,000
Organizational-wide Sponsorships to Build Partnerships and Public Will for First 5 LA's Results Areas	200,000	15,000	65,500	134,500
Organizational Memberships and Stakeholder Engagement Efforts	508,000	26,760	26,760	
Federal Policy and Sustainability Advocate	100,000	-	-	100,000
State Policy and Sustainability Advocate	448,000	97,500	97,500	350,500
Strategic Plan Advocacy Strategies	1,263,000	435	395,667	867,333
Office of Communications				
Strategic Communications	2,500,000	156,463	758,843	1,741,157
Strategic Communications Partnerships	539,000	-	-	
Strategic Marketing	1,575,000	-	30,000	1,545,000
Office of Data for Action				
Annual Reporting	74,000	-	-	74,000
Data Policies & Practices	150,000	-	-	
Data Requests	5,000	-	-	5,000
Children's Data Network (CDN)	850,000	-	-	850,000
County Data Partnership	115,000	-	-	115,000
WIC Data Mining Research Partnership	384,000	45,198	45,198	338,802
Assisting and Supporting Staff with Information for Specialized Tasks	119,000	-	-	119,000
First 5 LA Data Strategy	250,000	-	-	
Impact Framework	430,000	-	-	430,000
Subtotal 2020-2028 Strategic Plan	87,585,000	7,205,355	21,470,680	64,264,080
LEGACY INVESTMENTS				
Baby Friendly Hospitals	40,000	3,888	11,501	28,499
Little by Little/One Step Ahead	3,179,000	-	-	3,179,000
Subtotal Legacy Investments	3,219,000	3,888	11,501	3,207,499
Emerging Opportunities Fund	1,500,000	-	-	1,500,000
TOTAL	92,304,000	7,209,243	21,482,181	67,471,579

The FY 2021-22 program budget was approved by the Board of Commissioners on June 10, 2021.

NOTES:

Journal entries for FY 2020-21 accrued expenses were reversed in July 2021. The amounts reported are the actual program expenditures for December 2021.

LOS ANGELES COUNTY CHILDREN AND FAMILY FIRST - PROPOSITION 10 COMMISSION (AKA FIRST 5 LA)
 EXPENDITURES - PASS-THROUGH
 DECEMBER 31, 2021, UNAUDITED

Attachment B

INITIATIVE/PROGRAM - PASS-THROUGH	DECEMBER EXPENDITURES	YEAR TO DATE EXPENDITURES
Medi-Cal Administrative Activities (MAA) - LA County Charges	-	5,232
Medi-Cal Administrative Activities (MAA) - Participation Payment	1,351	79,329
TOTAL	1,351	84,561

**Los Angeles County Children and Family First -
Proposition 10 Commission (aka) First 5 LA
Operating & Administrative Budget Update
December 31, 2021, UNAUDITED**

OPERATION AND ADMINISTRATION EXPENSE	DECEMBER ACTUAL	FISCAL YTD ACTUAL	FY 2021-22 BUDGET	FISCAL YTD VARIANCE
Personnel Services				
Salaries & Wages	1,507,983	5,525,520	13,151,967	7,626,447
Fringe Benefits	321,349	1,750,535	4,252,139	2,501,604
Total Personnel Services	1,829,331	7,276,056	17,404,106	10,128,050
General Operating Expenses				
ADP Payroll Charges	3,283	13,806	40,000	26,194
Workers Compensation Insurance	-	44,519	65,000	20,481
Utilities	11,415	46,084	135,000	88,916
Corporate Insurance	2,500	69,720	106,000	36,280
Mileage, Parking and Other Transportation	-	-	21,680	21,680
Telephones	11,737	30,253	70,000	39,747
Cell Phones & Mobile Devices	9,900	52,850	133,800	80,950
Outside Printing & Publishing	-	-	1,500	1,500
Other Supplies	-	-	5,250	5,250
Postage & Delivery	16,848	17,427	8,000	(9,427)
Educational Supplies	-	24	3,100	3,076
Office Supplies	658	5,145	59,700	54,555
Subscriptions & Publication	384	66,370	31,180	(35,190)
Equipment-Rents & Leases	4,963	10,813	27,000	16,187
Building Repair & Maintenance	13,270	36,035	150,000	113,965
Equipment Repair & Maintenance	-	-	11,500	11,500
Offsite Storage	1,832	8,519	27,000	18,481
Hardware & Software Maintenance	60,662	101,651	445,214	343,563
Miscellaneous/Contingency	5,000	5,000	244,000	239,000
Stipend/Honorarium	-	700	2,100	1,400
Internal Meeting	37	2,882	84,200	81,318
Divisional Capacity Building	-	-	35,000	35,000
Total General Operating Expenses	142,489	511,797	1,706,224	1,194,427
Consultant Services				
Consultant Fees	137,537	453,023	1,481,100	1,028,077
Other Professional Fees	33,180	113,710	320,000	206,290
External Reviewers	-	-	-	-
Total Consultant Services	170,717	566,733	1,801,100	1,234,367
Professional Services				
Audit	-	56,000	90,000	34,000
Legal Fees	23,921	39,785	225,000	185,215
Professional Dues	(11,595)	4,558	44,023	39,465
Staff Recruitment	540	4,385	10,000	5,615
Commission Stipends	450	8,700	23,000	14,300
Web-Based Services	1,357	10,830	56,600	45,771
Bank & Other Service Charges	-	-	20,000	20,000
Total Professional Services	14,673	124,257	468,623	344,366
Travel Expenses				
Airfare	-	-	31,850	31,850
Lodging	-	-	44,900	44,900
Per Diem	-	-	20,100	20,100
Other Travel Expense	-	-	16,750	16,750
Total Travel Expenses	-	-	113,600	113,600
Professional Development				
Training Material & Supplies	-	-	7,200	7,200
Internal Training	-	-	63,500	63,500
Leadership Programs	-	44,331	172,000	127,669
Conference Registrations	1,196	6,962	87,215	80,253
External Education/Training	500	500	34,600	34,100
Total Professional Development	1,696	51,792	364,515	312,723
Capital Improvements				
Capital Outlay (Equipment Purchases)	2,038	11,271	134,000	122,729
Total Capital Improvements	2,038	11,271	134,000	122,729
TOTAL OPERATING EXPENSES	2,160,944	8,541,906	21,992,168	13,450,262

NOTES - OPERATING & ADMINISTRATIVE BUDGET UPDATE:

The administrative expenses are within the maximum authorized under the Board policy.

The FY 2021-22 operating budget was approved by the Board of Commissioners on June 10, 2021.

**Los Angeles County Children and Families First -
Proposition 10 Commission
Statement of Net Assets
December 31, 2021 Unaudited**

Current Assets:

Cash	\$ 7,385,223
Cash- Morlin Mgmt Corp	213,437
Investment:	
Operating and Allocated funds	297,097,412
Advance - Regional Network (RN)	2,286,743
Advance - Various	1,455,709
Other Receivables	9,943
Total Current Assets	<u>\$ 308,448,466</u>

Fixed Assets:

Land	\$ 2,039,000
Building & Improvements	12,076,512
Furniture & Fixtures	627,671
Computer, Software & Accessories	2,115,729
Office Equipment	331,033
Accumulated Depreciation	(6,795,522)
Total Fixed Assets	<u>\$ 10,394,423</u>

Total Assets \$ 318,842,890

Liabilities and Net Assets

Current liabilities:

Other Liabilities	\$ 6,875 (1)
Total Current Liabilities	<u>\$ 6,875</u>

Net Assets:

Investment in capital assets	\$ 10,394,423
Restricted	308,441,591
Total Net Assets	<u>\$ 318,836,014</u>

Total Liabilities and Net Assets \$ 318,842,890

NOTES:

(1) Other Liabilities include accounts payable, and other related liabilities.

First 5 LA

SUBJECT:

Contracts for approval

RECOMMENDATION:

Approve one renewal and two amendments and authorize staff to complete final execution of the agreements upon approval from the Board.

BACKGROUND:

First 5 LA's proposed programmatic budget for FY 2021-22 totals \$92,304,000 and the approved operating budget totals \$21,992,168. Funding for the renewal and amendments are included in the FY 21-22 budget which was approved at the June 10, 2021 meeting. For contracts that span fiscal years, the estimated spending amount for each fiscal year will be included in First 5 LA's annual budgets for approval. Pursuant to contract terms, if the Commission does not appropriate funds for the agreement in future fiscal years, First 5 LA may terminate the agreement. Upon approval of the agreements presented below, staff will complete final execution.

There is **one renewal** for approval with Community Partners, in the amount of \$481,333 to serve as co-designer, facilitator, and thought partner of a peer learning structure for partners working to improve community capacity efforts in the 5 regions and 14 Best Start communities. In Year 2, the Contractor successfully held 3 main virtual sessions in addition to smaller, focused learning pods throughout the year with partners to go deeper in understanding key capacity strengthening issues across the County. In Year 3, the contractor will work on building upon the successes of the past year focusing on capturing, documenting, and sharing learnings of respective and collective work to strengthen First 5 LA's efforts to catalyze community capacity strengthening across LA County.

There is **one amendment** for approval with American Institutes for Research in the Behavioral Sciences, in the amount of \$184,064 for a total agreement amount of \$1,810,163, to conduct a study to document maternal and child outcomes of virtual home visiting, determine whether outcomes differ based on demographic factors and program dosage, and to inform improvements to Welcome Baby Program Implementation of virtual visits in support of the development and expansion of a universal system of voluntary home visiting that builds upon existing infrastructure. The requested amendment will permit the contractor to provide a delayed deliverable from last fiscal year of Hospital Institutional Review Board (IRB) approval letters from all participating hospitals as well as funds for 18-month data collection activities. The 18-month data collection activities will collect reliable and valid data from recipients of the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) program to answer the research questions posed in the Welcome Baby Virtual Visits Study. The contractor will collect data in an ethical and culturally appropriate manner that yields high response rates to reduce bias in the analyses.

There is **one amendment** for approval with Seed Collaborative, LLC, in the amount of \$169,445 for a total agreement amount of \$367,330, to design and implement a comprehensive workplan to inform how First 5 LA can best approach diversity, equity and inclusion (including implicit bias) in First 5 LA's internal policies and practices. The workplan may inform our programmatic strategies. The contractor will conduct a baseline assessment of First 5 LA's current organizational practices and level of DEI awareness and competency, develop recommendations on initial strategies, develop a training strategy, develop an overarching DEI Plan and support implementation of the strategies

developed. The requested amendment will account for additional hours for the planned Phase 2 work and include facilitation of the staff-led DEI Governance Board meetings and process, collaboration with the Center for Collective Wisdom, development of an assessment report, development of a training strategy and implementation of training sessions, project coordination, and the creation of a DEI Action Plan. The requested amendment seeks to extend the contract term from the current end date of February 28, 2022, to December 16, 2022.

DISCUSSION:

Staff seeks the Commission's approval of the agreements summarized in Attachment A.

**Attachment A
FEBRUARY 2022**

RENEWALS											
	DEPARTMENT	TEAM/ INITIATIVE/STRATEGY / PROGRAM	CONTRACT (PROJECT) INFORMATION	PROCUREMENT METHOD	PROJECT LENGTH	ESTIMATED TOTAL PROJECT COST	CONTRACT AMOUNT	ANTICIPATED CONTRACT START DATE	ANTICIPATED CONTRACT END DATE	ANTICIPATED PROJECT END DATE	*SATISFACTORY PROGRESS ACHIEVED BY CONTRACTOR?
1	Communities	Communities/Field Building /Capacity Strengthening Learning Consortium	<p>COMMUNITY PARTNERS (#10227) The contractor supports First 5 LA by serving as co-designer, facilitator, and thought partner of a peer learning structure for partners working to improve community capacity efforts in the 5 regions and 14 Best Start communities. In Year 2, the contractor successfully held 3 main virtual sessions in addition to smaller, focused learning pods throughout the year with partners to go deeper in understanding key capacity strengthening issues across the County. In Year 3, the Contractor will work on building upon the successes of the past year focusing on capturing, documenting, and sharing learnings of respective and collective work to strengthen First 5 LA's efforts to catalyze community capacity strengthening across LA County.</p> <p>Funding is included in the budget for FY21-22 which was approved at the June 10th, 2021 Commissioner's Meeting.</p>	RFP	3 years, 4 months	\$1,261,333	<p>\$481,333</p> <p>Estimated FY 21-22 Spending: \$120,336</p> <p>Impact to FY 22-23 Budget: \$360,997</p>	2/24/2022	6/30/2023	6/30/2023	<p>Yes</p> <p>26</p>

AMENDMENTS										
	TEAM	TEAM/ INITIATIVE/STRATEGY / PROGRAM	CONTRACT (PROJECT) INFORMATION	PROCUREMENT METHOD	PROJECT LENGTH	CURRENT CONTRACT AMOUNT	AMENDMENT AMOUNT	NEW CONTRACT AMOUNT	*SATISFACTORY PROGRESS ACHIEVED BY CONTRACTOR?	
2	Family Support	Family Support / Home Visiting / Welcome Baby Impact Study	<p>AMERICAN INSTITUTES FOR RESEARCH IN THE BEHAVIORAL SCIENCES (#09176) The contractor is conducting a study to document maternal and child outcomes of virtual home visiting, determine whether outcomes differ based on demographic factors and program dosage, and to inform improvements to Welcome Baby Program Implementation of virtual visits in support of the development and expansion of a universal system of voluntary home visiting that builds upon existing infrastructure. The requested amendment in the amount of \$184,064 will permit the contractor to provide Hospital IRB approval letters from all participating hospitals as well as funds for 18-month data collection activities. The 18-month data collection activities will collect reliable</p>	RFP	6 years, 2 months	\$1,626,098.76	\$184,064	<p>\$1,810,163</p> <p>Estimated FY 21-22 Spending \$1,810,163</p>	Yes	

*Satisfactory progress is based on whether contractors and grantees are making or will be expected to make satisfactory progress towards completion in the current agreement by the contract expiration date.

**Attachment A
FEBRUARY 2022**

			<p>and valid data from recipients of the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) program to answer the research questions posed in the Welcome Baby Virtual Visits Study. The contractor will collect data in an ethical and culturally appropriate manner that yields high response rates to reduce bias in the analyses.</p> <p>Funding is included in the budget for FY21-22 which was approved at the June 10th, 2021 Commissioner's Meeting.</p>						
3	Office of Equity, Strategy, and Learning	Office of Equity, Strategy, and Learning / N/A / Internal Operations	<p><u>SEED COLLABORATIVE, LLC (#10264)</u> The contractor, in conjunction with First 5 LA, will design and implement a comprehensive workplan to inform how First 5 LA can best approach diversity, equity and inclusion (including implicit bias) in First 5 LA's internal policies and practices. The workplan may inform our programmatic strategies. The contractor will conduct a baseline assessment of First 5 LA's current organizational practices and level of DEI awareness and competency, develop recommendations on initial strategies, develop a training strategy, develop an overarching DEI Plan and support implementation of the strategies developed. The requested amendment in the amount of \$169,445 will account for additional hours for the planned Phase 2 work and include facilitation of the DEI Governance Board meetings and process, collaboration with the Center for Collective Wisdom, development of an assessment report, development of a training strategy and implementing training sessions, project coordination, and the creation of a DEI Action Plan. The requested amendment seeks to extend the contract term from the current end date of February 28, 2022, to December 16, 2022.</p> <p>Funding is included in the budget for FY21-22 which was approved at the June 10th, 2021 Commissioner's Meeting.</p>	RFP	2 Years	\$197,885	\$169,445	<p>\$367,330</p> <p>Estimated FY 21-22 Spending \$168,500</p> <p>Impact to FY 22-23 Budget \$198,830</p>	<p>Yes</p> <p>27</p>

*Satisfactory progress is based on whether contractors and grantees are making or will be expected to make satisfactory progress towards completion in the current agreement by the contract expiration date.

FIRST 5 LA

SUBJECT:

Review and Determine that the Board and Committees will Continue to Conduct Public Meetings by Teleconference Pursuant to Government Code Section 54953(e)

RECOMMENDATION:

That the Board review the current County and City states of emergency due to the COVID-19 pandemic, and social distancing measures that are required and recommended by state and local health authorities, and determine that in person meetings of the Board and Commission would present imminent risks to the health and safety of attendees.

BACKGROUND:

The Board and Committees of the Board have met remotely throughout the pandemic to protect the health and safety of the public, staff and Commissioners. Remote meetings under relaxed Brown Act rules were permitted by Governor Newsom's executive Order N-29-20, which expired on September 30, 2021. In its place, the Legislature passed AB 361, which became effective October 1, 2021. AB 361 continues to permit remote meetings during a proclaimed local emergency, if social distancing measures are required or recommended. New Government Code Section 54953(e) requires that the Board review these requirements every 30 days, to determine whether in person meetings of the Board and Committees would present imminent risks to the health and safety of attendees. If the Board continues to meet remotely, AB 361 requires that the public have real time opportunities to participate.

DISCUSSION:

State, County and City-declared states of emergency due to the COVID-19 pandemic remain in effect. While California and Los Angeles County residents have worked hard to reduce the spread of the virus, hospitalizations and deaths, transmission remains at substantial levels in the community. Authorities, including Cal OSHA, recommend that businesses and entities continue to practice social distancing as well as other measures to guard against the virus. Staff will provide the required real time public participation measures for remote meetings.

The Executive Director and legal counsel recommend that the Board make the determination to continue to meet remotely at least through March. As required by law, the Board will continue to review this matter every 30 days, or as soon thereafter as meeting schedules permit.

RECOMMENDATION:

Staff and legal counsel recommend that the Board determine that the Board and Committees will continue to conduct public meetings by teleconference pursuant to Government Code Section 54953(e), because in-person meetings would present imminent risks to the health and safety of attendees.

Memo

To: Board of Commissioners
From: Kim Belshé, Executive Director
Date: February 10, 2022
Subject: EXECUTIVE DIRECTOR'S REPORT

I. EXECUTIVE DIRECTOR'S HIGHLIGHTS

Hello, Board of Commissioners, and welcome back! We've missed you during First 5 LA's winter break and are eager to re-engage on the work before us as we begin the new year.

As I shared with the First 5 LA team at the start of 2022, new beginnings live at the heart of our wishes for each new year. They come with a feeling of hope and possibility and a deep sense of trust that we have the ability, optimism and resolve to create the changes we seek for ourselves, loved ones, young children and the society in which we live. It is with this, even in this grip of COVID-19's Omicron strain, that I wish us all a promising and productive 2022.

Turning to the year ahead, as I thought about how I want to frame my thinking and direct my attention and intention, I landed on two words: Hope and Trust.

Hope that First 5 LA can build upon the important foundational work undertaken last year to focus, integrate, and center DEI in our work in furtherance of equitable, family-focused change at a scale that the children of LA County deserve.

I recognize hope is not a strategy. Change requires strategic choices. My intention for 2022 is to balance hope with trust that we can and will make the right choices.

And, trust in the First 5 LA team to meet the challenges before us in our work.

My trust reflects confidence in our:

- Powerful mission and aspirations for young children and strategic direction focused on systems change
- Processes and efforts to work differently to achieve greater impact
- Collective ability to learn by doing, including from missteps that invariably will occur
- And, in one and other and in our respective roles, functional expertise, and lived experience

COMMISSIONERS

Los Angeles County Supervisor Sheila Kuehl <i>Chair</i>	Barbara Ferrer, Ph.D., M.P.H., M.Ed. Astrid Heger, M.D. Yvette Martinez	Frank Ramos Carol Sigala Romalls J. Taylor Keesha Woods
Judy Abdo <i>Vice Chair</i>		

EX OFFICIO MEMBERS

Jacquelyn McCroskey, DSW
 Karla Pleitéz Howell
 Jonathan E. Sherin,
 M.D., Ph.D.
 Deanne Tilton
 29

EXECUTIVE DIRECTOR

Kim Belshé

EXECUTIVE VICE PRESIDENT

John A. Wagner

A PUBLIC ENTITY

Our hopes and aspirations for young children – the “Why?” of our work – require decisions and choices about our “How”... how we do our work, allocate resources, and show up.

I'm enormously proud of how the First 5 LA team is showing up – within our organization, with the Board, in the community, and in our work. As the Program & Planning Committee (PPC) heard at last month's meeting, the team is really leaning into working in more focused, aligned and DEI-centered ways to contribute to greater impact for children, families and communities. The work that's immediately before us are terrific examples:

- Our Diversity, Equity and Inclusion Governance Board and related subcommittees, which continue to make progress toward identifying how First 5 LA can better embrace and practice our DEI value.
- Our integrated business planning process for the upcoming fiscal year, including development of the FY 2022-23 budget, Long Term Financial Plan, contract renewals and Story of Progress, a process intended to prioritize and integrate goals across teams.
- Our policy work, grounded in the Board-approved 2022 Policy Agenda, to ensure early childhood development is prioritized in California's 2022 budget, which includes a \$31 billion budget surplus (see the OGAPP team's overview of the Governor's proposed 2022 budget as well as my recent opinion piece in CalMatters).
- Our hybrid work transition phase preparations, which are well underway to ensure the safe reopening of our building and voluntary return to in-person work later this spring.

Looking to the year ahead, I'm hopeful about our capability to be a transformative agent of change for LA County's youngest children, their families and communities. I'm confident the team can build on the good work of the past year and thoughtfully and strategically navigate the choices before us in the year ahead to optimize First 5 LA's contribution to meaningful change. My confidence is grounded in my trust in the team, the positive intent we bring and recognize in others, and collective wisdom resident within First 5 LA, including our strategic, experienced and thoughtful Board of Commissioners.

We look forward to our work together in 2022 towards our bold North Star that by 2028, all children in LA County will enter kindergarten ready to succeed in school and life.

II. OPTIMIZING OUR ORGANIZATIONAL EFFECTIVENESS

Capital Improvement Project Update

The project includes facility renovations that will address COVID re-entry requirements, replace and modernize aged equipment and infrastructure, and improve sustainability and resiliency in the facility to better support First 5 LA's mission well into the future. This includes mechanical, plumbing, and electrical upgrades; roofing replacement; addition of Photovoltaic (PV) Solar System; modifications to low-voltage and technology systems in the MPR; architectural modifications to install touch free devices and partitions to promote social distancing; and site modifications to address envelope repairs and backup power needs.

During the month of December, the majority of the rooftop HVAC equipment was replaced, extensive electrical installation and re-circuiting was completed, new AC systems for the IT rooms were installed, and various plumbing works were completed. Additionally, demolition and rough-in work associated with the MPR was performed, and a pre-action fire suppression system was installed.

During the month of January, installation began on a number of items that had been previously delayed due to varying circumstances, including the clean agent fire suppression system, automatic door openers, restroom sinks, and water coolers and associated renovations.

Plan check completion is still pending for the other packages submitted to the City of Los Angeles in October. Comments have been provided by various departments, responses and corrections have been generated,

and the majority of agency clearances have been obtained. It is anticipated that this process for obtaining plan check clearance and permits with the City of LA may continue through at least 2/11/22.

In February, the team will be focused on wrapping up all tasks covered under the Express Permits, which includes all HVAC work, all interior electrical and plumbing work, and all work associated with the AV upgrades within the MPR. While the interior work within the building should complete in February, it is anticipated that the re-roof work, playground storage area renovation, and solar panel installation will go into middle to late February based on the anticipated timeframe of permit releases from the City to allow that work to begin. Weather delays could also be more of a factor as February typically sees the most rainfall as compared with other times of the year. These delays will push the substantial completion for this work to the end of March, with final completion (punch list items) and closeout for the project being delayed until the end of April provided the pending plan checks are completed by 2/11/22. This delay, will not impact re-entry of our staff into the building, in March. It may however, cause some inconveniences to staff with regards to construction noise due to work being performed on the rooftop, and exterior of the building.

Transition to Hybrid Work

As Commissioners are aware, early in the onset of the COVID-19 pandemic nearly two years ago, and driven by my commitment to staff health and safety, I made the decision to transition to a mandatory remote work policy. Since then, First 5 LA has operated as a remote organization, allowing staff to enter the building only for essential on-site work when necessary.

Beginning last summer, with the widespread availability of free and safe COVID vaccines, First 5 LA staff began preparing for the potential time when we could re-open our building to employees and allow staff to meet with partners in-person again. We've conducted staff surveys, hosted office hours, and explored best practices from other employers. We've instituted a mandatory vaccine policy, and are revisiting existing organizational policies and practices to support the potential for in-person work. And we continue to track the spread and impact of COVID-19, including guidance from our County's public health leaders.

At this point, we are planning to re-open our building to employees on a voluntary basis in early spring, no sooner than March, though the final stages of our Capital Improvement Project and the status of the pandemic will continue to impact our timelines and expectations. When our building reopens, we will be launching what we are calling a "hybrid work transition phase," a period in our evolution which will allow employees to conduct work in-person as they are comfortable and as the work requires. Employees will not be forced to work in our offices or attend in-person events, but we will have the operational requirements and tools which will allow us to move away from our current mandatory telework environment.

As I've previously shared with the Board, First 5 LA will always be a hybrid work environment. Like all employers, First 5 LA has learned that while some work is best done in-person when we are safely able, much of our work can be done successfully and effectively remotely. Our intent is that we will be able to safely move toward our hybrid work future in 2022, allowing us to learn from experience and evolve our approach informed by learning from the initial transition period.

Honoring Black History Month

First 5 LA recognizes February as Black History Month and has launched a month-long communications initiative to acknowledge historical and cultural contributions that have shaped our nation and reflect on our organization's work to counter systemic-influenced disparities that affect Los Angeles County's Black children, families and communities. The Office of Communications is coordinating stories being featured on our internal and external communications channels which draw parallels between today's racial disparity contexts exacerbated by the pandemic and our value of diversity, equity and inclusion to guide our priorities toward equitable opportunities and futures for all children. In addition to using my weekly update to employees to honor the month, colleagues from our Communities, Health Systems,

Family Supports and Early Care and Education Teams are authoring and contributing to content being featured across communications channels to reach employees, stakeholders and the general public.

III. ADVANCING PROGRESS TOWARD OUR RESULTS FOR CHILDREN AND FAMILIES

Result 1: Families have the resources, opportunities, and relationships to optimize their child's development

Region 4 State of the Child Report Launch

Best Start Region 4 (Port Cities) kicked off the new year with the unveiling of the "State of the Child Report," a joint project of Advancement Project CA and The Nonprofit Partnership. The report seeks to understand the conditions of children and families in Central Long Beach/Wilmington against the backdrop of the COVID-19 pandemic and systemic racism, examining conditions related to education, economic wellness, health and the built environment, including air quality and food security. The State of the Child Report is a critical tool in increasing the coordination of advocacy and movement-building efforts across Central Long Beach and Wilmington and supports opportunities for fundraising to ensure advocates have the resources they need to help children and families thrive.

Since the report's release, the Nonprofit Partnership has hosted two Lunch and Learns for Best Start network organizations to share the data. Beginning this month, Best Start community leaders will host a series of engagements with community members to "ground-truth" the data by inviting those with lived experience to share real-world examples around the data. Community leaders will also conduct trainings on how to use the data for advocacy. The report is available in English, Spanish, and Khmer and will have an associated website in the coming months.

Martin Luther King, Jr. Community Hospital Receives Baby-Friendly Hospital Designation

The Baby-Friendly Hospital Initiative was approved by the Commission in March 2009 for a total of \$10.5 million with the goal of LA County partner hospitals achieving International Baby-Friendly designation. MLK Jr. Community Hospital was one of eighteen hospitals to be part of the initiative. In order to achieve "Baby-Friendly" designation, hospitals must demonstrate their ability to offer mothers information, skills, and support needed to successfully initiate bonding and breastfeeding. After COVID-19 related delays, MLK Jr. Community Hospital, the last participating hospital, received International Baby-Friendly designation in December 2021.

Baby-Friendly USA, Inc. is the US authority for the implementation of the Baby-Friendly Hospital Initiative ("BFHI"), a global program sponsored by the World Health Organization (WHO) and the United Nations Children's Fund (UNICEF). The initiative encourages and recognizes hospitals and birthing centers that offer an optimal level of care for breastfeeding mothers and their babies. Based on the Ten Steps to Successful Breastfeeding, this prestigious international award recognizes birth facilities that offer breastfeeding mothers the information, confidence, and skills to successfully initiate and continue breastfeeding their babies. BreastfeedLA helped guide and navigate MLK Jr. Community Hospital through the Baby-Friendly designation process. MLK Jr. Community Hospital remains dedicated to maintaining the designation, an exciting conclusion for the hospital and community it serves, as well as for the Baby Friendly Hospital Initiative.

First 5 LA funded Baby-Friendly Hospitals in Los Angeles County (in order of designation):

1. Pomona Valley Hospital Medical Center, Pomona (March 2014)
2. Hollywood Presbyterian Medical Center, Los Angeles (April 2014)
3. San Gabriel Valley Medical Center, San Gabriel (June 2014)
4. St. Francis Medical Center, Lynwood (October 2014)
5. East Los Angeles Doctors Hospital, Los Angeles (December 2014)

6. Providence Little Company of Mary Medical Center, Torrance (February 2015)
7. St. Mary Medical Center Long Beach, Long Beach (March 2015)
8. Pacific Alliance Medical Center, Los Angeles (April 2015)
9. White Memorial Medical Center, Los Angeles (April 2015)
10. Providence St. Joseph Medical Center, Burbank (June 2015)
11. Greater El Monte Community Hospital, South El Monte (November 2015)
12. Valley Presbyterian Hospital, Van Nuys (November 2015)
13. Good Samaritan Hospital, Los Angeles (June 2016)
14. Beverly Hospital, Montebello (November 2016)
15. Northridge Hospital Medical Center, Northridge (November 2016)
16. Memorial of Gardena, Gardena (March 2017)
17. Centinela Hospital Medical Center (May 2017)
18. MLK Jr. Community Hospital (2021)

AIMM Cherished Futures wraps up Cohort 1 hospital implementation plans to improve birth equity for Black moms through systems change, and prepares for kickoff of Cohort 2

In November 2021, Cherished Futures' (www.cherishedfutures.org) first hospital cohort presented their final implementation plans and progress updates to implement multi-level systems changes towards improving the birth experience of Black families. Cedars-Sinai, California Hospital Medical Center, and Providence Little Company of Mary Medical Center Torrance each presented plans that sought to address birth inequities in four areas: Data, Clinical, Institutional, and Community.

Each hospital started with Data, reviewing key maternal health indicators disaggregated by race and embedding data reviews into routine practice to pinpoint drivers of inequities and monitor progress. Clinical interventions focused primarily on improving hypertension management protocols to ensure timely treatment, better implementation of low-dose aspirin (LDA) protocols in accordance with ACOG guidelines to prevent preeclampsia, and working to better understand and address disparities in trial of labor after cesarean (TOLAC) and vaginal birth after cesarian (VBAC) rates. Institutional interventions included implementing implicit bias training and debrief conversations across all hospitals. Community interventions focused on trying to center Black voices more routinely in hospital decisions and learning by including Community Advisors in each Cherished Futures hospital team; conducting post-discharge phone calls, surveys, and one-on-one conversations; intentional listening sessions (sister circles); and partnering with Black-led doula and community organizations.

The inaugural cohort of hospitals launched in early 2020, just prior to the start of the COVID-19 pandemic. As the pandemic continued to place overwhelming capacity burdens on hospitals across LA County, two of the original five hospitals in Cohort 1 were forced to reduce engagement in Cherished Futures. Despite these challenges, three of the five hospitals successfully continued their work with Cherished Futures throughout the pandemic, and one hospital which dropped off temporarily due to COVID has confirmed that they plan to re-engage as part of Cohort 2.

Moving forward, Cherished Futures will continue to engage with the first cohort of hospitals through ongoing technical assistance and learning opportunities, while bringing on a second cohort of hospitals in early 2022. As of January 2022, confirmed Cohort 2 participants include Torrance Memorial Medical Center, St. Francis Medical Center, Antelope Valley Hospital, and Miller Children's and Women's Hospital Long Beach. Additionally, Cherished Futures has contracted with an evaluation partner for 2022-2023 and will focus on more systematically evaluating the impacts of their work. Future learning and integration opportunities include more intentionally connecting First 5 LA's Cherished Futures and Home Visiting work; Cohort 1 included one Welcome Baby hospital (California Hospital) and Cohort 2 includes two so far (Torrance Memorial, Miller Children's and Women's Long Beach). Early lessons learned from Cohort 1 suggest that Welcome Baby and other home visiting staff can play an important role in supporting the overall care experience of Black families during and after childbirth, and staff have expressed interest in possibly connecting with the home visiting team.

Parks and Open Space Advocacy: Residents in Cudahy and Maywood Voice Their Need for Park Renovations

Late last summer, more than 600 community residents in Cudahy and Maywood (located in Best Start Region 1, Southeast LA) were surveyed by Communities for a Better Environment and LA Neighborhood Land Trust--grantees of First 5 LA's Link Government, Advocates, Families and Parks (Link) program. A majority of the respondents said they sought parks in other cities because their own city parks were in deplorable conditions. The most popular amenities requested by residents include playground equipment, walking paths, and water play features. This data is key, as it would be used to inform a parks and open space grant proposal that would provide funds from a County tax measure like Measure A, or state funding through Proposition 68 to make those changes a reality. The goal of First 5 LA's Link program is to build the capacity of high-need Best Start communities to plan and implement new parks and open spaces so that they can become healthier environments for children and families. This is achieved through creating partnerships between community-based organizations, experts in park development, and municipal officials.

For more information, please read the First 5 LA article published in November 2021 www.first5la.org/article/residents-in-cudahy-and-maywood-voice-their-need-for-park-renovations/

Result 2: Children receive early and timely developmental supports and services

March of Dimes Moms Advocacy Event

On Tuesday, December 7 Senior Policy Analyst Andrew Olenick served as a panelist on a webinar hosted by the March of Dimes titled, "It Starts with Moms Advocacy." At the event, Andrew discussed state and federal policy updates from the previous year, provided an overview of First 5 LA's strategic and policy priorities, and spoke to the importance of prevention-oriented supports like home visitation and Early Identification and Intervention (EII).

Result 4: Children have high quality early care and education experiences.

Update from the LA County ECE COVID-19 Response Team

Since April 2020, the Los Angeles County Early Care and Education COVID-19 Response Team (Response Team) has met weekly or biweekly to coordinate efforts in supporting essential workers' access to child care, ensuring providers have the resources and information to operate safely, and preserving early care and education infrastructure in the County. Co-convened by the LA County Office of Education, the Office for the Advancement of Early Care and Education, and First 5 Los Angeles, the Response Team also includes the Child Care Alliance of Los Angeles, Child360, the Los Angeles Unified School District, the Office of Mayor Garcetti, and County resource and referral agencies. Recent Response Team activities include;

- Distribution of high-quality masks and at-home test kits: the latest guidance from the LA County Department of Public Health (DPH) for early learning settings that includes a requirement that staff wear upgraded masks (surgical grade or higher). In order to facilitate compliance with this new guidance, DPH secured almost 3 million masks for child care providers. In addition, the CA Department of Social Services has allocated at-home test kits for early learning settings to distribute to the families in their care. The Response Team through funding available through First 5 LA and the coordination of the Child Care Alliance of Los Angeles has again secured a centralized warehouse and labor to distribute these supplies to providers through the Resource and Referral agencies.
- Hosting of community briefing calls: Since April, the Response Team has organized and hosted 22 community calls to inform providers and community members about updated guidance and policies, available resources, and mental health support. The average attendance for these calls is over 500 participants. Recent calls have included an in-depth training from Public Counsel on

the legality and limits of employer vaccine mandates, a walkthrough of exposure management procedures in the Omicron surge, and a presentation on the availability and safety of vaccines for children 5 and older.

- Data collection to support closed providers: Data from December 2021 shows that almost 20% of licensed childcare facilities, both center-based and family child care homes, are still closed. The Resource and Referral agencies have received funding from the state through the American Rescue Plan to support these providers to reopen. The Response Team is working closely with the LA County agencies to collect and analyze data from these efforts to inform and align the County's distribution of its own American Rescue Plan dollars towards preservation of child care infrastructure and availability.
- Contracting for learning and reflection process: The Response Team is in the process of onboarding a consultant to lead a learning and reflection process about the strengths and challenges of its pandemic response. Dr. Pauline Brooks is an independent evaluator and researcher based in Los Angeles with particular interests in the histories and stories of groups pushed to society's margins, eliminating health and other disparities in treatment and outcomes, transforming systems of structured inequities, and cross-cultural issues in evaluation and programming. The process will use mixed- qualitative and quantitative methods to inform future emergency response efforts as well as policy recommendations. The Response Team continues to meet about the immediate needs of families and providers and maintains www.childcareheroes.org as a centralized information hub for pandemic-related information.

Early Care and Education Coalition

In December 2021, the Early Care and Education (ECE) Coalition finalized its multi-year policy priorities which will lead and inform the work of its members starting in 2022. The process, which started early last fall, was co-facilitated and coordinated by California Strategies LLC and Master's Policy Consulting. The multi-year policy priorities include an overarching vision to guide the Coalition centered on advocating for state budget investments and policies that promote equity by serving the highest-need children first. The policy priorities are informed by current research and promising practices, and are led by the expertise of families and ECE professionals. Four main goals drive its policy priorities centered on access, workforce, ECE system design and funding. Members of the ECE Coalition also developed desired policy outcomes across all goals. The ECE Coalition started utilizing its multi-year policy priorities and is currently working on developing its 2022 budget priorities based on those priorities.

IV. STATE AND FEDERAL ADVOCACY

2022 Policy Agenda

At the November 10th Board of Commissioners meeting, commissioners approved First 5 LA's refined 2022 Policy Agenda. Since then, the Office of Government Affairs and Public Policy (OGAPP) has worked to further socialize the agenda with staff across First 5 LA, shared the agenda widely with advocacy partners, and is utilizing it to guide advocacy efforts. The 2022 agenda continues efforts to more optimally embed both equity, and the need to support children holistically in the context of their families and communities, across every First 5 LA policy priority. It features four interconnected priority areas aligned with First 5 LA investment areas, and together, these guiding principles seek to promote greater integration of systems to create a more flexible and holistic continuum of supports for children prenatal through 5-years old, as well as their families.

Leveraging Communications to Advance First 5 LA's Policy & Advocacy Efforts

Leading up to the release of Governor Newsom's state budget proposal for fiscal year 2022-23, the Office of Communications (OOC) and the Office of Government Affairs and Public Policy (OGAPP) partnered to develop a coordinated approach to support First 5 LA's policy and advocacy goals.

Just prior to the Governor's release of his budget proposal on January 10, 2022, OOC and OGAPP secured placement of an opinion/commentary article in CalMatters on my behalf, focused on the importance of The commentary provided experienced insight and perspective on California's \$31 billion budget surplus and the important opportunity at hand to invest in services and supports that promote optimal child development, maternal health and family stability crucial to our state's future. "As Gov. Gavin Newsom finalizes his proposed state budget, California has an unprecedented opportunity to deliver much needed support to our youngest children, invest in families and build more effective and equitable systems of support. In doing so, the governor and legislators would be making the best use of California's surpluses: There is no better investment we can make than in the well-being of our youngest children, providing them with a solid foundation for healthy growth and development." The full commentary article can be viewed here: <https://calmatters.org/commentary/2022/01/budget-surplus-presents-opportunity-to-invest-in-families-children/>.

The commentary article was promoted through First 5 LA social media channels:

Twitter: <https://twitter.com/First5LA/status/1480625392524271619>

Facebook: <https://www.facebook.com/first5la/posts/10158667839991762>

LinkedIn: <https://www.linkedin.com/feed/update/urn:li:activity:6886392630436093952>

Additionally, on the day of the budget release, OOC secured an interview opportunity with KPCC/LAist.com and Chief Government Affairs Officer, Charna Widby. Widby was quoted in the article, commenting, "I think the budget plan is focused on making systems work better... I think it's the right orientation and approach, but we have a lot of work to do in shaping this budget over the next six months to get there."

The full article can be viewed here: <https://laist.com/news/education/california-budget-proposal-2022-child-care-preschool-funding-transitional-kindergarten>

The LAist.com article was promoted through First 5 LA social media channels:

Twitter: <https://twitter.com/First5LA/status/1481406415658835970>

Facebook: <https://www.facebook.com/first5la/posts/10158671435411762>

LinkedIn: <https://www.linkedin.com/company/34166/admin/>

Finally, First 5 LA joined the First 5 Association of California and First 5 California in a network statement in reaction to the release of Governor Newsom's proposed state budget on January 12, 2022. OOC and OGAPP worked closely with First 5 Association of California and First 5 California to develop a response statement which welcomed the governor's continued focus on making programs, services and resources more equitable, to ensure all children and families have the safe and nurturing environments they need to thrive.

The joint First 5 network statement can be read in full on our website:

<https://www.first5la.org/article/the-governor-unveiled-the-2022-23-budget-proposal-which-serves-as-a-framework-to-advance-the-health-and-well-being-of-californias-youngest-children/>

Federal Advocacy

Last November, OGAPP organized and executed Virtual Federal Advocacy Weeks to continue advocating and lifting up federal budgetary and legislative proposals of interest that align with First 5 LA's policy priorities. Over the course of two weeks, OGAPP met with several offices of LA Delegation congressional members who are part of the Appropriations Committee membership, including the offices of Rep. Lucille Roybal-Allard (CA-40), Rep. Norma Torres (CA-35) and Rep. Karen Bass (CA-37). This served as an opportunity to continue strengthening relationships with congressional members and their staff, and reinforce the importance of early childhood development. First 5 LA Commissioner Romalis Taylor joined OGAPP in federal advocacy meetings. In January, First 5 LA took a support position for the first time this year on a federal bill titled, The Funding Early Childhood is the Right IDEA

Act. The bill will be re-introduced this 117th Congress by Rep. Mark DeSaulnier (CA-11) who also served as the prior sponsor the last time it was introduced in congress. This legislation would increase funding for two programs within the Individuals with Disabilities Education Act (IDEA). Specifically, it would ask Congress to gradually increase per child amounts under IDEA part C and Section 619 over the next five years, starting in the year 2023. IDEA part C and Section 619 covers early intervention services for children in need who are of the ages 5 and under.

V. EVENT SPONSORSHIPS

Celiac Disease Foundation's Annual Turkey Trot

Date: November 13-14, 2021

Sponsorship amount: \$2,500

Description: First 5 LA's sponsorship supports the Celiac Disease Foundation's with Celiac Disease research and in the past has helped put together a Back-to-School guide to help families and children transition safely to back-to-school and helps them navigate the unique challenges Celiac Disease poses to them.

Community Coalition's Power People Progress Party

Date: November 14, 2021

Sponsorship amount: \$5,000

Description: Community Coalition (CoCo) celebrated their 30th Anniversary through a virtual, "Power People Progress Party". This event's theme highlighted that the people most impacted by crisis should be included in creating solutions for sustained change. First 5 LA's sponsorship helps CoCo continue fighting for racial and social justice; however, no First 5 LA funds are used to support their electoral campaign work.

Breastfeed LA Gala 2021

Date: November 16, 2021

Sponsorship amount: \$2,500

Description: BreastfeedLA's 7th Annual Gala, "Feeding the Future, Funding the Field," highlighted and discussed the importance of funding the field, the work, the importance of diversifying the workforce, and hiring and paying for lactation professionals and proper insurance reimbursement of lactation professionals, so that all families can feed their infants in the way they desire, and achieve infant feeding equity in Los Angeles.

Advancement Project California's Watercooler Conference

Date: November 15-16, 2021

Sponsorship amount: \$10,000

Description: On November 15th and 16th, Advancement Project California hosted their virtual Birth to 12th Grade Water Cooler Conference, "Shining A Light on Equity". This two-day event brought together over 500 dedicated, early childhood and K-12 stakeholders from across California. Discussions centered around equity and community voice in a racially just birth to 12th grade system for California's children and families.

National Foster You Institute (NFYI): An Afternoon of Learning & Celebration

Date: December 2, 2021

Sponsorship amount: \$5,000

Description: For 10 years, the National Foster Youth Institute (NFYI) has built a community of current/former foster youth, decision makers, and supporters who have a shared goal of redefining child welfare to make the foster care system a beacon of hope for children and families. First 5 LA's sponsorship of NFYI's annual event will help cover the operating costs of the following core programs that equip NFYI members with the tools and skills to mobilize current and former foster youth.

Child Care Resource Center's (CCRC) Policy Forum 2022

Date: January 7, 2022

Sponsorship amount: \$2,500

Description: On January 7, 2022, CCRC hosted their Policy Breakfast for 2022 as a virtual convening. The event focused on the current policy issues facing child care and early learning as we head into the new year with a special focus on what will be needed for California to successfully implement Universal Preschool. Speakers included Mario Cardono from Child Care Aware of America and Kristin Schumacher from the California Budget and Policy Center. They also had two panels at the event, one with school board representatives and one with child care providers focused on the system needs to be successful with Universal Preschool while protecting existing child care infrastructure.

Insure the Uninsured Project (ITUP) Virtual 26th Annual Conference

Date: February 7-9, 2022

Sponsorship amount: \$5,000

Description: The Insure the Uninsured Project's Annual Conference gathers the policy community each year to look and work towards the future of equitable health in California. For over two decades, the ITUP Annual Conference has brought all sectors of the California health ecosystem together in one space, including elected officials, policy experts, researchers, advocates, providers, health plans, and community-based organizations.

V. CONTRACTS AND SPONSORSHIPS EXECUTED LEVERAGING EXECUTIVE DIRECTOR DELEGATION AUTHORITY

Contracts Executed between \$10,000 to \$150,000

Procurement Update Pursuant to the Procurement Policy adopted on September 9, 2021, "The Executive Director (or designee) may approve any contract or amendment up to \$150,000 in the aggregate and will establish appropriate internal policies and controls for those awards. Contracts that are executed under the Executive Director (or designee) between \$10,000-\$150,000 will be presented as information at the next Board of Commissioners meeting."

The following contracts were executed between November 15, 2021, and January 31, 2022.

#10312 LOS ANGELES COUNTY OFFICE OF EDUCATION – Contract Amount: \$100,000

Contract Period: 11/15/2021 – 6/30/2022

LACOE's Head Start and Early Learning Division has determined that assistance is required to engage LACOE as a full participant in all planning activities with VIVA Communications in the facilitation of Parent Survey Panel and Provider Survey Panel preparations as well as Data Visualization updated. Because both LACOE and First 5 LA serve as administrators of QSLA funds, VIVA's contract is co-funded with LACOE and the activities are derived by joint partnership between LACOE and First 5 LA. This is an agreement in which LACOE is funding First 5 LA for this work.

#10286 CHILDREN'S HOSPITAL LOS ANGELES – Contract Amount: \$17,121

Contract Period: 1/10/2022 – 6/30/2022

Dr. Marian Williams of Children's Hospital Los Angeles will provide technical assistance to support the centralized access point (CAP) and child health provider outreach (CHPO) components of Help Me Grow LA. Dr. Williams will develop resources and workflows, provide trainings and make recommendations to inform implementation of the CAP, as well as draft and disseminate provider resources.

#10241.1 THE TIDES CENTER – Contract Amount: \$70,000

Contract Period: 6/1/2020 – 6/30/2022

The goal of the project is to provide the necessary funding for Early Care & Education Pathways to Success (ECEPTS) to subcontract for an implementation evaluation of the Home Visitors Apprenticeship at Antelope Valley College. Funds for are included within the current First 5 LA Programmatic Budget Strategic Partnerships – Cross-Cutting Funder Partnerships: Sector Partnership Development. The execution of this contract is a Consent to Assignment between the Foundation for California Community Colleges and the Tides Center for the remainder of the contract term.

The Finance Team is responsible for the organization's fiscal monitoring and compliance of our agreements. Part of this review process requires First 5 LA to establish a pool of independent auditing firms to perform limited scope fiscal compliance audits of our contractors and grantees selected for in-depth review of invoicing, substantiation of costs and verification of reimbursements Contracts have been awarded to three firms which are listed below.

1. **#10307 CONRAD LLP – Contract Amount: \$25,000**
Contract Period: 1/31/2022 – 6/30/2022

2. **#10308 MOSS, LEVY & HARTZHEIM, LLP – Contract Amount: \$25,000**
Contract Period: 1/31/2022 – 6/30/2022

3. **#10309 VASQUEZ & COMPANY LLP – Contract Amount: \$25,000**
Contract Period: 1/31/2022 – 6/30/2022

FIRST 5 LA

SUBJECT:

First 5 LA Executive Succession Plan

RECOMMENDATION:

The Board will hear for information the proposed First 5 LA Executive Succession Plan. Informed by Board feedback, staff will bring the Plan back to the Board for approval at its March 2022 meeting.

BACKGROUND:

As a part of the Executive Director's goals for 2021, development of a First 5 LA Executive Succession Plan was identified by the Executive Director as a goal to align First 5 LA with organizational best practices. Consequently, the Board is being asked to consider an Executive Succession Plan, which is intended to ensure the continuous coverage of executive duties critical to the ongoing operations of First 5 LA in the event of an absence of the Executive Director, whether short or long term and temporary or permanent.

DISCUSSION:

A change in executive leadership is inevitable in all organizations and can be a very challenging time. Whether such changes are short or long term in nature and planned or unplanned, it is organizational best practice to have an emergency Executive Succession Plan in place. Such plans reflect the governing board's governance responsibility to ensure continuity in internal and external operations in the context of a leadership change.

Consistent with best practices, the proposed policy will support First 5 LA's preparation for short- or long-term temporary vacancies in executive leadership as well as an eventual permanent change in leadership – either planned or unplanned. In the event of a short-term absence of the Executive Director, the Executive Vice President will serve as Acting Executive Director. In the case of a permanent change in leadership, the plan is intended to ensure the stability and accountability of First 5 LA until such time as new permanent leadership is identified. Recognizing the Board of Commissioner's overarching responsibility for the hiring of the Executive Director, the plan tasks the Board of Commissioners or the Executive Committee with responsibility for implementing the policy and related procedures as outlined in the First 5 LA Executive Succession Plan.

At the Board of Commissioners meeting, Commissioners will receive a brief presentation on the Executive Succession Plan before discussion of any questions or issue. This item will return to the Board at its March meeting for approval.

First 5 LA Executive Succession Plan
February 10, 2022

1. Rationale

In order to ensure the continuous coverage of executive duties critical to the ongoing operations of First 5 LA, the Board of Commissioners is adopting policies and procedures for the temporary appointment of an Acting Executive Director in the event of an absence of the Executive Director, whether temporary or permanent.

The Board believes that due diligence in exercising its governance functions requires that it have an emergency succession plan in place. It is expected that this plan will ensure continuity in internal and external operations.

2. Priority functions of the Executive Director position

The Executive Director (E.D.) position description is attached (update pending)

Among the duties listed in the position description, the following are the key functions of the Executive Director to be covered by an acting Executive Director:

- Serve as First 5 LA's principal leader, representative and, in cooperation with the Chair, staff spokesperson to the greater community.
- Support the Board of Commissioners and Board committees.
- Convene and lead the Senior Leadership Team and Leadership Team.
- Lead First 5 LA's short-range and long-range strategic goals and priorities.
- Maintain accountability for the current year budget.

3. Succession plan in event of a **SHORT-TERM** planned or unplanned absence

Definition. A short term absence is the E.D.'s planned or unplanned inability to carry out job duties in which it is expected that the E.D. will return to her position once the events precipitating the absence are resolved. A short-term absence is 3 months or less, unless the Executive Committee approves an extension, if circumstances warrant.

Appointing authority. The Board of Commissioners authorizes the Executive Committee to implement the terms of this plan in the event of a short term planned or unplanned absence of the Executive Director. The Executive Committee, with the assistance of legal counsel, will provide timely notice to the Board of Commissioners of actions taken under this delegation.

Standing appointee. In the event of a short term absence of the E.D., the Executive Vice President (EVP) will serve as Acting Executive Director. The EVP job description specifies that he shall serve in this Acting role.

Back-ups. Should the EVP be unable to serve as Acting E.D., the first back-up appointee will be the Chief Transformation Officer (CTO), who leads the Office of Equity, Strategy and Learning (OESL). The second back-up appointee will be the Chief Operating Officer (COO).

In the event the EVP is new to the position with limited experience with First 5 LA, the Executive Committee may decide to appoint one of the back-up appointees to the acting E.D. position.

Decision-making authority. The person appointed as Acting E.D. shall have the full authority for decision-making and independent action as the regular Executive Director during the short-term absence.

Compensation. The Acting E.D. shall receive a temporary salary increase of 10 percent above his/her current salary.

Oversight. The Chair of the Executive Committee will assume oversight and support responsibilities for the Acting E.D.

Communications. As soon as possible after the Acting E.D. has begun covering a short-term absence, the Board Chair and Acting E.D. shall communicate the temporary leadership structure to key stakeholders, as necessary.

4. Succession plan in event of a temporary **LONG-TERM** absence

Definition. A long-term absence is the E.D.'s temporary inability to carry out job duties for a period that is expected to last more than three months, unless otherwise determined by the Executive Committee as noted in Section 3

Procedures. Will be the same as for a short-term absence with one addition:

The Executive Committee will give immediate consideration, in consultation with the Acting E.D., to temporarily filling positions in addition to the management position left vacant by the acting E.D. This recognizes the fact that for a term of more than three months, it may not be reasonable to expect the acting E.D. to carry out the duties of both positions.

5. Succession plan in event of a **PERMANENT** change in Executive Director

Definition. A permanent change – planned or unplanned - is one in which it is determined by the Chair of the Executive Committee that the Executive Director will not be returning to the position.

Appointing Authority. The Board of Commissioners shall implement the terms of this policy in the event of a permanent change in the Executive Director.

Procedures. Will otherwise be the same as for a long-term temporary absence with the following additions:

The Board of Commissioners may consider the need to hire an interim E.D. from outside the organization instead of appointing an acting E.D. This decision shall be guided, in part, by internal candidates for the E.D. position, the expected time frame for hiring a permanent executive, and the management needs of the organization at the time of transition.

The Board of Commissioners is responsible for the selection of the Executive Director for First 5 LA. To execute this responsibility, the Board will task the Executive Committee to implement the organization's Executive Succession Policy to transition to a new permanent Executive Director. A copy of this draft policy is attached below. The Executive Committee will work with legal counsel to consider the need for outside recruiting assistance for the hiring of a full-time Executive Director and make a recommendation to the Board.

Decision-making authority: The Interim E.D. shall have full authority for day-to-day decision making and independent action as exercised by the regular Executive Director until the permanent E.D. is appointed.

Attachment: Executive Succession Policy

Policy Statement

A change in executive leadership is inevitable in all organizations and can be a very challenging time. Therefore, it is the policy of First 5 LA to be prepared for long or short term temporary vacancies in executive leadership as well as an eventual permanent change in leadership – either planned or unplanned – to ensure the stability and accountability of First 5 LA until such time as new permanent leadership is identified. The Board of Commissioners or the Executive Committee shall be responsible for implementing this policy and related procedures as outlined in the First 5 LA Succession Plan.

To ensure that First 5 LA’s internal and external operations are not interrupted while the Board assesses the leadership needs and recruits a permanent Executive Director, the Board may appoint an acting or interim executive leader as needed to ensure the organization continues to operate without disruption and that all organizational commitments previously made are adequately executed.

It is also the policy of First 5 LA, when faced with a permanent change in leadership, to develop a diverse pool of candidates. First 5 LA shall implement a comprehensive recruitment and selection process, including consideration of both internal and external candidates. The interim E.D. and any qualified, interested internal candidates will be encouraged to submit their qualifications for review and consideration by the Board and/or Executive Committee according to the guidelines established for the search and recruitment process.

Procedures for Succession

For a temporary change in executive leadership (i.e., illness or leave of absence), refer to the organization’s Succession Plan sections related to short or long term temporary succession. In the event the E.D. of First 5 LA is no longer able to serve in this position (i.e., leaves the position permanently), the Executive Committee of the Board of Commissioners shall refer to the organization’s succession plan sections related to permanent succession.

Per the First 5 LA Succession Plan, the Board of Commissioners is responsible for the hiring of the Executive Director. The Board will task the Executive Committee to implement the organization’s Executive Succession Policy to transition to a new permanent Executive Director. It shall be the responsibility of this committee to implement the following preliminary transition plan:

- Communicate with key stakeholders regarding actions taken by the Board of Commissioners in naming an interim successor, appointing the Executive Committee to facilitate the search process, and implementing the succession policy.
- In consultation with legal counsel to the Board, consider the need to procure consulting assistance (i.e., transition management or executive search consultant) based on the circumstances of the transition.
- Conduct a brief assessment of organizational strengths, weaknesses, opportunities and threats to identify priority issues that may need to be addressed during the transition process and to identify attributes and characteristics that are important to consider in the selection of the next leader.
- Establish a timeframe and plan for the recruitment and selection process.
- The Board of Commissioners should use similar procedures in the case of an executive transition that simultaneously involves the Executive Director and other key management.

FIRST 5 LA

SUBJECT:

Second Amendment to the Employment Contract for the Executive Director of First 5 LA

RECOMMENDATION:

The Executive Committee recommends that the Board approve the second amendment of the employment contract for the Executive Director and authorize the Chair to execute on behalf of First 5 LA.

BACKGROUND:

Kim Belshé serves as Executive Director of First 5 LA under a Board-approved employment agreement. Due to fiscal uncertainties arising out of the pandemic, that contract provides that the parties would decide later the amount of her compensation for 2022. As part of her annual performance evaluation last year, the Executive Committee directed Legal Counsel to negotiate an amendment of Ms. Belshé's employment contract to adjust her compensation for the period February 1, 2022 through January 30, 2023 when the current contract expires. Under the Brown Act, any compensation adjustment must be considered and approved by the Board in open session.

DISCUSSION:

Ms. Belshé declined any salary adjustment or performance bonus in 2021 due to the financial hardships that resulted from the pandemic. Ms. Belshé has agreed to a 5% salary adjustment effective February 1, 2022 for a proposed annual salary of \$339,227.62, subject to Board approval. The Executive Committee recommends approval.

In all other material respects, the contract terms remain the same as the existing contract. Ms. Belshé receives generally the same health and other benefits as other employees, except that First 5 LA provides a car allowance and will continue to contribute to a separate deferred compensation program on her behalf.

For the current fiscal year, funding for this position will continue to be covered in the Administrative Budget.

RECOMMENDATION:

The Executive Committee recommends that the Board approve the second amendment to the employment agreement for the Executive Director in the form attached to this staff report, and authorize the Chair to execute on behalf of First 5 LA.

SECOND AMENDMENT OF EMPLOYMENT AGREEMENT

This Second Amendment (“Amendment”) of that certain Employment Agreement dated February 1, 2018 (“Agreement”) is entered into to be effective February 1, 2022 (“Effective Date”), by and between the **Los Angeles County Children and Families First Proposition 10 Commission** (“Employer”) and **Kim Belshé** (“Employee”). In this Agreement, Employer and Employee are referred to collectively as “the Parties.”

RECITALS

A. Employer and Employee executed the Agreement to provide for Employee’s continued employment as Executive Director of First 5 LA.

B. The Parties executed a February 1, 2021 First Extension to the Agreement (“Extension”) to extend the term of the Agreement.

C. Section B of the Extension also provides that the Parties shall confer prior to the end of calendar year 2021 to discuss and agree on any possible compensation adjustment for calendar year 2022.

D. The Parties intend that this Amendment shall formalize their agreement as to the Employee’s compensation effective February 1, 2022 and the rights and obligations of the Parties, all as provided herein.

NOW, THEREFORE, in consideration of the mutual covenants and conditions hereinafter contained the parties agree as follows:

A. Section 4, “Salary” of the Agreement is amended to read as follows:

“4. Salary. Effective February 1, 2022 Employer shall pay Employee an annual base salary of \$339,227.62 (three hundred thirty-nine thousand, two hundred twenty seven dollars and sixty two cents) less legally required or permitted deductions, prorated and paid on Employer’s normal paydays.”

B. All other terms and conditions of the Agreement not amended herein shall remain in full force and effect.

IN WITNESS WHEREOF the parties have executed this Amendment intending to be bound thereby.

EMPLOYEE

Dated: _____, 2022

Kim Belshé

EMPLOYER

Dated: _____, 2022

By: _____
Sheila James Kuehl, Chair
Los Angeles County Children and
Families First Proposition 10

APPROVED AS TO FORM:

Serita Young, Legal Counsel
Los Angeles County Children and
Families First Proposition 10 Commission

FIRST 5 LA

SUBJECT:

Mid-Year Adjustments to the FY 2021-22 Budget

RECOMMENDATION:

Approve mid-year adjustments to the FY 2021-22 Budget as detailed in Attachment 1 (Program Budget) and Attachment 2 (Operating Budget).

BACKGROUND:

The Board adopts an annual budget which reflects the staff's best estimate of the financial resources that will be needed to move work forward and in alignment to the strategic direction. The \$114,296,168 million FY 2021-22 Budget, approved via Resolution by the Board of Commissioners on June 10, 2021, included \$92.3 million of funding for program costs and \$21.99 million for operating costs. This year's adjustments, which will be presented for review by the Budget and Finance Committee on Monday, February 7, 2022, and the Board of Commissioners on Thursday, February 10, 2022, represent a net decrease of approximately \$3.9 million to the FY 2021-22 Budget with some additional costs offset by non-Prop 10 funding received after the original FY 2021-22 Budget approval.

The FY 2021-22 Budget reflects the continued transition to the 2020-2028 Strategic Plan as well as the second budget developed amidst a global pandemic. Adjustments based on the impact of the evolution of COVID-19 are reflected in both the program and operating budgets, as are adjustments based on the continued alignment to the revised Strategic Plan.

Initial budget requests were estimated using the information available at the time of budget development and were based on spending projections—rather than final negotiated contract amounts—so staff would have the flexibility to manage contracts within a budget unit without having to return to the Board. Key themes throughout this year's mid-year adjustment requests include: less reliance on Proposition 10 funding and more emphasis on leveraging external alternative revenues; and the nearly two-year long COVID-19 public health emergency has impacted the originally proposed costs and activities and has resulted in revised project timelines. A high-level overview pertaining to the various program and operating adjustments, both upward and downward, is included in the Discussion section of this memo.

As a reminder, our total budget is comprised of two components – the Program Budget and the Operating Budget. Based on updated information and analysis, the FY 2021-22 Program Budget reflects a net decrease of approximately \$3,889,350 for a revised fiscal year Program Budget of \$88.4 million. These adjustments are detailed by program in Attachment 1—which are organized by team, office, and center.

The mid-year budget adjustment also includes increases and decreases to various Operating Budget line items, the net effect of which is an approximately \$26,700 downward adjustment, for reasons discussed more fully below. As a result, the original approved Operating Budget of \$21.99 million is adjusted to \$21.97 million for the fiscal year. These adjustments are detailed at a summary level in Attachment 2.

The result is a net decrease of \$3.9 million or approximately 3.4%, to the approved FY 2021-22 Budget of \$114.3 million for a revised total fiscal year budget of \$110.4 million, as illustrated in the high-level table below.

Budget Component	Approved FY 2021-22 Budget	Proposed Adjustments	Revised FY 2021-22 Budget	% Change
Program	\$ 92,304,000	\$ (3,889,350)	\$ 88,414,650	-4.2%
Operating	21,992,168	(26,700)	21,965,468	-0.1%
Total Revised FY 2021-22 Budget	\$ 114,296,168	\$ (3,916,050)	\$ 110,380,118	-3.4%

In addition to the proposed decrease above, \$435,000 in estimated costs are being offset by non-Proposition 10 revenue received during FY 2021-222 by funding received from the Los Angeles County Department of Public Health (LACDPH) (\$225,000 for FY 2021-22) and a Medi-Cal Managed Care Plan (\$210,000 for FY 2021-22). Funding from LACDPH will continue to support the African American Infant and Maternal Mortality Communications Initiative in FY 2021-22 and FY 2022-23, which LACDPH supported in FY 2019-20 and FY 2020-21. Funding from a Medi-Cal Managed Care Plan will be used to support First 5 LA's investment in Welcome Baby and Select Home Visitation in FY 2021-22 and FY 2022-23.

DISCUSSION:

Program Budget:

Per current First 5 LA policy, any change to the spending levels approved at the initiative level in the Program Budget requires formal approval by the Board of Commissioners via Resolution. As in the prior year, staff consolidated all FY 2021-22 Program Budget adjustments into a single process for presentation to the Commission at mid-year for approval. These adjustments, including both augmentations and reductions for programs whose projected cost differs from the originally approved budget levels, are detailed by program in Attachment 1—which are organized by team, office, and center.

The following are highlights of the requested changes at the Team/Office/Center level. As noted during the FY 2021-22 Budget development and approval process, the FY 2021-22 budget framework was revised to align with the 2020-2028 Strategic Plan and First 5 LA's adapted organizational structure. Projects are organized by Team/Office instead of initiative, as was the previous standard. Further assessment and alignment of the framework, costs, and activities to the 2020-2028 Strategic Plan will be reflected in subsequent Budgets.

2020-2028 Refined Strategic Plan

Family Supports: Cost neutral adjustments

Year-to-date spending, anticipated expenditures and historical spending informed all the downward adjustments within the Family Supports budget. These decreases were offset by an increase to the Welcome Baby Impact Study (\$322,000), whose adjustment is based on the inclusion of delayed deliverables from the previous fiscal year, as well as additional funding needs for data collection activities. It should be noted, however, that although the Welcome Baby Hospitals (WBH) and Select Home Visiting (SHV) budgets did not increase, external funding was received to support these activities in the amount of \$210,000 each year for two years, beginning in FY 2021-22. The external funding from the Medi-Cal Managed Care Plan is intended to offset WBH and SHV costs and will not increase the existing budget.

Communities: No proposed adjustments

Program resources are projected to continue to be at the level needed to satisfy anticipated expenditures in the remainder of the fiscal year, consistent with the approved budget for FY 21-22.

Early Care & Education Systems: Decrease of \$159,000 or -1.2%

The net change to the Early Care & Education Systems budget is due to decreases in the Kindergarten Readiness Assessment (KRA) program (\$125,000), as well as QSLA (Quality Start Los Angeles) Database (\$84,000). Resources in KRA were included in the original budget for a potential re-engagement of Compton Unified School District. However, after numerous unsuccessful contact attempts, a decision was made not to pursue Compton Unified and the budget has been adjusted downward accordingly. The QSLA Database budget is being adjusted downward due to lower than anticipated spending in Consulting and Personnel due to vacancies. These reductions are offset by a \$50,000 increase in the Home-Based Child Care Strategy in response to Commission feedback and recommendations to increase landscape analysis translation services to outreach to more diverse groups and increase honorariums for Providers participating in the Provider Advisory Group set to launch in Q3 of FY22.

Health Systems: Increase of \$10,000 or 0.2%

The upward adjustment to the Health Systems budget is due to the receipt of external funding (\$225,000) from the Los Angeles County Department of Public Health (LACDPH) and corresponding activities and costs related to the African American Infant and Maternal Mortality (AAIMM) Strategic Communications Initiative. These activities include but are not limited to: development of digital media and outdoor advertising, development of digital and print collateral, engagement with key stakeholders, and compilation of an annual report on communications activities and impact. This increase to the budget due to new funding is offset by downward adjustments to Help Me Grow (-\$105,256) and First Connections (-\$110,000). The Help Me Grow budget was adjusted downward to reflect the staffing shifts and reassignments at the Los Angeles County Department of Public Health (LACDPH), to support the broader ongoing COVID-19 response, as well as adjustments based on revised projected needs for the remainder for the fiscal year due to a revised media campaign implementation timeline. The First Connections budget adjustment is based on a project implementation strategy shift, as well as leveraging existing First 5 LA consultants to support analysis and learning from First Connections care coordination activities to inform Help Me Grow.

Office of Government Affairs & Public Policy: Reduction of \$55,750 or -1.8%

The net downward adjustment to the Office of Government Affairs & Public Policy area of the budget is largely due to the ongoing pandemic and state of emergency which has impacted the Conference Funding to Advance the Field of Early Childhood Development's (\$75,000) proposed support for in-person conferences. This reduction is offset by an increased need in the Strategic Plan Advocacy Strategies (\$19,250) to support an increase in coalition governance and operations procedures development and facilitation costs.

Office of Communications: Reduction of \$700,000 or -15.2%

The total downward adjustment to the Office of Communications is the result of a downward adjustment to Strategic Marketing (\$450,000) due to the ongoing COVID restrictions which has resulted in fewer in-person marketing events and printing costs and more integrated digital marketing, as well as a delay in a proposed strategic partnership with LA Partnership for Early Childhood Investment (PECI) under the Strategic Communications Partnerships (\$250,000). The partnership with Peci is anticipated to launch in FY 2022-23 and resources will be included in next fiscal year's budget, accordingly.

Office of Data for Action: Reduction of \$717,600 or -30.2%

The net downward adjustment to the Office of Data for Action is an aggregate result of reductions to several program budgets including, Data Policies & Practices (\$150,000), WIC Data Mining Research Partnership (\$60,000), Assisting and Supporting Staff with Information for Specialized Tasks (\$119,000), and Impact Framework (\$388,600). The adjustment to Data Policies & Practices is due to its relationship with the Data Strategy development, which is not as far along as originally projected since the intention is to develop data related policies and practices that align with and support our data strategy. The WIC Data Mining Research Partnership project was found to include duplicative costs that were captured in the Family Supports budget. Like Data Policies & Practices, the Assisting and Supporting Staff with Information for Specialized Tasks budget is primarily delayed due to its connection with the Data Strategy development, since the intention is to develop the infrastructure to support with providing Technical Assistance in alignment with and in support of our data strategy. Delays in the Data Strategy Development have also impacted the work related to the Impact Framework key performance indicators and long-term system outcome indicators, resulting in a downward adjustment for FY 2021-22.

Emerging Opportunities Fund: Reduction of \$1,300,000 or 87%

The reduction to the Emerging Opportunities Fund in FY 2021-22 is based on year-to-date spending and anticipated need for the remainder of the fiscal year. Further discussion and strategic decision-making will determine the emerging opportunities resources to be proposed to the Board for next fiscal year.

Legacy Investments: Reduction of \$967,000 or 30.4%

Little by Little/One Step Ahead Program: Reduction of \$967,000

In an effort toward sustainability, the grantee was able to acquire additional funding for the project, resulting in a downward adjustment to the First 5 LA Little by Little/One Step Ahead Program budget for FY 21-22.

Operating Budget:

Per current First 5 LA policy, the Executive Director has the authority to approve budget adjustments to the Operating Budget between line items in an amount not to exceed \$25,000. Adjustments to the various line items within the FY 2021-22 Operating Budget exceed this amount specified in the policy, and as such require approval by the Board of Commissioners. Consistent with past practice, spending projections and requested adjustments are prepared at the team level, which support the organization-wide adjustments presented for Commission approval in Attachment 2. This allows for more due diligence to ensure that budgets are monitored and managed at the appropriate level. Based on analysis of actual expenditures, as well as additional anticipated expenditures through June 2021, we expect that higher-than-anticipated needs in some areas will be offset by savings projected in other areas.

The following are highlights of changes within the major spending categories:

- Personnel Related Expenses – Changes to the personnel expenses include downward salary adjustments in CAP (Contract Administration and Purchasing) and IT (Information Technology), repurposing a portion of staffing vacancy savings to offset costs in other line items, such as unexpected consultant costs, additional costs due to offsite storage inventory, hardware requirements, software and increased Blackbaud grantmaking license costs. Additionally, a percentage of the IT Director's salary was reclassified to the Center of Excellence budget as the IT Director has been assuming a dual role this fiscal year as Director of IT and Interim Chief Operating Officer. The result is a net downward adjustment of \$43,000. Any other personnel

savings associated with staffing vacancies will be calculated at the end of the budget year, consistent with First 5 LA practice.

- Operating Services – This category includes several line-item adjustments, both upward and downward, with a total net decrease of \$8,500. Adjustments include a decrease to both Utilities and Building Repairs and Maintenance line items within the Facilities Team Budget, based on reduced anticipated need compared to the original budget. These downward adjustments will be used to offset an increase in Consultant Services. Additional decreases include: Outside Printing and Publishing (\$500), Office Supplies (\$1,000), Equipment Rents and Leases (\$1,000), and Internal Meeting (\$14,500). Internal meeting is primarily being driven down by the Communities Team as they expect to have far fewer in-person meetings than originally planned. These decreases are offset by increases to Offsite Storage (\$2,500) which is adjusted to align with the revised anticipated needs. The most notable upward adjustments are increases to Hardware and Software Maintenance which is the result of the Consolidation of all (enterprise wide) Adobe Acrobat Pro licenses (\$4,000), Next Request - Software to track Public Records (\$5,000), \$12,000 increase in Blackbaud grantmaking license costs, and increase in miscellaneous costs (\$10,000) to support and enhance the return to office, such as hardware requirements for conference rooms to facilitate remote/in-person meetings.
- Consultant Services – This category includes adjustments across multiple departments, resulting in a net overall increase of \$11,000. However, the increase is primarily driven by an increase in the Facilities Team's Other Professional Fees budget. The additional resources, repurposed from Operating Services lower than anticipated spending, will be used toward the Facilities Manager's status change from part-time to full-time beginning September 2021 to support the building improvements and renovations.
- Professional Services – This category reflects a net upward adjustment in costs of \$49,000 primarily the result of an increase to Web-Based Services (\$50,000) in the HRTM (Human Resources & Talent Management) Team budget. HR is looking into an ADP module for tracking COVID-19 vaccination records for First 5 LA employees, in compliance with the Federal mandate. This increase is offset by decreases in other areas that net \$1,000, resulting in an overall \$49,000 increase.
- Travel Expenses – This category includes adjustments to many of the Team/Office/Center travel budgets in response to on the ongoing pandemic. There is an overall net decrease in the Travel cost category by \$33,000 as travel in the second half of the fiscal year is still unknown due to the recent Omicron COVID-19 variant.
- Professional Development – This category includes Training Materials & Supplies, Internal Training, Leadership Programs, Conference Registrations and External Education/Training. Downward adjustments were made to Training Materials & Supplies, Internal Training, Leadership Programs, and External Education/Training based on year-to-date spending and anticipated spending for the remainder of the fiscal year, due to ongoing pandemic challenges. Family Supports and the Health Team both had increases in their Conference Registration line items due to anticipated participation in virtual seminars, conferences, and events. CAP reduced their overall Professional Development line item by \$4,000 and repurposed those resources to Consultant Fees. The overall adjustments to these line items resulted in a net decrease of \$2,200.

Administrative Cost:

Though it does not set or mandate a limit, Proposition 10 does require all First 5 commissions to establish an administrative cost cap. As part of the approval of the annual fiscal year budget, First 5 LA approves an annual limit on the organization's administrative spending. While this administrative

cost limit represents a percentage of the overall fiscal year budget, the Commission approves the limit at the dollar amount level. This is because administrative costs are generally not as fluid as other types of costs and cannot adapt quickly to respond to changes in actual spending levels.

The administrative cost limit approved in June 2021 as part of the FY 2021-22 Budget was \$14.1 million, or roughly 12.37% of annual spending. Based on the mid-year budget revisions discussed above and detailed in *Attachment 1* and *Attachment 2*, the total administrative cost is approximately \$14.1 million and the percentage – relative to annual program spending – is approximately 12.81%. Despite the roughly \$3.9 million downward adjustment to the overall budget, the costs captured under the administrative cost umbrella were unchanged. It should be noted, however, that although the administrative cost percentage will fluctuate throughout the year, as it is dependent on incurred programmatic expenditures, the administrative spending for the fiscal year will not exceed the approved amount.

Revenue:

In subsequent months following the approval of the FY 2021-22 Budget, First 5 LA received \$435,000 in supplemental non-Proposition 10 funds, approved by the Board of Commissioners, to support the organization’s goals and offset an additional \$435,000 in revised expenditures at mid-year. Funding includes resources from the Los Angeles Department of Public Health (LADPH) to continue to support and advance the African American Infant and Maternal Mortality (AAIMM) Strategic Communications Initiative, whose intent is to build community awareness around the disparities and interventions created and expanded within the County through various communication platforms. First 5 LA is also receiving funds from a Medi-Cal Managed Care Plan to offset First 5 LA’s funding of Welcome Baby Hospitals and Select Home Visiting.

Tobacco tax revenue is projected to be roughly \$75.4 million in FY 2021-22 per the most recent estimate from the California Department of Tax and Fee Administration (CDFTA) released in June 2021 and adjusted downward internally by 1% based on historic trends. The comparison of projected revenues is consistent with the average annual forecasted rate of decline of 3-5% in tobacco tax revenue. As always, staff will continue to work with and engage other County Commissions, the State First 5 Association, and the CDFTA to monitor, evaluate and discuss any potential revenue impacts.

Interest earnings are projected to yield approximately \$4.0 million in revenue for FY 2021-22.

Projected Revenue	FY 2021-22		Variance
	LTFP Projected Estimates	Revised Mid-Year Estimates	
Proposition 10/Proposition 56 Allocations*	\$ 69,501,811	\$ 75,360,621	\$ 5,858,810
Other Revenue	5,144,000	5,144,000	-
Medi-Cal Managed Care Plan	-	210,000	210,000
LAC Department of Public Health	-	225,000	225,000
Interest Earnings	4,017,415	4,017,415	-
Total Projected Revenue	\$ 76,086,675	\$ 84,957,036	\$ 6,293,810

*Includes a 1% downward internal adjustment in response to Proposition 56 trends

CONCLUSION:

First 5 LA’s budget is built upon estimates and reflects projected expenditures for FY 2021-22. As we continue to gain experience with implementation of a refined Strategic Plan amidst a nearly two-year long global pandemic, the mid-year adjustment process provides an opportunity to align the

current year budget to revised cost estimates in response to latest information and actual spending and revenues for the first half of FY 2021-22. Although historical spending is utilized in the development of proposed cost estimates, the addition of new and/or emerging investments make historical trends less applicable in some areas. Other factors that contribute to changing estimates include:

- Contract negotiations: Preliminary grantee/vendor contract estimates are used during the budget development process as contracts are regularly finalized after the Board has approved the budget. In many cases, providers do not have the level of detail necessary to inform future spending until the contract is being developed (negotiated) with First 5 LA. Frequently, the final contracts are lower than originally estimated.
- New funding opportunities: First 5 LA's work requires us to be adaptable to changing circumstances and new opportunities. The continued decline of Proposition 10 revenues means that the organization must pursue additional funding and/or partnerships to leverage resources and maximize impact. New revenues are received throughout the fiscal year, with corresponding costs and budgetary implications.
- Real experience: Every year First 5 LA gains additional experience and data which has yielded significant information about actual project cost for many of our ongoing investments. This program implementation spending experience allows First 5 LA to use more data to inform better future estimates.

The mid-year shifts and adjustments proposed for FY 2021-22 are reflective of increased experience and adaptability. The mid-year process has allowed the organization to go back to the Board to propose refined estimates, informed by final negotiated contracts, actual expenditures, a continued transition to alignment with a refined strategic plan, implications of an ongoing global pandemic and latest information impacting First 5 LA investments. As always, we will continue to strive toward optimizing our effectiveness while adjusting to the organization's fiscal reality.

NEXT STEPS:

First 5 LA's approach to budgeting has evolved in recent years and will continue to evolve – informed by experience - to achieve greater clarity and transparency. The analysis of spending trends and project status that was conducted as part of the mid-year budget adjustment process this year will be used to inform the FY 2022-23 Budget development process. This analysis will also inform the fund balance evaluation and reaffirmation process that takes place in conjunction with the approval of the FY 2022-23 Budget through which all levels of fund balance are evaluated for appropriateness and potential modifications. The proposed FY 2022-23 Budget is expected to be presented to the Board of Commissioners in May 2022 for discussion and in June 2022 for approval.

FY 2021-22 Mid-Year Revised Budget

Meeting of the Board of Commissioners

February 10, 2022



Objectives

- 1) Key Takeaways
- 2) Overview of Key Budget Development Dates
- 3) Mid-Year Adjustment
 - Purpose & Process
 - Impact to the FY 2021-22 Budget
- 4) Revenue Updates
- 5) Next Steps

57

Mid-Year Adjustment: Key Takeaways

1. The ongoing COVID-19 pandemic has impacted activities originally proposed for FY 21-22.
2. Other adjustments are primarily driven by updated information, changing circumstances, and timeline adjustments.
3. New additional non-F5LA Proposition 10 funding (Medi-Cal Managed Care Plan and LACDPH) received after the development and approval of the FY 21-22 original budget.

58

Purpose and Process

The purpose of the Mid-Year Adjustment process is to adjust the current year budget (up or down) to reflect changing circumstances and updated information.

Requires Board action.

Consistent with prior years, we consolidated all adjustments into a single mid-year process. Proposed adjustments include both upward and downward alignment to spending authority are appropriate based on analysis of spending and updated information.

59

Mid-Year Adj. Board Policy Limitations

Program: All adjustments to approved Program budget amounts must be brought to the Board of Commissioners for approval

60

Operating: Adjustments between line items in excess of \$25,000 must be brought to the Board of Commissioners for approval

FY 2021-22 Mid-Year Revised Budget Summary

Budget Component	Approved FY 2021-22 Budget	Proposed Adjustments	Revised FY 2021-22 Budget	% Change
Program				⁶¹
<i>Total 2020-2028 Strategic Plan</i>	87,585,000	(1,622,350)	85,962,650	-1.9%
<i>Legacy Investments</i>	3,219,000	(967,000)	2,252,000	-30.0%
<i>Emerging Opportunities Fund</i>	1,500,000	(1,300,000)	200,000	-86.7%
Total Program	\$ 92,304,000	\$ (3,889,350)	\$ 88,414,650	-4.21%
Operating	21,992,168	(26,700)	21,965,468	-0.1%
TOTAL FY 2021-22 BUDGET	\$ 114,296,168	\$ (3,916,050)	\$ 110,380,118	-3.4%

FY 2021-22 Revised Budget – Strategic Plan

Initiative/Project	Approved FY 2021-22 Budget	Proposed Adjustments	Revised FY 2021-22 Budget	% Change
<i>Center for Child and Family Impact</i>				
Family Supports	40,261,000	-	40,261,000	0.00% ₆₂
Communities	17,759,000	-	17,759,000	0.00%
Early Care & Education Systems	12,964,000	(159,000)	12,805,000	-1.23%
Health-Related Systems	5,846,000	10,000	5,856,000	0.17%
Center Support	695,000	-	695,000	0.00%
<i>Office of Government Affairs & Public Policy</i>				
	3,069,000	(55,750)	3,013,250	-1.82%
<i>Office of Communications</i>				
	4,614,000	(700,000)	3,914,000	-15.17%
<i>Office of Data for Action</i>				
	2,377,000	(717,600)	1,659,400	-30.19%
Total 2020-2028 Strategic Plan	87,585,000	(1,622,350)	85,962,650	-1.85%

Operating Budget

Operating Cost Category	Approved FY 21-22 Budget	Proposed Adjustments	Revised FY 21-22 Budget	% Change
Personnel Services	\$ 17,404,106	\$ (43,000)	\$ 17,361,106	-0.2%
Operating Expenses	1,840,224	(8,500)	1,831,724	-0.5% ⁶³
Consultant Services	1,801,100	11,000	1,812,100	0.6%
Professional Services	468,623	49,000	517,623	10.5%
Travel Expenses	113,600	(33,000)	80,600	-29.0%
Professional Development	364,515	(2,200)	362,315	-0.6%
Total Operating Costs	\$ 21,992,168	\$ (26,700)	\$ 21,965,468	-0.1%

Administrative Cost Limit (ACL)

The mid-year adjustment process did not impact the \$14.1 million proposed for FY 2021-22, however, the percentage relative to annual spending increased from 12.37% to 12.81% of the total budget.

64

Revenue Updates

Projected Revenue	FY 2021-22		Variance
	LTFP Projected Estimates	Revised Mid-Year Estimates	
Proposition 10/Proposition 56 Allocations*	\$ 69,501,811	\$ 75,360,621	\$ 5,858,810
Other Revenue	5,144,000	5,144,000	-
Medi-Cal Managed Care Plan	-	210,000	210,000
LAC Department of Public Health	-	225,000	225,000
Interest Earnings	4,017,415	4,017,415	-
Total Projected Revenue	\$ 76,086,675	\$ 84,957,036	\$ 6,293,810

*Includes a 1% downward internal adjustment in response to Proposition 56 trends

Next Steps

- March 10, 2022– Commission Meeting
 - Action Item (CONSENT): Share the FY 2021-22 Mid-Year Revised Budget materials for approval

66

Questions



CENTER/TEAM/OFFICE	PROJECT NAME	APPROVED FY 2021-22 BUDGET	PROPOSED ADJUSTMENTS	REVISED FY 2021-22 BUDGET	%
					CHANGE
2020-2028 STRATEGIC PLAN					
<i>Center for Child and Family Impact</i>					
FAMILY SUPPORTS	Welcome Baby Hospitals	\$ 22,406,000	\$ (200,000)	\$ 22,206,000	-1%
	Select Home Visiting Programs	11,596,000	(106,000)	11,490,000	-1%
	Deb Daro Consultation	35,000	(9,000)	26,000	-26%
	Family Strengthening Oversight Entity	3,810,000	(43,000)	3,767,000	-1%
	F5CA Home Visiting Coordination Project	100,000	(8,000)	92,000	-8%
	Home Visiting Staff Diversity/Retention Consultant	20,000		20,000	0%
	MAMA's Visits Home Visiting Program Training and T.A. Support	265,000		265,000	0%
	Stronger Families Database	667,000	(83,000)	584,000	-12%
	Welcome Baby Impact Study	1,362,000	449,000	1,811,000	33%
Sub-total Family Supports		\$ 40,261,000	\$ -	\$ 40,261,000	0.0%
COMMUNITIES	Region 1: Central-East Regional Network	\$ 3,953,000		\$ 3,953,000	0%
	Region 2: SLA Regional Network	4,513,000		4,513,000	0%
	Region 3: SFV Regional Network	2,084,000		2,084,000	0%
	Region 4: Port Cities Regional Network	2,380,000		2,380,000	0%
	Region 5: AV Regional Network	1,962,000		1,962,000	0%
	Network Capacity Strengthening	542,000		542,000	0%
	Network Knowledge Development and Dissemination	305,000		305,000	0%
	Link Advocates Government Family and Parks (Link)	150,000		150,000	0%
	Best Start Learning Agenda	540,000		540,000	0%
	Built Environment Policy Advocacy Fund (BEPAF)	875,000		875,000	0%
	Capacity Strengthening Learning Consortium	380,000		380,000	0%
	Long Beach Mayor's Fund for Education: Business Partner Cultivation	75,000		75,000	0%
Sub-total Communities		\$ 17,759,000	\$ -	\$ 17,759,000	0.0%
ECE	County Liaison Consultant/CFA Data	\$ 45,000		45,000	0%
	ECE Policy Advocacy Fund	2,450,000		2,450,000	0%
	Kindergarten Readiness Assessment	3,400,000	(125,000)	3,275,000	-4%
	Provider Advisory Group	175,000		175,000	0%
	Dual Language Learner	1,000,000		1,000,000	0%
	ECE Workforce Registry	550,000		550,000	0%
	Home-Based Child Care Strategy	300,000	50,000	350,000	17%
	IMPACT 2020	1,944,000		1,944,000	0%
	QSLA Database	600,000	(84,000)	516,000	-14%
	QSLA Expansion: IMPACT1	2,100,000		2,100,000	0%
	VIVA Social Impact Partners	400,000		400,000	0%
Sub-total ECE		\$ 12,964,000	\$ (159,000)	\$ 12,805,000	-1.2%
HEALTH SYSTEMS	Help Me Grow	\$ 4,172,000	\$ (105,000)	\$ 4,067,000	-3%
	First Connections	545,000	(110,000)	435,000	-20%
	Early Identification and Intervention Evaluation	79,000		79,000	0%
	AAIMM Birth Outcomes and Disparities – Policy and Systems Change	1,050,000	225,000	1,275,000	21%
Sub-total Health Systems		\$ 5,846,000	\$ 10,000	\$ 5,856,000	0.2%

CENTER/TEAM/OFFICE	PROJECT NAME	APPROVED FY 2021-22 BUDGET	PROPOSED ADJUSTMENTS	REVISED FY 2021-22 BUDGET	%
					CHANGE
CENTER SUPPORT	Bold Vision	150,000		150,000	0%
	Center for Strategic Partnerships	25,000		25,000	0%
	County Partnership Fund	225,000		225,000	0%
	Infrastructure Support for Sustainability and Health Planning	180,000		180,000	0%
	Medi-Cal Administrative Activities Implementation Support	65,000		65,000	0%
	Southern California Grantmakers (SCG)	50,000		50,000	0%
Sub-total Center Support		\$ 695,000	\$ -	\$ 695,000	0.0%
Sub-Total: Center for Child and Family Impact		\$ 77,525,000	\$ (149,000)	\$ 77,376,000	-0.2%
Office of Government Affairs & Public Policy					
OFFICE OF GOVERNMENT AFFAIRS & PUBLIC POLICY	Policy Advocacy Fund Technical Assistance Provider	400,000		400,000	0%
	Conference Funding to Advance the Field of Early Childhood Development	150,000	(75,000)	75,000	-50%
	Organization-wide Sponsorships to Build Partnerships and Public Will for First 5 LA's Results Areas	200,000		200,000	0%
	Organizational Memberships and Stakeholder Engagement Efforts	508,000		508,000	0%
	Federal Policy and Sustainability Advocate	100,000		100,000	0%
	State Policy and Sustainability Advocate	448,000		448,000	0%
	Strategic Plan Advocacy Strategies	1,263,000	19,250	1,282,250	2%
Sub-Total: Office of Government Affairs & Public Policy		\$ 3,069,000	\$ (55,750)	\$ 3,013,250	-1.8%
Office of Communications					
OFFICE OF COMMUNICATIONS	Strategic Communications	2,500,000		2,500,000	0%
	Strategic Communications Partnerships	539,000	(250,000)	289,000	-46%
	Strategic Marketing	1,575,000	(450,000)	1,125,000	-29%
Sub-Total: Office of Communications		\$ 4,614,000	\$ (700,000)	\$ 3,914,000	-15.2%
Office of Data for Action					
OFFICE OF DATA FOR ACTION	Annual Reporting	\$ 74,000		\$ 74,000	0%
	Data Policies & Practices	150,000	(150,000)	-	-100%
	Data Requests	5,000		5,000	0%
	Children's Data Network (CDN)	850,000		850,000	0%
	County Data Partnership	115,000		115,000	0%
	WIC Data Mining Research Partnership	384,000	(60,000)	324,000	-16%
	Assisting and Supporting Staff with Information for Specialized Tasks	119,000	(119,000)	-	-100%
	First 5 LA Data Strategy	250,000		250,000	0%
	Impact Framework	430,000	(388,600)	41,400	-90%
Sub-total Office of Data for Action		\$ 2,377,000	\$ (717,600)	\$ 1,659,400	-30.2%
TOTAL 2020-2028 STRATEGIC PLAN		\$ 87,585,000	\$ (1,622,350)	\$ 85,962,650	-1.9%
LEGACY INVESTMENTS					
Baby Friendly Hospitals	Baby Friendly Hospital Project - Cycle 4	\$ 40,000		\$ 40,000	0%
Little by Little/One Step Ahead	Little by Little/One Step Ahead Program	3,179,000	(967,000)	2,212,000	-30.4%
TOTAL LEGACY INVESTMENTS		\$ 3,219,000	\$ (967,000)	\$ 2,252,000	-30.0%
Emerging Opportunities Fund	Emerging Opportunities Fund	\$ 1,500,000	(1,300,000)	\$ 200,000	-87%
TOTAL FIRST 5 LA PROGRAM BUDGET		\$ 92,304,000	\$ (3,889,350)	\$ 88,414,650	-4.2%

CENTER/TEAM/OFFICE	PROJECT NAME	APPROVED FY 2021-22 BUDGET	PROPOSED ADJUSTMENTS	REVISED FY 2021-22 BUDGET	%
					CHANGE
INTERNAL OPERATIONS					
	Administrative Costs	\$ 14,135,548		14,135,548	0%
	Program Costs	7,856,620		7,856,620	0%
TOTAL INTERNAL OPERATIONS		\$ 21,992,168	\$ (26,700)	\$ 21,965,468	-0.1%
TOTAL FIRST 5 LA BUDGET		\$ 114,296,168	\$ (3,916,050)	\$ 110,380,118	-3.4%
NON- F5LA PROPOSITION 10 REVENUES					
	F5CA Home Visiting Coordination Project	\$ 100,000			
	F5CA Dual Language Learner	1,000,000			
	F5CA IMPACT	1,944,000			
	QSLA Expansion: IMPACT1	2,100,000			
	LACDPH - AAIMM			225,000	
	Medi-Cal Managed Care Plan			210,000	
TOTAL NON-F5LA PROPOSITION 10 REVENUES		\$ 5,144,000		\$ 435,000	
TOTAL DEMAND ON F5LA RESOURCES		\$ 109,152,168		\$ 109,945,118	70

BUDGET SUMMARY FY 2021-22 Mid-Year Adjustments

	Approved FY 2021-22 Budget	Estimated FY 2021-22 Expenditures	Projected Savings/ (Shortfalls)	Mid-Year Adjustments	Revised FY 2021-22 Budget
OPERATING EXPENSES					
Personnel Related Expenses					
Salaries & Wages	13,151,967	-	13,151,967	(43,000)	13,108,967
Fringe Benefits	4,252,139	-	4,252,139	-	4,252,139
Total Personnel Related Expenses	17,404,106	-	17,404,106	(43,000)	17,361,106
Operating Services					
ADP-Payroll	40,000	-	40,000	-	40,000
Worker's Compensation Insurance	65,000	-	65,000	-	65,000
Utilities	135,000	-	135,000	(15,000)	120,000
Corporate Insurance	106,000	-	106,000	-	106,000
Mileage, Parking and Other Transportation	21,680	-	21,680	-	21,680
Telephone	70,000	-	70,000	-	70,000
Cell Phone & Mobile Devices	133,800	-	133,800	-	133,800
Outside Printing & Publishing	1,500	-	1,500	(500)	1,000
Other Supplies	5,250	-	5,250	-	5,250
Postage & Delivery	8,000	-	8,000	-	8,000
Educational Supplies	3,100	-	3,100	-	3,100
Office Supplies	59,700	-	59,700	(1,000)	58,700
Subscriptions & Publications	31,180	-	31,180	-	31,180
Capital Outlay	134,000	-	134,000	-	134,000
Equipment-Rents & Leases	27,000	-	27,000	(1,000)	26,000
Building Repair & Maintenance	150,000	-	150,000	(10,000)	140,000
Equipment Repairs & Maintenance	11,500	-	11,500	-	11,500
Offsite Storage	27,000	-	27,000	2,500	29,500
Hardware & Software Maintenance	445,214	-	445,214	31,000	476,214
Miscellaneous/Contingency	244,000	-	244,000	-	244,000
Stipend/Honorarium	2,100	-	2,100	-	2,100
Internal Meetings	84,200	-	84,200	(14,500)	69,700
Divisional Capacity Building	35,000	-	35,000	-	35,000
Total Operating Services	1,840,224	-	1,840,224	(8,500)	1,831,724
Consultant Services					
Consultant Fees	1,481,100	-	1,481,100	(14,000)	1,467,100
Other Professional Fees	320,000	-	320,000	25,000	345,000
External Reviewers	-	-	-	-	-
Total Consultant Services	1,801,100	-	1,801,100	11,000	1,812,100
Professional Services					
Audit	90,000	-	90,000	-	90,000
Legal Fees	225,000	-	225,000	-	225,000
Professional Dues	44,023	-	44,023	(1,000)	43,023
Staff Recruitment	10,000	-	10,000	-	10,000
Commissioners Stipends	23,000	-	23,000	-	23,000
Web-Based Services	56,600	-	56,600	50,000	106,600
Bank & Other Service Charges	20,000	-	20,000	-	20,000
Total Professional Services	468,623	-	468,623	49,000	517,623
Travel Expenses					
Airfare	31,850	-	31,850	(7,000)	24,850
Lodging	44,900	-	44,900	(18,000)	26,900
Per Diem	20,100	-	20,100	(6,250)	13,850
Other Travel Expense	16,750	-	16,750	(1,750)	15,000
Total Travel Expenses	113,600	-	113,600	(33,000)	80,600
Depreciation Expense					
Depreciation Expense	-	-	-	-	-
Total Depreciation Expense	-	-	-	-	-
Professional Development					
Training Materials & Supplies	7,200	-	7,200	(700)	6,500
Internal Training	63,500	-	63,500	(2,500)	61,000
Leadership Programs	172,000	-	172,000	(2,000)	170,000
Conference Registrations	87,215	-	87,215	10,000	97,215
External Education/Training	34,600	-	34,600	(7,000)	27,600
Total Professional Development	364,515	-	364,515	(2,200)	362,315
Marketing					
Advertising-Print	-	-	-	-	-
Advertising-Radio	-	-	-	-	-
Advertising-Digital	-	-	-	-	-
Advertising-Out Of Home	-	-	-	-	-
Sponsorship	-	-	-	-	-
Total	-	-	-	-	-
Total OPERATING EXPENSES	21,992,168	-	21,992,168	(26,700)	21,965,468

FY 2021-22 BUDGET CALENDAR

DATE	ACTIVITY	VENUE
February 2022	<i>FY 2021-22 Mid-Year Revised Budget</i> Share FY 2021-22 Mid-Year Revised Budget with the Budget and Finance Committee	Budget & Finance Committee
February 2022	Share FY 2021-22 Mid-Year Revised Budget with the Commission	Commission Meeting
March 2022	Request Commission adoption of the FY 2021-22 Revised Budget (Consent)	Commission Meeting
January 2022	<i>FY 2022-23 Budget Development</i> Provide training to First 5 LA staff on budget process and development	Internal Staff Training
February - April 2022	Complete development of FY 22-23 Budget and Updates to LTFP	Internal Staff Process
May 2022	Present FY 2022-23 Proposed Budget and Updated LTFP to the joint Budget and Finance/Executive Committees	Budget & Finance/Executive Committee Meeting ⁷²
May 2022	Present FY 2022-23 Proposed Budget to the Commission (Informational)	Commission Meeting
May 2022	Revise FY 2022-23 Proposed Budget, if needed	Internal Staff Process
June 2022	Request Commission adoption of the FY 2022-23 Proposed Budget	Commission Meeting

FIRST 5 LA

SUBJECT:

Board Learning Opportunity: Diversity, Equity, Inclusion, Belonging, and Targeted Universalism

BACKGROUND:

In 2019, First 5 LA implemented a process to review, reflect, and refine the 2015-2020 Strategic Plan to reaffirm our commitment to systems change and adjust our approach informed by learning, changes in the environment, and an acknowledgement of our unique role and assets that enable progress towards a bold North Star – that *by 2028, all children in Los Angeles County will enter kindergarten ready to succeed in school and life.*

One key question driving strategic plan refinement was how to balance *all children* with a commitment to equity. Staff introduced Targeted Universalism to the Program and Planning Committee in May 2019 as a lens through which to apply an equity principle to our strategic plan. Targeted Universalism recognizes that, to achieve a desired universal goal like our North Star, particular attention needs to be paid to the unique circumstances of specific groups.

In November 2019, the Board approved the 2020-2028 Strategic Plan, which uplifted Diversity, Equity, and Inclusion (DEI) as an intentional organizational focus that is fundamental to First 5 LA's bold vision of its North Star. Guided by our strategic plan, staff has more explicitly integrated DEI into our internal and external work. For example, during the January 2022 Program and Planning Committee meeting, staff shared examples of how DEI is being applied to our systems change work. Internally, staff has embraced an organizational change effort focused on *how* we do our work – our values, norms, practices, and behaviors that shape organizational culture and, consequently, the systems change impact we seek. This change effort includes:

- Implicit bias training for all staff
- Being more explicit in articulating our commitment to DEI in policies and practices such as the procurement policy approved by the Board in September 2021
- Selecting a consultant to assess First 5 LA's DEI competencies and facilitate a staff-led process to inform how we can best advance DEI in our organizational culture, internal policies, and practices
- Board and staff learning sessions to strengthen knowledge and competencies that enable successful implementation of DEI strategies

In October 2020, the Board approved a contract with the Seed Collaborative, LLC (Seed) to walk alongside First 5 LA as it deepens its knowledge and commitments to DEI. Seed applies Targeted Universalism in internal and external organizational contexts to help organizations reach goals related to equity and belonging within the operations of an organization, as well as within the initiatives, programs, and services it provides to the community. The approach was conceptualized by John A. Powell, who is a Seed co-founder and the Director of the Othering & Belonging Institute at the University of California, Berkeley.

During the October 2021 Board of Commissioners meeting and discussion regarding First 5 LA's DEI efforts, staff identified Targeted Universalism as one of several topics for Board and staff learning to establish a common understanding of DEI concepts, terms, and language. The February 2022 Board of Commissioners' presentation and discussion on DEI, Belonging, and Targeted Universalism is the first of three Board learning opportunities anticipated in 2022.

DISCUSSION:

The Board-approved 2020-2028 Strategic Plan establishes equity as an investment guideline and DEI as an organizational value. As First 5 LA has continued to intentionally apply this guideline and value to our internal and external work, staff and Board members have raised questions about what DEI concretely

means to First 5 LA. To support the evolution of our understanding and application of DEI, Seed will review definitions of diversity, equity, and inclusion and introduce the concepts of belonging and Targeted Universalism (TU), which emphasize where and how people are situated differently within society and organizations.

TU focuses on transforming systems and organizations to improve outcomes for people and creating a sense of belonging for everyone. TU focuses on setting a universal goal and addressing factors such as structural inequities, historic and present-day oppression, geography, and community and organizational dynamics that create different kinds of barriers thus requiring different pathways of reaching a goal. Attention is directed to these various barriers and pathways and suggests strategies to make reaching a goal smoother.

TU addresses the polarization caused by only targeted or only universal strategies. Solely universal strategies, often characterized by everyone being treated the same, fail to recognize the ways in which groups are situated differently. These types of strategies will work for those that are considered the norm but not for those with specific, unique conditions and challenges. Solely universal strategies are often perceived as overly ambitious and inadequate in helping those most in need. Conversely, solely targeted strategies focus on supporting individuals while failing to transform systems. Such strategies are sometimes criticized for unfairly helping one group over another and can be viewed as preferential, thus seeding hostility and resentment. In this sense, both universal and targeted strategies can create the conditions for exclusion and often fail to produce equitable outcomes. Targeted Universalism promotes creativity and strategic thinking by reframing the discourse around a universal goal and targeted strategies that enable everyone to achieve that goal.

As the Board and staff deepen their understanding of Targeted Universalism and its application to our internal and external work, we anticipate:

- Refining how we define and operationalize our organizational values based on new insights derived from our DEI work
- Clarifying what First 5 LA is holding itself accountable for in order to increase our impact and address policies, practices, and structures that hold inequities in place
- Reshaping organizational culture to cultivate a greater sense of belonging grounded in our values

Dialogue with the Board and staff around these areas of focus will inform the first 3-Year Review and Refinement Cycle of the FY2020-2028 Strategic Plan. Per the Board-approved strategic plan, First 5 LA will engage in periodic formal review, reflection, and refinement of elements of the strategic plan every three years grounded in learning from experience and data. The first three-year cycle will be launched in Spring 2022 and will conclude with Board engagement and discussion in the fall.

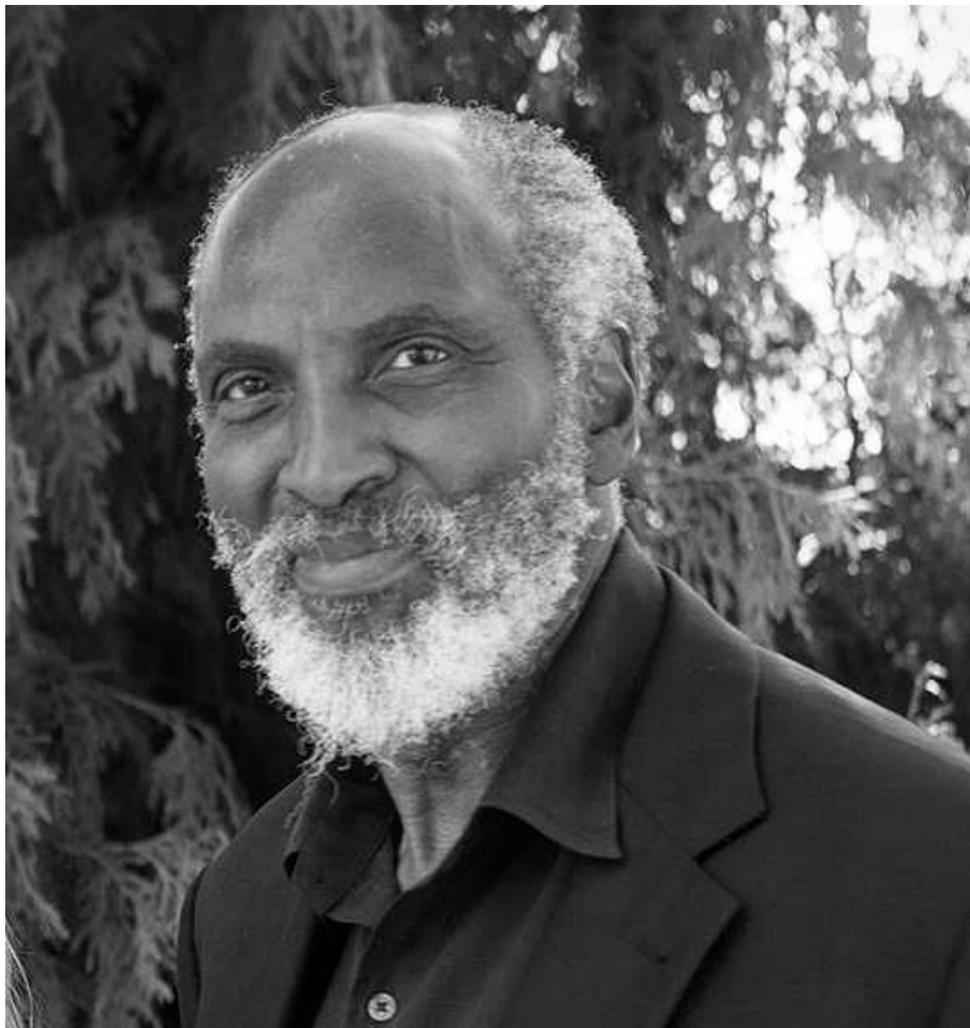
NEXT STEPS:

As shared with the Board of Commissioners during the October 2021 meeting, there is an internal, staff-led DEI Governance Board (DEIGB), which consists of colleagues representing teams across the organization. The purpose of the DEIGB is to establish priorities, guide early implementation of priorities, and develop recommendations for a long-term DEI Roadmap and Action Plan. In the coming months, staff will return to the Board to share the DEIGB's progress to date and to engage in deeper reflections about what DEI means to the Board and implications for our work.

***Diversity, Equity,
Inclusion, Belonging
and Targeted
Universalism***

First 5 LA Learning Opportunity
Presented to First 5 LA Board of
Commissioners on February 10, 2022





john a. powell

john a. powell is a Partner and Co-Founder of Seed Collaborative. john is an internationally recognized expert in the areas of civil rights, civil liberties, structural racism, housing, poverty, and democracy. john is the **Director of the Othering and Belonging Institute** at the **University of California, Berkeley**, a research institute that brings together scholars, community advocates, communicators, and policymakers to identify and eliminate the barriers to an inclusive, just, and sustainable society and to create transformative change toward a more equitable world.

Diversity

*Diversity refers to a broad range of differences and variations of identifying characteristics of individuals, both visible and invisible. Any human dimension which can be used to identify groups of people can be represented in a diverse group. For example, a diverse organization may be comprised of individuals with different and intersecting **inherent** and **acquired** identities.*

- *Inherent identities: Traits one is born with such as skin color, gender, sexual orientation, and abilities. (there is no inherent other)*
- *Acquired identities: Traits gained through life experience such as cultural background, religion, education, citizenship status, and cognitive diversity (political views, perspectives, ideas, etc.)*

Equity

*"Equity is **fairness** and **justice** achieved through systematically assessing disparities in opportunities, outcomes, and representation and redressing [those] disparities through targeted actions."**

* Source *Centering equity in collective impact* by Sheri Brady, Junious Williams, Mark Kramer, Paul Schmitz, John Kania
<https://philanthropynewsdigest.org/columns/ssir-pnd/centering-equity-in-collective-impact>

Inclusion

Inclusion is the act of being included, e.g., you are invited to participate according to the rules and norms previously set.

You can have inclusion without belonging

Othering

What is Othering?

A set of processes, structures, and dynamics that denies people their full humanity

It is not a product of individual choice, but of structures and networks

Othering occurs on a group basis, but often plays out at the individual level

Othering shows up in many ways

Othering and Belonging



Belonging

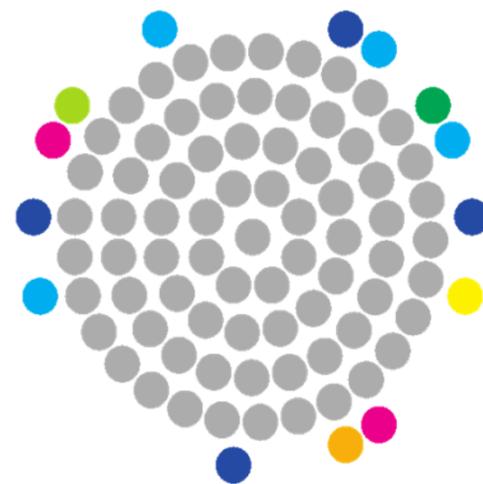
Belonging =

inclusion + meaningful participation + co-owning and co-creating new and existing structures

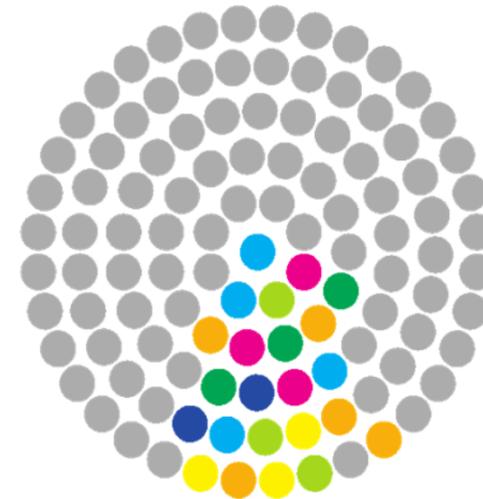
In order to co-own and co-create, individuals/groups need:

- *Some dignity – interpersonal and within group culture*
- *Some power – position, structure, hierarchy within the group*

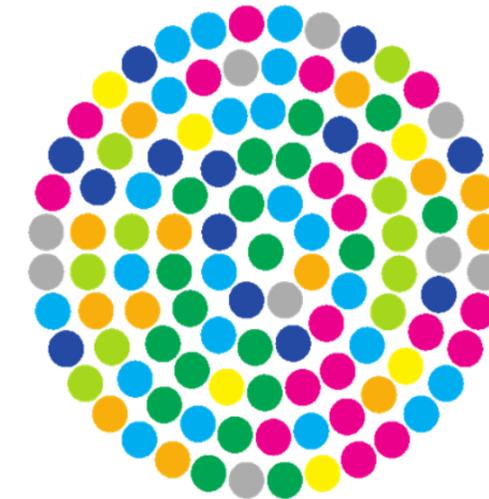
**Targeted
Universalism
moves us
from
exclusion ...**



EXCLUSION

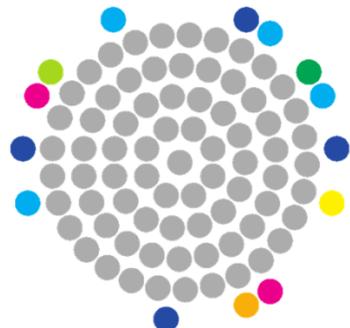


INTEGRATION

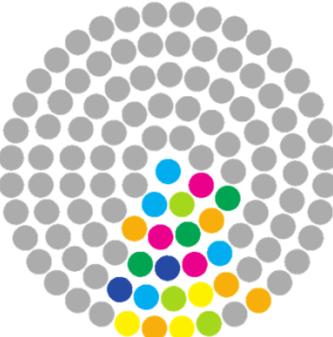


INCLUSION

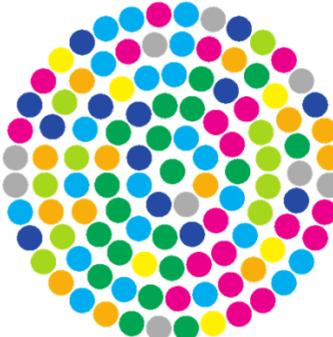
...to belonging



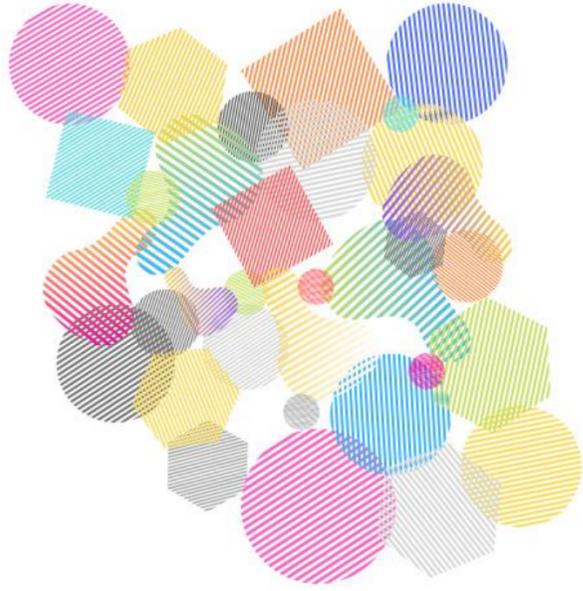
EXCLUSION



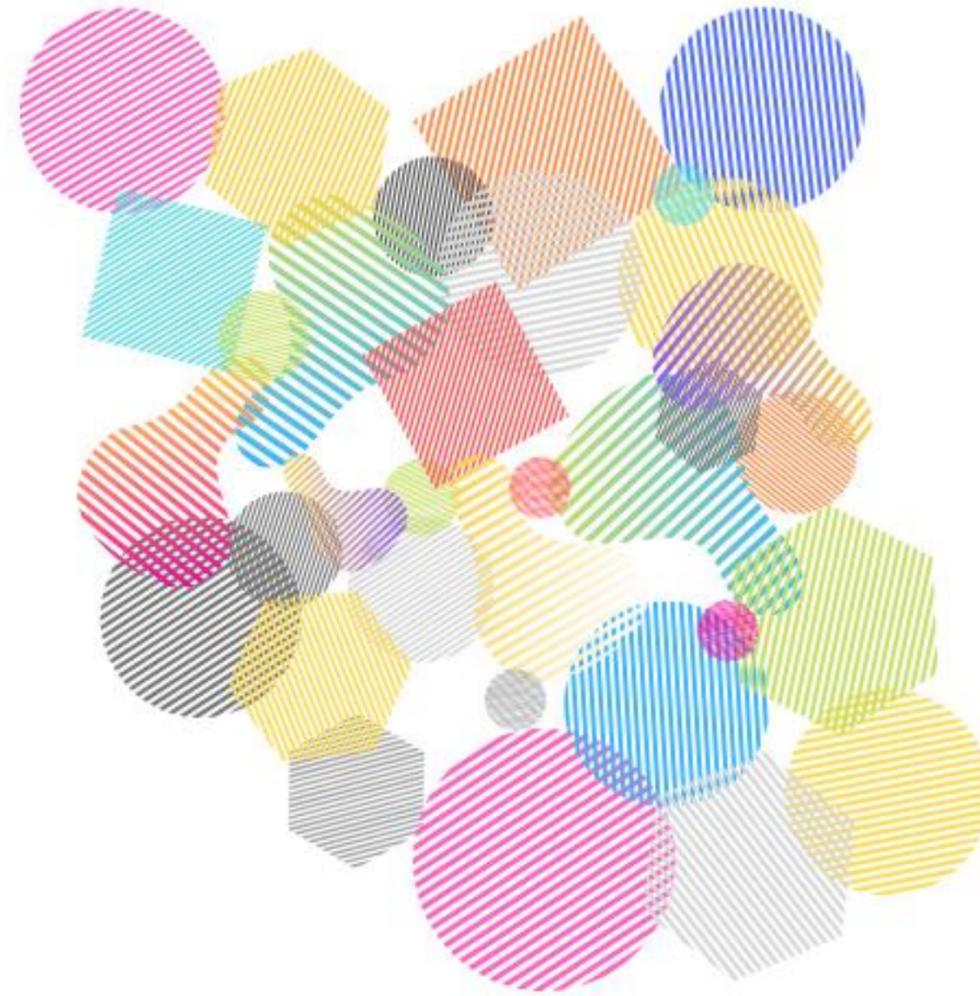
INTEGRATION



INCLUSION



BELONGING



The path to othering is breaking
The path to belonging is bridging

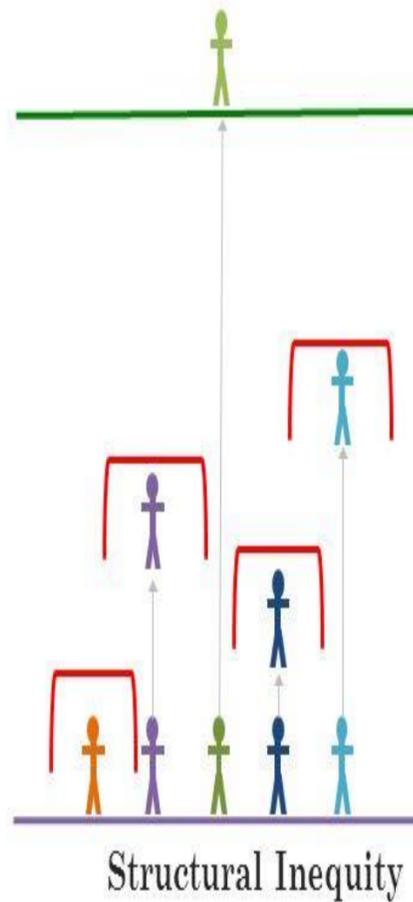


Bridging and Breaking

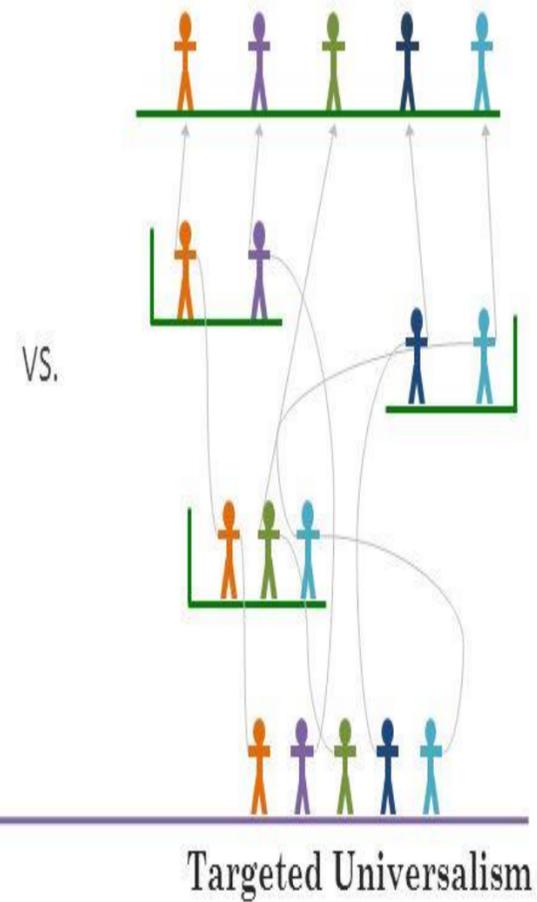
- Bridging anticipates joining the apparent other through stories and compassionate listening. It supports belonging by co-creating a larger we.
- To co-create you need some dignity and power
 - Dignity is about the interpersonal, organizational culture and the acknowledgment of our shared humanity
 - Power is about position, structure, and hierarchy
- Breaking drives towards an "us" vs "them" dynamic using stories that isolate and drive fear. Exclusive binaries.

Targeted Universalism

Structural Inequity produces consistently different outcomes for different communities.



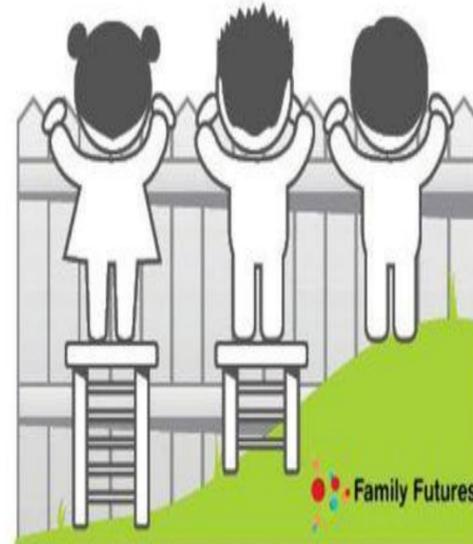
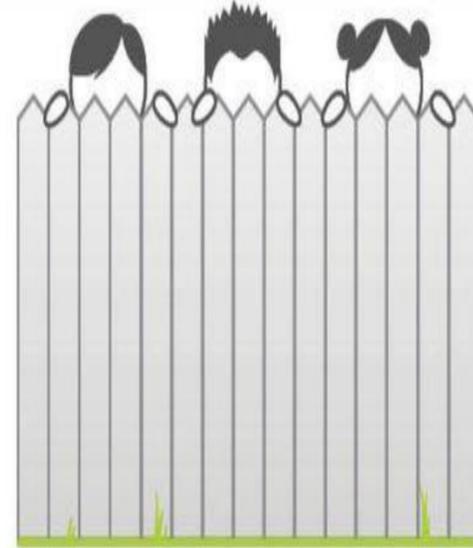
Targeted Universalism responds with *universal* goals and targeted solutions



VS.

©2012 Connie Cagampang Heller

Targeted universalism, or equity 2.0



TM 2014 Targeted Universalism image designed by Family Futures TM

Targeted universalism creates a universal goal and targets strategies based on where and how people are situated in structures and culture.

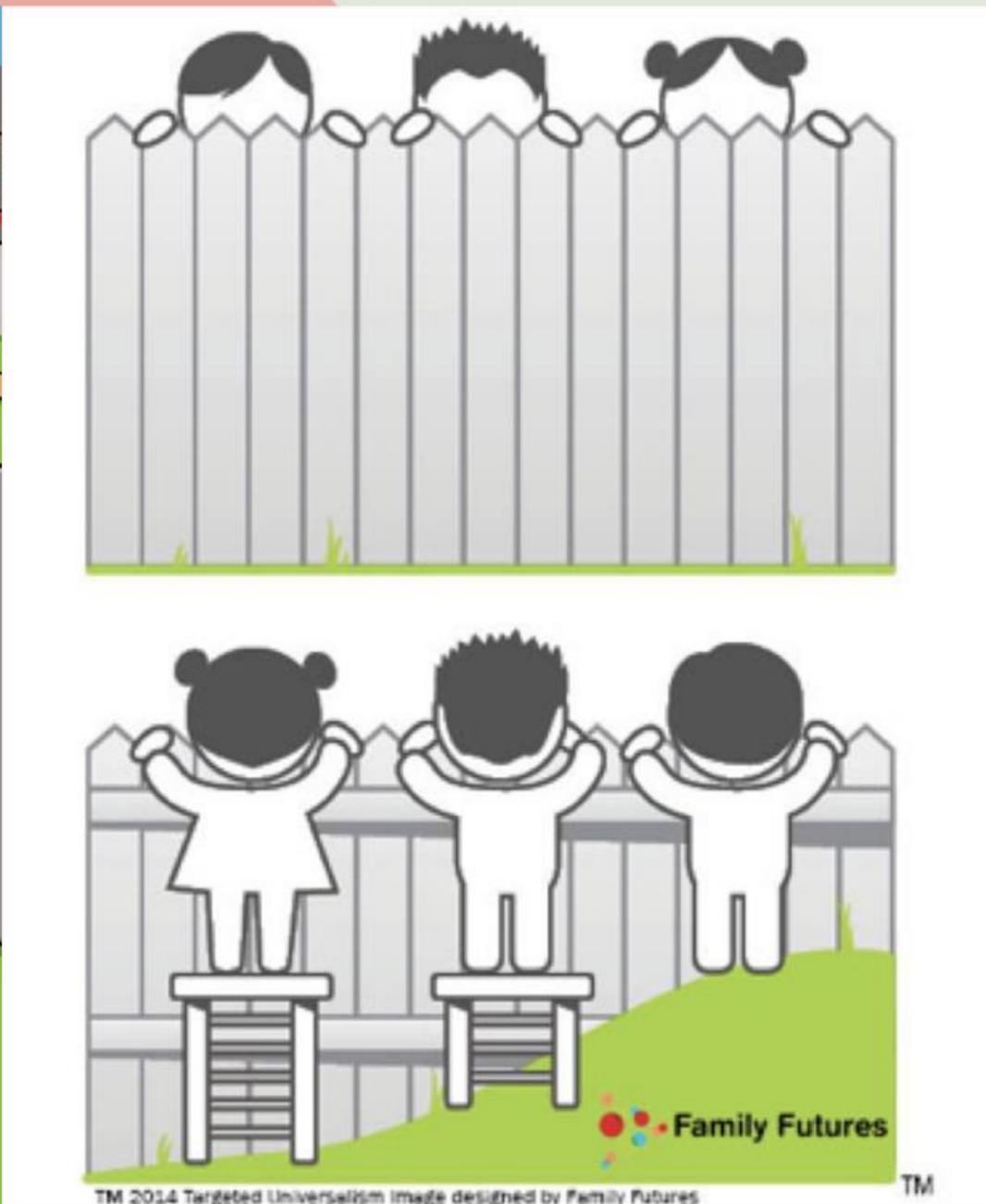
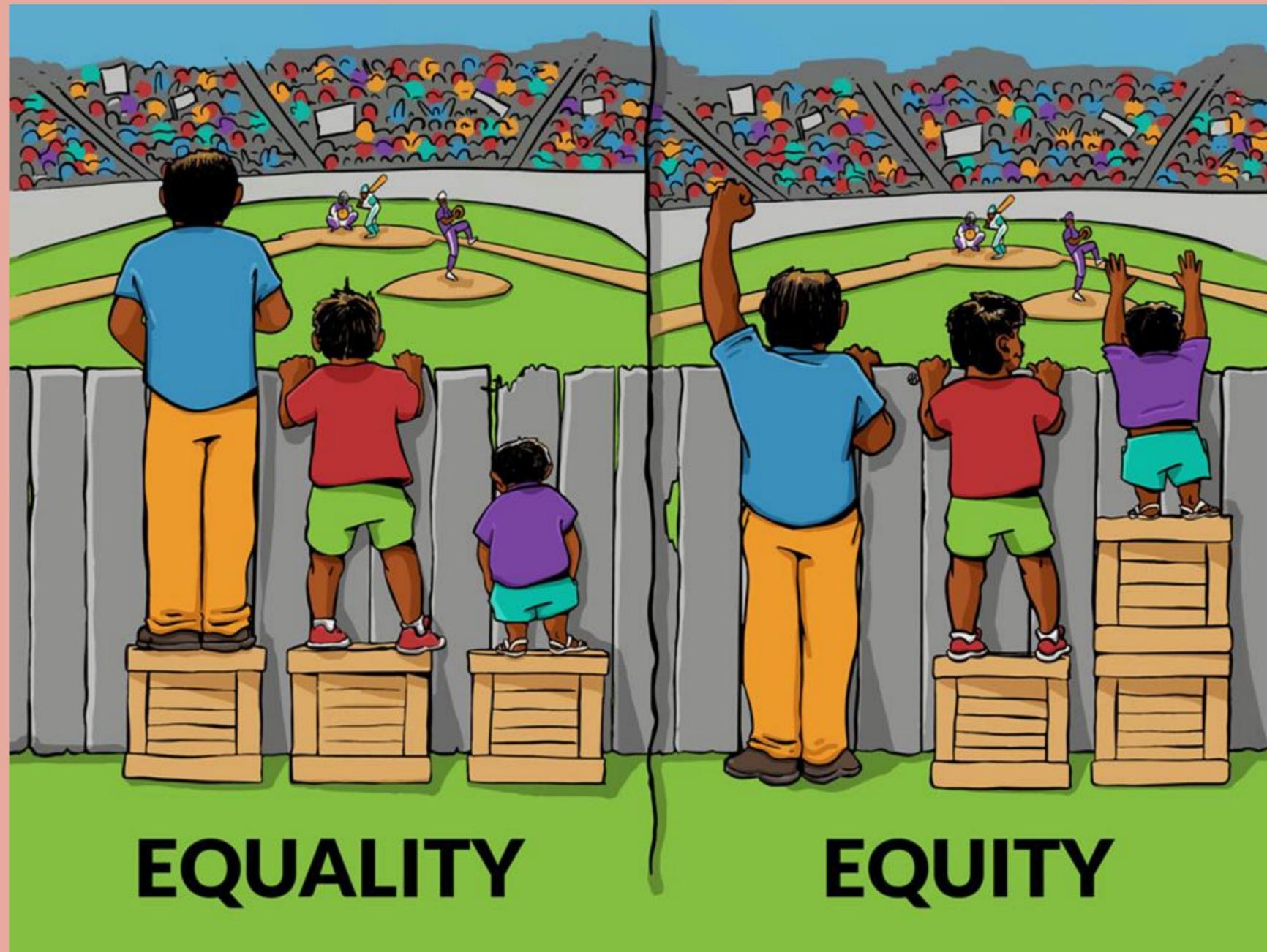
Equity focuses on closing gaps.

What is Targeted Universalism?

Targeted Universalism is Equity 2.0

- 1. Develop universal goal*
- 2. Identify where groups are in relation to the goal*
- 3. Adopt targeted strategies to get each group to goal.*

Why baseball? Who is deciding what we're going for?



Belonging implies a meaningful power-sharing for setting goals.
And the means to enable that position to be influential.

Both targeted and universal interventions often fail to produce equitable outcomes and can undermine belonging



Why the Universal falls short

Fails to recognize the interconnectedness of policy issues.

Fails to recognize the way in which groups are differently situated based on historical and systemic exclusion and subordination

Universal policies will not lift all boats. It will lift the boats that are considered the norm, but not those boats with unique conditions, like a leaky underbelly, and fails to address those who lack boats completely

**Why the
Universal
falls short**

*Fails to recognize the
interconnectedness of policy issues.*

*Fails to recognize the ways in which
groups are differently situated based on
historical and systemic exclusion and
subordination*

Why the Universal falls short

*Universal policies will not lift all boats.
It will lift the boats that are considered
the norm, but not those boats with
unique conditions, like a leaky
underbelly, and fails to address those
who lack boats completely*



Why the Targeted falls short

It understands racism and marginalization as a harm that knocks someone from this initial position and then tries to restore them to that position.

It does not take into account the ways in which the norms, desires, and practices of different groups may differ from the imagined universal being.

The focus must be transforming society. It is not enough to provide relief to someone who is systemically disadvantaged by the construction of society. The answer is to transform the society entirely.

Why the Targeted falls short

*It understands systemic oppression and marginalization as a harm that knocks someone from an **imagined human neutral** and tries to restore them to that position.*

Can create competition for sacred resources; breaking.

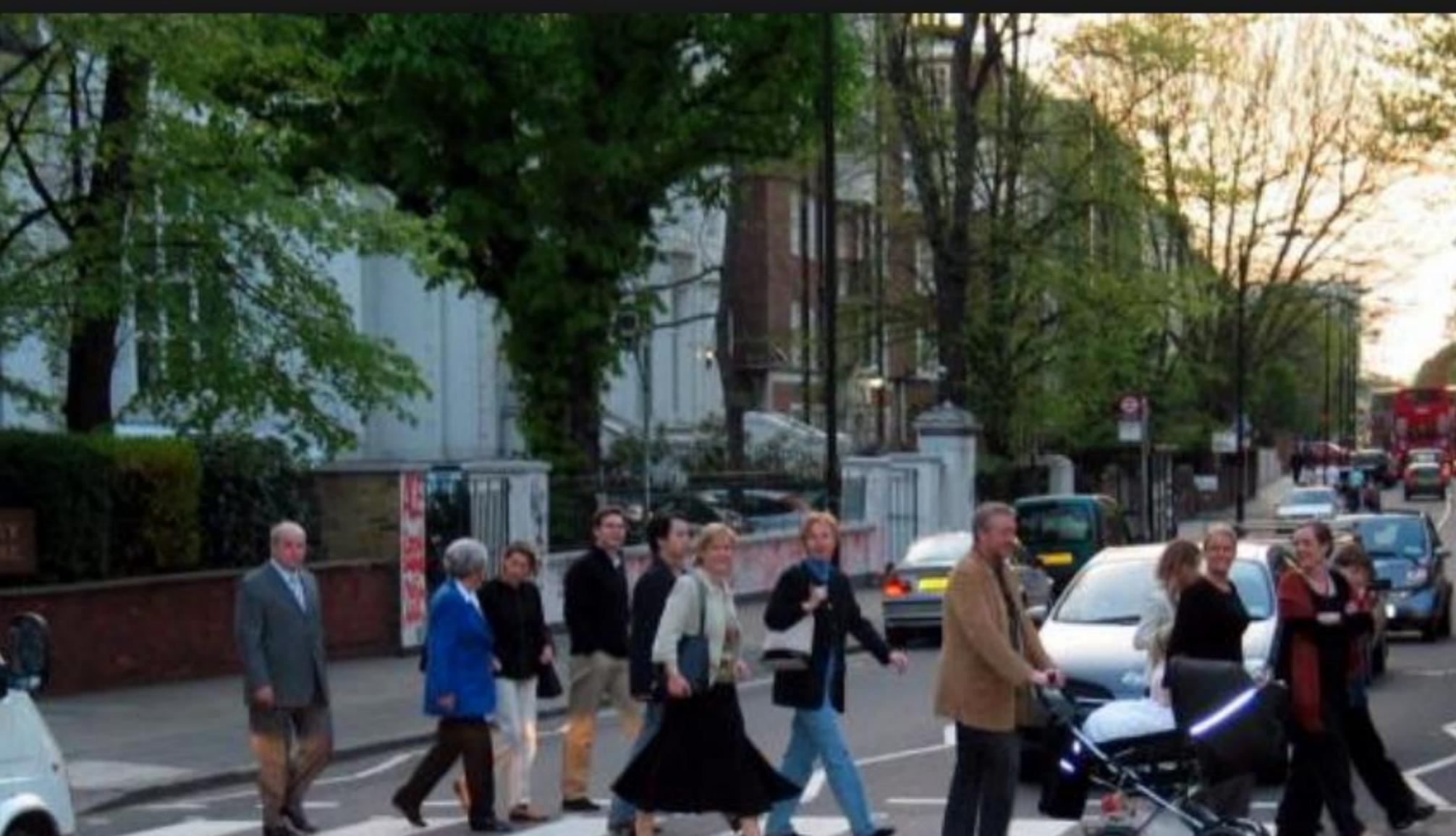
*It does not take into account the ways in which the norms, desires, and practices of **different groups may differ** from the **imagined human neutral**.*

Why the Targeted falls short

The focus must be transforming society. It is not enough to provide relief to someone who is systemically disadvantaged by the construction of society. The answer is to transform the society entirely and who gets to discern

**Targeted
Universalism
recognizes
that people
are situated
differently...**

And focuses on 1) systems and institutional changes that can change outcomes for people and 2) creating a sense of belonging for everyone.



How Does Targeted Universalism work?





How to apply Targeted Universalism (in 5 steps)

Articulate a **particular goal** based upon a robust understanding and analysis of the problem at hand.

Assess **difference** of general population from universal goal.

Use **data** to assess particular geographies (place) and population segments (people) divergence from goal.

Assess **barriers** to achieving the goal for each group/geography.

Craft targeted **processes for each group** to reach universal goal.

QUESTIONS & DISCUSSION



CONTACT

john powell

belonging@Berkeley.edu

Evan Holland

evan@seedcollab.com



seedcollab