



Executive Committee Meeting

First 5 Yuba
1114 Yuba Street, Suite 147
Marysville, California
Monday, January 11, 2016
8:00 a.m. – 9:30 a.m.

Executive Committee members include the current Chair, Vice Chair and Executive Director. The Executive Committee meets with staff to review operations, financials and prepare Commission meeting agendas.

AGENDA

1. Operational Discussion and Action Items
 - a. Approve Mid-Year Budget Revisions
2. Program Discussion and Action Items
 - a. Approve Criteria to Renew Core Strategic Partnership Providers for FY 16/17
 - b. Discuss Criteria for 16/17 Program and Provider Level Requirements
3. Evaluation Discussion and Action Items - None
4. Agenda Setting for Commission Meeting 01/28/16
5. Public or Additional Comments
6. Adjournment

The complete agendas, minutes and supporting material are available for public review at First 5 Yuba, 1114 Yuba Street, Suite 147, Marysville CA 95901. Agendas are posted at the Yuba County Government Center, 915 8th Street, Marysville CA 95901. Please contact the office to be added to the email distribution list (530) 749-4877 or send an email to first5@co.yuba.ca.us.

The Commission, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access, attend and/or participate in the Commission meeting due to disability, contact First 5 Yuba at (530) 749-4877 at least one business day prior to the scheduled meeting to ensure that we may assist you.

**First 5 - Yuba County
Mid-Year Budget Revision
FY 15/16 Budget**

Approved by Commission 09-24-15

			REVISION
110-000-280-9000	Accural Fund Balance	458,228	458,228
110-000-351-3000	Fund Balance Interest	4,000	4,000
110-000-371-9899	Projected Prop. 10 Revenue	783,594	783,594
110-000-371-9899	SMIF Funds & Misc Revenue	200	200
210-000-361-7600	Endowment Fund Transfer	65,000	65,000
TOTAL REVENUE		1,311,022	1,311,022

110-5500-451-0101	Staff Salaries	183,181	157,021
110-5500-451-0202	Co. Share PERS	30,738	26,348
110-5500-451-0204	Group Health Insurance	26,563	35,178
110-5500-451-0205	Medicare	2,656	2,277
110-5500-451-0206	Workers Comp Insurance	3,391	3,391
110-5500-451-0207	Life Insurance	335	412
110-5500-451-0208	Unemployment Insurance	882	746
110-5500-451-0209	Retiree Healthcare Insurance	3,000	2,760
Total Salaries & Benefits		250,746	228,133
110-5500-451-1500	Insurance	3,310	3,310
110-5500-451-2000	Memberships	2,900	2,900
110-5500-451-2200	Office Expenses	5,000	5,000
110-5500-451-2300	Professional Services - Admin	16,000	16,000
110-5500-451-2400	Advertising	2,000	1,200
110-5500-451-2600	Rents & Leases - Building	9,250	9,250
110-5500-451-2800	Special Department Expense	5,000	7,000
110-5500-451-2900	Travel & Training	1,000	1,500
110-5500-451-5301	County Administrative A-87 Charges	33,223	33,223
Total Operating Expenses		77,683	79,383
110-5500-451-2300	Butchie's Pool	30,986	30,986
110-5500-451-2300	Camptonville Community Partnership	20,356	20,356
110-5500-451-2300	Child Care Planning Council	26,896	26,896
110-5500-451-2300	Family Soup	55,603	55,603
110-5500-451-2300	Fusion Kids, Inc	59,110	59,110
110-5500-451-2300	Harmony Health	98,297	98,297
110-5500-451-2300	MJUSD Child Development	125,000	125,000
110-5500-451-2300	MJUSD Student Services	44,822	44,822
110-5500-451-2300	Salvation Army	73,000	73,000
110-5500-451-2300	Sutter North	48,000	48,000
110-5500-451-2300	YCOE Special Education	95,177	95,177
110-5500-451-2300	YCOE Special Education FRC	10,001	10,001
110-5500-451-2300	Yuba County Library	7,000	7,000
110-5500-451-2300	Yuba County Public Health	30,000	30,000
110-5500-451-2300	Yuba County Public Works	9,500	9,500
110-5500-451-2300	Yuba Feather Community Services	74,713	74,713
Total Multi-Year Program Contracts		808,461	808,461
110-5500-451-2300	Mini Grant Program	30,000	31,206
110-5500-451-2300	Sponsorship Program	10,000	10,000
110-5500-451-2300	Systems of Care Activities	93,825	101,356
110-5500-451-2300	Family Development Matrix Support	3,307	3,307
Total Other Program Expenses		137,132	145,869
110-5500-451-2300	Professional Services - Eval	37,000	49,176
Total Evaluation Expenses		37,000	49,176
TOTAL EXPENDITURES		1,311,022	1,311,022

Agenda Item 2A

Subject	Approve Criteria to Renew Core Strategic Partnership Providers for FY 16/17
Supporting Document(s)	None
Overview	<p>The Commission is currently in the process of updating its Strategic Plan for FY 2016/17 and to avoid a gap in critical services the Commission expressed its desire to renew “core” services. In December the Ad Hoc Advisory Committee reviewed its goals and priorities and the following items were considered as essential criteria for selecting future investments:</p> <ol style="list-style-type: none">1. Service Type:<ol style="list-style-type: none">a. Special needs identification and servicesb. Dental servicesc. Developmental screenings services2. Services Cost<ol style="list-style-type: none">a. Efficient/Sustainabilityb. Number of participants served compared to grant amount3. Provider Performance<ol style="list-style-type: none">a. Use of evidence-based model or approachb. Qualified staffc. Capacity to collect data <p>The Executive Committee is asked to approve the criteria and make a formal recommendation to the Commission to renew agreements with core service providers based on the approve criteria.</p>
Action Requested	Approve Criteria and Provide the Commission a Formal Recommendation
Fiscal Impact	None

Agenda Item 2B

Subject	Discuss Criteria for 16/17 Program and Provider Level Requirements
Supporting Document(s)	None
Overview	<p>The Commission is currently in the process of updating its Strategic Plan for FY 2016/17 and the Commission will need to approve new contracts according to the plan therefore the Commission contract template needs to be reviewed and the Ad Hoc Advisory Committee discussed the following key requirements for all major providers:</p> <p><u>Strategic Partnerships Agreements</u></p> <ol style="list-style-type: none">1. Provider Minimum Requirements<ol style="list-style-type: none">a. Must have fiscal capacity to provide services under a reimbursement contract and ensure adequate audit trailb. Must have executive and fiscal staff to manage reportingc. Must attend meetingsd. Must submit program outcomese. Meet other presentation and participant requirementsf. Have no record of unsatisfactory performance2. Program Minimum Requirements<ol style="list-style-type: none">a. Services are in support of Strategic Plan or current initiativeb. Service staff must meet qualification requirementsc. Must register participants and collect datad. Must develop a benchmark to show progress with outcomes to be achievede. Must utilize evidence based/best practices model/curriculum for service deliveryf. Must distribute kits or other assigned materialsg. Must conduct community outreach <p>The Executive Committee is asked to review proposed requirements, its current grant programs and contract terms and conditions to develop a formal recommendation to the Commission to develop its major grant agreements for fiscal year 2016/17.</p>
Action Requested	Discussion
Fiscal Impact	None