



**AGENDA
PUBLIC NOTICE**

Regular Meeting of the Finance Sub Committee
Wednesday, October 26, 2022
2:00 PM
First 5 Riverside County
585 Technology Ct
Riverside, California 92507

This notice shall confirm the Regular Meeting of the Finance Sub Committee of the Riverside County Children and Families Commission.

Note: If special accommodations are needed to participate in this meeting, please contact Lynn Stephens, Executive Assistant IV, at (951) 955-0200 during regular business hours of the Riverside County Children and Families Commission (Monday-Friday 8:00 a.m. – 5:00 p.m.).

Note: Public Comments will be taken on agenda items at various times during the meeting. Please submit a Request to Speak form to the Executive Assistant IV at any time before or during the meeting indicating the item you wish to address.

Note: Please place all cellular phones on vibrate or off mode during the meeting.

- A. Call to Order – Deborah Clark-Crews, Commission Chair**
 - A.1. Pledge of Allegiance
 - A.2. Roll Call - Lynn Stephens, Commission Coordinator
- B. Public Comments (for items not listed on the agenda) – Deborah Clark-Crews, Chair**
- C. Commission and Advisory Committee Business – Deborah Clark-Crews, Chair**
 - C.1. Advisory Committee Comments - Annette Webb, Advisory Committee Vice Chair
 - C.2. Director's Report - Tammi Graham, Executive Director and Yvonne Suarez, Deputy Director
 - C.3. Commission Member Comments - Deborah Clark-Crews, Chair
- D. Presentations/Information – Deborah Clark-Crews, Chair**
 - D.1. **Information Only** - First 5 Riverside County 1st Quarter Financial Highlights -

Receive and File

Wednesday, October 26, 2022 Regular Meeting of the Finance Sub Committee Page 2 of 35

RIVERSIDE COUNTY CHILDREN & FAMILIES COMMISSION
www.First5Riverside.org

RIVERSIDE COUNTY CHILDREN & FAMILIES COMMISSION - FIRST 5 RIVERSIDE
FY 22/23 - 1ST QUARTER
(July - September)

Revenue and Expenditure Balances

	Year-To-Date Budget	Actuals as of 09/30/22	Projections through 06/30/23
Revenues			
740020 Interest-Invested Funds	\$ 100,000	\$ 589,614	\$ 589,614
754000 CA-Tobacco Tax Prop.10	16,551,140		16,551,140
754020 CA-Prop 56 Tobacco Act 2016	3,500,000		3,500,000
755870 IMPACT (F5CA Initiatives)	1,816,443		2,118,635
777540 Reimbursement Of Salaries	5,746,617	417,695	5,632,195
781480 Program Revenue		(138,698)	250,000
Total Revenues	27,714,200	868,611	28,641,584
Expenditures			
Approp 1 Salaries & Benefits	\$ 7,755,700	\$ 1,094,858	\$ 7,724,858
Approp 2 Services & Supplies	25,463,760	711,376	25,463,760
Approp 4 Capital Assets	800,000	-	800,000
Total Expenditures	34,019,460	1,806,234	33,988,618
Total	(6,305,260)	(937,623)	(5,347,034)

Expenditure Allocation

	9/30/2022	
Program	1,148,670	3%
CalWORKs Home Visit Initiative	42200	68,314
LENA	76420	2,078
IMPACT	92930	211,661
Comprehensive Health & Devlpmt	92945	191,998
Quality Early Learning	92950	122,029
ARPA support	92950	46,556
Resilient Families	92960	158,123
HUB	92970	5,586
Family Resource Centers	92975	338,134
Countywide Programs	92980	4,190
Evaluation	45,469	0%
Evaluation	81250	45,469
Administration	612,095	2%
Countywide Impact	92955	612,095
	1,806,234	

Administration	2%
Evaluation	0%
Program	3%

PERCENTAGE OF COST BY DEPARTMENT

Within approved cap of 13% (Action Item #18-13)

In Q1, September and some of August program expenditures are not recognized in the general ledger until Q2. This delay impacts administrative rate. Pending receipt of Prop. 10 revenue - received two months in arrears. External revenue is tied to reimbursement claims processed after program expenditures are incurred, which results in revenue being recognized in the next quarter. Administrative rate in Q2 adjusts as program expenditures increase.

ARPA Fund 25820

Q1 Financial Highlights (July 1 - September 30, 2022)

Revenue and Expenditure Balances

<u>Account</u>	Month-To-Date Actual	Year-To-Date Budget	AI 22-38 Revised Budget	Adjusted Revised Budget	Year-To-Date Actual	FY 22/23 Projections
Fund 25820 -- RCCFC - ARPA Funding 2021						
Revenues						
740020 Interest-Invested Funds	172,824.20	-			154,179.87	154,179.87
763520 Fed-American Rescue Plan Act	211,200.00	8,797,425.00	420,806.00	9,218,231.00	954,000.00	9,218,231.00
Total Revenues	384,024.20	8,797,425.00			1,108,179.87	9,372,410.87
Expenditures						
527780 Special Program Expense	136,800.00	3,594,850.00	420,806.00	4,015,656.00	955,200.00	4,169,835.87
527980 Contracts	-	5,202,575.00	-	5,202,575.00	-	5,202,575.00
Total Expenditures	136,800.00	8,797,425.00	420,806.00	9,218,231.00	955,200.00	9,372,410.87
Total RCCFC - ARPA Funding 2021	247,224.20	-	-	-	152,979.87	-
Total	247,224.20	-			152,979.87	

Notes:

Recognize revenue as expenditures are incurred

Projected Expenditures Noted Below:

FY 22/23 Estimates	5,000,000.00	ECE Infrastructure/Facilities
FY 22/23 Estimates	202,575.00	ECE Workforce Strategies
FY 22/23 Estimates	2,199,600.00	ECE Wage Enhancement Payments Only
FY 22/23 Estimates	1,816,056.00	Admin, S&B, Workforce Strategies
	<u>9,218,231.00</u>	

E. **Consent – Deborah Clark-Crews, Chair**

E.1. Approve First 5 Riverside County Commission Draft Meeting Minutes - September 14, 2022

Regular Meeting Minutes
Wednesday, September 14, 2022
2:00 PM
585 Technology Ct.
Riverside, California 92507

Commissioners Present: Deborah Clark-Crews, Supervisor V. Manuel Perez, Zachary Ginder, Edwin Gomez, Kim Saruwatari, and Stephanie Yost

Commissioners Absent: Kimberly Britt, Jose Campos and Rosa Verduzco

Administrative Staff Present: Tammi Graham, Executive Director; Yvonne Suarez, Deputy Director; Lynn Stephens, Commission Coordinator; Piera Causley, Regional Manager; Carol Abella, Administrative Services Manager II; Paul Robles, Fiscal Manager; Patricia Perez, Administrative Services Manager I; Erica Williams, Administrative Services Manager I; and Sean Pravica, Public Information Specialist

Legal Counsel: Ronak Patel, County Counsel

A. Call to Order – Deborah Clark-Crews, Commission Chair

1. Pledge of Allegiance – Commissioner Campos
2. Roll Call - Lynn

B. Public Comments (for items not listed on the agenda) – Deborah Clark-Crews, Chair

None

C. Commission and Advisory Committee Business – Deborah Clark-Crews, Chair

1. Advisory Committee Comments – Provided by Executive Director, Tammi Graham

Ms. Graham began her report with a summary of the Advisory Committee meeting from earlier this morning.

Oath of Office

The Oath of Office was administered to Dr. Alejandro Cisneros who serves as Assistant Principal of Arlanza Elementary School in Riverside, where he gets to hang out with young people ranging from ages 4 to 10 years old. Previously, Dr. Cisneros led Alvord's Family Engagement Office as Coordinator of Family Engagement.

Strategic Plan Update

The Advisory Committee received a review of the 2022 Strategic Plan update, adopted by the Commission, along with an overview of the roles and responsibilities of the Advisory Committee. The Advisory Committee members were also introduced to the Family Resource Center Advisory Board structure and current membership.

Footsteps2Brilliance

Information was shared on the availability of FootSteps2Brilliance, a program through Riverside County Office of Education's (RCOE) Literacy by 5th Grade Initiative by RCOE Superintendent and First 5 Riverside County (F5RC) Commissioner Dr. Edwin Gomez. The program provides **FREE** access to a suite of bilingual learning programs for all students in Riverside County - from pre-reading activities and read-to-you stories, to alphabet recognition songs and grammar rules games. These interactive, new tools from Footsteps2Brilliance are now readily available to our youngest learners. Families may register for the program at <https://www.footsteps2brilliance.com/riverside>.

First 5 FY22/23 Budget

Paul Robles, Fiscal Manager presented on the Commission approved FY22/23 budget.

2. Executive Director Report - Tammi Graham, Executive Director

California State Association Challenge (CSAC) Application

F5RC submitted an application for this year's CSAC Challenge Award for the Emergency Care and Education Recovery Act (ARPA wage enhancements to child care providers and infrastructure projects). Included in the application is the ARPA infographic and link to thank you pictures shared by providers, as well as the link to tweet by White House Director of Intergovernmental Affairs, Julie Rodriguez, who linked to a report from CSAC citing Riverside County's support of child care providers through ARPA funds.

Last year's CSAC Award winners were announced in December 2021. We will look for this year's winners to be announced around that time this year.

Swim lessons

A total of 2,836 children have received swim lessons since its implementation in 2015. Drowning is the leading cause of death for children ages 0-4. The Commission continues to invest directly in children to ensure more children know how to swim.

Although most drownings occur each year during the summer, drownings can happen at any time of the year to people of all ages – in bodies of water as big as the ocean or as small as a bucket.

During Water Safety Month, Riverside County Public Health Officer Dr. Leung reminded us that “the real tragedy of drowning is that it is 100 percent preventable, just by taking some simple steps whenever you or a loved one is around water.”

Drowning Prevention Thank you Letter

Ms. Graham shared a thank you note received from a mother whose son received free swimming lessons at the Corona-Norco YMCA as funded by F5RC. The note addressed the life-saving importance of swimming lessons for children, and referenced a scary water experience the mother had when she was a child and didn't know how to swim.

Family Resource Center Framework

The Department of Public Social Services (DPSS) MOU has been amended to increase support and Social Services Practitioners positions and expand the FRC Network. An overview of activities at the FRCs includes:

12,433 encounters were conducted at the four Family Resource Centers (FRCs) where 78% of the contacts were walk-in visits while 22% were by phone. **9,329 referrals** were facilitated to community-based organizations and service providers.

Martha's Village and Kitchen, one of the largest providers of services for individuals and families facing a high risk of homelessness and food insecurity in the Coachella Valley, has a full-time housing specialist Monday through Friday at both the Mecca and Desert Hot Springs sites.

Riverside County Office of Education (RCOE) has broadened its Early Childhood Education (ECE) presence in Mecca and, as a result, has significantly increased the number of enrollments in child care there.

Inland Empire Health Plan (IEHP) now provides classes on nutrition and well-being at the Mead Valley, Desert Hot Springs, and Mecca FRCs. The classes are open to all in the community regardless of whether they receive coverage through IEHP.

A presentation on the Family Resource Centers is planned for January.

Family Resource Center Network

An RFI-RFQ process to increase the FRC Network by funding public and private partners to add FRC specialist positions is complete. Contracts are in the works with community-based organizations that provide services where families are. The Commission has invested \$1M toward this effort. The funded partners are Soboba Band of Luiseno Indians TANF; Dr. Yoo OB-GYN; California Family Life Center; Greater Hope Foundation for Children (serving foster families); JFK Memorial Foundation; Blindness Support, Inc; Jurupa Unified School District (includes Parentz@Work); Family Service Association; and RUHS-Maternal and Fetal Medicine program.

Community Events and Community Outreach

F5RC participated in a number of community outreach events. A few to highlight are:

- F5RC recognized Parkview Legacy Foundation at their recent gala for their leadership and partnership in the Measure of America Portrait of the Inland Empire Report and for creating the Inland Empire Children's Cabinet. Commissioner Campos, Ms. Graham, and Ms. Stephens all attended.
- Commissioner Campos and Advisory Committee Member Viola Lindsey attended the Inland SoCal United Way 90th Anniversary Gala.



Commission Actions - Early Care & Education Facilities Investments

Ms. Suarez provided an overview of Commission actions and infrastructure funding.

Over the past few months First 5 staff have visited all of the listed sites except Escuela de la Raza in Blythe, which is scheduled later this month.

The ARPA Facilities project Request for Proposal (RFP) was released and three applications were received as follows:

District 1 - Lakeland Village F5RC-Development Impact Funds (DIF) Proposition 10 and American Rescue Plan Act (ARPA)

District 3 - One application was received by VIP Tots in Hemet. They were notified of an award

District 2 – No applications received

District 4 – One application has been received and is under review

District 5 – No applications received

ARPA Wage Enhancement (Approved by the BOS in September 2021)

The application process is closed. Infrastructure funds should be committed by December 2024. Award recipients have 18 months to complete the projects.

An Early Care and Education Recovery Fund Impact Video was shared. The video can be viewed at:

<https://drive.google.com/file/d/1RDwZx8VBK5WZbFIM4WJCBxKdmsYejo58/view?usp=sharing>

3. Commission Member Comments

Supervisor Perez stated his support for families and providers and signaled his commitment to take this cause to the Board of Supervisors to champion child care.

D. Presentations/Information – Deborah Clark-Crews, Chair (A copy of presentations may be obtained at www.first5@rivco.org)

1. Champion for Children Award Presentation to Solange Signoret - Sean Pravica, Public Information Specialist

Mr. Pravica reported the Commission approved Solange Signoret (SO-LAWN-GE SEEN-YOUR-RAY) as this year's Champion for Children based on the Advisory Committee's recommendation. Ms. Signoret has selected Boo2Bullying as the recipient of the \$1,000 sponsorship to host a community event.

Miss Signoret is a Youth Ambassador for Boo2Bullying, a non-profit based in Palm Springs dedicated to educating school staff and parents about accepting diversity and giving young people the tools to connect with and positively impact those around them. Now 16, she has held the position since she was 11 years old and has traveled nationally and spoken to thousands of people about social justice issues and tolerance, including members of Congress in Washington D.C. She has also spoken at more than 35 school assembly programs to 25,000 students from kindergarten through twelfth

grade, including in Riverside County. During the pandemic, she continued to speak to students using Zoom to facilitate their meetings.

In addition to her work with Boo2Bullying, Ms. Signoret has an impact on young children in Riverside County serving as a summer camp counselor in the City of Palm Springs for the past four years, often caring for 4 and 5 year-old campers. She is also a Black Belt Karate instructor who focuses on teaching children ages 4-5.

Riverside County Fourth District Supervisor and F5RC Commissioner V. Manuel Perez highlighted Miss Signoret's work both in the district he represents and elsewhere. He congratulated her and said, "Folks like you are second to none, and very hard to find especially at your age. Social justice is about creating opportunities, listening to people, and providing a helping hand. Social justice looks like the information and education you're providing in our school."

2. Health Management Associates Presentation, Christina Altmayer, Principal, and Liz Argyn, Senior Accountant

Ms. Altmayer and Ms. Argyn provided an overview of key highlights in their presentation. They noted the healthcare system is the key platform for families receiving services. Developing a partnership with IEHP is an important way to sustain services F5 has invested in, such as Healthy Steps. A brief Commission discussion ensued.

3. Inland Empire Health Plan (IEHP) Presentation - Dr. Takashi Wada, MD MPH Chief Medical Officer

Dr. Takashi Wada commended the work being done in supporting children and families in Riverside County. He noted that IEHP is very supportive and looking forward to collaborating in early intervention and reducing disparities and improving health outcomes. IEHP is looking at mobile services and working with school districts to treat the Whole Child and Whole Family. IEHP is committed in partnership with hospitals and clinics to assign care managers to develop a care plan for families going through a transition.

4. **Information Only** - First 5 Riverside County Cumulative Vendors Over 25K List FY 2022/2023 Report - **Receive and File**

5. **Information Only** - First 5 Riverside County Agency Progress Report July 1, 2021-June 30, 2022 - **Receive and File**

E. **Consent – Deborah Clark-Crews, Chair**

1. Approve First 5 Riverside County Commission Draft Meeting Minutes - May 11, 2022 Meeting

2. **22-27:** Approve Contract with Navisite, LLC. Implementation and Support of Salesforce Software Platform from September 15, 2022 - June 30, 2025 (**CONTRACT NO. CF22149**) [**\$731,085 - PROP 10 FUNDS**]

3. **22-28:** Approve Purchase Order with Outreach Solutions, as a Service, LLC (D.B.A. Smart County Solutions) for Salesforce Software Licenses from October 1, 2022 - June 30, 2025 [**\$185,815 - PROP 10 FUNDS**]

4. **22-29:** Approve Amendment No. 1 to the First Amended and Restated Memorandum of Understanding with Riverside County Department of Social Services (DPSS) for



Family Resource Centers from July 1, 2022 - June 30, 2023 (**MOU NO. DPSS-0001997**) [**\$2,574,500 DPSS FUNDS**]

5. **22-30:** Approve Contract with Temple Beth-El for Quality Early Learning Infrastructure Funding for September 15, 2022 - December 31, 2023 (**CONTRACT NO. CF23101**) [**\$97,562 - PROP 10 FUNDS District 1**]

6. **22-31:** Approve Agreement with Riverside County Office of Education (RCOE) for Quality Start Riverside County (QSRC) Collaborative Support Services from July 1, 2022 - June 30, 2023 (**CONTRACT NO. #C1008765**) [**\$250,000 - RCOE STATE FUNDS**]

7. **22-32:** Approve Contract with Kenyon Consulting, LLC for Consulting Services from October 1, 2022 - June 30, 2023 (**CONTRACT NO. CF23100**) [**TOTAL: \$295,000 - PROP 10 FUNDS - \$95,000 AND RIVERSIDE COUNTY OFFICE OF EDUCATION REVENUE FUNDS \$200,000**]

*Commissioner Perez moved to approve consent items as presented. Commissioner Yost second the motion. **Motion carried with one abstention** from Commissioner Gomez for action item number seven, Kenyon Consulting.*

F. Presentations/Action Items – Deborah Clark-Crews, Chair (A copy of the presentation may be obtained at www.first5@rivco.org)

1. Adopt the Amendment to the Conflict of Interest Policy of First 5 Riverside County Children and Families Commission and Public Hearing - Ronak Patel, Chief County Counsel

Mr. Patel provided an overview of the conflict of interest requirements. He reported Family Resource Center Advisory Board Members and Fiscal Manager have been added to the conflict of interest policy. They will be required to file a Form 700 annually. The Conflict of Interest Policy is reviewed every two years. The next review will take place in 2024.

a. **Public Hearing:** Conflict of Interest Policy of First 5 Riverside County Children and Families Commission - Deborah Clark-Crews, Chair

Chair opened the Public Hearing at 3:09 p.m. Hearing no public comments, Chair closed the public hearing.

b. **22-33:** Adopt the Amendment to the Conflict of Interest Policy of First 5 Riverside County Children and Families Commission

*Commissioner Perez moved to approve action item 22-33 as presented. Commissioner Campos second the motion. **Motion carried unanimously.***

G. Future Agenda Items:

1. First 5 Riverside County Annual Report Presentation and Public Hearing
2. First 5 Riverside County Annual Audit Presentation and Public Hearing
3. First 5 Riverside County Chair and Vice Chair Election Process
4. Family Resource Centers Presentation



H. **Adjournment:** Adjournment at 3:12 pm. to the next Regular Meeting of the Riverside County Children and Families Commission to be held on October 26, 2022 beginning at 2:00 p.m. at:

Riverside County Children and Families Commission Office
585 Technology Court - Conference Room A
Riverside, CA 92507

Minutes recorded by Lynn M. Stephens, Commission Coordinator.

DRAFT



E.2.Approve First 5 Riverside County Commission 2023 Meeting Schedule



FIRST 5
Riverside County
 Children & Families Commission

Commission Members	Advisory Committee Members	Commission Administrative Staff
Zachary Ginder, PsyD, MSW, Dist. I	Jennifer Brisen, Dist. II (Chair)	Tammi Graham, Executive Director
VACANT, Dist. V	Annette Webb, Dist. V (Vice Chair)	Yvonne Suarez, Deputy Director of Administration
V. Manuel Perez County Supervisor Dist. IV Chuck Washington Supervisor Alternate, Dist. III	Kari Middleton-Hendrix, Dist. IV	Lynn Stephens, Executive Assistant II Commission Coordinator
Edwin Gomez, Ed.D. Ord. 784.11	Malinda Margiotta, Dist. III	Piera Causley, Regional Manager
Kimberly Saruwatari Ord.784.11	Stephanie Garthwaite, Dist. V	Paul Robles, Fiscal Manager
Kimberly Britt, Ord. 784.11	Viola, Lindsey, PhD, MSW Dist. I	Carol Abella, Regional Manager Jill Kowalski, Regional Manager
VACANT, Dist. II	Alejandro Cisneros, Ed. D Dist. 1	Erica Williams, Administrative Services Manager I Patricia Perez, Administrative Services Manager I
VACANT, Dist. IV		Gervase Hammond, Sr. Administrative Analyst
Stephanie Yost, Dist. III		Ronak Patel, Chief Deputy County Counsel

The CFC meets regularly on the 2nd Wednesday as scheduled below except for January and October meetings which are held on the 4th Wednesday of the month. The open session of the Board meeting shall begin at 2:00 p.m. unless changed by consent of a quorum of the Commission Members. Meetings are held at First 5 Riverside County Children and Families Commission located at 585 Technology Court in Riverside. **Any "Special" meetings of the CFC are noticed in advance in accordance with the Brown Act. Closed Sessions will be scheduled as needed. Meeting dates may be modified as needed.**

Schedule of Commission Meetings 2023

-
- Wednesday, **Jan 25, 2023 (4th Wednesday)** First 5 Riverside County
 - Wednesday, **March 8, 2023** First 5 Riverside County
 - Wednesday, **May 10, 2023** First 5 Riverside County
 - Wednesday, **July 12, 2023** First 5 Riverside County
 - Wednesday, **September 13, 2023** First 5 Riverside County
 - Wednesday, **October 25, 2023 (4th Wednesday)** First 5 Riverside County
 - Wednesday, **December 13, 2023** First 5 Riverside County

**E.3.22-34: Approve First Amendment with the Riverside University Health System
Community Health Centers for HealthySteps from July 1, 2021 - June 30, 2023
(CONTRACT NO. CF22101) [\$777,800.00 - PROP 10 FUNDS]**



AGENDA ITEM: 22-34
DATE OF MEETING: October 26, 2022
ACTION:
INFORMATION:

**APPROVE FIRST AMENDMENT WITH RIVERSIDE UNIVERSITY HEALTH SYSTEM
COMMUNITY HEALTH CENTERS (CONTRACT NO. CF22101) FOR
HEALTHYSTEPS FROM JULY 1, 2021 – JUNE 30, 2023
[\$777,800.00 – PROP 10 FUNDS]**

SUMMARY OF REQUEST

Approve contract Amendment No. 1 (Contract No. CF22101) with Riverside University Health System Community Health Centers (RUHS-CHC) from July 1, 2021, through June 30, 2023. This item increases the contract maximum by \$297,800.00 from \$480,000.00 to a total amount, not to exceed \$777,800.00. Additional funding will support RUHS-CHC HealthySteps in three additional locations.

BACKGROUND

Funding will allow for the onboarding of staff, site certification by Zero to Three, HealthySteps Institute training, and the purchase of equipment. The locations of the new HealthySteps sites will be determined based on region, the pediatric population at each clinic, and the needs of the community.

HealthySteps, a program of ZERO TO THREE (the National Center for Infant, Toddlers, and Families) is an evidence-based, team-based pediatric primary care program that promotes the health, well-being, and school readiness of babies and toddlers, with an emphasis on families living in low-income communities.

January 27, 2021, Action Item No. 21-02: Commission approved contracts in three strategic goal areas in alignment with Riverside County Children and Families Commission strategic plan through 2023.

September 12, 2018, Action Item No. 18-30: Commission approved contracts with three agencies to pilot HealthySteps services through June 30, 2021.

HEALTHYSTEPS MODEL:

HealthySteps demonstrates positive outcomes for children, their families, and the physicians and practices that serve them. Children who participate in HealthySteps are more likely to attend well-child visits on time and to receive timely vaccines and screenings. Parent participants are more likely to receive information on community resources and services; provide infants with age-appropriate nutrition; adhere to child safety guidelines; use positive parenting strategies and engage in early literacy-enhancing practices with their children. HealthySteps parents also report higher levels of satisfaction with their pediatric care than non-participating parents. In addition, HealthySteps has enhanced the experiences of providers, with physicians reporting that the model fosters a team-based approach to care and enhances their ability to meet the needs of children and families. Essentially, HealthySteps drives population health because it strategically and inexpensively tailors care, focusing resources on improving the experience and behaviors of parents, providers' care, and broadening services that positively impact children and families.

IEHP/HMA PARTNERSHIP:

RUHS, in partnership with First 5 Riverside County, Health Management Associates, Inland Empire Health Plan, and Zero to Three, intends to expand the HealthySteps program into three additional Community Health Centers. The locations of the new clinics will be determined in a strategic manner using factors, including but not limited to, the pediatric population, region, and the health needs of the community.

Future funding will change from fully funded HSS positions to a cost-share model supporting the sustainability of the HealthySteps program without First 5 Riverside County funding as volume and encounters for the pediatric population increase at each site and set goals are met.

RECOMMENDED ACTION

That the Commission:

1. Approve Amendment No. 1 to Contract No. CF22101 with Riverside University Health System Community Health Centers for an amount not to exceed \$777,800.00, effective July 1, 2021 – June 30, 2023, and authorize the Executive Director to sign the Amendment on behalf of the Commission, subject to County Counsel approval as to form.
2. Authorize the Executive Director, based on the availability of fiscal funding and as approved by County Counsel to sign amendments that exercise the options of the Contract No. CF22101, on behalf of the Commission including modifications of the statement of work that stay within the intent of said contract without requiring further action from the Commission.

BUDGET IMPACT

Adequate appropriation exists in the FY 22/23 budget (938001-25800-92945-527980).

STRATEGIC PLAN RELEVANCE

Goal 2: Comprehensive Health and Development (92945)

POTENTIAL CONFLICTS OF INTEREST

None known

ATTACHMENTS

1. CF22101 RUHS HS Amendment 1

RIVERSIDE COUNTY CHILDREN AND FAMILIES COMMISSION
CONTRACT
INVESTMENT OF FUNDS
FIRST AMENDMENT

CONTRACTOR: **Riverside University Health System Community Health Centers**

RCCFC Award: **CF22101**

Address: **7888 Mission Grove Pkwy South STE. 120, Riverside, CA 92508**

WHEREAS, the Riverside County Children and Families Commission, also known as "First 5 Riverside County" ("Commission") and **Riverside University Health System Community Health Centers** ("Contractor") entered into an Investment of Funds Contract, RCCFC Award no. **CF22101** (the "Contract") for the provision of services.

Now, therefore, the parties agree to amend the Contract as follows:

- A. The first page of the Contract shall be amended to reflect the maximum reimbursable amount, as listed below:

Maximum Reimbursable Amount: \$777,800.00

- B. Attachment A-1. Scope of Work is added as outlined in Attachment A-1 and is attached hereto. Attachment A is deleted in its entirety.
- C. Attachment B-1. Budget is added as outlined in Attachment B-1 and is attached hereto. Attachment B is deleted in its entirety.
- D. Attachment C of the Contract shall be amended to reflect the maximum reimbursable amount, as listed below:

Maximum Reimbursable Amount: \$777,800.00

- E. All changes to this Contract referenced herein shall supersede the comparable sections within the Contract. All other terms and conditions of the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representative to execute this Amendment to the Contract.

RUHS - CHC:

Riverside County Children and Families Commission:

By:

By:

Jennifer Cruikshank,
Chief Executive Officer

Tammi Graham
Executive Director

Date:

Date:

Attest:

By:

Lynn M. Stephens
Commission Coordinator

Date:

APPROVED AS TO FORM:

Ronak Patel,
Deputy County Counsel

Date:

ATTACHMENT A-1: SCOPE OF WORK

CONTRACTOR: Riverside University Health System – Community Health Centers
PROGRAM: HealthySteps
GEOGRAPHICAL REGION: Zone 1 – Moreno Valley, 3 new locations TBD
CONTRACT #: CF22101
PROJECT/BUDGET CYCLE: July 1, 2021 – June 30, 2023
STRATEGIC GOAL AREA: Comprehensive Health and Development (Goal 2)

PROGRAM OVERVIEW

Riverside University Health System – Community Health Centers (RUHS) will implement the HealthySteps (HS) program. HealthySteps was designed to enhance the ability of pediatric practices to serve families with young children. Children served include low-income individuals who are not entitled to benefits under Title XVIII of the Social Security Act or eligible for assistance under the State plan of Title XIX of the Social Security Act. It is an evidence-based, interdisciplinary pediatric primary care program that ensures babies and toddlers receive nurturing parenting and have healthy development. Services are divided into three (3) tiers that include, Universal Services (Tier 1), Short Term Supports (Tier 2), and Comprehensive Services (Tier 3). 21

Tier 1 services are provided to all participating children. These services include child developmental, social-emotional and behavioral screenings, family needs screenings, and access to a child development support line. Children and families with screenings producing mild concerns will receive Tier 2 services.

Tier 2 services include all Tier 1 services and add child development and behavioral consults, care coordination/case management and systems navigation, positive parenting guidance and information, and access to early learning resources.

Families most at risk receive Tier 3 services, which include all Tier 1 and Tier 2 services, and ongoing, preventative team-based well-child visits conducted at the practice or at the family's home.

Major aspects of HealthySteps include:

- Enhanced well-child care: Well child office appointments, conducted jointly or sequentially by a pediatrician, family physician, or nurse practitioner, and a HealthySteps Specialist (HSS), are designed to answer parents' questions about child development; to identify and respond to "teachable moments;" and to encourage early reading activities as part of the Reach Out and Read Program.

- Child development telephone information line: HSS at each site staff a telephone line to answer parents' questions about day-to-day worries and developmental concerns.
- Child development and family health check-ups: Check-ups with developmental assessments are conducted to detect signs of developmental or behavioral problems and to identify family health risks.
- Written materials for parents that emphasize prevention and health promotion: Parents receive materials prior to and during office visits that address medical, developmental, and practical topics. Parents also receive a Child Health and Development Record that chronicles immunizations, physical growth, developmental milestones, and parental concerns through age 18.
- Linkages to community resources: The HSS at each site compile a book listing community resources. At some sites, HSS have developed a bulletin board in the practice that displays a variety of information pertinent to child development and community resources.

Healthy Steps Specialist

The key feature of the Healthy Steps program is the HSS. Healthy Steps Specialists are professionals with training in early childhood development, nursing, or social work. The HSS offers screening and support for common and complex concerns that physicians often lack time to address, including feeding, behavior, sleep, attachment, depression, social determinants of health, and adapting to life with a baby or young child. They are trained to provide families with parenting guidance, support between visits, referrals, and care coordination, all specific to their needs.

22

HealthySteps positively affects both children and their families. National evaluations of families receiving Tier 2 and Tier 3 services show long-term outcomes (3+ years) of:

- Improved perceptual, motor and physical development
- Enhanced social-emotional well-being
- Improved cognitive skills
- Enhanced language and communication skills
- Improved approached to learning

Expansion

RUHS, in partnership with First 5 Riverside County, Health Management Associates, Inland Empire Health Plan and Zero to Three, will expand the HealthySteps program into three additional Community Health Centers. The locations of the new clinics will be determined in a strategic manner using factors including but not limited to, pediatric client count, geographic location, and the health needs of the community.

CROSS SYSTEMS INTEGRATION - OPPORTUNITIES

To drive cross-system integration and improve collaborative supports that result in community benefits, partners with shared outcomes play a key role in participating in First 5 Riverside endorsed initiatives noted below. Benefits may include: 1) care and support for the right person, in the right place, and at the right time; 2) enhanced access to programs and support; 3) improved life chances; and 4) prevention and early intervention. As these initiatives expand and impact service areas there will be an opportunity to intentionally connect families to more comprehensive systems of care.

Help Me Grow – Inland Empire (HMG-IE) is a regional system approach, between Riverside and San Bernardino Counties, that connects families to developmental screenings and community resources through a centralized access point or directly through the EPIC electronic health record via MyChart. **RUHS** is a critical partner in this system approach and will participate in regional stakeholder convenings.

Strengthening Families (SF)TM is a research-informed approach to increase family strengths, enhance child development, and reduce the likelihood of child abuse and neglect. It is based on engaging families, programs, and communities in building five protective factors that reduce stress in families and helps to prevent child abuse and neglect. The HealthySteps Family Needs Questionnaire takes this approach. Funded partners follow First 5 Riverside protocols for use of the SF approach. 23

Reach Out and Read (ROR) is an evidence-based strategy to promote book sharing and language development as part of the enhanced well-child visit. The first five years of life offer a critical window for learning, with rapid brain development that does not occur at any other time. Many children, especially from low-income families, are not read to from birth. The Reach Out and Read program (ROR) helps to foster early literacy practices with parents served through HealthySteps by starting in infancy about the importance of parents reading aloud. At every well-child visit, from 6 months to 5 years, each child receives a new, developmentally-appropriate book to take home. Parents are taught new ways to stimulate children’s literacy development and encouraged to read to their children more. Children who grow up with sufficient exposure to language arrive at school with basic literacy skills. Research shows that children who start school on track are more likely to reach their full educational, social, and life potential.

First 5 Riverside Home Visiting programs (F5R HVP) are evidence-based models supporting parents and parents-to-be with strategies to provide a nurturing and safe environment where children are healthy, safe, and secure. Home visiting focuses on strengthening and supporting families by building relationships, teaching problem-solving skills, encouraging positive parent-child relationships, supporting early child growth and development, and specialized training for children with special needs. As a two-generation approach, home visiting has the potential to improve outcomes across a range of domains, such as child health, school readiness, parent economic self-sufficiency, and parenting practices. When appropriate, funded partners will provide families with referrals to F5R Home Visiting programs. With a systems approach, funded partners will build relationships in the community through

the Family Resource Centers, community hubs, community outreach events, connecting families with resources and referrals such as Help Me Grow and local clinics, or wherever children are seen by other health professionals.

First 5 Riverside County Family Resource Centers and Community Hubs FRCs are a key delivery network of services and conduits for strengthening families via family-centered, community-based and culturally sensitive services that include cross-system collaboration as a means to prevent child abuse and neglect. More specifically, FRCs play a critical role in the community serving as a trusted partner strengthening children and families, connecting families to an array of supportive systems of care and preventing child abuse and neglect. With a systems approach, **RUHS** and funded partners will build relationships with Family Resource Centers and community hubs in Riverside County to support and link families to a variety of resources, services, activities and referrals such as HMG-IE and local clinics, or wherever children are seen by other health professionals. HealthySteps Specialist will participate in the community of practice with family resource center network specialists on a monthly basis and may participate in community outreach events and provide families information and services on site at Family Resource Centers and community hubs to meet families where they live, provide engagement, and promote the HealthySteps Program.

Language Environment Analysis (LENA) is technology that measures the early language environment of children ages 0-5. The technology offered by LENA consists of a compact digital recorder in a vest that a child can wear comfortably, software that turns the recording into data and a cloud-based system for managing the data. Feedback from LENA helps parents and caregivers increase the quantity and quality of interactive talk. The LENA Start Program aligns and enhances quality improvement practices by encouraging family engagement.

LENA Start builds school readiness and strengthen families with children 0-3 years of age with parent-group classes through community programs. LENA Start is an evidence-based community program designed to engage families and help them learn how to increase conversation with their children during the first few years of life. LENA Start implementation will continue to occur with trained community partner agencies. **RUHS** will promote and encourage families to enroll in LENA start through the Family Resource Centers.

Major Objectives	Major Functions, Tasks, and Activities	Performance Measures and/or Deliverables	Targets
<p><u>Enhanced Well Child Care, Referrals, and Linkages</u></p>	<p>RUHS will employ 5.0 (FTE) HealthySteps Specialists (HSS), 1.0 (FTE) Program Manager, and 1.0 (FTE) Support Staff to provide Enhanced Well Child Care that will work in tandem with Physician Champion to provide:</p> <ul style="list-style-type: none"> • Tailored guidance and referrals, • On-demand support between visits, and • Care coordination and home visits when needed. <p>RUHS in collaboration with Zero to Three and First 5 Riverside County will expand the HealthySteps program into the XXXX Community Health Centers.</p> <p>All children and caregivers receive Tier 1 services:</p> <ul style="list-style-type: none"> • Child developmental, social-emotional & behavioral screening • Screening for family needs (maternal depression, other risk factors, social determinants of health) • Child Development support line (phone, text, email, online) <p>Tier 2 services for mild concerns include the addition of the following short-term supports:</p> <ul style="list-style-type: none"> • Child development & behavior consults • Care coordination/case management & systems navigation • Positive parenting guidance & information <p>Tier 3 services for the most at-risk families include the addition of the following comprehensive services:</p> <ul style="list-style-type: none"> • Ongoing, preventative team-based well-child visits at the clinic or via home visitation. 	<p>RUHS will engage the eight (8) core components of the evidence-based HealthySteps model:</p> <ol style="list-style-type: none"> 1. Child development, social-emotional & behavioral screening 2. Screening for family needs (i.e., maternal depression, other risk factors, social determinants of health) 3. Child development support line with responses within a maximum of 3 days (e.g., phone, text, email, online portal) 4. Child developmental & behavioral consults 5. Care coordination & systems navigation 6. Positive parenting guidance & information 7. Early learning resources 8. On-going preventative team-based well-child visits 	<p>For FYs 2021/2022 through 2022/2023 RUHS will submit aggregate client data for each of the targets below. Data will be submitted monthly/quarterly by the 20th of the month. This due date may be modified by First 5 Riverside for any given month.</p> <ol style="list-style-type: none"> 1. RUHS HealthySteps program will document the number of children age 0-3 in the practice. (Report monthly) 2. RUHS HealthySteps program will document the number of children age 0-3 with at least one completed developmental screen. (Report quarterly) 3. RUHS HealthySteps program will document the number of children age 0-3 with at least one completed social-emotional/behavioral screen. (Report quarterly) 4. RUHS HealthySteps program will document the number of children age 0-3 with at least one completed autism screen. (Report quarterly) 5. RUHS HealthySteps program will document the number of children age 0-3 whose mothers had at least one completed maternal depression screen. (Report quarterly)

Major Objectives	Major Functions, Tasks, and Activities	Performance Measures and/or Deliverables	Targets
			<p>6. RUHS HealthySteps program will document the number of children age 0-3 with at least one family member screened for each of the following key needs listed (Food insecurity, housing stability or homelessness, utility needs, transportation needs, interpersonal safety, substance misuse, tobacco use). (Report quarterly)</p> <p>7. RUHS HealthySteps program will document the number of children age 0-3 who received Tier 2 services. (Report monthly)</p> <p>8. RUHS HealthySteps program will serve 400-600 children age 0-3 using the HealthySteps approach²⁶ with Tier 3 services, on an annual basis. (Report monthly)</p> <p>9. RUHS HealthySteps program will document the number of mothers with children age 0-3 receiving Tier 3 services. (Report monthly)</p> <p>10. RUHS HealthySteps program will document the number of children age 0-3 receiving Tier 3 services who received at least one ongoing, preventative team-based Well Child Visit. (Report quarterly)</p> <p>11. RUHS HealthySteps program will document the number of children age 0-3 receiving Tier 3 services whose primary caregiver received a referral for each of the following</p>

Major Objectives	Major Functions, Tasks, and Activities	Performance Measures and/or Deliverables	Targets
			<p>services: (Early Intervention services (Part C), Early Care and education (e.g. childcare, Early Head Start, preschool, etc.), Child mental health (including parent/child didactic treatment). (Report quarterly)</p> <p>12. RUHS HealthySteps program will document the number of mothers with children age 0-3 receiving Tier 3 services who received a referral for maternal depression services. (Report quarterly)</p> <p>13. RUHS HealthySteps program will document the number of children age 0-3 receiving Tier 3 services with a primary caregiver who 27 received a referral (internal or external) to any other services not captured in any other target. (home visiting, lactation, food-related, financial assistance, housing assistance, transportation assistance, intimate partner violence, substance use/addiction counseling/treatment, smoking cessation counseling/treatment, adult health care, family planning, adult education, job training or employment, other). (Report quarterly)</p>
<p><u>Screenings and Assessments</u></p>	<p>Children and caregivers will receive screenings and assessments based upon the following age schedule: 1-month 2-months</p>	<p>RUHS will perform screening and assessments of the following types:</p> <ul style="list-style-type: none"> • Maternal Depression – Edinburgh Postnatal 	

Major Objectives	Major Functions, Tasks, and Activities	Performance Measures and/or Deliverables	Targets
	<p>4-months 6-months 9-months 12-months 15-months 18-months 24-months 30-months 36-months</p> <p>Recommendations are based on Bright Futures/American Academy of Pediatrics (AAP) Periodicity Schedule (April 2017).</p> <p>See Table 1 for additional information.</p>	<p>Depression Scale (EPDS) or Patient Health Questionnaire (PHQ)-2/9</p> <ul style="list-style-type: none"> • Family Needs – HealthySteps Family Needs Questionnaire or similar tool • Developmental Screening – Ages and Stages Questionnaire, Third Edition (ASQ-3) or Parents’ Evaluation of Developmental Status – Developmental Milestones (PEDS-DM) • Social-Emotional/Behavioral Screening – Ages and Stages Questionnaire: Social-Emotional, Second Edition (ASQ-SE2) or Baby Pediatric Symptom Checklist (BPSC) • Autism Screening – Modified Checklist for Autism in Toddlers, Revised with Follow-up (M-CHAT-R/F) or Parent’s Observations of Social Interactions (POSI) <p>See screening/assessment schedule, Table 1. Recommendation are based on Bright Futures/AAP Periodicity Schedule (April 2017).</p>	28

Major Objectives	Major Functions, Tasks, and Activities	Performance Measures and/or Deliverables	Targets
		Annual reporting data submitted to Zero to Three will be shared with First 5 Riverside within 30 days of submission.	
<p><u>Long-term Sustainability/ Public Awareness/Policy Change</u></p> <p>Agency will develop a long-term sustainability plan outlining how the program will be maintained after First 5 Riverside funding ends.</p> <p>Agency will initiate policy changes which enable stakeholder buy-in and cultural shifts at the community, family and parent/caregiver levels.</p>	<ul style="list-style-type: none"> • Maintain partnerships to leverage funding from other sources and continue the program beyond the funding cycle. • Collaborate with Health Management Associates (HMA), the Zero to Three National Office, and Inland Empire Health Plan (IEHP) on expansion and sustainability strategies. • Participate in HealthySteps Learning Collaborative series presented by Health Management Associates in partnership with First 5 Riverside County focusing on long term sustainability plan and billing opportunities in connection with IEHP engagement. • Engage in an annual assessment of funding levels based on long term sustainability plan. • Promote HealthySteps at Community Forums, Joint Operational Meetings and channel through the Family Resource Centers. • Policies will be reviewed and shall be inclusive of the HealthySteps program; develop referral procedures for providers and families to access the service. • As HealthySteps evolves, RUHS is identified as a critical partner in this systems approach and will participate in stakeholder convenings. 	Improve family functioning and improve lives of children and families in Riverside County.	Report long-term sustainability, public awareness, and policy change activities in the Performance Narrative quarterly reports.

TABLE 1: SCREENING AND ASSESSMENT SCHEDULE


	MATERNAL DEPRESSION	FAMILY NEEDS*	SOCIAL-EMOTIONAL/BEHAVIORAL SCREENING	DEVELOPMENTAL SCREENING**	AUTISM SCREENING
1-Month	X	X			
2-Month	X				
4-Month	X				
6-Month	X		X		
9-Month		X		X	
12-Month			X		
15-Month		X			
18-Month				X	X
24-Month		X	X		X
30-Month				X	
36-Month		X	X	X	

30


* HealthySteps Family Needs Questionnaire

** Developmental Surveillance for 36-month screening

ATTACHMENT B-1: BUDGET

		ATTACHMENT B PROGRAM BUDGET FISCAL YEAR: 2021-2022								
ORGANIZATION: Riverside University Health System CHC - Pediatrics Department				FINANCE OFFICE: Stephanie Bryant				CONTRACT #: 22101 CDH		
PROGRAM TITLE: HealthSteps				PROGRAM DIRECTOR: Chad Vercio				ANNUAL BUDGET: \$ 240,000.00		
LINE	Budget Category	FTE	Pay Rate	# of Hours	Benefit Rate	5FR Salary	5FR Benefits	5FR Budget	Total Salary	rst 5% of TOTAL SALAR
I.	SALARIES & BENEFITS	A	B	C	D	E	F	G	H	I
Name: Title:										
1	Vacant HSS A - Clinical Social Wo	1.00	40.00	2080	30%	83,200.00	24,360.00	108,160.00	108,160.00	100%
2	Vacant HSS B - Patient Services C	1.00	30.00	2088	30%	62,640.00	18,917.28	81,557.28	81,557.28	100%
3	Vacant Support Staff - OA II	1.00	17.02	2088	30%	35,547.40	10,735.31	46,282.72	46,282.72	100%
4		0.00				-	-	-	-	#DIV/0!
5		0.00				-	-	-	-	#DIV/0!
6		0.00				-	-	-	-	#DIV/0!
7		0.00				-	-	-	-	#DIV/0!
8		0.00				-	-	-	-	#DIV/0!
9		0.00				-	-	-	-	#DIV/0!
10		0.00				-	-	-	-	#DIV/0!
TOTAL SALARIES & BENEFITS:						\$ 181,387	\$ 54,613	\$ 236,000	236,000.00	
II. OPERATIONAL EXPENSES										
Expense:									% of Allocation:	COST
1	Advertising/Outreach Marketing								0%	-
2	Office Supplies								0%	500.00
3	Postage & Printing								0%	500.00
4	Program Nutrition/Food								0%	-
5	Program Materials and Incentives								0%	1,000.00
6	Professional Services IT Costs								0%	-
7	Wireless Devices								0%	-
III. EQUIPMENT										
1	Equipment								0%	500.00
2	Equipment Lease								0%	-
IV. TRAVEL										
1	Mileage								0%	500.00
2	Training/Conferences for Program Staff								0%	1,000.00
V. OTHER COSTS										
1	Scholarships								0%	-
2	Other Operational Items								0%	-
VI. SUBCONTRACTORS										
Expense:									% of Allocation:	COST
1									0%	-
2									0%	-
3									0%	-
VII. INDIRECT COSTS										
Expense:									% of Allocation:	COST
1	Insurance								0%	-
2	Maintenance and Repairs								0%	-
3	Rent/Lease								0%	-
4	Utilities								0%	-
5									0%	-
6									0%	-
7									0%	-
VIII. INDIRECT COST RATE										
Expense:									% of Allocation:	COST
1	Acceptable rate as determined by Commission								0%	-
SUBTOTAL EXPENSES:								2%	4,000.00	
TOTAL BUDGET:								240,000.00		

31

		ATTACHMENT B PROGRAM BUDGET FISCAL YEAR: 2022-2023									
ORGANIZATION: Riverside University Health System CHC - Pediatrics Department				FINANCE OFFICE: Stephanie Bryant				CONTRACT #: 22101 CHD			
PROGRAM TITLE: HealthSteps				PROGRAM DIRECTOR: Chad Vercio				ANNUAL BUDGET: \$ 240,000.00			
LINE	Budget Category	FTE	Pay Rate	# of Hours	Benefit Rate	SFR Salary	F5R Benefits	F5R Budget	Total Salary	1st 5% of TOTAL SALARY	
I. SALARIES & BENEFITS		A	B	C	D	E	F	G	H	I	
Name: Title:											
1	Vacant HSS A - Clinical Social W/o	1.00	40.00	2080	30%	83,200.00	24,360.00	108,160.00	108,160.00	100%	
2	Vacant HSS B - Patient Services C	1.00	30.00	2088	30%	62,640.00	18,917.28	81,557.28	81,557.28	100%	
3	Vacant Support Staff - QA II	1.00	17.02	2088	30%	35,547.40	10,735.31	46,282.72	46,282.72	100%	
4		0.00				-	-	-	-	#DIV/0!	
5		0.00				-	-	-	-	#DIV/0!	
6		0.00				-	-	-	-	#DIV/0!	
7		0.00				-	-	-	-	#DIV/0!	
8		0.00				-	-	-	-	#DIV/0!	
9		0.00				-	-	-	-	#DIV/0!	
10		0.00				-	-	-	-	#DIV/0!	
TOTAL SALARIES & BENEFITS:						\$ 181,387	\$ 54,613	\$ 236,000	236,000.00		
II. OPERATIONAL EXPENSES											
Expense:									% of Allocation:	COST	
1	Advertising/Outreach Marketing									0%	-
2	Office Supplies									0%	500.00
3	Postage & Printing									0%	500.00
4	Program Nutrition/Food									0%	-
5	Program Materials and Incentives									0%	1,000.00
6	Professional Services/IT Costs									0%	-
7	Wireless Devices									0%	-
III. EQUIPMENT											
1	Equipment									0%	500.00
2	Equipment Lease									0%	-
IV. TRAVEL											
1	Mileage									0%	500.00
2	Training/Conferences for Program Staff									0%	1,000.00
V. OTHER COSTS											
1	Scholarships									0%	-
2	Other Operational Items									0%	-
VI. SUBCONTRACTORS											
Expense:									% of Allocation:	COST	
1										0%	-
2										0%	-
3										0%	-
VII. INDIRECT COSTS											
Expense:									% of Allocation:	COST	
1	Insurance									0%	-
2	Maintenance and Repairs									0%	-
3	Rent/Lease									0%	-
4	Utilities									0%	-
5										0%	-
6										0%	-
7										0%	-
VIII. INDIRECT COST RATE											
Expense:									% of Allocation:	COST	
1	Acceptable rate as determined by Commission									0%	-
SUBTOTAL EXPENSES:									2%	4,000.00	
TOTAL BUDGET:										240,000.00	



ATTACHMENT B-1
 PROGRAM BUDGET
 FISCAL YEAR: 2022-2023

TO BE ADDED TO EXISTING BUDGET VIA AMENDMENT

ORGANIZATION: Riverside University Health System CHC - Pediatrics Department	FINANCE OFFICE: Stephanie Bryant	CONTRACT #: 22101
PROGRAM TITLE: HealthySteps	PROGRAM DIRECTOR: Chad Vercio	ANNUAL BUDGET: \$ -

LINE	Budget Category	FTE	Pay Rate	# of Hours	Benefit Rate	5FR Salary	5FR Benefits	5FR Budget	Total Salary	First 5% of TOTAL SALARY
I.	SALARIES & BENEFITS	A	B	C	D	E	F	G	H	I
	Name: Title:									
1	Vacant HSS A - Clinical Social W	3.00	42.10	1040	30%	43,784.00	13,135.20	170,757.60	170,757.60	100%
2	Vacant Program Manager	1.00	TBD	1040	30%	57,695.00	17,305.00	75,000.00	75,000.00	100%
TOTAL SALARIES & BENEFITS:						\$ 101,479	\$ 30,440	\$ 245,758	245,757.60	
II.	OPERATIONAL EXPENSES									
	Expense:								% of Allocation:	COST
1	Advertising/Outreach Marketing								#DIV/0!	-
2	Office Supplies								#DIV/0!	502.40
3	Postage & Printing								#DIV/0!	500.00
4	Program Nutrition/Food								#DIV/0!	-
5	Program Materials and Incentives								#DIV/0!	375.00
6	Professional Services IT Costs								#DIV/0!	7,150.00
7	Wireless Devices								#DIV/0!	-
III.	EQUIPMENT									
1	Equipment								#DIV/0!	7,800.00
2	Equipment Lease								#DIV/0!	-
IV.	TRAVEL									
1	Mileage								#DIV/0!	715.00
2	Training/Conferences for Program Staff								#DIV/0!	35,000.00
V.	OTHER COSTS									
VI.	SUBCONTRACTORS									
	Expense:								% of Allocation:	COST
VII.	INDIRECT COSTS									
	Expense:								% of Allocation:	COST
VIII.	INDIRECT COST RATE									
	Expense:								% of Allocation:	COST
1	Acceptable rate as determined by Commission								#DIV/0!	-
SUBTOTAL EXPENSES:									#DIV/0!	52,042.40
TOTAL BUDGET:										297,800.00

33

E.4.22-35: Approve Amendment No.1 to Contract with Low Income Investment Fund to Expand Build Up for Riverside County's Children Initiative from March 9, 2022 - June 30, 2024 **(CONTRACT NO. CF22146) [\$480,133-PROP 10 FUNDS]**



AGENDA ITEM: 22-35

DATE OF MEETING: October 26, 2022

ACTION:

INFORMATION:

**APPROVE AMENDMENT NO. 1 TO CONTRACT WITH
LOW INCOME INVESTMENT FUND TO
EXPAND BUILD UP FOR RIVERSIDE COUNTY'S CHILDREN INITIATIVE
FROM MARCH 9, 2022 – JUNE 30, 2024 (CONTRACT NO. CF22146)
[\$480,133 – PROP 10 FUNDS]**

SUMMARY OF REQUEST

Approve Amendment No. 1 to Contract No. CF22146 with Low Income Investment Fund (LIIF) for an amount not to exceed \$480,133. This item increases the contract maximum by \$40,000 from \$440,133 to a total amount, not to exceed, \$480,133, effective March 9, 2022 – June 30, 2024, to support a two-phase expansion to the Build Up for Riverside County's Children initiative.

BACKGROUND

Build Up for Riverside County's Children is an initiative to build the Early Childhood Education (ECE) supply through capacity building, education, and co-location of early care and education facilities. Since the hiring of LIIF's Program Officer in Riverside County, First 5 Riverside County (F5RC) made \$5 million available in grant funding for ECE facilities projects and is now considering additional ways to infuse needed resources into the ECE sector using ARPA dollars and other public resources. To create efficiencies and to ensure that funding is directed to the areas with the greatest need, a two-phase expansion is proposed which aims to create resources for housing developers and County housing officials on how to best co-locate ECE Facilities within affordable housing developments and create an interactive mapping tool to help direct the expansion funding to the areas in Riverside County with the greatest need.

On March 9, 2022, Action Item No. 22-08, Riverside County Children & Families Commission authorized contract with LIIF for capacity-building, education, and partnerships yielding co-location opportunities needed to expand the supply of ECE spaces in Riverside County. The contract supports a full-time Program Officer focused on developing an ECE pipeline throughout the county and developing F5RC staff capabilities in ECE facilities development.

On September 8, 2021: Riverside County Children & Families Commission authorized contract **CF22136** with LIIF for a total amount not to exceed \$65,000. Deliverables included data collection and the development of an action plan to guide future direction and leverage federal stimulus funding and other potential opportunities.

RECOMMENDED ACTION

That the Commission:

1. Approve Amendment 1 to Contract No. CF22146 with Low Income Investment Fund for an amount not to exceed \$480,133 effective March 9, 2022 – June 30, 2024, and authorize the Executive Director to sign the amendment of the contract on behalf of the Commission, subject to County Counsel approval as to form.
2. Authorize the Executive Director, based on the availability of fiscal funding and as approved by County Counsel to sign amendments that exercise the options of Contract No. CF22146, on behalf of the Commission including modifications of the statement of work that stay within the intent of said contract without requiring further action from the Commission.

BUDGET IMPACT

Adequate appropriation exists in the FY 22/23 budget (938001-25820-92950-525440).

STRATEGIC PLAN RELEVANCE

Priority Area 1: Quality Early Learning – ARPA Support

POTENTIAL CONFLICTS OF INTEREST

None known

ATTACHMENTS

1. LIIF Contract No. CF22146 Amendment 1

RIVERSIDE COUNTY CHILDREN AND FAMILIES COMMISSION
PROFESSIONAL SERVICE CONTRACT
FIRST AMENDMENT

CONTRACTOR: **Low Income Investment Fund**

RCCFC Award: **CF22146**

Address: **49 Stevenson Street, Suite 300
San Francisco, CA 94105**

WHEREAS, the Riverside County Children and Families Commission, also known as “First 5 Riverside” (“Commission”) and **Low Income Investment Fund (LIIF)** (“Contractor”) entered into that certain Professional Service Contract (Contract ID #CF22146) (the “Contract”) for the provision of services.

Now, therefore, the parties agree to amend the Contract as follows:

1. Amend Section 3. Compensation, to read:
2. “The total amount of compensation to be paid to CONTRACTOR for the services to be provided pursuant to this Contract (including any costs incurred by CONTRACTOR) shall not exceed FOUR HUNDRED EIGHTY-THOUSAND ONE HUNDRED THIRTY-THREE, **(\$480,133.00)** dollars for the initial and one (1) renewal period”
3. Replace Exhibit A with Exhibit A-1 Scope of Service
4. Replace Exhibit B with Exhibit B-1 Payment Provisions:

Funding Period:	March 9, 2022 – June 30, 2024:	\$480,133.00
FY 21/22 Actuals:	March 9, 2022 – June 30, 2022:	\$ 0.00
Remaining Budget:	July 1, 2022 – June 30, 2024:	\$480,133.00

5. All changes to this Contract referenced herein shall supersede the comparable sections within the Contract. All other terms and conditions of the Contract shall remain in full force and effect.
6. This Contract may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each party of this Contract agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act (“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Contract. The parties further agree that the electronic signatures of the parties included in this Contract are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the parties. For purposes of this section, a digital signature is a type of “electronic signature” as defined in subdivision (i) of Section 1633.2 of the Civil Code.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representative to execute this Amendment to the Contract.

Low Income Investment Fund:

By:

Angie Garling
Vice President

Date:

Riverside County Children and Families Commission:

By:

Tammi Graham
Executive Director

Date:

Attest:

By:

Lynn M. Stephens
Commission Coordinator

Date:

APPROVED AS TO FORM:

Ronak Patel
Deputy County Counsel

Date:

**EXHIBIT A-1
SCOPE OF SERVICE**

Low Income Investment Fund
Build Up for Riverside County's Children Initiative

CONTRACTOR shall, under the direction of the Executive Director of the Riverside County Children and Families Commission, or designee, provide services in accordance with, but not limited to, the following specifications and scope of work:

Project Outcomes/Deliverables:

- Hire a full-time Program Officer for Pipeline and Resource Development;
- Develop and continually update an Early Childhood Education (ECE) facilities pipeline, which should geographically display all planned or underway acquisition, construction, and expansion projects;
- Work closely with equivalent housing and economic development pipeline coordinators in the county to integrate ECE pipeline data and support co-location of child care with affordable housing, transit, and job centers;
- Support city and county staff in identifying revenue generation strategies for facilities and in updating their ECE planning, land use and zoning policies to ease development processes for providers;
- Develop a cadre of ECE leaders who have solid child care facilities skills and knowledge and can provide technical assistance to providers and developers in the future;
- Provide technical assistance to Riverside County ECE providers in applying for and managing facilities funds from other public agencies, private and nonprofit lenders, and philanthropic organizations;
- Increase developer knowledge and ability to co-locate ECE alongside housing and other community facilities.

Statement of Need and Population of Focus

In the state of California, the Bipartisan Policy Center (BPC) ranks Riverside County among the top three counties with an extreme lack of child care for children ranging in age from birth to five years. LIIF's ECE facilities scan for the county – which finds that less than 6 licensed facilities exist per 1,000 children – confirms that the gap in child care supply is driven in large part by limited resources and technical support available to providers who may be interested in expanding. The pandemic has only exacerbated these challenges, as the California Department of Social Services found that between March 2020 and January 2021, at least 185 family child care and center-based businesses in Riverside County were permanently shut down. LIIF's facilities scan suggests the county needs to invest at least \$1.4 billion in the physical infrastructure of ECE facilities in order to meet baseline levels of demand for child care.

As a non-profit community development financial institution (CDFI) that has invested over \$2 billion in capital to high-impact community development projects nationally—including \$241 million in investments to support ECE nationwide—LIIF brings expert and long-standing ECE program staff, in-depth real estate and facilities financing knowledge, and a wide range of relationships and expertise specific to advancing the sector. LIIF also has deep connections with state and local ECE and other community development programs in California. In addition to extensive background developing and managing child care facilities funds, LIIF is capable of providing technical support for innovative community development projects such as co-locating ECE facilities with affordable housing, another major need throughout Riverside County.

EXHIBIT A-1 Cont'd

Hiring a Program Officer for Pipeline and Resource Development will radically improve outcomes for Riverside County's children and the ability of city and county officials working on disparate, often disconnected programs to ensure child care needs are deeply embedded in various investments countywide. CDFIs like LIIF are adept in creating and continuously updating development pipelines. The Program Officer would keep a running list or geographic map of ECE providers seeking to expand or construct new facilities that could be sorted by where providers are in the development process, amounts of capital raised to date, partners involved, and so on. This groundwork would help LIIF and county officials look holistically at need across the county and recruit non-county funders – such as state agencies, private lenders, or other CDFIs – to plug in to particular projects easily and efficiently. Having a well-maintained and up-to-date pipeline also helps broader community development actors in the county, such as housing developers interested in building out space for child care, seamlessly identify partners to include in project plans.

LIIF shares First 5 Riverside's concern over the health of the county's ECE sector. To address the severe shortage, we also must provide centers and operators with technical assistance (TA) and capacity building programs that enable their businesses to stabilize and grow. This grant would bring LIIF's ECE successful program model, which delivers capacity building, TA, training and local policy work to promote the sustainability and expansion of ECE centers and family child care providers.

Evidence-based Service/Practice

With a two-year grant of \$440,133, LIIF will support Build Up for Riverside County's Children, an initiative to build the ECE supply through capacity building, education and co-location of early care and education facilities. Specifically, these funds will allow LIIF to hire a full-time Program Officer for Pipeline and Resource Development for two years, a position that will directly support the development of the ECE pipeline throughout the county. As a leading national CDFI, LIIF has a dedicated focus on improving access to quality ECE.

LIIF will complete the following objectives through the duration of this grant:

- Hire a full-time Program Officer for Pipeline and Resource Development;
- Develop and continually update an ECE facilities pipeline, which should geographically display all planned or underway acquisition, construction, and expansion projects;
- Work closely with equivalent housing and economic development pipeline coordinators in the county to integrate ECE pipeline data and support co-location of child care with affordable housing, transit, and job centers;
- Support city and county staff in identifying revenue generation strategies for facilities and in updating their ECE planning, land use and zoning policies to ease development processes for providers;
- Develop a cadre of ECE leaders who have solid child care facilities skills and knowledge and can provide technical assistance to providers and developers in the future;
- Provide technical assistance to Riverside County ECE providers in applying for and managing facilities funds from other public agencies, private and nonprofit lenders, and philanthropic organizations;
- Increase developer knowledge and ability to co-locate ECE alongside housing and other community facilities.

LIIF has served the ECE sector for nearly 30 years and has honed its program delivery model to uniquely and effectively address the capacity and sustainability issues that are prevalent in the sector. Our model provides intensive 1:1 TA for real estate expansion projects, business capacity

EXHIBIT A-1 Cont'd

building services designed to stabilize and grow operations, and access to financial resources such as grants and loans that advance facilities and program operations. Our effective approach has led to the creation, enhancement, and preservation of thousands of ECE spaces across the state of California.

Implementation Approach

Roles and Responsibilities of Program Delivery Team:

LIIF	Housing and Community Development partner agencies	First 5 Riverside County and Riverside County Office of Education
<ul style="list-style-type: none"> • Recruit, hire, employ and supervise ECE Program Officer for Pipeline and Resource Development • Coordinate development pipeline • House/host trainings and convenings • Manage consultant contract with Eileen Monahan • Create Build Up for Riverside County's Children ECE Advisory Committee 	<ul style="list-style-type: none"> • Connect and regularly engage ECE Program Officer for Pipeline and Resource Development with equivalent pipeline coordinators (e.g., for affordable housing development, job creation, transit, etc.) • Connect housing developers with ECE providers interested in co-locating • Host trainings related to ECE facilities development and intersection with community development 	<ul style="list-style-type: none"> • Assist in identification and recruitment of potential operators and leadership cohort • Host trainings

Implementation Approach Timeline:

Date Range	Activities
March-December 2022	<ul style="list-style-type: none"> • Hire Program Officer and consultants • Recruit Advisory Committee members • Hold kickoff meeting with partners • Hold developer roundtable • Create initial ECE pipeline of development projects • Identify state, regional and local revenue sources for ECE facilities and recruit new funders and lenders • Offer 1-2 specialized trainings and workshops for ECE providers
January - June 2023	<ul style="list-style-type: none"> • Recruit, select and launch facilities leadership cohort • Continue to develop and vet ECE pipeline; launch public version of the pipeline online • Engage with city and county land use officials to make recommendations • Continue Advisory committee meetings • Continue to engage with and recruit new funders and lenders • Offer 1-2 specialized trainings and workshops for ECE providers

EXHIBIT A-1 Cont'd

<p>July - December 2023</p>	<ul style="list-style-type: none"> • Hold second developer roundtable • Continue to develop and vet ECE pipeline • Continue Advisory committee meetings • Continue to engage with and recruit new funders and lenders • Offer 1-2 specialized trainings and workshops for ECE providers
<p>January - June 2024</p>	<ul style="list-style-type: none"> • Refresh relevant publications, and create web-based resources for key ECE stakeholders • Continue to develop and vet ECE pipeline • Continue Advisory committee meetings • Continue to engage with and recruit new funders and lenders • Offer 1-2 specialized trainings and workshops for ECE providers

LIIF will reach and serve the following unique organizations and individuals over a two-year period:

- 8-10 center-based child care agencies
- 30-40 Family Child Care Homes
- 10-15 key staff from child care support entities such as the County Office of Education, Head Start, Resource & Referral, Local Planning Council, First Five
- 5-7 housing developers
- 22-28 city, county and regional government staff from planning, transportation and community development

Staff and Organization Experience

LIIF is well-positioned to staff and launch this new ECE program in Riverside County. LIIF has more than 20 years of experience in the ECE sector, predominantly focused on serving ECE centers and home-based providers in regions throughout California.

LIIF will hire a full-time ECE Program Officer for Pipeline and Resource Development for the grant term and will house this staff member at First 5 Riverside County. This position will be focused on developing an ECE pipeline throughout the County and completing the deliverables for this project including capacity building of First 5 Riverside County staff. We also plan to engage Eileen Monahan, a longtime ECE facilities consultant who supported the initial facilities scan, on a part-time basis to orient and mentor staff. Ms. Monahan has decades of experience working throughout the state and most recently worked as part of the facilities team for the Governor's Master Plan for Early Learning and Care. She is based in Santa Barbara County.

Data Collection and Performance Measurement

As part of the proposed program, LIIF will collect the following metrics:

- Number of ECE operators trained
- Number of developers trained
- Numerical increase in childcare spaces and facilities
- Number of ECE spaces in the pipeline
- New dollars invested in the county to support ECE facilities

LIIF will evaluate the effectiveness of its program in the following ways:

- Regular surveys to TA and capacity building recipients
- Pre and post surveys of leadership cohort participants

LIIF uses Salesforce, a customizable, cloud-based platform, to track the outputs and outcomes of our programs.

EXHIBIT A-1 Cont'd

Build- Up for Riverside County Expansion

To help ensure that future county investments in ECE facilities are effective and targeted to communities most in need of support, LIIF proposes to bolster its Build-Up for Riverside County program by adding on support for First 5 in two key phases, each of which will be complementary to the original scope of work currently led by LIIF's Program Officer for Pipeline Development.

The two Expansion phases are:

Phase 1: Develop a suite of resources for housing developers and county housing officials on how best to co-locate ECE facilities within affordable housing developments.

In partnership with the Housing Authority of Riverside County, First 5 anticipates upward of \$20 million to soon become available to help finance co-located ECE facilities projects. To ensure these resources are used effectively, LIIF will complete the following activities:

- (1.a) Write and distribute a brief guide for housing developers in Riverside County on best practices for partnering with ECE operators to design, finance, and launch co-located projects.
- (1.b) Create sample architectural plans and schematics for co-located ECE facilities, with at least two sample center-based designs and two sample home-based designs. LIIF will support First 5 in marketing sample plans to developers and city government agencies, who may be able to pre-approve design specs or projects and reduce permitting and land use approval timelines for co-located developments.
- (1.c) Provide one-on-one and small group technical assistance to developers and ECE operators as they broker partnerships, navigate local regulations, apply for loans or grant funding, and complete facilities projects. Technical assistance will be led by LIIF's Program Officer in Riverside County and supported as needed for technical projects (e.g., outdoor design, financing, etc.) by other LIIF staff throughout the region and state.

Phase 2: Create an interactive mapping tool using base data from the initial landscape scan to bolster capacity building efforts and inform where additional First 5 infrastructure grant funds should be directed across the county.

This tool will help elected officials and City and County staff understand how additional appropriations for ECE facilities align with planning and economic development goals. The mapping tool will include information on existing ECE facilities, projects in the development pipeline, and demographic information to inform where investments are needed most. Key activities will include:

- (2.a) Compile relevant ECE licensing, pipeline, demographic and child population, and other community development data in a centralized dataset to input into an interactive map.
- (2.b) Develop and host an interactive mapping tool to show geographic spread of ECE facilities and pipeline projects in the context of need for child care, poverty and demographic information, expected job or population growth, climate and geographic risks, etc.
- (2.c) Support First 5 staff in determining regions of the county with the greatest need for investments and in designing a budget request and grantmaking priorities.

EXPANSION TIMELINE, PERSONNEL, AND BUDGET: LIIF's support of First 5 will primarily be funded using existing resources from the original scope of this contract, adding some additional resources are needed to complete technical aspects of the project and cover extra staff time. LIIF expects to complete the two expansion phases over 6 months in Fiscal Year 22/23. The table below identifies anticipated timelines for each phase and activity:

EXHIBIT A-1 Cont'd

Task	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23		Mar 23
1.a. Co-Location Guide							
1.b. Architectural Samples							
1.c. Developer TA							
2.a. Data compilation and analysis							
2.b. Map development							
2.c. Map implementation							

Key personnel and budget estimates for each of the two phases are included below:

Expansion Phase	Personnel/Subcontractors	Est. Budget
Phase 1: Co-Location Resources	<ul style="list-style-type: none"> • Andrea Del Valle (already funded) • Eileen Monahan (already funded) • Joe Fretwell (new funding for 0.1 FTE; est. \$4,000 total) • Additional technical LIIF staff as needed (no additional charge) • Architectural plans (\$11,500) • Comms/graphic design support (\$3,000) 	\$18,500
Phase 2: Mapping and data analysis	<ul style="list-style-type: none"> • Andrea Del Valle (already funded) • Eileen Monahan (already funded) • Joe Fretwell (new funding for 0.15 FTE; est. \$6,500 total) • Kevin Lo (already funded) • GIS Mapping Consultant (\$12,000) • Comms/graphic design support (\$3,000) 	\$21,500
Total		\$40,000

The programs will be led and designed by experienced, long-standing ECE experts. Bios are provided below:

Angie Garling, Vice President, ECE

Ms. Garling oversees LIIF’s ECE facilities development programming, policy and strategy work. Prior to LIIF, Ms. Garling served as Alameda County’s ECE Program Administrator. She was responsible for the development and implementation of federal, state and local ECE programs, as well as family support programs. For 25 years, she has served as an advocate, funder, policy analyst, researcher and program developer dedicated to quality care and education for all children. In the early 2000s, she partnered to launch the Local Investment in Child Care (LINCC) Consulting Group through which she advised CA counties on strategies to connect ECE to land use and smart growth. She received her BA from Wellesley College and her MA in Educational Psychology and Human Development from UC Berkeley.

Joe Fretwell, Program Officer, ECE

Mr. Fretwell supports LIIF’s ECE facilities development programming, policy, and strategy work, with a particular focus on the intersection of affordable housing and ECE facilities. He has supported the initial phase of LIIF’s engagement with First 5 Riverside by helping to develop an ECE facilities scan for the county. Prior to LIIF, Mr. Fretwell worked in federal and state ECE and affordable housing policy. He received his BA from Furman University and MA in Public Administration from the University of Georgia.

**ATTACHMENT B-1
 PAYMENT PROVISION**

CONTRACTOR shall be compensated for services rendered pursuant to this contract as follows. Total payments shall not exceed FOUR HUNDRED EIGHTY THOUSAND ONE HUNDRED THIRTY-THREE dollars (\$480,133) for this contract.

- A. **Fee:** RCCFC shall reimburse CONTRACTOR, upon submission by CONTRACTOR of an acceptable invoice for actual expenses incurred under the terms of this contract. Payment shall be due to CONTRACTOR within thirty (30) days of RCCFC's receipt of invoice.
1. Payment shall be made in accordance with satisfactory completion of the Milestones below and upon receipt of an acceptable invoice to include:
 - a. Contractor's name, address, contract number, an assigned invoice number, supporting documentation (if applicable), and payment amount due.
 2. CONTRACTOR shall submit invoices to the Riverside County Children and Families Commission, Accounts Payable, 585 Technology Court, Riverside, CA 92507 or via email to RCCFC-accountspayable@RIVCO.ORG.

	Program Budget FY22/23	Program Budget FY23/24	Program Budget Total
Consultants	\$ 35,500	\$ 25,000	\$ 60,500
Travel	\$ 5,000	\$ 5,000	\$ 10,000
Total Outside Costs	\$ 40,500	\$ 30,000	\$ 70,500
Salary and Benefits	\$ 123,495	\$ 127,200	\$ 250,695
Rent	\$ 2,801	\$ 2,885	\$ 5,686
HR&IT	\$ 22,406	\$ 23,079	\$ 45,485
Office	\$ -	\$ -	\$ -
External Consultants Phase 1 & 2	\$ 29,500	\$ -	\$ 29,500
Management & Operations	\$ 10,275	\$ 10,583	\$ 20,858
Indirect	\$ 28,347	\$ 29,062	\$ 57,409
Total Overhead	\$ 93,329	\$ 65,609	\$ 158,938
Total	\$ 257,324	\$ 222,809	\$ 480,133

E.5.**22-36**: Approve Match Funds to Inland SoCal United Way for the Guaranteed Income Program Pilot Grant from the California Department of Social Services **[NOT TO EXCEED \$2,500,000 - PROP 10 FUNDS]**



AGENDA ITEM: 22-36

DATE OF MEETING: October 26, 2022

ACTION:

INFORMATION:

**APPROVE MATCH FUNDS TO INLAND SOCAL UNITED WAY
FOR THE GUARANTEED INCOME PROGRAM PILOT GRANT FROM THE
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES
[NOT TO EXCEED \$2,500,000 – PROP 10 FUNDS]**

SUMMARY OF REQUEST

Approve match funds to Inland SoCal United Way (ISCUW) for an amount not to exceed \$2,500,000, for the Guaranteed Income (GI) Program Pilot grant application submitted to the California Department of Social Services (CDSS) in early September 2022. If awarded, these funds will support up to 600 pregnant individuals in the first or second trimester of pregnancy, by providing unconditional, individual, regular cash payments on a monthly basis to support basic needs.

BACKGROUND

ISCUW is a vital community hub with a history of delivering much-needed resources to the community at large. With an established system for distributing various assistance funds, Inland SoCal United Way is prepared to implement this innovative Guaranteed Income Program Pilot program in Riverside County to provide monthly income to pregnant individuals in Riverside County.

ISCUW is seeking \$5,000,000 in State funding and \$5,000,000 in matching funds from multiple funders in its application to CDSS to administer the GI program in Riverside County in fiscal years 22/23 – 25/26. If awarded, the pilot will provide a \$750.00 monthly cash stipend to 600 pregnant individuals for up to 18 months. ISCUW will participate in a statewide evaluation of the pilot to help build an understanding of how Guaranteed Income can support low-income communities.

Inland SoCal United Way requested matching funds from First 5 Riverside County for the GI Program application. A Letter of Intent to seek Commission consideration for \$2,500,000 was authorized by the Commission Chair and Vice-Chair in time for ISCUW's application to CDSS (due in early September).

RECOMMENDED ACTION

That the Commission:

1. Approve match funding to Inland SoCal United Way for an amount not to exceed \$2,500,000.00, for the Guaranteed Income Program Pilot, if awarded by the California Department of Social Services (CDSS) for fiscal years 22/23 – 25/26.
2. Authorize the Executive Director to execute an agreement with Inland SoCal United Way, as approved by County Counsel, consistent with the grant agreement from CDSS, without requiring further action from the Commission.
3. Authorize the Executive Director, based on the availability of fiscal funding and as approved by County Counsel to sign amendments that exercise the options of the agreement with Inland SoCal United Way, on behalf of the Commission, including modifications of the statement of work that stay within the intent of said contract without requiring further action from the Commission.

BUDGET IMPACT

If awarded, appropriation for match funds will be included in future budget adjustments.

STRATEGIC PLAN RELEVANCE

Goal 3: Resilient Families (92960)

POTENTIAL CONFLICTS OF INTEREST

None Known

ATTACHMENTS

1. Letter of Support Inland SoCal United Way dated 9.2.22.
2. Inland Southern CA United Way Application to CDSS for Guaranteed Income Pilot Program Application



www.First5Riverside.org
585 Technology Court | Riverside, CA 92507
(951) 955-0200 | (800) 266-3880 | Fax (951) 248-0079

COMMISSION

Deborah Clark-Crews
Chair

Zachary Ginder, PsyD
Vice Chair

V. Manuel Perez
County Supervisor

Chuck Washington
County Supervisor/Alternate

Kimberly Britt

Jose Campos

Edwin Gomez, Ed.D

Rosa Verduzco

Stephanie Yost

Kimberly Saruwatari

STAFF

Tammi Graham
Executive Director

Yvonne Suarez
Deputy Director
Administration

VACANT
Deputy Director
Programs

September 2, 2022

Kim Johnson, Director
California Department of Social Services
744 P Street Sacramento, CA 95814

RE: Matching Funds Letter of Intent for Inland Southern California United Way's Application to the Guaranteed Income (GI) Pilot Program RFA 22/23 - 25/26

Dear Ms. Johnson,

On behalf of First 5 Riverside County, I write to express our intent to seek Commission consideration to provide the required **\$2.5 million in cash match funding** to the Inland Southern California United Way's application to the Guaranteed Income (GI) Pilot Program RFA.

First 5 Riverside County has a strong and active partnership in-place with Inland Southern California United Way and can attest to their demonstrated capacity and expertise to implement a GI Pilot. During the pandemic, First 5 invested in an COVID-19 Emergency Response assistance program that Inland SoCal United Way created an infrastructure and system to distribute direct financial assistance to families. Additionally, United Way distributed \$190 million in federal emergency rent relief funding to 21,000 households, leading the way in design and implementation of financial assistance models. Annually, they serve 460,000 households and 1 million people across Riverside and San Bernardino Counties, including approximately 230,000 households and 500,000 people in Riverside County alone.

At the next regular Commission meeting on October 26, First 5 Riverside County is seeking Commission approval to provide the required match funding to support monthly income stipends of \$750.00 each to 600 pregnant individuals for up to 18 months. We believe a First 5/United Way partnership will bring a high-level of expertise and representation of community voices to program design and implementation, strengthening it further with a research external evaluator.

In addition to providing the necessary cash match, First 5 Riverside County also commits to collaborating with its broad network of public and private agencies, initiatives, and systems that we have invested in – or continue to invest in -- to fully benefit the participants in this pilot and, ultimately, our county as a whole.

If you would like to discuss further First 5's intent to commit match funding, I can be reached at (951) 955-0468.

Thank you in advance for your consideration.

Respectfully,

A handwritten signature in blue ink that reads "Tammi Graham".

Tammi Graham, Executive Director
First 5 Riverside County



KIM JOHNSON
 DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
 744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



GAVIN NEWSOM
 GOVERNOR

ATTACHMENT-A

GUARANTEED INCOME PILOT PROPOSAL

YEAR 2022-23

COVER SHEET

Date	9/6/2022
Lead Organization	Inland Southern California 211+
Address	1835 Chicago Avenue B, Riverside, CA 95207
Executive Director (Name, Phone, Email)	Lisa Wright, 951-697-4703, lwright@iscuw.org
Primary Grant Administrator Contact (Name, Title, Phone, Email)	Alisa Lemke, 909-980-2857 ext. 227, alemke@iscuw.org
Website	www.inlandsocaluw.org

Fed EIN:	95-1742174
Tax Exempt Status:	501(c)(3) <input checked="" type="checkbox"/> or 501(c)(5) <input type="checkbox"/>
Year Incorporated:	1995
Date of Last Annual Audit:	6/30/2020
Annual Operating Budget:	\$41,963,408
Proposed Funding Request (from Budget Summary)	\$5,000,000
Estimated Grant Term: 11/1/2022 - 12/31/2025	11/1/2022 - 12/31/2025

B. APPLICATION CHECKLIST

Use the following checklist to ensure that all documents and forms necessary to respond to this Request for Application (RFA) have been included. Submit a copy of this checklist as the second page of your application as indicated below. All documents, unless otherwise specified, are required for an application to be considered complete. **All subgrantees providing services must meet the funding eligibility requirements and applicants must provide a copy of the applicable documents detailed in this checklist (items 9 and 10).** Incomplete or late applications will not be accepted.

<input checked="" type="checkbox"/>	1.	Guaranteed Income Pilot Proposal Cover Sheet (previous page)
<input checked="" type="checkbox"/>	2.	Application Checklist (this page)
<input checked="" type="checkbox"/>	3.	Application Form PDF: Includes answers to narrative questions. The application questions can be found on the CDSS GI RFA webpage .
<input checked="" type="checkbox"/>	4.	Budget Template: Each applicant must complete the budget template in Appendix 1, including budget commentary, to determine the proposed funding request and provide rationale for the request. The link to the template can be found on the CDSS GI RFA webpage .
<input checked="" type="checkbox"/>	5.	Financial Statement: Each applicant must submit a scanned copy of the most recent and complete audited annual financial statement (within the past 12 months).
<input checked="" type="checkbox"/>	6.	<i>If applicable - for non-profit applicants only:</i> Letter of Support (or proof that letter has been requested) from Applicant's County or City: Non-profit applicants must submit a letter of support from any city, county, or city and county in which the pilot will be operating. This letter is not required to come from a Board of Supervisors; for example, a letter from a county welfare department official is sufficient. If this letter is not provided to the Applicant by the County at the time of application, applicants must submit proof that the letter has been requested. Selected applicants will be required to provide a letter of support prior to signing a grant agreement.
<input checked="" type="checkbox"/>	7.	Documentation for match funding: If available, attach documentation of the match funding, such as a signed grant agreement or letter of intent to award detailing the amount, source, and intended use of the match funds. If you are planning to use pre-existing funds toward the match, the letter shall clearly state the funder's acceptance of this plan. If a match is not identified at the time of application, applicants must describe their fundraising plan (in their answers to the narrative questions) and must submit documentation of the match funds upon receipt.

<input checked="" type="checkbox"/>	8.	Attestation for usage and tracking of match funding: To obtain an income exemption for CalFresh recipients, provide a brief attestation of the following: 1) applicant will include some amount of private funding in the direct guaranteed income payments to recipients, 2) applicant will track usage of non-governmental funds separately from public funds when completing reporting requirements.
<input checked="" type="checkbox"/>	9.	<i>If applicable: Proof of 501(c)(3) or 501(c)(5) Status:</i> To access and print proof of active status, visit the Internal Revenue Service Tax Exempt Organization Search tool .
<input checked="" type="checkbox"/>	10.	Proof of “Active” Legal Business Status from the California Secretary of State: To access and print proof of active status, visit the California Secretary of State Business Search tool .
<input checked="" type="checkbox"/>	11.	<i>If applicable: Documentation of all income exemption waivers received / applied for</i> (Housing, General Relief, etc.): Applicants that have begun the process of applying for waivers must submit documentation of application or receipt of each waiver.

APPLICATION FORM
GUARANTEED INCOME PILOT
STATE FISCAL YEAR 2022-23

C. PROPOSED FUNDING REQUEST SUMMARY

Please use the budget template in Appendix 1 as a reference tool to determine the proposed funding request for the Agreement term.

GUIDANCE:

- 1. Total budget:** Applicants may request funding from CDSS for up to a three-year period and must provide a justification for the award amount requested (see instructions below). The total budget for the program should be inclusive of both the funding requested from the CDSS and the anticipated match funding. The CDSS reserves the right to request further budget information or to adjust funding amounts at the time of grant approval.
- 2. Direct and indirect costs:** Direct costs are expenses directly incurred for the specific project or program being funded. Examples include salaries and benefits for staff assigned to work on the project or program, GI payments to recipients, travel expenses, materials, and consultants/contractors required to execute the funded project. They are expenses that would not be incurred if the project or program did not exist. Indirect costs are general overhead and administration expenses that support the entire operations of a grantee.
- 3. Indirect cost rate:** The State will reimburse up to 20% indirect cost rate (indirect costs as a percentage of direct cost). NOTE: Evaluation is not considered an indirect cost.
- 4. Evaluation:** Pilots that have not partnered with, or do not plan to partner with, a local evaluator (in addition to the statewide evaluator) are **not** required to include evaluation costs in their budget. However, participating in statewide evaluation is required and applicants shall expect that some staff time will be dedicated to supporting evaluation efforts such as data collection. Pilots shall plan for the equivalent of at least 50% of 1 full-time staff member to support statewide evaluation activities and program operations that support the evaluation activities. Additionally, pilots that are partnering with a local evaluator and requesting funding from the CDSS to support a local evaluation shall provide a rationale for the requested funds. Note that the statewide evaluation budget includes funding for incentives for participants engaging in research activities to support the statewide evaluation so applicants should not include incentive payments for the statewide evaluation in their budget proposals.

5. **Community engagement:** Pilots should plan to engage community members, particularly members of priority populations, for input throughout the process of designing the program.
6. **Uses of match funding (private funding included in the payments to recipients):** In order to secure an income exemption for CalFresh, the GI payments line item must be funded by some amount of non-governmental funding for the duration of the disbursement period. For example, the GI payments could be funded (1) entirely by private sources, or (2) by a mix of private and public sources. There is no minimum amount of non-governmental funding required as a source of funds for the GI payments, as long as some amount of non-governmental funding is applied to the payments.

INSTRUCTIONS:

1. Populate the budget template in Appendix 1 for each year of the grant, indicating the amount drawn from each funding source (the CDSS' funds and match funds from private, philanthropic, or other government sources).
2. In the budget template, also provide commentary to support the amounts requested for each line item, following the instructions provided in the template and limiting your overall response to 800 words.

D. NARRATIVE QUESTIONS

In the section below, provide information that pertains to the applicants' organization and proposed pilot program. **Respond to each part individually and label all responses accordingly (i, ii, iii, iv, etc.)**

1. APPLICANT OVERVIEW

Please limit your response to this section to 900 words.

a. Organization Types

- i. Provide a brief overview of your organization, including mission, objectives, key programs or activities, and priority populations served, and how your staff reflects the communities your organization serves. If applying as a partnership between multiple entities, provide a brief overview of each organization and describe the role of each in designing and administering the proposed pilot. Please identify all the names under which the organizations have operated.
- ii. Describe any other partnerships you will leverage to carry out the GI Pilot program, and the role of each partner.
- iii. Do you intend to serve rural areas? If so, please briefly describe key features of the rural geography(ies) you will serve as they pertain to the local need for GI, such as availability of and access to resources and support services.

b. Pooled Applications with Another Entity (if applicable)

- i. If you propose a partnership between entities representing multiple geographic areas (e.g., cities, counties, tribal communities, and/or unincorporated areas), provide a rationale for administering a single pilot to serve multiple geographies. Provide data demonstrating that the areas are similar in terms of urbanicity (e.g., population density, Census designation). Also, briefly describe any other features that demonstrate why the geographies can be combined.

c. Existing Pilot Programs (if applicable)

- i. If you are seeking funding to support a GI Pilot program that has already launched, please provide the following information: Date of launch and current status of program, including number served to date; priority population(s) and geographies served by your program to date; overview of any local evaluation you may be implementing, if applicable, including priority outcomes, design, and data collection methods; and any early findings or lessons learned if available.

d. Pilot Program Goals

- i. Please briefly describe your overall goals for your proposed GI Pilot program. What would you like to share about your pilot's design and approach, in the context of the broader community of GI pilots? Please share any additional information about your pilot that is not described in your responses to the questions below.

a. Organization Types

i. Organization Overview

Inland Southern California United Way (ISCUW) was established in 1931 and originally named United Way of the Inland Valleys. In 2020, we completed a three-agency merger and renamed to reflect service across Riverside and San Bernardino Counties. Our mission is to unite people, ideas, and resources to empower our community and improve lives. We envision a caring community, an extraordinary place to live, learn, work, and grow.

To achieve these objectives, ISCUW fights for the Health, Housing, Education, and Financial Stability of everyone – especially the 1 million people with low-income we serve annually. We provide more than 40 direct service programs across a spectrum of community needs. We work together with community members to move them from poverty to self-sufficiency and upward mobility while also engaging leaders and stakeholders to collaboratively address long-term goals of systems change and equity. Our organizational priority populations are children, youth, adults, and seniors with zero or low-income, especially those facing systemic barriers.

ISCUW has already found success in implementing new financial assistance models. During the pandemic, we distributed \$190,000,000 in federal ERAP rent relief to 21,000 households, and we disbursed more than \$4,000,000 in financial aid to low-income families with young children ages 0-5 in the form of \$500 payments.

ii. Partnerships

The GI Pilot program will leverage multiple partnerships for planning, outreach, enrollment, disbursement, and evaluation. Planning partners are the United Ways of California statewide network and involvement of community representatives from local community-based organizations and countywide entities. Outreach and enrollment partners are First 5 Riverside County, Riverside County Department of Public Health (including WIC benefits and women's health), Riverside Community College District, local hospitals and emergency rooms, and the Inland SoCal 211+ Care Coordination Program and Contact Center. Currently confirmed funding partners are First 5 Riverside County and US Bank, and we have upcoming foundation and City engagement for additional match. Disbursement partners are a roster of financial institutions which will disburse monthly payments and complete fiscal criteria. Evaluation partners are CSU Sacramento's Division of Social Work, local community-based organizations, and the United Ways of California Capital Region and Orange County which are evaluating similar project scopes in California.

iii. Rural Geographies: The project will serve Riverside County which by land area is 90% rural with a dispersed, hard-to-reach population. Riverside County is the fourth-most populous county in California and the tenth most populous in the United States. It is home to 2.65 million people (cont. on p. 29)

(cont. from p. 28) with a land area of 7,208 square miles spanning from Eastern Los Angeles County to the Arizona border. Key features of our rural areas are that they are arid, isolated, wildfire prone landscapes with a majority low-income population vulnerable to environmental and economic conditions.

Recent examples are the August 2022 flash flood that destroyed part of the eastbound I-10 cutting off travel from rural areas to the county's urban center, and the September 2022 Fairview Fire (still active) requiring evacuation. Emergencies cut off jobs and services, and they incur unexpected household costs, especially those with low-income who do not have savings. Other examples are rising utility (especially water) and rent prices and limited or no local access to food, healthcare, or support services. These key features heighten the need for GI.

The GI pilot will be accessible at two physical sites (one on each side of the mountain range dividing the county) and through our 2-1-1 Contact Center. Transportation barriers are major concerns, so we make all services available with online and phone options. We also identify and conduct outreach/services specific to often overlooked communities such as by Salton Sea in Blythe.

b. Pooled Applications with Another Entity (if applicable): N/A

d. Pilot Program Goals

i. The GI pilot goals are to implement and evaluate a GI pilot in Riverside County, a first of its kind endeavor for the region with diversity of rural and urban impact, and to conduct evaluation that provides evidence about how GI affects 150 former foster youth and 500 pregnant individuals. The direct service goal of providing GI is to financially support and close income gaps that disproportionately disadvantage these priority populations. The research goal is to conduct RCT to provide a credible analysis of the GI model as an intervention.

ISCUW's pilot design and approach are geographically, culturally contextual, and innovative. Riverside County is 70% BIPOC, majority Hispanic/Latinx, and one of the largest county populations statewide and nationally. There is a challenging physical landscape for service access and economic opportunity for people with low-income and systemic barriers. Our region is also a critical commerce hub and corridor, a place where ideas can be implemented and scaled with rigorous demonstrability and high-profile evidential outcomes. Our pilot has a broad base of support from congressional, senate, county, city, corporate, private, and the community. Our GI pilot is designed by expert practitioner-researchers with decades of fluency in regional contexts, action-based and participatory research, and data evaluation. These elements make our proposed pilot an exceptional modality to test and evaluate GI in California.

2. FUNDING PARAMETERS

Please limit your response to this section to 500 words.

a. Funding Match

- i. Please describe your funding match commitment(s), including amount, source (including whether it is public and/or private), and intended uses of these funds for the GI pilot. If you have not yet secured the necessary additional funding, please describe your fundraising plan and any contingencies for finalizing match commitments by March 2023, not to exceed six (6) months from receiving a contingent award from the CDSS. In the Appendix, attach documentation of the match funding (if available), such as a signed grant agreement or letter of intent to award detailing the amount, source, and intended use of the match funds. If you are planning to use pre-existing funds intended to support the GI pilot toward the match, the letter shall clearly state the funder's acceptance of this plan.

b. Funding Period

- i. Planning period: Please describe the expected duration of the planning period and activities you intend to conduct during this period. If the proposed activities differ from the CDSS' recommendations, please provide a rationale.
- ii. Enrollment period: Please describe the activities you intend to conduct during the enrollment period. If the proposed activities differ from the CDSS' recommendations, please provide a rationale.
- iii. Disbursement period: What is the expected duration of payments for your program? Please provide a rationale, including any priority population-specific or local context, and reference to the current evidence base. Please provide a justification if you propose a disbursement period other than 18 months.
- iv. Wind-down period: Please describe the activities you intend to conduct during the wind-down period. If the proposed activities differ from the CDSS' recommendations, please provide a rationale.

a. Funding Match

i. The GI pilot has confirmed matching funds and in progress award-contingent matches. This includes a Letter of Intent attached from First 5 Riverside County for \$2.5M. Public funding source to be used towards Pregnant People population payments and admin; a Letter of Interest from US Bank attached for undisclosed funding amount, depending on award. Private funding source; and an Application submitted to a private foundation for funding contingent upon State award. We are also in conversation with multiple foundations and Cities in our region to raise the remainder of the matching funds. We have current conversations with a City in the region for a \$1M allocation for this program, but the timeline to get a letter of intent was too narrow for this application. We will also be working with Corporate Partners, Individual Donors, and Foundations to raise the remaining \$2.5M match.

b. Funding Period

i. Planning Period: The expected duration of the planning period will be in line with the recommendations from CDSS to last 6 months. The activities will be in line with CDSS recommendations. Planning activities will include solidifying additional partnerships with local agencies to reach the target populations of TAY former foster youth and pregnant people. Planning activities will also include securing additional funding to meet the full \$5M match amount. Planning activities will also include creating a marketing campaign for the program, including social media toolkit for partners, radio ads, and other media opportunities.

ii. Enrollment Period: The expected duration of the enrollment period will be in line with the recommendations from CDSS to last 6 months. As a United Way, we have an extensive local network for outreach and recruitment of participants in an accessible and inclusive manner. We will produce collateral materials for outreach in English and Spanish, conduct outreach with local providers and as part of our regular community outreach, and dual screen prospective participants for GI when they contact us for our other services. We will uniquely leverage our 2-1-1 Contact Center which serves 430,000 households for income related crisis and will add GI to screening protocols. We will work with community partners to establish a procedure that is sensitive to and inclusive of applicants' barriers to participation, use a randomized selection among eligible applicants, and incentivize evaluation participation. Enrollment partners are First 5, WIC, healthcare, government, and nonprofits for enrollment outreach with their clients. The activities will be in line with CDSS recommendations.

iii. Disbursement Period: Disbursement will last 18 months, in line with CDSS recommendations.

iv. Wind-Down Period: The activities for the wind down period will be to gather final reporting and documentation necessary to conduct the required audits. Additionally, we will continue to work with the target populations and the local and state evaluators to wrap up the needed information and activities to complete the study with the local and statewide evaluators.

3. PROGRAM REQUIREMENTS AND GUIDELINES

Please limit your response to this section to 1500 words (not including the Tables of Estimated Individuals Eligible and Served, below).

a. Individuals Served & Priority Populations

- i. Please describe the population(s) you will serve, including the priority population(s) described above and/or any other population(s) you will prioritize. Please provide a rationale, including how you anticipate GI will impact the proposed population(s).
- ii. In the tables below, please provide the overall number of individuals from each population who will become eligible in your geography during the tentative 6-month enrollment period. Separately, estimate the number of participants your pilot will serve during the tentative enrollment period. Provide these estimates separately for those belonging to CDSS' priority population(s), and, if applicable, those belonging to any other populations you will prioritize. (For existing pilots, please indicate the number of new participants your pilot will serve with the CDSS' funding and how you intend to adjust your program eligibility requirements to serve the CDSS' priority populations, if applicable.)
 1. Please describe your methodology and data sources for determining the number of individuals eligible and the number of proposed participants. If you plan to serve fewer than the total eligible, please describe how you will make this decision. (Note that an RCT would require randomizing some individuals to receive the program and others to a control group. This is the fairest way to distribute the program when there are more eligible applicants than there is capacity to serve.)
 2. If you propose to serve fewer than the recommended minimum of 150 participants in total, provide a rationale for your decision. Note that the CDSS will prioritize applicants serving at least 150 participants but will consider applicants proposing to serve a smaller number.
- iii. Please describe how you will meet your enrollment target through outreach and recruitment efforts, and how you will conduct outreach in a way that is as inclusive as possible. Describe the anticipated barriers to engagement and enrollment for the populations you intend to serve and your strategies for overcoming these barriers. If applicable, describe any local partnerships you will leverage to conduct outreach to encourage and facilitate participation of the populations you intend to serve.

TABLES: ESTIMATED INDIVIDUALS ELIGIBLE AND SERVED

Please complete the table(s) below. The priority populations must match the definitions provided by the CDSS in this RFA. If the applicant plans to serve participants who do not belong to the CDSS priority populations, complete the separate table for other populations of focus.

For each table, as applicable, provide your best estimate of the total size of the population that will be eligible for the program during the tentative 6-month enrollment period. For example, for youth aging out of extended foster care, enter the number of youth in extended foster care or probation-supervised placements who will turn 21 during the enrollment period in the proposed service area.

For each table, as applicable, enter the number of participants for each population that you intend to enroll and provide GI payments to. Should you require additional space, you may also submit these tables as a separate attachment.

CDSS Priority Populations (enter N/A if not targeting)

CDSS Priority Population	Estimated number of individuals who will be eligible during the 6-month enrollment period	Estimated number of individuals who will enroll in your pilot and receive GI payments
Youth aging out of extended foster care / probation-supervised placements at age 21	1,638	150
Pregnant people in their first or second trimester	29,902	500

Other Populations of Focus

Other Population of Focus	Estimated number of individuals who will be eligible during the 6-month enrollment period	Estimated number of individuals who will enroll in your pilot and receive GI payments
n/a	n/a	n/a
n/a	n/a	n/a
n/a	n/a	n/a
n/a	n/a	n/a

b. Direct Payment Amount

- i. What is the expected monthly GI payment amount for your program? Please provide a rationale, including any priority population-specific or local context, and reference to the current evidence base. Please provide a justification for any proposed monthly payment amounts below \$600.

c. Benefits Waivers and Exemptions

- i. If applicable, please describe the status of all benefits waivers your program has received or applied for (e.g., housing, General Relief, etc.), as well as which waivers your program has decided not to pursue. In the Appendix, attach documentation of any waivers you have already received. If applicable, what is your plan for coordinating with your county on any necessary benefits waivers for locally

- administered programs (e.g., General Relief, local housing, transportation, childcare subsidies, and/or utility assistance programs)?
- ii. If your pilot has not yet launched and you have not begun the process of securing waivers, please describe which waivers you intend to apply for.

d. Benefits Counseling

- i. Please describe your plan for offering and providing benefits counseling, including who will provide the services, any tools or partnerships you will leverage, what the services will include, when they will be offered to recipients, how recipients will access the services, and how you will track information about who was offered benefits counseling and who received it.

e. Other Support Services

- i. If applicable, please describe any additional, optional support services your pilot program plans to offer to recipients. Please describe your anticipated process for identifying needs in the community and tailoring support services accordingly, as well as how you will track services offered and services received for each participant.

f. Payment Disbursement Platform

- i. Have you selected a partner to support disbursement of GI payments to recipients? If so, please share who you are partnering with and your rationale for choosing this partner (please note that Applicants are not required to have selected a disbursement partner at the time of application but will be required to do so if selected to implement a pilot program).

g. Community Voice and Participation

- i. Please discuss how you have engaged, or intend to engage, community members, including members of priority populations, in the process of determining eligibility considerations, other aspects of pilot design, and implementation, to ensure a low-burden, accessible, and dignified experience for GI recipients.

a. Individuals Served & Priority Populations

i. Population Served: The GI Pilot will serve: 1) California residents who age out of the extended foster care program at or after 21 years of age; and 2) California residents who are in their first or second trimester of pregnancy at the time of program enrollment.

* The rationale for serving transitional age youth (TAY) is to increase opportunity for youth who aged out of foster care and do not have support systems. According to the California Coalition for Youth, 10-25% of TAY do not have support. TAY are more likely to experience poverty, homelessness, and other issues. GI will create a financial support system.

* The rationale for serving pregnant individuals is to decrease the burden of new costs related to pregnancy and to improve financial stability in the first year of life. According to First 5 California, factors such as parental stress and household instability produce opportunity gaps. (cont. on p. 36)

(cont. from p. 35) GI will increase the likelihood of lifelong opportunity and upward mobility.

ii. Number Eligible/Served: There is an estimated 1,638 eligible TAY and 29,902 eligible pregnant individuals during the enrollment period. The GI pilot will serve 150 TAY and 500 pregnant individuals.

ii.1. Methodology & Data Sources: The number of eligible TAY is based on data provided by the Riverside Community College District (RCCD). According to their data, there are 1,638 self-identified TAY enrolled at their colleges. RCCD is a credible estimate source as community colleges are more accessible to TAY. The regional total is likely higher.

The number of eligible pregnant individuals is based on U.S. Census ACS 2022 data for Riverside County. According to this data, there is a birth rate of 51 births per 1,000 women (their category term). There were 30,010 individuals aged 15 to 50 who gave birth in the past 12 months. Of these, 29,902 have a poverty status determined, despite 18,402 being in the labor force. Only 2,159 receive public assistance income.

The proposed participant numbers were set based on the funding amount available and with a goal of having a statistically significant evaluation sample size.

ii.2. N/A – The project will serve more than 150 participants.

iii. Participant Outreach & Recruitment: As a United Way, we have an extensive local network which we will leverage to conduct outreach and recruitment of participants in an accessible and inclusive manner. Our organizational values are Equity, Empathy, and Excellence – and we bring this approach and a focus on customer service to participants. We will produce collateral materials for outreach in dual languages (English and Spanish), conduct outreach with local providers and as part of our regular community outreach, and dual screen prospective participants for GI when they contact us for our other services. We will leverage our 24/7 2-1-1 Contact Center, serving 430,000 households with income related crisis. We will add GI to the screening protocol. We will work with partners to establish a procedure that is sensitive to and inclusive, using a randomized selection among eligible applicants, and incentivizing participation in evaluation. Enrollment partners are First 5, WIC, healthcare, government, and nonprofits.

b. Direct Payment Amount

i. The expected monthly GI payment amount is \$600. This is based on identified income gaps for the population and community input on what would reasonably make a difference. According to the Insight Center, the income needed for 1 adult and 1 infant is \$59,976 per 12 months in Riverside County. The United Ways of California's Real Cost Measure, the average income for struggling households is only \$20,600. Monthly GI payments of \$600 will provide \$10,800 over 18-months of disbursements, bringing a 12-month income up to \$31,400 – still not the full need but (cont. on p. 37)

(cont. from p. 36) significant enough to potentially impact financial stability, ability to meet needs with one stable full-time job, and cover unexpected expenses.

c. Benefits Waivers and Exemptions

i. The pilot will coordinate with the County's Executive Office and Department of Social Services to secure waivers during the ramp-up period. We have started conversations with the County with positive progress at the time of application. We have many years of close partnership and many contracts with county agencies. The process for coordinating with the county on benefits waivers will be to formalize a pilot agreement with the county during the ramp-up phase. As with past projects of similar scope, we will hold multiple planning sessions, co-draft and revise processes for the locally administered programs, and leverage our United Way's network and strong history of developing and implementing services, including benefits enrollment. The pilot has not yet launched. During the ramp up phase, we will be seeking waivers for housing, general relief, childcare, transportation, and utility assistance. The pilot has secured non-governmental funding (corporate), and we attest that we will provide ongoing tracking of use of match funds to ensure compliance with the CalFresh exemption requirements.

d. Benefits Counseling

i. ISCUW will leverage its existing benefits counseling program to provide services that help GI recipients stretch their income and maximize the support to their household.

Our benefits counseling package includes needs assessment, screening for eligibility, direct application assistance (including submittal/enrollment specifically for CalFresh, Medi-Cal, and CalWORKs), and assistance into other regional and statewide services. For example, we hold a contract with the State of California to administer tobacco cessation counseling and referral into incentivized quit assistance for residents with low-income. We partner with county and city entities to screen and refer participants into locally administered programs including but not limited to housing, general relief or assistance, childcare assistance, transportation assistance, and utility assistance, as applicable.

Benefits counseling will be offered to recipients at the time of intake and at regular intervals during the project. Benefits counseling and enrollment are voluntary. GI recipients will be encouraged but never required or pressured to accept benefits counseling. Benefits counseling is available to GI recipients and the evaluation control group, mitigating impact of benefits on the GI measurement. We track information about who was offered benefits counseling and who received it in our AMP portal.

e. Other Support Services

i. ISCUW will provide or connect support services for a broad range of needs to increase GI recipient stability under our pillars of health, housing, education, and financial stability. (cont. on p. 38)

(cont. from p. 37) Recipients may share some commonalities in their population group and need for the GI pilot, but their situations are also unique to them. They have different circumstances that require customized support services. The top five that we assist with are consistently housing, utilities, food, healthcare, and transportation. Additional needs that we support are childcare, employment, veteran and reentry specific services, intergenerational household services, and many more. We either will connect GI recipients to one of our 40+ in-house programs (which have separate funding sources) or to a partner agency. The process to identify needs begins in their GI application as they explain their situation. It continues during intake and at regular intervals.

Our model for support services reaches an annual 430,000 households and has demonstrated efficacy since 2005. Support services are available to GI recipients and the evaluation control group, mitigating impact of support services on the measurement of GI impact. We track services offered and received for each participant in our AMP portal.

f. Payment Disbursement Platform

i. Based on Inland SoCal United Way's experience directly administering federal pandemic rent relief through our internal financial system, we have identified that the most streamlined way to distribute GI payments is through a banking partner. For federal ERAP funds, we used a combination of our own fiscal controls, an external CPA, and Bill.com. This achieved deliverables but put an additional administrative burden on capacity that could instead be allocated to programmatic efforts. It was also designed to handle one or two payments to a household, not recurring monthly payments.

In the GI pilot, we will use an external banking partner for disbursement who will handle all aspects of the monthly disbursements. We will use a similar approach presented to us by another United Way (Sacramento) which has used an external banking disbursement before for a similar GI project, adding to our already expertly informed perspective on how to best establish the disbursement platform and process. We have not yet selected a disbursement partner at the time of application; however, we have several prospective partners already. Selection and signed agreement(s) will occur during the planning period.

g. Community Voice & Participation

i. We have engaged community members in advisory councils and data gathering to identify community priorities, including feedback from during participation in other services. There is a systemic burden on community members with low-income to self-advocate; whenever possible, we seek to hear from their representatives who already provide services so that we do not add burden. We involved population staff – 90% of our team share lived experiences with those we serve – to create a GI pilot so that it is low-burden, accessible, and dignified for participants. During the pilot, our evaluation mechanisms will measure service quality, feedback, business analytics, and stakeholder input to guide revisions.

4. RECIPIENT ELIGIBILITY & VERIFICATION

Please limit your response to this section to 700 words.

- a. Income and Geographic Eligibility.** Please describe your intended eligibility requirements related to income and geography, including:
- i. What individual-level income threshold must prospective recipients fall under? Describe your methodology and rationale for selecting this threshold. If using a threshold that varies based on local cost of living and/or household size, please provide an example of the threshold applied to a household of one adult and one child in your geography.
 - ii. What geography or geographies must prospective recipients reside in?
 1. Describe whether you will select recipients from across your broad geographic area (such as city or county), or whether you will select only recipients who reside within specific low-income areas (such as zip codes or census tracts). Provide a rationale for your approach.
 2. If you choose the latter approach, also describe your methodology for defining a specific low-income area.
- b. Priority Population Eligibility**
- i. For each population you intend to serve (as indicated in the tables of Estimated Individuals Eligible and Served in question 3(a)), please describe the proposed eligibility requirements for participating in the pilot, including a rationale for selecting each requirement.
- c. Eligibility Verification**
- i. Please share your plan for verifying that prospective recipients meet each income, geographic, and priority population-related eligibility criterion described above, including how your verification processes will minimize administrative burden for prospective recipients (please note that pilots may accept self-attestation of income and pregnancy status).

a. Income & Geographic Eligibility

i. Income Threshold

The individual-level annual income threshold for prospective recipients must fall under \$59,976 which is the Riverside County annual wage identified for 1 adult and 1 infant by the Insight Center's Family Needs Calculator. In 2019, the United Ways of California's Real Cost Measure identified a minimum of \$49,923 to meet basic needs for 1 adult and 1 infant in our region. Adjusted for pandemic and inflation crises in recent years, Insight's maximum threshold reflects local cost of living and household size. The income threshold will be adjusted upward per GI recipient based on their household size and within Insight's threshold.

ii. Geographic Eligibility

Eligible geographies include all areas in Riverside County. Recipients will be selected from across the county. The rationale for this geographic eligibility includes: 1) matching fund sources restrict their fund use to the county area, and 2) the project is committed to being accessible, inclusive, and equitable to rural communities, unincorporated areas, and prospective recipients who qualify but may live in a mixed income zip code or have a lower than median income for their zip code. Any prospective recipient who meets the priority population and income eligibility criteria within the limits of Riverside County will be eligible. The county has five supervisory districts. To ensure that recipient selection is equitable across district areas, a maximum of 20% of recipients can be selected per district.

b. Priority Population Eligibility

i. To reduce barriers to GI Pilot participation, there are only four eligibility criteria. The prospective recipient must: 1) be a pregnant individual in their first or second trimester at the time of enrollment, 2) have an income at or below the monthly threshold for their household size, 3) reside in Riverside County, and 4) agreement to be included in the pilot evaluation.

c. Eligibility Verification

i. Based on our experience administering \$200 million in federal ERAP funds to 21,000 households during the pandemic, fraud prevention is necessary to protect recipients, evaluation, and accountability of funds. We keep documentation requirements minimal, and we provide ongoing assistance to make the process as simple as possible. We accept multiple types of documentation, giving recipients a range of options to minimize burden. We further reduce the administrative burden by providing designated staff who help participants to understand, secure, and submit the documents they need. (cont. on p. 41)

(cont. from p. 40)

We use our proprietary Application Management Portal (AMP) system which was designed specifically for financial assistance programs to provide communication continuity, easy applications, and ongoing case management every step of the way. Assistance in completing verification is available by phone (voice or text), email, walk-in, and directly in the AMP system. Language and cultural relevancy are critical in our majority BIPOC region – our staff are 75% bilingual Spanish/English, and we retain a 24/7 service for live translation in 150+ languages.

Pregnancy Status: The project will accept a doctor’s note or signed attestation from a nonprofit or other agency such as First 5 or WIC that can attest to pregnancy status in the first or second trimester. If a prospective recipient does not have healthcare or means to acquire this pregnancy status verification, the project will provide linkages to no-cost facilities as well as transportation assistance to get the verification.

Individual Income Verification: To protect the dignity and agency of recipients, they do not need to update their income information during the pilot, only provide verification with their enrollment application. The project will accept paystubs, bank statements, 1040 forms, or proof of current receipt of public benefits which have income verification requirements. While they are not required to participate in benefits counseling or enroll in benefits, should they choose to, they can use the same verification, reducing the number of times and people involved to prepare, submit, and discuss their information.

Identity Verification: Documentation or affidavit accepted.

Geographic Verification: Verification of county residency can be any document which confirms the prospective recipient’s name and address, including but not limited to a rental/lease agreement, utility bill, change of address confirmation from the U.S. Postal Service, or a letter on letterhead from an agency such as a homeless shelter or nonprofit entity attesting county residency.

5. ORGANIZATIONAL CAPACITY

Please limit your response to this section to 1000 words.

a. Serving Populations of Focus

- i. Please describe how your organization and/or partner organizations has developed specific competencies, capabilities, and/or infrastructure to serve the proposed population(s). These may include language skills, cultural competencies, appropriate locations, local knowledge, and/or relationships with community-based organizations, etc.

b. Personnel Capacity: Please describe your personnel capacity to design and implement the proposed pilot, including:

- i. **If you have already identified personnel**, please identify the staff members who will be supporting the administration of the proposed pilot, including name, position, organization, brief summary of qualifications, brief summary of their role with respect to the proposed pilot, and level of effort devoted to the proposed pilot. Examples of staff members' role may include managing outreach and recruitment, supporting data collection, administering benefits counseling, etc. If you will sub-contract or partner with other organizations to fulfill any of these capacities, please describe those plans as well.
- ii. **If you are still identifying personnel for the proposed pilot**, please describe your strategy for securing sufficient capacity in a timely manner, including the timeline to execute your plan. Sufficient personnel to administer the program shall be in place in the early stages of the planning period.

c. Organizational Experience with Program Implementation

- i. Please describe your organization's experience implementing and managing similar programs or interventions, such as other financial assistance programs and/or programs specific to your proposed population(s) of focus. Please describe how this experience equips your organization to implement a GI Pilot program.

a. Serving Populations of Focus

i. ISCUW has served the Inland Region for over 90 years and serve 1 million people. We have an extensive partner network for foster youth and TAY, pre/post-natal, early childcare, foster/adopt, and other purposes. A concrete example of our capacity is the rapid development and implementation of \$190M ERAP funds to 21,000 households. Every aspect of our services is developed uniquely to local needs and contexts. Our staff are 70% BIPOC, share lived experiences, are 2/3 bilingual Spanish/English, and have access to tools for 150+ language translation, cultural competency, and field mentoring. We are part of the United Way state and national networks, and partner with hundreds of local agencies for regionwide needs assessment and collaboration such as First 5, WIC, Maternal Health Network, and foster/TAY providers.

b. Personnel Capacity

i. Identified Personnel

Lisa Wright, President and CEO, Inland SoCal United Way – Under Lisa Wright’s leadership, ISCUW now has 268 employees and represents a community of five million people. Lisa Wright spearheaded fundraising and contract initiatives resulting in over \$200 million invested in Inland SoCal communities for COVID assistance and relief. She was awarded AFP’s Fundraiser of the Year in 2020 and awarded Entrepreneur of the Year in 2020 from Cal State San Bernardino. Prior to ISCUW, Lisa Wright worked for 14 years in fundraising and non-profit leadership positions, including as Executive Director of Philanthropy for Loma Linda University Health and Vice President of Development for two human service organizations. Lisa Wright holds a B.S. in Business Administration from the University of Arizona and has a M.Div. in Theology and has completed Post Graduate Studies in Ethics from the Claremont School of Theology. She is a Certified Fundraising Executive.

Shirli Driz, Vice President of Operations, Inland SoCal United Way – Shirli Driz joined ISCUW in 2019 after a twenty-five plus year career with Wells Fargo Bank (1990-2019), leaving as a Vice President of Community Banking and a District Manager overseeing eleven locations, a team of 235, and approximately \$1 billion in deposits. Since joining the ISCUW team, Shirli Driz has overseen the management and delivery of all programs offered by the organization, as well as ensuring that all contract and grant deliverables have been met or exceeded. She manages efficiencies to minimize total program costs and overall expenses, develops program strategy based on local needs and oversees human resources. Shirli Driz holds a B.A. in International Business from California State University, Fullerton and is fluent in Spanish and Hebrew.

Dr. Danielle Kilchenstein, Executive Director of Government Relations for Inland SoCal United Way – With a focus on local and statewide policy and advocacy, Dr. Kilchenstein utilizes her passion for health justice to eliminate disparities for marginalized communities. Her work aims to improve health, housing, education, and financial stability outcomes with policy and system change. (cont. on p. 44)

(cont. from p. 43) Dr. Kilchenstein has significant experience with health advocacy organizations including The United Way and The American Academy of Pediatrics and is an active Board member for the Children's Health Initiative and Maternal Health Network. Dr. Kilchenstein earned her Master's degree in Public Policy from Duquesne University and her Doctorate in Public Health from Loma Linda University. Dr. Kilchenstein's body of research has examined the impact of the Affordable Care Act on equitable coverage and access to care and has been published in both the Journal of Diversity and Equality in Health and Care and the Cureus Journal of Medical Science.

Darin Russame, Interim Vice President of Finance, Inland SoCal United Way – Darin Russame manages the fiscal fulfillment of contract and grant responsibilities. She oversees the accounting staff that is responsible for billings, receivables, and payments, including those for ERAP. She received her Master's in Accounting and Financial Management from Keller Graduate School of Management. Darin Russame holds the Single Audit Advanced Certification from the AICPA.

Christopher Darbee, Director of Data and Outreach, Inland SoCal United Way – Christopher Darbee joined ISCUW in 2015 and has overseen strategic management of 211 databases, managed grants, developed reporting methods to distribute data and contact center statistics. Prior to ISCUW, Christopher Darbee served as the Operations Supervisor for Sierra Aviation Group (2003-2021.) He has served as a Steering Committee Member for multiple collaboratives across San Bernardino and Riverside County and holds a B.S. in Kinesiology from California Baptist University (2012) and a M.P.H from Liberty University (2015).

Stephanie Lao is a Data Analyst for Inland SoCal United Way and 211+ - Stephanie Lao earned her Master of Health Care Administration at Loma Linda University's School of Public Health, where she received the 2021 Ruth White Outstanding Student Award and was a 2021 Randall Lewis Health Policy Fellow working on data analytics and governance with the Hope Through Housing Foundation. During the COVID-19 pandemic she worked with San Bernardino County's Department of Aging and Adult Services to deliver food to aging adults through the Great Plates Delivered program.

ii. Staffing Plan

The timing of the GI pilot positions us to leverage the conclusion of the highly successful (ERAP) rental assistance program. ISCUW has existing functional infrastructure and experienced staffing capable of performing all aspects of GI pilot. This accelerates planning and implementation. The staffing plan will transition phased-out staff into pilot roles. This maintains high value jobs that provide competitive pay and benefits while reinforcing the pilot with qualified staffing.

c. Organizational Experience

i. ISCUW has served the region since 1931. Recently we administered a large rental assistance program (ERAP) that distributed \$190M to 21,000 households. The program is highly successful (cont. on p. 45)

(cont. from p. 44)

in coordination and outreach, as well as the structure of intake through distribution. Our ongoing 40+ in-house direct service programs provide services to more than 1 million people across a broad range of needs for housing, utilities, food, transportation, childcare, other unmet basic or household needs, healthcare, supportive services, benefits enrollment (e.g., CalFresh, Medi-Cal), education, employment, and many more. The transferable ERAP infrastructure combined with our benefits, support, and other infrastructure is a strong foundation to build the GI pilot.

6. EVALUATION REQUIREMENTS

Please limit your response to this section to 1500 words.

a. Participation in Statewide Evaluation

- i. Please describe your ability to support the expected statewide evaluation activities discussed in Section III(D), Evaluation Readiness. If applicable, please describe any TA you anticipate needing from the statewide evaluator to participate in the statewide evaluation.

b. Evaluation Readiness

- i. What staff resources do you have to support statewide evaluation activities? Please indicate their role, what percent of FTE they will dedicate to supporting evaluation activities, and what relevant experience to conducting evaluations/data collection they hold.
- ii. What other relevant experience does your staff/organization have with participating in survey data collection and research studies? If applicable, describe the modes or platforms of data collection you have supported, including in-person, mail/telephone, online, etc.
- iii. What resources can your organization offer to support participation in follow-up surveys, particularly to participants in control or comparison groups,¹ at enrollment, near exit, and after the pilot has ended? This should involve administering informed consent to participate in the research, gathering or confirming contact information, helping to facilitate contact with participants, and potentially distributing and/or administering surveys (mode or platform to be determined in collaboration with the statewide evaluator).
- iv. Do you have access to administrative data from any local or county agencies? If so, describe the administrative data you have access to and how you could support the statewide evaluator with accessing that data.
- v. Has your staff/organization ever participated in an RCT? If yes, briefly describe the RCT and your role in supporting it.
- vi. The statewide evaluator will collaborate with selected sites to determine the appropriate evaluation design, with a preference for conducting an RCT where appropriate. This may require the pilot to support the evaluation by incorporating a study randomization and consent procedure into the program enrollment process (with assistance from the statewide evaluator). If your organization is unwilling to consider participating in an RCT, please provide a rationale.

c. Evaluation Partners

- i. Does your pilot program have a local evaluation partner or plan to work with a local evaluation partner? If so, explain how you will support coordination between the

¹ The evaluation may involve control or comparison groups. These groups would consist of individuals who will not receive GI, who would be compared to those receiving GI.

local evaluator and the statewide evaluator. If your local evaluation has already launched, describe your ability to participate in and manage two simultaneous evaluations. Please also describe how you have engaged or will engage the community in defining the goals of the local evaluation, and the status of the evaluation.

a. Participation in Statewide Evaluation

i. ISCUW has the capacity to participate in RCT research and will actively support expected evaluation activities through research design and data collection, sharing, and analysis. Staff are knowledgeable research methodologies and are working with other United Ways around the state to leverage data analysis of GI outcomes. ISCUW is equipped with the necessary data infrastructure to collect, track, and secure data.

ISCUW will:

- * Administer Informed Consent - ISCUW currently and will continue to collect informed consent. We educate participants so that they can make an informed decision. Participation is voluntary and “opt-in.” ISCUW will work with the statewide evaluator for training and language approved by the IRB.
- * Collect Data - ISCUW already collects data for 40+ internal programs. Our Data Analyst reviews data for validity and accuracy. Data analysis informs strategies.
- * Recruit Participants - ISCUW will work with local entities such as First 5, RCCD, hospitals, DPH, DPSS, and others to recruit participants. Evaluation participation is incentivized.
- * Participate in Steering Committees - ISCUW participates in multiple local steering committees throughout Riverside County and can fulfill this goal.
- * Provide Data to Evaluator - ISCUW has extensive experience in sharing data to evaluators of programs at a city, county, and state levels. Current examples of providing data to evaluators include Rental Assistance, Coordinated Entry System, Care Coordination, Health Care Enrollment, and Employment. ISCUW data sharing agreements specifically state how PII is to be shared. ISCUW will work with the statewide evaluator to identify data sharing pilot protocols.
- * Participate in Learning Communities - ISCUW already participates in learning communities and can fulfill this goal. Examples are AIRS Accredited Information & Referral, Community Health Needs Assessments by St. Joseph’s Health and Loma Lind University, State of California WAF, and other learning communities. We look forward to actively engaging in pilot learning (cont. on p. 48)

(cont. from p. 47). communities.

ISCUW has expansive knowledge and expertise of data collection methods. ISCUW expects to coordinate efforts with our CSUS evaluator and statewide evaluator to ensure alignment and define the RCT study and research plan. We anticipate utilizing TA for training and language approved by IRB, as well as to adhere to and align program requirements.

b. Evaluation Readiness

i. Staff Resources:

Dr. Danielle Kilchenstein DrPH, (included indirect) Executive Director of Government Relations for ISCUW will collaborate with Data and Outreach Director and Data Analyst and provide support as needed in the collection and evaluation of data throughout the entirety of the GI pilot. Dr. Kilchenstein is an experienced researcher with multiple peer reviewed publications.

Christopher Darbee, MPH, .15 FTE Data and Outreach Director will oversee Data analyst and collectively work on informed consent, data collection, and evaluation activities. He will work with the local evaluator to ensure data governance adherence and the standardized application of the study protocol. Mr. Darbee is experienced in research methodologies, creating and administering surveys, and collecting and analyzing data.

Stephanie Lao, MHA, .5 FTE Data Analyst will support all data collection activities on the GI pilot. She will conduct informed consent, data collection, and evaluation activities, and work directly with the statewide and local evaluators. Ms. Lao has extensive practical experience in population data analysis, specializing in data visualization and data quality control, primarily in the context of community health.

We have a rotating pool of 30 qualified, trained staff. Of these, we will select from the pool or hire additionally for these roles:

* 1 FTE Community Health Worker will conduct outreach and provide technical assistance to program participants. The Community Health Worker will also provide in-person benefits counseling and data collection as needed. The Community Health Worker will have local knowledge of the community we will be serving and be able to aid as needed to program recipients.

* 4 FTE Case Coordinators will conduct and provide over-the-phone enrollment opportunities to program recipients. The Case Coordinators will conduct over the phone data collection and provide benefits counseling to program recipients.

ii. Data & Research Experience: ISCUW has 15+ years of data and research experience, (cont. on p. 49)

(cont. from p. 48) including quantitative, qualitative, mixed methods such as: surveys, focus groups, and interviews. ISCUW collects data in-person, by telephone through the contact center, and online through secured webforms. ISCUW has a set data governance in place. Our data governance covers data collection, usage, storage and privacy which includes the collection and security of PII and PHI.

211 data is the most expansive data survey that ISCUW collects (430,000 households). We collect data on demographics, needs, and referrals. ISCUW's ERAP program collects enrollment data and ensures that recipients meet requirements to receive rental assistance. When all data is collected and verified, direct payments are made. We collect Access and Functional (AFN) community data and enroll recipients into utility programs for assistance during Public Safety Power Shutoffs.

An example of how ISCUW's data collection has been used is in the Journal of Prison Education and Reentry: "The Conduits and Barriers to Reentry for Formerly Incarcerated Individuals in San Bernardino." For this study, they utilized a sample of ISCUW's data from 2014-2015 to show justice involved social service need trends. The study evidenced need for regional changes and supported creation of a reentry collaborative.

iii. Evaluation Resources & Informed Consent: ISCUW will support participation in follow-up surveys to control and comparison groups by gathering contact information and helping facilitate contact with participants, overcoming barriers to participation, and distributing and administering surveys (pre, intervention, post). We will be utilizing a community health worker to go into the Riverside Community and collect survey data, contact center technology to collect data over the phone, and utilize a secure webform. ISCUW will work with statewide evaluator to determine desired mode or platform of distributing and administering surveys.

ISCUW will administer informed consent that is approved by the IRB and statewide evaluator. Informed consent is a standard practice for us.

ISCUW will coordinate with statewide evaluators and CSUS to optimize participation and response rates. ISCUW has the capability and resources to conduct RCT research design and a thorough evaluation through all pilot phases. Trained and experienced staff can support equitable survey design and randomization protocols; administer and collect informed consent; gather and maintain contact through preferred methods including in- person, phone, web; identify and assist with overcoming barriers to participation (transportation or childcare support, etc.); develop and administer validated survey instruments (pre, intervention, post) in coordination with evaluators; and track and analyze data/results. ISCUW can also convene and provide resources to facilitate focus groups for additional data components.

iv. Administrative Data: Commitments received so far are Riverside Community College District (admin access to enrollment statuses of transitional age youth) and First 5 Riverside County. We have completed initial conversations with the County Chief Executive Officer who has (cont. on p. 50)

(cont. from p. 49) access to county level admin data and is supportive of the pilot plan discussed. ISCUW will continue to seek commitments for accessing admin data and where appropriate to share it with the statewide evaluator.

v. RCT Experience: ISCUW is willing and supportive of RCT for the GI pilot. ISCUW will request TA to successfully administer RCT in the local community of Riverside County. ISCUW will work with the statewide evaluator and CSUS to administer RCT. Both our evaluation partner CSUS and in-house team have experience or applicable expertise for RCT research methods.

vi. N/A - We agree with the statewide evaluator that an RCT will be the best evaluation method. We are willing and able to participate in RCT, including study randomization and consent procedures.

c. Evaluation Partners

i. We have identified a local evaluation partner at California State University, Sacramento (CSUS). Dr. Ethan Evans is assistant professor with the Division of Social Work. He has experience working on a GI pilot in the City of Sacramento and is committed to partnering in Riverside County. Dr. Evans' existing research project is being conducted by another United Way, and he is experienced in the network. Dr. Evans will work directly with Dr. Kilchenstein and Mr. Darbee at ISCUW, who are also experienced researchers and data evaluators. Dr. Evans' proposal been approved in the CSUS IRB initial review for 45 CFR 46 exemption.

ISCUW will support coordination between local and statewide evaluators on the scope, burden reduction for participants, and maximizing evaluation. We will liaison regular communication and collaboration.

We have already started and will continue to engage the community to define evaluation goals in design, implementation and evaluation through focus groups and community conversations. In partnership with local agencies, we will convene residents to inform strategy and conduct data collection from control and intervention group participants.

As a result of this evaluation, data will be produced on the impacts of income sufficiency of historically disadvantaged populations through Guaranteed Income. The local evaluation and validated survey instrument will enable scalability statewide for generalizable results, while expanding the evidence base of GI effect on individual and social indicators. ISCUW is committed to sharing evidence-based impacts of GI and supporting economic strategies and policy opportunities on poverty alleviation and economic mobility.

E.6.**22-37**: Approve Amendment & Renewal Quote for Social Solutions Global Inc. for Extension of Apricot 360 Software Solutions from January 22, 2020 - June 30, 2024 (**CONTRACT NO. CF2010774**)**[\$792,518 PROP 10 FUNDS]**



AGENDA ITEM: 22-37

DATE OF MEETING: October 26, 2022

ACTION:

INFORMATION:

**APPROVE AMENDMENT & RENEWAL QUOTE FOR
SOCIAL SOLUTIONS GLOBAL INC. FOR EXTENSION OF
APRICOT 360 SOFTWARE SOLUTIONS (CONTRACT NO. CF2010774)
FROM JANUARY 22, 2020 – JUNE 30, 2024
[\$792,518 PROP 10 FUNDS]**

SUMMARY OF REQUEST

Approve amendment and renewal quote for Social Solutions Global Inc. for an amount not to exceed \$792,518, an increase of \$229,906 from \$562,612, for the extension of licensing of the Apricot 360 platform and technical support from January 22, 2020, through June 30, 2024.

BACKGROUND

An extension of the current contract with Social Solutions Global Inc. is necessary to support the Apricot 360 platform and ensure continuity of service for both the home visitation partner agencies and Family Resource Center (FRC) data collection and referral efforts. The increase in cost supports an additional 50 hours of technical assistance as well as three additional licenses for administrator roles. Attachment 1, renewal quote, provides details of the additional costs and services.

September 9, 2020, Action Item #20-28: Authorized the Executive Director to execute order form 2020-64787 in the amount of \$386,438 with Social Solutions Global Inc. to expand the Apricot 360 software to add licenses, make the data collection platform more comprehensive, enhance built-in capabilities, add a case management module for FRC's managed services support, and provide additional technical assistance and training.

March 11, 2020, Action Item #20-09: the Commission approved the vendor's Master Services Agreement and related Order Form (the "Agreement") for the period March 11, 2020, through to March 11, 2023.

January 22, 2020, Action Item # 20-02: Commission approved contract CF2010774 with Social Solutions Global, Inc. for the build-out of a case management database system for

home visiting and for potential use by community hubs and resource centers, not to exceed \$176,175 for the period January 22, 2020, through to January 21, 2023.

RECOMMENDED ACTION

That the Commission:

1. Authorize the Executive Director to execute Purchase Orders against Order Forms for additional licenses and an extension of the licenses and technical support for a total contract amount not to exceed \$792,518.
2. Authorize the Executive Director, based on the availability of fiscal funding and as approved by County Counsel, to sign amendments and/or order forms that exercise the options of the order forms, including modifications of the statement of work that stay within the intent of the said contract and/or order forms.

RECOMMENDED ACTION

Adequate appropriation exists in the FY 22/23 budget (938001-25800-525440-92960 & 92975).

STRATEGIC PLAN RELEVANCE

Resilient Families (92960) and Family Resource Centers (92975)

Goal 1.2 Child Health: Children prenatal through age 5 and their families access the full spectrum of health and behavioral health services needed to enhance their well-being.

POTENTIAL CONFLICTS OF INTEREST

None known

ATTACHMENTS

1. Budgetary Quote



Budgetary Quote For Renewal and Additional Services

	Additional Licenses 11/1/22-2/28/23 (4 months)	Renewal 3/1/22 6/30/23 (4 months)	Renewal 3/1/22 6/30/24 (16 months)	Additional plus Renewal Plus 50 Hrs	Number
	FY 22/23		FY 23/24	Total	
Apricot Advanced Training Subscription	\$ -	\$ 470.71	\$ 1,412.12	\$ 1,882.83	1
Apricont 360 Bundle	\$ -	\$ 28,298.86	\$ 84,896.58	\$ 113,195.44	100
Platinum Support Package (Legacy)	\$ -	\$ 2,278.22	\$ 6,834.66	\$ 9,112.88	1
Guest User Module	\$ -	\$ 1,223.84	\$ 3,671.51	\$ 4,895.35	200
Advanced Apricot ASC Services	\$ -	\$ 21,464.21	\$ 64,392.62	\$ 85,856.83	285
Additional Administrator	\$ 892.50	\$ 892.50	\$ 2,677.50	\$ 4,462.50	3
Additional Support Hours	\$ 5,250.00	\$ 5,250.00	\$ -	\$ 10,500.00	50
	\$ 6,142.50	\$ 59,878.33	\$ 163,884.99	\$ 229,905.82	

Date: 10/12/2022

E.7.22-38: Approve and Adopt Revised Fiscal Year 2022/2023 Annual Budget of First 5 Riverside County Children & Families Commission



AGENDA ITEM: 22-38

DATE OF MEETING: October 26, 2022

ACTION:

INFORMATION:

APPROVE AND ADOPT REVISED FISCAL YEAR 2022/2023 ANNUAL BUDGET OF FIRST 5 RIVERSIDE COUNTY CHILDREN & FAMILIES COMMISSION

SUMMARY OF REQUEST

Approve and adopt the revised FY 2022/2023 annual budget to recognize adjustments to revenue and additional expenditures not originally included in the budget.

Based on budget analysis of various operational changes, the revised FY 2022/2023 annual budget reflects an adjustment to the ARPA fund (25820) only increasing revenue for an additional \$420,806 from \$8,797,425 to \$9,218,231 and expenditures for the same corresponding amount. This budget adjustment does not impact the previously approved Riverside County Children & Family Commission budget (fund 25800).

BACKGROUND

In May, the Commission approved the FY 2022/2023 annual budget (Action Item 22-26), which reflected an estimate of \$36,511,625 in revenues, inclusive of the \$8,797,425 ARPA fund (25820) and \$42,816,885 total expenditures, inclusive of \$8,797,425 ARPA fund (25820) expenditures resulting in \$6,305,260 projected from fund balance augmenting current year revenues.

BUDGET ADJUSTMENT SUMMARY

- Revenue Adjustment – includes an increase of \$420,806 of unexpended ARPA funds from the prior fiscal year to support continued work associated with wage enhancement payments and corresponding administrative costs. In FY 21/22, the Commission accepted \$15,000,000 in federal funding from the American Rescue Plan Act of 2021 (ARPA) to stabilize and expand the availability of Early Care & Education (ECE) to support the return of working parents to the workforce. At year-end, \$5,781,769 of the \$15M was expended to support 2,948 wage enhancement applicants, along with costs to administer the initiative. The remaining funds of \$9,218,231 will support additional wage enhancement payments (approximately

\$2.1M), identified ECE facilities projects (\$5M), and associated administrative costs, including potential strategies to support the ECE workforce pipeline (approximately \$1.8M).

- Appropriation 1 – Recognize personnel actions approved by the Board of Supervisors:

Human Resources Classification and Compensation recommendations and amendment to Ordinance No. 440

- a. Establish new classifications due to completion of classification study - Deputy Director At-Will (2 positions) and Regional Manager for Children and Families Commission (CFC) (3 positions)
- b. Adjust the salaries of various classifications; adjust the salary ranges for Fiscal Manager and Public Information Specialist
- c. Recognize reclassifications due to completion of classification study of budgeted positions:
Administrative Supervisor II to Regional Manager for CFC – 2 positions
Administrative Officer to Regional Manager for CFC – 1 position
- d. Recognize exchange due to elimination of classification at the department level
Administrative Secretary II to Executive Assistant II – At-Will

Does not impact the current budget due to salary savings resulting from vacancies in the first quarter.

- Appropriation 2 – Identification of operational and programmatic costs noted in Table 1 does not impact the current budget due to historical underspending from various budgeted partner agency contracts. Additional vendors are highlighted below:

Ireland Sound Systems, Inc. is a single-source vendor that installed the current Commission conference room sound system. Additional work is necessary to update various components of the recording system including the purchase of additional microphones. The original purchase order of \$50,000 will be increased to \$75,000 to complete the upgrades.

Dignity Community Health – collaborates with a diverse group of home-visiting partners designing and harnessing multi-sector partnerships including various government and non-government stakeholder entities. As convenors of various partners, support efforts relating to organizational oversight, systems coordination, workforce development, communication tools and materials, technical assistance regarding data and evaluation, as well as ensuring fidelity to family strengthening practices in the field. In support of the First 5 CA Home Visiting grant, DCH will provide consultation in partnership with Jeanna Capito Consulting.

In the F5CA HVI grant agreement extended through FY 22/23, First 5 Riverside County (F5RC) proposed to provide the required matching funds through in-kind salary and benefits. Due to the F5RC Deputy Director vacancy, DCH will provide the planned support and technical assistance from required matching local Prop 10 funds.

Subject Matter Expertise – in alignment with Commission policy, both consultants noted below have been identified to support both the ECE infrastructure/facilities projects and HealthySteps sustainability and best practice expansion work.

RECOMMENDED ACTION

That the Commission:

1. Approve and adopt the revised FY 2022/2023 APRA (25820) budget as proposed.
2. Add 2 Deputy Director At-Will positions, delete 1 vacant Deputy Director position, retain filled Deputy Director classification.
3. Authorize Executive Director to work with Human Resources Classification and Compensation Unit to establish a new Assistant Director classification for the Children and Families Commission.
4. Authorize Prop 10 funds not to exceed the \$166,672.39 required match to the First 5 CA Home Visiting Coordination Grant remaining balance \$163,513.00 extended through FY 22/23 for in-kind salary and benefit expenses and consultation services from approved vendors.
5. Authorize the Executive Director or designee to:
 - a. Expend funds for the vendors noted below under the Operational Expense section of this budget.

Table 1. Vendor List

Vendor - Description	Total
Dignity Community Health – Home Visiting Systems Network Support	\$150,000
Kirsten Gist Consulting – Early Intervention Subject Matter Expert	\$50,000
Ireland Sound Systems Inc. – Conference Room Audio Upgrades	\$75,000
Judith Wood – ECE Subject Matter Expert (Facilities/Infrastructure)	\$50,000

BUDGET IMPACT

Net increase of \$402,806 in revenue and increase in Appropriation 2 of \$402,806 for fund 25820 (ARPA) with no change of net \$6,305,260 projected fund balance draw to augment current year revenues. No changes for fund 25800 (CFC) For Vendors noted above in Table 1, adequate appropriation exists in the current budget. For personnel actions including county HR adjustments, department equity adjustments, new classifications, position exchanges, reclassifications, additions, and deletions, adequate appropriation exists in the current budget due to salary savings because of vacancies and recruitment delays.

ATTACHMENTS

1. Summary – Revised FY 2022/2023 ARPA (Fund 28520) Annual Budget
2. Summary – Original FY 2022/2023 CFARC (Fund 25800) Annual Budget
3. Cumulative Vendor List FY 2022/2023

Riverside County Children & Families Commission
FY 2022-2023
First 5 Riverside County REVISED Budget Summary

938001-25820 (ARPA Fund)

Description	ACCOUNT	ORIGINAL BUDGET OCTOBER	REVISED FY21/22 BUDGET	FY 22/23 BUDGET	Adjustments	REVISED FY 22/23 BUDGET
REVENUE	7xxxxx					
Fed-American Rescue Plan Act	763520	15,000,000	9,797,425	8,797,425	420,806	9,218,231
TOTAL REVENUE		\$ 15,000,000	\$ 9,797,425	\$ 8,797,425	\$ 420,806	\$ 9,218,231
Special Program Expense	527780	9,594,850	9,594,850	3,594,850	420,806	4,015,656
Contracts	527980	5,405,150	202,575	5,202,575		5,202,575
TOTAL EXPENDITURES		\$ 15,000,000	\$ 9,797,425	\$ 8,797,425	\$ 420,806	\$ 9,218,231
TOTAL APPROPRIATIONS		\$ 15,000,000	\$ 9,797,425	\$ 8,797,425	\$ 420,806	\$ 9,218,231
TOTAL REVENUES		\$ 15,000,000	\$ 9,797,425	\$ 8,797,425	\$ 420,806	\$ 9,218,231
VARIANCE		\$ -	\$ -	\$ -	\$ -	\$ -

Riverside County Children & Families Commission

FY 2022-2023 (NO CHANGE)

First 5 Riverside County Budget Summary

938001-25800 (CFARC)

Description	ACCOUNT	FY 22/23 BUDGET
REVENUE	7xxxxx	
Interest-Invested Funds	740020	100,000
CA - Tobacco Prop 10	754000	16,551,140
CA - Prop 56 Tobacco Act 2016	754020	3,500,000
F5CA (IMPACT, DLL, HV)	755870	1,816,443
Fed-Federal Revenue (DTI)	767280	-
Other Misc Revenue	781360	-
Program Revenue	781480	-
Reimbursement for Salaries - DPSS Funding	777540	5,746,617
Contrib Fr Other County Funds	781540	-
TOTAL REVENUE		\$ 27,714,200
APPROP 1 - Salaries and Benefits	51xxxx	7,755,700
APPROP 2 - Services and Supplies	52xxxx	3,246,822
SUBTOTAL		\$ 11,002,522
APPROP 2 - Contracts and MOUs		22,216,938
TOTAL CONTRACTS AND MOUs		\$ 22,216,938
APPROP 4 - Capital Assets	542060	800,000
TOTAL APPROP CAPITAL ASSETS		\$ 800,000
TOTAL APPROPRIATIONS		\$ 34,019,460
TOTAL REVENUES		\$ 27,714,200
VARIANCE		\$ (6,305,260)

Riverside County Children & Families Commission
22-38
Cumulative Vendor List FY 22/23

Description/Vendor	Action Item	Commission Approval Date	Total	Cumulative Total	YTD Expenditures as of 9/30/22
Membership - First 5 Association Dues & Communication Fund	22-26	5/11/2022	\$ 50,000	\$ 50,000	\$ 49,557
Total Plan - Office Reconfigurations	22-26	5/11/2022	\$ 100,000	\$ 100,000	\$ -
Golden State Technology and/or Saitech - Computers & related equipment	22-26	5/11/2022	\$ 150,000	\$ 150,000	\$ 35,478
SupplyBank.org - Diaper kits	22-26	5/11/2022	\$ 100,000	\$ 100,000	\$ -
Lakeshore Equipment Company - Learning materials	22-26	5/11/2022	\$ 50,000	\$ 50,000	\$ -
CM Supply - Learning materials	22-26	5/11/2022	\$ 50,000	\$ 50,000	\$ -
Discount School Supply - Learning materials	22-26	5/11/2022	\$ 50,000	\$ 50,000	\$ -
Regional Access Project Foundation - Sponsorship	ED Approval		\$ 33,000	\$ 33,000	\$ 33,000
Ireland Sound Systems - Conference room audio upgrades	22-38	Pending 10/26/22	\$ 75,000	\$ 75,000	\$ -
Kristin Gist - Healthy Steps subject matter expert	22-38	Pending 10/26/22	\$ 50,000	\$ 50,000	\$ -
Dignity Community Care - Home Visiting systems network support	22-38	Pending 10/26/22	\$ 150,000	\$ 150,000	\$ -
Judy Wood - ECE subject matter expert (facilities/infrastructure)	22-38	Pending 10/26/22	\$ 50,000	\$ 50,000	\$ 1,406

- F. **Presentations/Action Items/Public Hearings – Deborah Clark-Crews, Chair**
 - F.1. Presentation of First 5 Riverside County Annual Audit Report for Fiscal Year 2021/2022 (a copy of the report may be obtained at www.first5riverside.org and can be viewed at the Commission Business Office) - David Showalter, CPA, Partner, Eide Bailly, LLP
 - F.1.a. **Public Hearing:** Annual Audit of First 5 Riverside County Children & Families Commission for Fiscal Year 2021/2022 - Deborah Clark-Crews Chair
 - F.1.b. **22-39:** Adopt First 5 Riverside County Children & Families Commission Annual Independent Audit Report for Fiscal Year 2021/2022 - Deborah Clark-Crews, Chair



AGENDA ITEM: 22-39
DATE OF MEETING: October 26, 2022
ACTION:
INFORMATION:

**ADOPT FIRST 5 RIVERSIDE COUNTY CHILDREN & FAMILIES COMMISSION
ANNUAL INDEPENDENT AUDIT REPORT FOR FISCAL YEAR 2021/2022**

SUMMARY OF REQUEST

Adopt First 5 Riverside County Children & Families Commission Annual Independent Audit Report for Fiscal Year 2021-2022 after conducting the legislatively required public hearing.

Representative from Eide Bailly, LLP will present highlights and respond to questions regarding the report.

BACKGROUND

In compliance with Commission approved Financial Reporting Policy (#18-14), fourth quarter financial data reporting percentages for actual year-end expenditures (\$28,897,033) as compared to the total operating budget (\$37,417,039) are noted as follows: Administrative – \$3,566,786 (12%); Evaluation – \$578,191 (2%); and Program expenditures – \$24,752,056 (86%).

Health and Safety Code Section 130140 requires that any county receiving funding and implementing the Children and Families Act (Proposition 10) prepare and adopt an annual audit and report and conduct at least one public hearing prior to adoption. The annual audit and report are due to the State Commission by October 31, 2022 (per Health & Safety Code section 130150).

A copy of the financial statements and auditor's report, as well as staff response, were included in Commission packets for review prior to the Commission meeting. A draft copy of the audit report is available at the Commission webpage at www.first5riverside.org and at the Commission's business office for public review.

RECOMMENDED ACTION

That the Commission:

1. Adopt the Riverside County Children and Families Commission Annual Audit Report as presented for Fiscal Year 2021-2022, after conducting a public hearing; and
2. Authorize the Executive Director or designee to execute the necessary documents to effectuate the foregoing action without requiring further action of the Commission.

BUDGET IMPACT

Not Applicable

STRATEGIC PLAN RELEVANCE

Not Applicable

POTENTIAL CONFLICTS OF INTEREST

None known

ATTACHMENTS

Independent Audit Report – inclusive of Management’s Discussion and Analysis, Financial Statements, Notes to the Financial Statements, Supplementary Information, Other Supplementary Information, and Compliance Section – For Fiscal Year Ending June 30, 2022.



October 5, 2022

To the Board of Commissioners
First 5 Riverside County Children and Families Commission
Riverside, California

We have audited the financial statements of the governmental activities and each major fund of the First 5 Riverside County Children and Families Commission (Commission), a component unit of the County of Riverside, California as of and for the year ended June 30, 2022, and have issued our report thereon dated October 5, 2022. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit under Generally Accepted Auditing Standards and *Government Auditing Standards*

As communicated in our letter dated July 11, 2022, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Commission solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

Significant Risks Identified

As stated in our auditor's report, professional standards require us to design our audit to provide reasonable assurance that the financial statements are free of material misstatement whether caused by fraud or error. In designing our audit procedures, professional standards require us to evaluate the financial statements and assess the risk that a material misstatement could occur. Areas that are potentially more susceptible to misstatements, and thereby require special audit considerations, are designated as "significant risks". We have identified the following as significant risks.

- Management override of internal controls
- Revenue recognition

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Commission is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2022. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are amounts related to the net pension liability, related deferred inflows of resources and deferred outflows of resources, pension expense, and disclosures, are based on actuarial valuations and a proportionate share of the collective net pension liability of the County of Riverside's miscellaneous agent employer plan. We evaluated the key factors and assumptions used to develop the estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the Commission's financial statements relate to:

The disclosure of the Commission's defined benefit pension plan, net pension liability and related deferred inflows of resources and deferred outflows of resources in Note 10 to the financial statements. The valuation of the net pension liability and related deferred outflows (inflows) of resources are sensitive to the underlying actuarial assumptions used including, but not limited to, the discount rate, and the Commission's proportionate share of the Plan's collective net pension liability. As disclosed in Note 10, a 1% increase or decrease in the discount rate has a significant effect on the Commission's net pension liability.

The financial statement disclosures are neutral, consistent, and clear.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit. There were no corrected misstatements identified as a result of our audit procedures.

The following summarizes an uncorrected financial statement misstatement whose effects in the current and prior periods, as determined by management, is immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Overstatement of Revenue	\$138,698
Understatement of Deferred Inflows	138,698

The effect of this uncorrected misstatement is an overstatement of net income of approximately \$138,698, and understatement of deferred inflows of resources of approximately \$138,698.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the the Commission's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Circumstances that Affect the Form and Content of the Auditor's Report

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report. We did not identify and circumstances that affect the form and content of the auditor's report.

Representations Requested from Management

We have requested certain written representations from management which are included in the management representation letter dated October 5, 2022.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the Commission, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating conditions affecting the entity, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Commission's auditors.

This report is intended solely for the information and use of the Board of Commissioners, and management of the Commission and is not intended to be, and should not be, used by anyone other than these specified parties.



Rancho Cucamonga, California

Financial Statements

June 30, 2022

First 5 Riverside

Riverside County

Children and Families Commission

(A Component Unit of the County of Riverside, California)



First 5 Riverside County Children and Families Commission

Table of Contents

June 30, 2022

Independent Auditor’s Report	1
Management’s Discussion and Analysis	5
Government Wide Financial Statements	
Statement of Net Position	15
Statement of Activities.....	16
Governmental Fund Financial Statements	
Balance Sheet – Governmental Funds	17
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position.....	18
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds	19
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	20
Notes to Financial Statements	21
Required Supplementary Information	
Schedule of the Commission’s Proportionate Share of the Net Pension Liability (Miscellaneous Plan).....	39
Schedule of Contributions.....	40
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual – General Fund	41
Budget and Actual – ARPA Fund.....	42
Other Supplementary Information	
Schedule of First 5 California Funding	43
Compliance Section	
Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	45
Independent Auditor’s Report on State Compliance	47

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Financial Section



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Independent Auditor's Report

To the Board of Commissioners
First 5 Riverside County Children and Families Commission
Riverside, California

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities and each major fund of the First 5 Riverside County Children and Families Commission (Commission), a component unit of the County of Riverside, California, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Commission, as of June 30, 2022, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards (Government Auditing Standards)*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Commission and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedules of Commission's proportionate share of net pension liability and contributions and budgetary comparison information as listed on the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of

management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Commission's basic financial statements. The Schedule of First 5 California Funding (Schedule) is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our October 5, 2022, on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Commission's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Commission's internal control over financial reporting and compliance.



Rancho Cucamonga, California
October 5, 2022

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**First 5 Riverside
Riverside County Children and Families Commission
Management's Discussion and Analysis
(Unaudited)
For the Year Ended June 30, 2022**

This section of the Riverside County Children and Families Commission (Commission) also known as First 5 Riverside County's financial statements presents management's discussion and analysis during the year ending June 30, 2022. The discussion and analysis is intended to be read in conjunction with the Commission's basic financial statements and accompanying notes.

Financial Highlights

- The Commission recognized approximately \$19.5 million in revenues from First 5 California reflecting a decrease of \$1.0 million or a 5.0% decrease from FY 2020-21. Total revenues for FY 2021-22 were \$30.6 million and included Tobacco Taxes, IMPACT, American Rescue Plan Act (ARPA), family resource center reimbursement, investments, and other program revenue.
- Commission expenses totaled approximately \$28.7 million in FY 2021-22 representing a 7.0% increase or \$1.9 million from FY 2020-21. The increase represents an increase to in-person program services and on-site training supports. Salaries and benefits increased due to increased staffing and the reclassification of positions.
- The Commission's assets increased from \$37.2 million in FY 2020-21 to \$47.8 million in FY 21-22 an increase of 28.3% as a result of cash received in advance from ARPA funding.
- Commission liabilities totaled approximately \$15.3 million in FY 2021-22 representing a 73.1% increase or \$6.5 million from FY 2020-21 primarily due to unearned revenue related to ARPA year-end as well as net pension liability increasing due to increased staffing.
- The Commission's general fund balance increased from \$33.5 million in FY 2020-21 to \$34.7 million in FY 21-22 an increase of 3.5%.
- The Commission's Net Position increased by 4.0% from \$30.9 million in FY 2020-21 to \$32.1 million in FY21-22.

Overview of the Financial Statements

The Commission's financial statements consist of three parts; the government-wide financial statements, fund financial statements, and the notes to the financial statements. The Commission's financial statements offer key high-level financial information about its activities. This report also includes supplemental information intended to furnish additional detail to support the basic financial statements.

**First 5 Riverside
Riverside County Children and Families Commission
Management's Discussion and Analysis
(Unaudited)
For the Year Ended June 30, 2022**

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Commission's finances in a manner similar to a private-sector business. These statements provide both long-term and short-term information about the Commission's overall financial status.

The Statement of Net Position includes information on the Commission's assets, deferred outflows of resources, and liabilities, with the difference between assets, deferred outflows of resources, and liabilities reported as net position. Changes in net position may serve as a useful indicator of the Commission's financial position.

The Statement of Activities presents information showing how the Commission's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows.

The governmental-wide financial statements can be found on pages 15-16 of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. The Commission's activities are accounted for in the general fund and Coronavirus State and Local Fiscal Recovery Fund (ARPA) fund, a new fund in FY2021-22.

Governmental fund financial statements focus on near-term inflows and outflows of spendable resources and balances of spendable resources available at the end of the year.

The Commission maintains two governmental funds – General and ARPA. The Commission adopts annual budgets for both funds. A budgetary comparison schedule has been provided for both funds to demonstrate compliance with the budget.

The governmental fund financial statements can be found on pages 17-20 of this report.

Notes to the Financial Statements

The notes provide additional information that is integral to acquire a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 21-37 of this report.

**First 5 Riverside
Riverside County Children and Families Commission
Management’s Discussion and Analysis
(Unaudited)
For the Year Ended June 30, 2022**

Required Supplementary Information

In addition to the basic financial statements and accompanying notes, this report presents required supplementary information related to pension and budget found on pages 39-42 of this report.

Government-wide Overall Statements Analysis

The following is a summary of the Commission’s assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position comparing FY 2020-2021 to FY 2021-2022:

	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>Dollar Increase / (Decrease)</u>	<u>Percent Increase / (Decrease)</u>
Assets:				
Cash and investments	\$ 43,192,353	\$ 33,581,863	\$ 9,610,490	28.6%
Interest receivable	79,223	20,076	59,147	294.6%
Due from other governments	2,686,219	1,749,130	937,089	53.6%
Capital assets	1,839,911	1,897,405	(57,494)	-3.0%
Total assets	<u>\$ 47,797,706</u>	<u>\$ 37,248,474</u>	<u>\$ 10,549,232</u>	<u>28.3%</u>
Deferred Outflows of Resources				
Deferred outflows related to pensions	2,624,597	3,179,772	\$ (555,175)	-17.5%
Liabilities:				
Accounts payable	\$ 1,920,323	\$ 1,593,633	\$ 326,690	20.5%
Accrued wages and benefits	240,036	216,226	23,810	11.0%
Use tax payable	51	-	51	100.0%
Unearned revenue	9,218,232	-	9,218,232	100.0%
Compensated absences	647,406	554,452	92,954	16.8%
Net pension liability	3,253,591	6,463,224	(3,209,633)	-49.7%
Total liabilities	<u>15,279,639</u>	<u>\$ 8,827,535</u>	<u>\$ 6,452,104</u>	<u>73.1%</u>
Deferred Inflows of Resources				
Deferred inflows related to pensions	2,994,482	689,803	2,304,679	334.1%
Net Position				
Investment in capital assets	\$ 1,839,911	\$ 1,897,405	\$ (57,494)	-3.0%
Unrestricted	30,308,271	29,013,503	1,294,768	4.5%
Total net position	<u>\$ 32,148,182</u>	<u>\$ 30,910,908</u>	<u>\$ 1,237,274</u>	<u>4.0%</u>

The Commission’s total assets of \$47.8 million represent an increase of \$10.5 million or a 28.3% increase compared with the prior year. Of this amount, Cash and Investments increased by approximately \$9.6 million or 28.6% primarily due to the Commission holding \$9.0 million of advanced ARPA funding. The Commission’s total liabilities increased from \$8.8 million in FY 20-21 to \$15.3 million in FY 21-22 due to unearned revenue related to ARPA funding.

**First 5 Riverside
Riverside County Children and Families Commission
Management’s Discussion and Analysis
(Unaudited)
For the Year Ended June 30, 2022**

The 3.0% decrease in capital assets resulted from the continued depreciation of the Commission’s capital assets. Additional information on capital assets can be found in Note 5 of this report.

The increase in Net Position from FY 20-21 to FY 21-22 was approximately \$1.2 million or 4.0% resulting from increased revenue.

Governmental Activities

The Commission received approximately \$30.6 million in revenues reflecting an increase of \$2.1 million or 7.4% from the prior year.



**First 5 Riverside
Riverside County Children and Families Commission
Management’s Discussion and Analysis
(Unaudited)
For the Year Ended June 30, 2022**

The following is a detailed summary of the Commission’s revenue, expenses, and change in net position comparing FY 2020-21 with FY 2021-22:

	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>Dollar Increase / (Decrease)</u>	<u>Percent Increase / (Decrease)</u>
Revenues				
Program revenues				
Tobacco taxes	\$ 19,499,728	\$ 20,530,999	\$ (1,031,271)	-5.0%
Impact	1,135,114	2,357,565	(1,222,451)	-51.9%
Dental transformation initiative	-	2,192,395	(2,192,395)	-100.0%
Other programs	<u>9,959,329</u>	<u>3,395,962</u>	<u>6,563,367</u>	<u>193.3%</u>
Total Program Revenue	\$ 30,594,171	\$ 28,476,921	\$ 2,117,250	7.4%
General Revenues				
Investment loss	(659,195)	14,691	(673,886)	-4587.1%
Net increase in the fair value of	<u>-</u>	<u>6,693</u>	<u>(6,693)</u>	<u>-100.0%</u>
Total Revenues	\$ 29,934,976	\$ 28,498,305	\$ 1,436,671	5.0%
Expenses				
Child development				
Salaries and benefits	5,769,516	4,953,025	816,491	16.5%
Professional and specialized services	21,056,592	20,246,906	809,686	4.0%
Services and supplies	1,814,100	1,562,813	251,287	16.1%
Capital related	<u>57,494</u>	<u>64,058</u>	<u>(6,564)</u>	<u>-10.2%</u>
Total Expenses	\$ 28,697,702	\$ 26,826,802	\$ 1,870,900	7.0%
Net Change in Net Position	1,237,274	1,671,503	(434,229)	-26.0%
Net Position, Beginning of the Year	<u>30,910,908</u>	<u>29,239,405</u>	<u>1,671,503</u>	<u>5.7%</u>
Net Position, End of the Year	<u>\$ 32,148,182</u>	<u>\$ 30,910,908</u>	<u>\$ 1,237,274</u>	<u>4.0%</u>

Total revenue increased by \$2.1 million or 7.4% mainly due to ARPA revenue received which was a source of new revenue for FY22.

Tobacco tax revenue saw a slight decrease in the amount of \$1.0 million or a 5.0% decrease compared to the prior year.

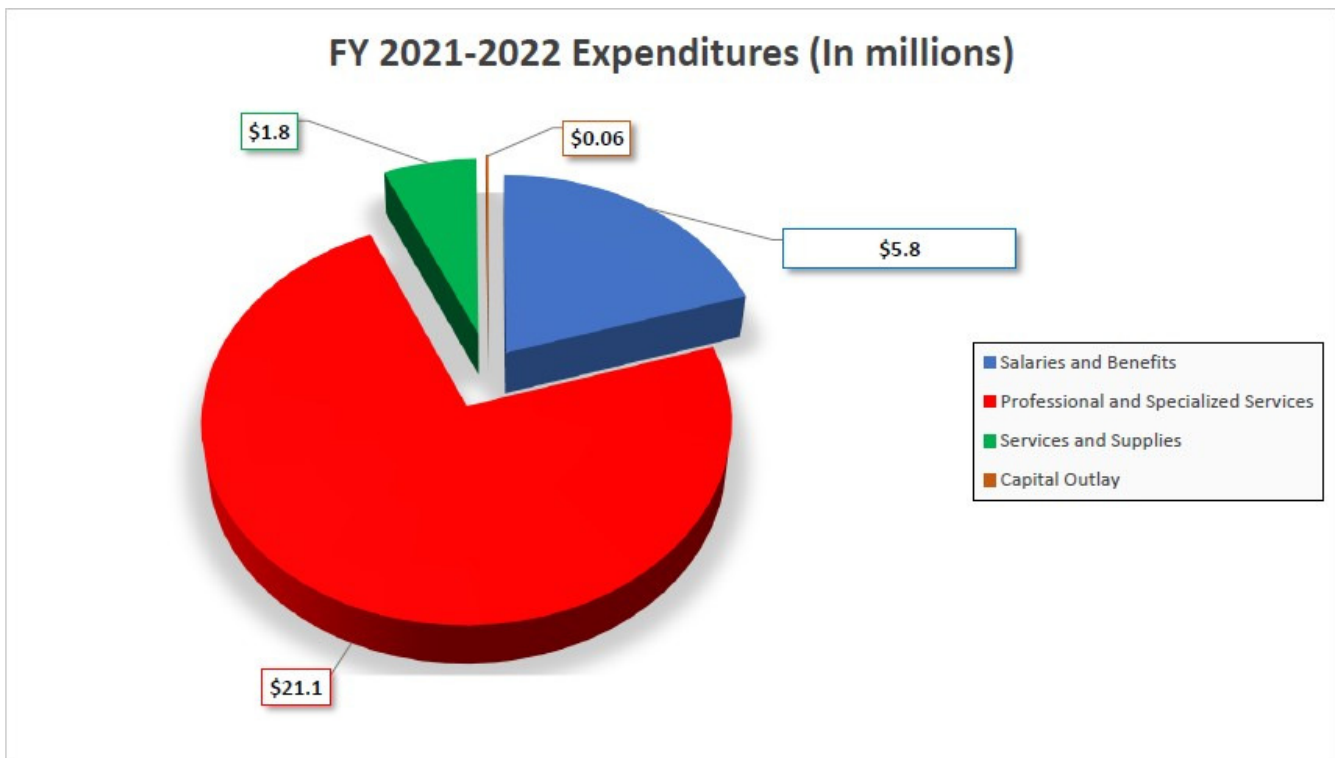
The Dental Transformation Initiative program ended in FY21.

Total FY 2021-22 expenses increased by \$1.9 million or 7.0% compared to the prior year. Salaries and benefits increased by \$0.8 million as staffing increased and positions were reclassified.

**First 5 Riverside
Riverside County Children and Families Commission
Management’s Discussion and Analysis
(Unaudited)
For the Year Ended June 30, 2022**

Professional and Specialized Services increased slightly by \$0.8 million or 4.0% as a result of increased services to the community resulting in additional contracts from the prior year (increase of 31% from 48 to 63 partner agencies). A corresponding increase in Services and Supplies by \$251,287 or 16.1%.

Capital-related expenses decreased by \$6,564 from FY 2020-21 to FY 2021-22 due to assets nearing the end of useful life, thereby lowering depreciation expenses.



**First 5 Riverside
 Riverside County Children and Families Commission
 Management’s Discussion and Analysis
 (Unaudited)
 For the Year Ended June 30, 2022**

Financial Analysis of Governmental Funds

As previously stated, the Commission uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The activities of the Commission are contained in general and ARPA funds. The focus of the Commission’s general fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Commission’s financing requirements. In particular, fund balance may serve as a useful measure of the Commission’s net resources, both committed and available for future operations. The focus of the ARPA fund is administering the Coronavirus State and Local Recovery monies.

<u>Fund Balances</u>	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>Dollar Increase/ (Decrease)</u>	<u>Percent Increase/ (Decrease)</u>
Committed	\$ 16,370,183	\$ 13,418,653	2,951,530	22.0%
Assigned	-	11,155,599	(11,155,599)	-100.0%
Unassigned	18,344,651	8,966,958	9,377,693	104.6%
Total Fund Balance - General Fund	<u>\$ 34,714,834</u>	<u>\$ 33,541,210</u>	<u>\$ 1,173,624</u>	<u>3.5%</u>

The general fund is the chief operating fund of the Commission. At the end of FY 21-22, the general fund balance increased by 3.5% or approximately \$1.2 million from FY 20-21. Assigned fund balance of \$11.1 million tied to the prior strategic plan was reclassified to Unassigned fund balance for Commission consideration to support investments in the next strategic plan. As a measure of the general fund’s liquidity, it is useful to compare total fund balance to total general fund expenditures. Total general fund expenditures of \$23.1 million represent approximately 66.6% of the general fund balance of \$34.7 million.

**First 5 Riverside
 Riverside County Children and Families Commission
 Management’s Discussion and Analysis
 (Unaudited)
 For the Year Ended June 30, 2022**

General Fund Budgetary Highlights

The Commission FY 2021-2022 amended budget was compared to the actual revenues and the differences between estimated revenues and actual revenues were as follows:

<u>Revenues</u>	<u>Final Budget</u>	<u>Actual Revenue</u>	<u>Over/(Under) Estimate</u>	<u>Percent change</u>
Tobacco Taxes	\$ 19,322,274	\$ 19,499,728	\$ 177,454	0.9%
IMPACT	2,385,493	1,135,114	(1,250,379)	-52.4%
Other programs	5,249,692	4,177,560	(1,072,132)	-20.4%
Investment income (loss)	350,000	(523,515)	(873,515)	-249.6%
Total Revenue	<u>\$ 27,307,459</u>	<u>\$ 24,288,887</u>	<u>\$ (3,018,572)</u>	<u>-11.1%</u>

Tobacco Tax revenue was \$0.2 million or 0.9% more than projected due to an increase in the amount of actual taxes collected for Prop 56.

IMPACT revenue includes IMPACT and all First 5 CA initiatives, one of which ended mid-year (Dual Language Learner). This line item was budgeted at \$2.4 million. However, \$1.1 million was expended for reimbursement resulting in a 52.4% or \$1.3 million underestimate in revenue when comparing budget to actuals.

Other program revenue was 20.4% less than projected since CalWORKs home visitation services were lower than projected.

Investment income was budgeted based on historical data and actual investment income was 249.6% lower than projected resulting in an investment loss.

The differences between estimated and actual expenditures were as follows:

<u>Expenditures</u>	<u>Final Budgeted Expenditures</u>	<u>Actual Expenditures</u>	<u>Over/(Under) Estimate</u>	<u>Percent change</u>
Salaries and Benefits	\$ 6,132,998	\$ 5,812,914	\$ (320,084)	-5.2%
Professional and Specialized Services	16,755,076	15,503,774	(1,251,302)	-7.5%
Services and Supplies	3,931,540	1,798,575	(2,132,965)	-54.3%
Capital Outlay	800,000	-	(800,000)	-100.0%
Total Expenses	<u>\$ 27,619,614</u>	<u>\$ 23,115,263</u>	<u>\$ (4,504,351)</u>	<u>-22.8%</u>

**First 5 Riverside
Riverside County Children and Families Commission
Management’s Discussion and Analysis
(Unaudited)
For the Year Ended June 30, 2022**

Actual Salary and Benefits of \$5.8 million were slightly less than the projected amount of \$6.1 million, resulting in a quarterly budget adjustment to reflect department vacancies, which lowered the budgeted amount in FY 2022.

Professional and Specialized Services were 7.5% less than budgeted since program revenues were lower than projected.

Estimates for Services and Supplies were lower than actual expenditures due to changes in site locations and corresponding operational costs.

Capital Outlay was lower than projected as the build-out of the undeveloped office space at 585 Technology Court did not take place during FY 2022. The project is anticipated to take place in FY 2023.

ARPA Fund Budgetary Highlights

<u>Revenues</u>	<u>Final Budget</u>	<u>Actual Revenue</u>	<u>Over/(Under) Estimate</u>	<u>Percent change</u>
Other programs	\$ 9,797,425	\$ 5,781,769	\$ (4,015,656)	-41.0%
Investment income (loss)	-	(135,680)	(135,680)	100%
Total Revenue	<u>\$ 9,797,425</u>	<u>\$ 5,646,089</u>	<u>\$ (4,151,336)</u>	<u>-42.4%</u>

<u>Expenditures</u>	<u>Final Budgeted Expenditures</u>	<u>Actual Expenditures</u>	<u>Over/(Under) Estimate</u>	<u>Percent change</u>
Salaries and Benefits	\$ -	\$ 213,427	\$ 213,427	100%
Professional and Specialized Services	9,797,425	5,552,818	(4,244,607)	-43.3%
Services and Supplies	-	15,525	15,525	100%
Total Expenses	<u>\$ 9,797,425</u>	<u>\$ 5,781,770</u>	<u>\$ (4,015,655)</u>	<u>-22.8%</u>

Compensated Absences

During the fiscal year, the Commission’s compensated absences had a net increase of \$92,954 due to an increase in employee staffing and the reclassification of positions.

Please refer to Note 6 in the Notes to the Financial Statements for more information on compensated absences.

**First 5 Riverside
Riverside County Children and Families Commission
Management's Discussion and Analysis
(Unaudited)
For the Year Ended June 30, 2022**

Capital Assets

During FY 2021-2022, the Commission's Net Capital Assets decreased from \$1.9 million to \$1.8 million due to accumulative depreciation. Please refer to Note 5 in the Financial Statements for more information on capital assets.

Economic Factors and Next Year's Budget

Historically, Proposition 10 continues to decline at approximately 3% annually. Proposition 56 continues to increase annually. Combined, total tobacco tax decreased by 5.0% from FY 20-21 to FY 21-22. The Commission will continue to monitor legislation related to other tobacco products, including flavor products.

Additionally, the Commission has oversight and management of approximately \$9.2 million from the American Rescue Plan Act (ARPA) in FY23 for the Early Care & Education (ECE) Recovery Fund to stabilize and expand the availability of ECE to support the return of working parents to the workforce, including expansion of ECE facilities.

Request for Information

This financial report is designed to provide a general overview of the Commission's finances. Questions concerning any information provided in this report or requests for additional information should be addressed to Yvonne Suarez, Deputy Director, Riverside Children and Families Commission (First 5 Riverside), 585 Technology Court, Riverside, California 92507.

Basic Financial Statements



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First 5 Riverside County Children and Families Commission
 Statement of Net Position
 June 30, 2022

	Governmental Activities
Assets	
Cash and investments in county treasury	\$ 43,192,353
Interest receivable	79,223
Due from other governments	2,686,219
Capital assets not being depreciated	373,380
Capital assets, net of accumulated depreciation	1,466,531
Total assets	47,797,706
Deferred Outflows of Resources	
Deferred outflows related to pensions	2,624,597
Liabilities	
Accounts payable	1,920,323
Accrued wages and benefits	240,036
Use tax payable	51
Unearned revenue	9,218,232
Compensated absences	
Payable within one year	391,007
Payable after one year	256,399
Net pension liability	3,253,591
Total liabilities	15,279,639
Deferred Inflows of Resources	
Deferred inflows related to pensions	2,994,482
Net Position	
Investment in capital assets	1,839,911
Unrestricted	30,308,271
Total net position	\$ 32,148,182

First 5 Riverside County Children and Families Commission
Statement of Activities
Year Ended June 30, 2022

Functions/Programs	Expenses	Program Revenues Operating Grants and Contributions	Net (Expense) Revenue and Change in Net Position
Governmental Activities			
Child development	<u>\$ 28,697,702</u>	<u>\$ 30,594,171</u>	<u>\$ 1,896,469</u>
Total governmental activities	<u>28,697,702</u>	<u>30,594,171</u>	<u>1,896,469</u>
	General Revenues		
	Investment loss		<u>(659,195)</u>
	Total general revenues		<u>(659,195)</u>
	Change in Net Position		1,237,274
	Total Net Position - Beginning		<u>30,910,908</u>
	Total Net Position - Ending		<u>\$ 32,148,182</u>

First 5 Riverside County Children and Families Commission
Balance Sheet – Governmental Funds
June 30, 2022

	<u>General Fund</u>	<u>ARPA Fund</u>	<u>Total</u>
Assets			
Cash and investments in county treasury	\$ 34,122,446	\$ 9,069,907	\$ 43,192,353
Interest receivable	60,579	18,644	79,223
Due from other governments	2,686,219	-	2,686,219
Total assets	<u>\$ 36,869,244</u>	<u>\$ 9,088,551</u>	<u>\$ 45,957,795</u>
Liabilities and Fund Balance			
Liabilities			
Accounts payable	\$ 1,914,323	\$ 6,000	\$ 1,920,323
Accrued wages and benefits	240,036	-	240,036
Use tax payable	51	-	51
Unearned revenue	-	9,218,232	9,218,232
Total liabilities	2,154,410	9,224,232	11,378,642
Fund Balances			
Committed	16,370,183	-	16,370,183
Unassigned	18,344,651	(135,681)	18,208,970
Total fund balance (deficit)	34,714,834	(135,681)	34,579,153
Total liabilities and fund balance	<u>\$ 36,869,244</u>	<u>\$ 9,088,551</u>	<u>\$ 45,957,795</u>

First 5 Riverside County Children and Families Commission
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position
June 30, 2022

Amounts reported for governmental activities in the Statement of Net Position are different because

Fund Balance of Governmental Funds	\$ 34,579,153
Capital assets used for governmental activities in the amount of \$2,362,362 net of \$522,451 in accumulated depreciation, are not financial resources and therefore, are not reported in the funds.	1,839,911
<p>Governmental funds report pension contributions to the plan as expenditures, however in the statement of net position contributions are recorded as deferred outflows of resources to reduce the net pension liability at a future date. Additionally, the net pension liability is recorded in the statement of net position as a long-term liability. The following reconciles adjustments related to the net pension liability</p>	
Net pension liability	(3,253,591)
Deferred outflows of resources	2,624,597
Deferred inflows of resources	(2,994,482)
Compensated absences liability is not reported in the fund financial statements.	(647,406)
Net Position of Governmental Activities	\$ 32,148,182

First 5 Riverside County Children and Families Commission
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds
Year Ended June 30, 2022

	General Fund	ARPA Fund	Total
Revenues			
Tobacco taxes	\$ 19,499,728	\$ -	\$ 19,499,728
IMPACT	1,135,114	-	1,135,114
Other programs	4,177,560	5,781,769	9,959,329
Investment loss	(523,515)	(135,680)	(659,195)
Total revenues	24,288,887	5,646,089	29,934,976
Expenditures			
Current			
Child development			
Salaries and benefits	5,812,914	213,427	6,026,341
Professional and specialized services	15,503,774	5,552,818	21,056,592
Services and supplies	1,798,575	15,525	1,814,100
Total expenditures	23,115,263	5,781,770	28,897,033
Net Change in Fund Balance	1,173,624	(135,681)	1,037,943
Fund Balance, Beginning of Year	33,541,210	-	33,541,210
Fund Balance (Deficit), End of Year	\$ 34,714,834	\$ (135,681)	\$ 34,579,153

First 5 Riverside County Children and Families Commission
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental
Funds to the Statement of Activities
Year Ended June 30, 2022

Amounts reported for Governmental Activities in the Statement of
Activities are different because

Net Change in Fund Balance - Total Governmental Funds	\$ 1,037,943
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense exceeded capital outlays in the current period.	(57,494)
Governmental funds report pension contributions as expenditures. However, in the statement of activities, pension expense is measured as the change in net pension liability and the amortization of deferred outflows and inflows related to pensions. This amount represents the net change in pension related amounts.	349,779
Compensated absences expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds. This amount represents the net change in the compensated absences liability.	<u>(92,954)</u>
Change in Net Position of Governmental Activities	<u><u>\$ 1,237,274</u></u>

Notes to Financial Statements



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First 5 Riverside County Children and Families Commission
Notes to Financial Statements
June 30, 2022

Note 1 - Summary of Significant Accounting Policies

A) Reporting Entity

The Riverside County Board of Supervisors established First 5 Riverside, also known as Riverside County Children and Families Commission (“the Commission”) in 1999 under the provisions of the California Children and Families Act of 1998 (Act). The Commission provides support for all children, prenatal through five years, and their families to improve early childhood development. The Commission is funded through cigarette tax revenue generated as a result of the California voter approval of the Proposition 10 Act (“Prop 10”) in November 1998. A governing board of nine members, which are appointed by the County Board of Supervisors, administers the Commission. The composition of the Commission is consistent with the requirements set forth in the Proposition 10 legislation and the local Riverside County Ordinance No. 784.

The Commission is a component unit of the County of Riverside, California. The Commission implements comprehensive and integrated systems for children to thrive in supportive, nurturing and loving environments; enter school healthy and ready to learn and become productive and well-adjusted as members of society. The Commission developed a strategic plan to guide activities and funding for the period of July 2016 through June 2021. The Commission extended the strategic plan two more years through June 30, 2023. The Commission’s primary goals are: 1) to foster a healthy community and provide access to affordable, comprehensive and preventive mental and physical health services 2) to expand the availability of quality, accessible and affordable Child Care services and 3) to educate Riverside County residents about the lifelong implication of optimal development through age 5.

Upon termination of the Commission, all assets of the Commission shall be returned to the State of California. The liabilities of the Commission shall not become liabilities of the County upon either termination of the Commission or the liquidation or disposition of the Commission’s remaining assets.

B) Government-wide and Fund Financial Statements

The government-wide financial statements (e.g., the statement of net position and the statement of activities) report information on all of the activities of the reporting entity. Governmental activities are supported by taxes and intergovernmental revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not included among program revenues are reported instead as general revenues.

First 5 Riverside County Children and Families Commission

Notes to Financial Statements

June 30, 2022

C) Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities on pages 15 and 16) are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Contributions to local grantee organizations are recognized as expense when criteria for grant payments are met by the grantee organization. The *Statement of Net Position* presents the Commission's overall financial position. The *Statement of Activities* reports the change in net position in a net program cost format to demonstrate the degree to which the expenses of the Commission are offset by its program revenues. The Commission's principal activity is child development.

Governmental fund financial statements, presented after the government-wide financial statements, are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Revenues are generally considered to be available when they are collected within 90 days of the end of the current fiscal period. Expenditures generally are recognized in the accounting period in which the liability is incurred, if measurable. However, expenditures related to compensated absences are recorded only when payment is due. Revenues collected in advance are recorded as advances (Unearned Revenue) and recognized in the period to which they apply.

The government reports the following major governmental funds:

The *general fund* is the government's primary operating fund. It accounts for all financial resources of the Commission.

The Coronavirus State and Local Fiscal Recovery Funds (*ARPA fund*) is a special revenue fund. This fund supports the resilience of the overall economy by allowing more parents to access early care and education (childcare) so that they are able to return to work after experiencing the negative impacts of COVID-19 within Riverside County.

D) Accounting and Reporting Policies

The accounting policies of the Commission conform to accounting principles generally accepted in the United States of America as applicable to governments. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for governmental accounting and financial reporting principles.

E) Cash and Investments

The Commission categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

First 5 Riverside County Children and Families Commission

Notes to Financial Statements

June 30, 2022

F) Capital Assets

Capital assets are recorded at historical cost. The capitalization threshold for equipment is \$5,000; buildings, land and land improvements is \$150,000. Betterments result in a more productive, efficient or long-lived asset. Significant betterments are considered capital assets when they result in an improvement of \$2,500 or more. Capital assets used in operations are depreciated using the straight-line method over their estimated useful lives in the government-wide statements. The estimated useful lives are as follows: Buildings 25-60 years, Improvements 10-20 years, Equipment 3-20 years. Maintenance and repairs are charged to operations when incurred. Betterments and major improvements, which significantly increase values, change capacities, or extend useful lives, are capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is included in the changes in financial position.

G) Deferred Outflow/Inflows of Resources

In addition to assets, the statement of financial position includes a separate section for deferred outflows of resources. Deferred outflows of resources represent a consumption of net assets that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The Commission has one item that qualifies for reporting in this category: Deferred outflows related to pensions.

In addition to liabilities, the statement of financial position includes a separate section for deferred inflows of resources. Deferred inflows of resources represent an acquisition of net assets that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Commission has one item that qualifies for reporting in this category: Deferred inflows related to pensions.

H) Unearned Revenue

Revenues collected in advance of incurring eligible expenses are recorded as advances (Unearned Revenue) and recognized in the period to which they apply. As of June 30, 2022, the Commission has unearned revenues of \$9,218,232.

I) Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts and disclosures at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

J) Restricted Resources

When both restricted and unrestricted resources are available for use, it is the Commission's policy to use restricted resources first, and then unrestricted resources as they are needed.

First 5 Riverside County Children and Families Commission
Notes to Financial Statements
June 30, 2022

K) Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the County of Riverside's Miscellaneous Pension Plan and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by California Public Employees Retirement System (CalPERS). For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

L) Net Position and Fund Balance

Net Position

In the government-wide financial statements, net position represents the difference between assets, liabilities and deferred outflows (inflows) of resources, and may be classified into three components:

- Investment in Capital Assets – This balance reflects the net position of the Commission that are invested in capital assets. This amount is generally not accessible for other purposes.
- Restricted Net Position – This balance represents net position that is not accessible for general use because their use is subject to restrictions enforceable by third parties. At June 30, 2022, no amounts are reported under this category.
- Unrestricted Net Position – This balance represents the net position that is available for general use.

Fund Balance

The following classifications describe the relative strength of the constraints placed on the purposes for which resources can be used:

- Nonspendable Fund Balance – Amounts that cannot be spent either because they are in nonspendable form or are required to be maintained intact.
- Restricted Fund Balance – Amounts that are constrained to specific purposes by state or federal laws, or externally imposed conditions by grantors or creditors.
- Committed Fund Balance – Amounts with self-imposed limitations and require both the approval of the highest level of decision-making authority (Commissioners) and the same formal action to remove or modify limitations. The formal action required by the Commissioners for funds to be committed is action by the way of a formal Action Item allocating funding for a specific purpose, program or initiative.
- Assigned Fund Balance – Amounts that are constrained by the Commission's intent to be used for specific purposes, but are neither restricted nor committed. The Commission is the only authority allowed to assign amounts to be used for specific purposes.

First 5 Riverside County Children and Families Commission

Notes to Financial Statements

June 30, 2022

- **Unassigned Fund Balances** – These are residual resources of the General Fund in excess of what can properly be classified in one of the other four categories, or negative fund balance of special revenue funds.

When both restricted and unrestricted resources are available for use, it is the Commission's policy to use restricted resources first and then unrestricted resources, as they are needed. For unrestricted resources, decreases in fund balance first reduce committed fund balance, in the event that committed fund balance becomes zero, then assigned and unassigned fund balances are used in that order.

M) Effect of New Governmental Accounting Standards Board (GASB) Pronouncements

Effective in Current Fiscal Year

GASB Statement No. 87 – In June 2017, GASB issued Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases; enhancing the comparability of financial statements between governments; and also enhancing the relevance, reliability (representational faithfulness), and consistency of information about the leasing activities of governments. This Statement is effective for reporting periods beginning after June 15, 2021. The Commission has determined the statement did not have an impact on the financial statements.

GASB Statement No. 89 – In June 2018, the GASB issued Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*. The objective of this Statement are to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and to simplify accounting for interest cost incurred before the end of a construction period. The Statement is effective for reporting periods beginning after December 15, 2020. The Commission has determined the statement did not have an impact on the financial statements.

GASB Statement No. 92 – In January 2020, the GASB issued Statement No. 92, *Omnibus 2020*. The objectives of this Statement are to enhance comparability in accounting and financial reporting to improve the consistency of authoritative literature by addressing practices issues that have been identified during implementation and application of certain GASB Statements. The Statement is effective for reporting periods beginning after June 15, 2021. The Commission has determined the statement did not have an impact on the financial statements.

GASB Statement No. 93 – In March 2020, the GASB issued Statement No. 93, *Replacement of Interbank Offered Rates*. The objective of this Statement is to address the accounting and financial reporting implications that result from the replacement of an IBOR. The Statement is effective for reporting periods beginning after June 15, 2021. The Commission has determined the statement did not have an impact on the financial statements.

First 5 Riverside County Children and Families Commission

Notes to Financial Statements

June 30, 2022

GASB Statement No. 97 – In June 2020, the GASB issued Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*. The objective of this Statement are to increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. The Statement is effective for reporting periods beginning after June 15, 2021. The Commission has determined the statement did not have an impact on the financial statements.

Effective in Future Fiscal Years

The GASB has issued the following pronouncements that have effective dates which may impact future financial statement presentation. The Commission has not determined the effect of the following Statements:

GASB Statement No. 91 - *Conduit Debt Obligations*

GASB Statement No. 94 - *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*

GASB Statement No. 96 - *Subscription-Based Information Technology Arrangements*

GASB Statement No. 99 - *Omnibus 2022*

GASB Statement No. 100 - *Accounting Changes and Error Corrections*

GASB Statement No. 101 - *Compensated Absences*

Note 2 - Stewardship, Compliance, and Accountability

Deficit fund equity

At June 30, 2022, the ARPA fund, has a deficit fund balance of \$135,681. The reason for the deficit is due to the fair market value adjustment for the investment pool. This deficit will be eliminated in future periods.

Note 3 - Cash and Investments

Cash and Investments are classified in the accompanying financial statements as follows:

Cash and Investments in County Treasury	<u>\$ 43,192,353</u>
Total cash and investments	<u><u>\$ 43,192,353</u></u>

First 5 Riverside County Children and Families Commission
Notes to Financial Statements
June 30, 2022

Investments Authorized by the California Government Code

The Commission is authorized under the California Government Code to make direct investments and has adopted the Riverside County Statement of Investment Policy and any amendments, therein. The Commission maintains policies for exposure to interest rate risk, credit risk, and concentration of credit risk, as stated in the policy. The following are investments authorized under the Riverside County Statement of investment Policy, which is more limited than those authorized under the California Government Code:

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio
Municipal Bonds (Muni)	4 years	15%
U.S. Treasury	5 years	100%
Local Agency Obligations (LAO)	3 years	2.5%
Federal Agencies	5 years	100%
Commercial Paper	270 days	40%
Certificate & Time Deposits (NCD & TCD)	1 years	25% Combined
International Bank for Reconstruction and Development and International Finance Corporation	4 years	20%
Repurchase Agreements (REPO)	45 days	40% max/25% in term repo over 7 days
Medium Term Notes (MTNO)	3 years	20%
CalTRUST Short Term Fund	Daily Liquidity	1%
Money Market Mutual Funds (MMF)	Daily Liquidity	20%
Local Agency Investment Funds (LAIF)	Daily Liquidity	Max \$75 million
Cash/Deposit Account	NA	NA

Investment in Riverside County Treasurer’s Pooled Investment Fund

The Commission maintains all of its funds with the Riverside County Treasurer. For information regarding interest rate risk, credit risk, concentration of credit risk, and custodial credit risk of the Riverside County Treasurer’s Pool refer to the County of Riverside Annual Comprehensive Financial Report.

The Riverside County Treasurer maintains a cash and investment pool for all funds of the County and other agencies for which the County treasury is the depository. Interest earned on the pooled funds is allocated and credited to these funds quarterly. Interest is apportioned to the Commission based on the average daily balances on deposit with the Riverside County Treasurer.

The Commission is an involuntary participant in the pool regulated by the California Government Code, under the oversight of the Treasurer of the County of Riverside and Treasury Oversight Committee. The fair value of the Commission’s investment in this pool is reported in the accompanying financial statements at amounts based upon the Commission’s pro-rata share of the fair value provided by the County of Riverside for the entire pool portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the pool, which are recorded on an amortized cost basis. The weighted average maturity of the pool was 1.15 years at June 30. The County pool investment fund is rated AAA-bf by Moody’s Investor Service and AAA/V1 by Fitch Ratings.

First 5 Riverside County Children and Families Commission
 Notes to Financial Statements
 June 30, 2022

Fair Value Measurements

The Commission categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. As of June 30, 2022, the Commission held no individual investments. All funds are invested in the Riverside County Investment Pool.

Deposits and withdrawals are made on the basis of \$1 and not fair value. Accordingly, the Commission’s investment in the Riverside County Investment Pool at June 30, 2022 is uncategorized and not defined as a Level 1, Level 2, or Level 3 input.

Note 4 - Due from Other Governments

Due from other governments represents amounts due to the Commission from the California Children and Families Commission (“State Commission”) for Prop 10 related revenues. The amounts due at June 30, 2022, were as follows:

Prop 10 Revenue For June-21	\$ 1,267,431
Prop 56 Backfill	
Dental Transformation Initiative	14,150
IMPACT	541,979
SMIF (interest)	9,281
Other	<u>853,378</u>
Total due from other governments	<u><u>\$ 2,686,219</u></u>

First 5 Riverside County Children and Families Commission
Notes to Financial Statements
June 30, 2022

Note 5 - Capital Assets

Capital assets activity for the year ended June 30, 2022, is shown below:

	Beginning	Increases	Decreases	Ending
Capital Assets Not Depreciated				
Land	\$ 373,380	\$ -	\$ -	\$ 373,380
Capital Assets Depreciated				
Building and improvements	1,897,938	-	-	1,897,938
Machinery and equipment	91,044	-	-	91,044
Total depreciable assets	1,988,982	-	-	1,988,982
Less - Accumulated Depreciation For				
Building and improvements	(382,430)	(53,827)	-	(436,257)
Machinery and equipment	(82,527)	(3,667)	-	(86,194)
Total accumulated depreciation	(464,957)	(57,494)	-	(522,451)
Total capital assets depreciated, net	1,524,025	(57,494)	-	1,466,531
Total capital assets, net	\$ 1,897,405	\$ (57,494)	\$ -	\$ 1,839,911

Depreciation expense for the year ended June 30, 2022 totaled \$57,494 and is included in child development in the statement of activities.

Note 6 - Compensated Absences

County policy permits employees in some bargaining units to accumulate earned, but unused vacation, holiday, and sick pay benefits. Vacation and holiday pay are accrued when incurred. For other bargaining units, annual leave is earned and accrued, but not vacation or sick leave. Governmental funds record amounts that are due and payable at year-end as a liability of the fund and amounts due in the future as a liability in the government-wide financial statements. At June 30, 2022, the amount of accrued vacation, holiday pay, and sick leave reported in the government-wide statement of net position was \$647,406.

First 5 Riverside County Children and Families Commission

Notes to Financial Statements

June 30, 2022

The County allows unlimited accumulation of sick leave. Upon service retirement, disability retirement, or death of an employee or officer, and subject to the provisions of any applicable agreement between the employing agency and the Public Employee’s Retirement System, unused accumulated sick leave for most employees with at least five (5) but less than 15 years of service shall be credited at the rate of 50% of current salary value thereof provided, however, that the total payment shall not exceed a sum equal to 960 hours of full pay. Unused accumulated sick leave for employees with more than fifteen or more years of service shall be credited at the rate of the current salary value provided, however, that the total payment shall not exceed a sum equal to 960 hours of full pay. In addition, the employee may also elect to place the payable amount of sick leave into a VEBA (Voluntary Employee Beneficiary Association) account which may be used for future health care costs.

	Beginning Balance	Increases	Decreases	Ending Balance	Amount Due in one year
Compensated Absences	\$ 554,452	\$ 270,012	\$ 177,058	\$ 647,406	\$ 391,007

Note 7 - Net Position and Fund Balance

The details of the fund balances as of June 30, 2022, are presented below:

	General Fund	ARPA Fund	Total
Fund Balance			
Committed to			
Budgetary Stabilization Reserve	\$ 6,000,000	\$ -	\$ 6,000,000
Capital Acquisition Reserve	800,000	-	800,000
RUHS-MC MFM Capacity Building	4,570,183	-	4,570,183
ECE Facility Projects	5,000,000	-	5,000,000
Total committed	16,370,183	-	16,370,183
Unassigned			
Unassigned Fund Balance	18,344,651	(135,681)	18,208,970
Total fund balance	\$ 34,714,834	\$ (135,681)	\$ 34,579,153

Stabilization Arrangement

In May 2018, the Commission approved Action Item #18-12. Under the formal action, a portion of the fund balance of the General Fund is committed for budget stabilization arrangement, such as might be needed when revenue shortages or budgetary imbalances occur. The Policy states that, at fiscal year-end, an amount equal \$6,000,000 of the General Fund is to be committed for use to maintain services at the same level as was contracted in the event of revenue budgetary shortfall (revenue fall 10% below budget). At June 30, 2022, \$6,000,000 was committed for the budgetary stabilization reserve.

First 5 Riverside County Children and Families Commission

Notes to Financial Statements

June 30, 2022

Minimum Fund Balance Policy

In May 2018, the Commission approved Action Item #18-12, which created a minimum fund balance reserve policy. The minimum fund balance reserve is set at an amount equal \$4,000,000. The reserve is to be replenished as soon as economic conditions allow. As of June 30, 2022, the Commission had \$4,000,000 of the targeted reserve amount of \$4,000,000 in unassigned fund balance, pursuant to the policy.

Note 8 - Special Funding – Other Programs

The Riverside IMPACT (Improve and Maximize Programs so All Children Thrive) program focuses on improving the quality of early learning sites and is inclusive of voluntary settings across the early learning continuum, including licensed centers and family child-care homes (FCCH); legally exempt centers; family, friend, and neighbor (FFN) care; and alternative settings for children ages 0 to 5. First 5 California funding for IMPACT is \$3,412,988 for a three-year period that began July 1, 2020. Funds claimed for the year ending June 30, 2022 totaled \$1,065,068. The First 5 IMPACT program requires a match and leveraging of funds. The matching requirement ratio for the Commission is two to one program partner match of two dollars of First 5 California funding to every dollar of local funding. Also funded through First 5 California and identified in this revenue line is the Dual Language Learner – \$44,283 and Home Visitation – \$25,763. Total funding from First 5 California for all initiatives – \$1,135,144. The Commission also received IMPACT related funding from Riverside County Office of Education in the amount of \$250,000.

First 5 California provided additional funding for regional coordination, training, and technical assistance for the quality improvement of early education programs and systems. As the regional fiscal agent for the Hub program, funds claimed for the period ending June 30, 2022 totaled \$670,283.

California Family Resource Association provided additional funding in the amount of \$231,163 to support foster families and tribal families in the County's family resource center network in response to family needs in context of COVID-19.

Note 9 - Related Party Transactions

The required composition of the Board of Commissioners is consistent with the Children and Families Act of 1998 and Riverside County Ordinance 784. Some of the programs funded by First 5 Riverside are operated by organizations associated with the Commissioners. Commissioners must abstain from discussion and voting on issues directly related to their respective organizations. The Commission also utilizes the County Counsel for its legal services.

First 5 Riverside County Children and Families Commission
Notes to Financial Statements
June 30, 2022

The following is a summary of expenditures and payables at June 30, 2022 for each related party:

Organization	Expenditure Amount	Payable Amounts
Department of Public Health Riverside County	\$ 270,779	\$ -
Consortium for Early Learning Services	144,288	17,300
Jurupa Unified School District	770,976	131,176
Riverside County Office of Education	3,179,809	816,634
County Counsel	24,834	-
Total	\$ 4,390,686	\$ 965,110

The expenditure amounts are included in Professional and Specialized Services. Payable amounts are included in accounts payable.

Note 10 - Program Evaluation

In accordance with the *Standards and Procedures for Audits of California Counties Participating in the California Children and Families Program*, issued by the California State Controller, the Commission is required to disclose the amounts expended during the fiscal year on program evaluation. Program evaluation costs pertain to those activities undertaken to support the collection, production, analysis and presentation of evaluation information for Commission management, Commissioners and other interested parties.

For the year ended June 30, 2022, the Commission expended \$578,191 on program evaluation.

Note 11 - Retirement Plan

A. General Information about the Pension Plan

Plan Descriptions – The County contracts with CalPERS to provide retirement benefits to its employees. CalPERS is a common investment and administrative agent for participating public entities with the State of California. All qualified permanent and probationary employees are eligible to participate in the County’s Miscellaneous (all other) Employee Pension Plans, an agent multiple employer defined benefit pension plan administered by the California Public Employees Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and County resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information may be obtained from: California Public Employee’s Retirement System, 400 Q Street, P.O. Box 942701, Sacramento, California 94229-2701 or can be found on the CalPERS website at: <http://www.calpers.ca.gov>.

First 5 Riverside County Children and Families Commission

Notes to Financial Statements

June 30, 2022

The employees of the Commission are employees of the County. The Commission reimburses the County for all pension plan costs and participates in the County’s agent employer plan. For financial reporting purposes, the Commission reports a proportionate share of the County’s collective net pension liability, pension expense, and deferred outflows and inflows of resources. Accordingly, the disclosures and required supplementary information have been reported for the Commission as a cost-sharing participant. For additional details of the County’s pension plan, refer to the County of Riverside Annual Comprehensive Financial Report.

Benefits Provided – CalPERS provides retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for each plan are applied as specified by the Public Employees’ Retirement Law.

The Plan’s provisions and benefits in effect at June 30, 2022, are summarized as follows:

	Miscellaneous		
	Tier I Prior to	Tier II 8/23/2012 through 12/31/2012	Tier III On or after
Hire Date	8/23/2012	12/31/2012	1/1/2013
Formula	3% at 60	2% @ 60	2% @ 62
Benefit Vesting Schedule	5 years of service	5 years of service	5 years of service
Final Compensation	12 months	36 months	36 months
PEPRA Compensation Limit	N/A	N/A	\$ 117,020
Benefit Payments	monthly for life	monthly for life	monthly for life
Earliest Retirement Age	50	50	52
Required Employee Contribution Rates	8.0%	7.0%	7.25%
Required Employer Contribution Rates	22.85%	22.85%	22.85%

Contributions - Section 20814(c) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers must be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. Beginning in fiscal year 2016, CalPERS collects employer contributions for the Plan as a percentage of payroll for the normal cost portion as noted in the rates above and as a dollar amount for contributions toward the unfunded liability and side fund. The dollar amounts are billed on a monthly basis.

Active plan members in CalPERS are required to contribute up to 8% (Miscellaneous employees) of their annual covered salary as specified in the governing Memorandum of Understanding or as provided by state statute. The Commission’s contributions to the County plan were \$948,918 for the year ended June 30, 2022.

First 5 Riverside County Children and Families Commission
Notes to Financial Statements
June 30, 2022

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2022, the Commission reported a net pension liability for its proportionate share of the County’s miscellaneous plan net pension liability of \$3,253,591.

The Commission’s net pension liability was measured as the proportionate share of the County’s net pension liability based on its actual 2022 contributions in relation to all County contributions to the Plan.

The net pension liability of the Plan was measured as of June 30, 2021, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2020, rolled forward to June 30, 2021, using standard update procedures. The Commission's proportionate share of the County's miscellaneous pension plan's net pension liability, measured as of June 30, 2020, and 2021 was 0.303069% and 0.322377%, respectively.

For the year ended June 30, 2022, the Commission recognized pension expense is \$649,737. At June 30, 2022, the Commission reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Actual and Expected Experience	\$ 61,300	\$ (237,595)
Changes In Assumptions	-	(20,964)
Net Differences Between Projected and Actual Earnings On Plan investments	-	(2,440,111)
Changes In Proportion and Difference Between Commission's Contributions and Proportionate Share of Contributions	1,614,379	(295,812)
Contributions Subsequent To The Measurement Date	948,918	-
Total	\$ 2,624,597	\$ (2,994,482)

The amount of \$948,918 reported as deferred outflow of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2023. Other amounts reported as deferred outflows of resources related to pensions will be recognized as pension expense as follows:

Year ended June 30		
2023	\$	(227,817)
2024		(44,907)
2025		(378,279)
2026		(667,800)
	\$	(1,318,803)

First 5 Riverside County Children and Families Commission

Notes to Financial Statements

June 30, 2022

Actuarial Assumptions – The Commission’s proportion of the County’s total pension liabilities in the June 30, 2020, actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2020
Measurement Date	June 30, 2021
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions	
Discount rate	7.15%
Inflation	2.500%
Salary increases	Varies by Entry Age and Service
Mortality rate table (1)	Derived using CalPERS' Membership Data for all Funds
Post retirement benefit increase	Lesser of Contract COLA up to 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50% thereafter

- (1) The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2017 CalPERS Experience Study for the period from 1997 to 2015. Pre-retirement and Post-retirement mortality rates include 15 years of projected mortality improvement using 90% of Scale MP-2016 published by the Society of Actuaries. For more details on this table, please refer to the CalPERS Experience Study and Review of Actuarial Assumptions report from December 2017 that can be found on the CalPERS website.

Discount Rate – The discount rate used to measure the total pension liability was 7.15% for the Plan. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that the County’s contributions will be made at rates equal to the difference between actuarially determined contributions rates and the employee rate. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund (PERF) cash flows. Taking into account historical returns of all the Public Employees Retirement Funds’ asset classes (which includes the agent plan and two cost-sharing plans or PERF A, B, and C funds), expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each PERF fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

First 5 Riverside County Children and Families Commission

Notes to Financial Statements

June 30, 2022

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation.

Asset Class	Target Allocation	Real Return Years 1-10 ²	Real Return Years 11+ ³
Public Equity	50.0%	4.80%	5.98%
Fixed Income	28.0%	1.00%	2.62%
Inflation Assets	0.0%	0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Assets	13.0%	3.75%	4.93%
Liquidity	1.0%	0.00%	-0.92%
Total	<u>100%</u>		

(1) An expected inflation of 2.00% used for this period

(2) An expected inflation of 2.92% used for this period

Sensitivity of the Net Pension Liability to Changes in the Discount Rate – The following presents the proportionate share of the net pension liability of the Commission, calculated using the discount rate for the Plan, as well as what the Commission’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-Percentage point higher than the current rate:

	Discount Rate -1% (6.15%)	Current Discount Rate (7.15%)	Discount Rate + 1% (8.15%)
Commission's Proportionate Share of the Net Pension Liability	\$ 7,493,341	\$ 3,253,591	\$ (230,824)

Pension Plan Fiduciary Net Position – Detailed information about the pension plan’s fiduciary net position is available in the separately issued CalPERS financial report and the County Annual Comprehensive Financial Report (ACFR). The County’s financial statements may be found on the Auditor-Controller’s Website: <http://www.auditorcontroller.org/>.

Note 12 - Risk Management

The Commission is part of the County of Riverside's insurance programs including coverage for general liability and auto liability. The County's insurance program for general and auto liability is a combination of self-insurance and excess insurance providing limits of liability of \$25,000,000 per occurrence.

The employees at the Commission are considered to be employees of the County of Riverside and are covered by the County's workers' compensation program. The County's workers' compensation program is a combination of self-insurance and excess insurance providing statutory limits of coverage as required by the State of California.

For the past three years, settlements or judgment amounts have not exceeded insurance provided for Commission.

First 5 Riverside County Children and Families Commission

Notes to Financial Statements

June 30, 2022

Note 13 - Contingencies

The Commission participates in state and federal programs, the principal of which are subject to program compliance. The amount of expenditures which may be disallowed, if any, by the granting agencies (First 5 California or State of California or federal awarding agencies) are anticipated to be immaterial.

The Commission is withholding claim reimbursements to a vendor related to the DTI program based on instructions communicated from the State Department of Healthcare Services. The Commission cannot reasonably determine when or if the claim reimbursement will be approved by the State. As a result, no amounts have been recognized in the financial statements.

The Commission is involved in various legal proceedings from time to time in the normal course of business. In management's opinion, the Commission is not involved in any legal proceeding that will have a material adverse effect on financial position or changes in financial position of the Commission.

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Required Supplementary Information
June 30, 2022

First 5 Riverside County Children and Families Commission



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First 5 Riverside County Children and Families Commission
 Schedule of the Commission's Proportionate Share of the Net Pension Liability (Miscellaneous Plan)
 Last Ten Years*

	2022	2021	2020	2019	2018	2017	2016	2015
Commission's proportion of the net pension liability	0.322377%	0.303069%	0.214360%	0.243538%	0.240294%	0.181543%	0.157307%	0.141167%
Commission's proportionate share of the net pension liability	\$ 3,253,591	\$ 6,463,224	\$5,065,275	\$ 5,301,689	\$ 5,231,069	\$ 2,987,791	\$ 1,777,256	\$ 1,340,526
Covered payroll	\$ 3,481,611	\$ 2,638,451	\$ 2,660,118	\$ 2,581,044	\$ 1,944,230	\$ 1,590,991	\$ 1,339,400	\$ 1,341,771
Commission's proportionate share of the net pension liability as a percentage of covered payroll	93.45%	244.96%	190.42%	205.41%	269.06%	187.79%	132.69%	99.91%
Plan fiduciary net position as a percentage of the total pension liability	89.13%	76.03%	72.08%	72.12%	71.03%	74.51%	80.89%	83.16% ¹⁴⁷
Measurement date	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014

* Fiscal year 2015 was the first year of implementation.

First 5 Riverside County Children and Families Commission
 Schedule of Contributions
 Last Ten Years*

	2022	2021	2020	2019	2018	2017	2016	2015
Required Commission contributions	\$ 948,918	\$ 866,994	\$ 523,854	\$ 505,552	\$ 438,501	\$ 325,821	\$ 252,313	\$ 195,972
Contributions in relation to the actuarially determined contribution	948,918	866,994	523,854	505,552	438,501	325,821	252,313	195,972
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 3,734,131	\$ 3,481,611	\$ 2,638,451	\$ 2,660,118	\$ 2,581,044	\$ 1,944,230	\$ 1,590,991	\$ 1,339,400
Contributions as a percentage of covered payroll	25.41%	24.90%	19.85%	19.00%	16.99%	16.76%	15.86%	14.63%

148

* Fiscal year 2015 was the first year of implementation.

First 5 Riverside County Children and Families Commission
Schedule of Revenues, Expenditures, and Changes in Fund Balance -
Budget and Actual – General Fund
Year Ended June 30, 2022

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues				
Tobacco taxes	\$ 19,000,000	\$ 19,322,274	\$ 19,499,728	\$ 177,454
IMPACT	1,614,551	2,385,493	1,135,114	(1,250,379)
Other programs	6,026,815	5,249,692	4,177,560	(1,072,132)
Investment loss	350,000	350,000	(523,515)	(873,515)
Total revenues	<u>26,991,366</u>	<u>27,307,459</u>	<u>24,288,887</u>	<u>(3,018,572)</u>
Expenditures				
Current				
Salaries and benefits	7,576,766	6,132,998	5,812,914	320,084
Professional and specialized services	20,775,000	16,755,076	15,503,774	1,251,302
Services and supplies	3,695,658	3,931,540	1,798,575	2,132,965
Capital outlay	800,000	800,000	-	800,000
Total expenditures	<u>32,847,424</u>	<u>27,619,614</u>	<u>23,115,263</u>	<u>4,504,351</u>
Net Changes in Fund Balance	<u>\$ (5,856,058)</u>	<u>\$ (312,155)</u>	\$ 1,173,624	<u>\$ 1,485,779</u>
Fund Balance, Beginning of Year			<u>33,541,210</u>	
Fund Balance, Ending			<u>\$ 34,714,834</u>	

First 5 Riverside County Children and Families Commission
Schedule of Revenues, Expenditures, and Changes in Fund Balance -
Budget and Actual – ARPA Fund
Year Ended June 30, 2022

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues				
Other programs	\$ 15,000,000	\$ 9,797,425	\$ 5,781,769	\$ (4,015,656)
Investment loss	-	-	(135,680)	(135,680)
Total revenues	<u>15,000,000</u>	<u>9,797,425</u>	<u>5,646,089</u>	<u>(4,151,336)</u>
Expenditures				
Current				
Salaries and benefits	-	-	213,427	(213,427)
Professional and specialized services	15,000,000	9,797,425	5,552,818	4,244,607
Services and supplies	-	-	15,525	(15,525)
Total expenditures	<u>15,000,000</u>	<u>9,797,425</u>	<u>5,781,770</u>	<u>4,015,655</u>
Net Changes in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (135,681)</u>	<u>\$ (135,681)</u>
Fund Balance (Deficit), Beginning of Year			<u>-</u>	
Fund Balance, Ending			<u>\$ (135,681)</u>	

Note to Required Supplementary Information

Budget and Budgetary Process

The annual budget is adopted on a basis consistent with Generally Accepted Accounting Principles for the general fund and ARPA fund. The appropriated budget is prepared utilizing fund and department categories. Transfer of appropriations between categories must be approved by the Commission. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the fund level.

The Commission adopts an annual budget, which can be amended by the Commission throughout the year. The basis used to prepare the budget is the same as the basis used to reflect actual revenues and expenditures.

Other Supplementary Information
June 30, 2022

First 5 Riverside County Children and Families Commission



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First 5 Riverside County Children and Families Commission
Schedule of First 5 California Funding
Year Ended June 30, 2022

<u>Program</u>	<u>Source</u>	<u>Revenue</u>	<u>Expenses</u>
IMPACT	F5CA Program Funds	\$ 1,135,114	\$ 1,135,114

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Compliance Section
June 30, 2022

First 5 Riverside County Children and Families Commission



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Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the Board of Commissioners
First 5 Riverside County Children and Families Commission
Riverside, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of the First 5 Riverside County Children and Families Commission (Commission), a component unit of the County of Riverside, California, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Commission’s basic financial statements, and have issued our report thereon dated October 5, 2022.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Commission’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Eide Bailly LLP". The signature is written in a cursive, flowing style.

Rancho Cucamonga, California
October 5, 2022



Independent Auditor's Report on State Compliance

To the Board of Commissioners
First 5 Riverside County Children and Families Commission
Riverside, California

Report on Compliance Opinion

We have audited the First 5 Riverside County Children and Families Commission (Commission), a component unit of the County of Riverside, California, compliance with the requirements specified in the State of California's *Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, issued by the State Controller's Office, applicable to the Commission's statutory requirements identified below for the year ended June 30, 2022.

In our opinion, the Commission complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on the California Children and Families Program for the year ended June 30, 2022.

Basis for Opinion

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS), the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State of California's *Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, issued by the State Controller's Office. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Commission and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion. Our audit does not provide a legal determination of the Commission's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above, and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the California Children and Families Program.

Auditor’s Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether the material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Commission’s compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the *State of California’s Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Commission’s compliance with the requirements of the California Children and Families Program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the *Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit;
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Commission’s compliance with the compliance requirements referred to above and performing such other procedures as we consider necessary in the circumstances;
- Obtain an understanding of the Commission’s internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the *State of California’s Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, but not for the purpose of expressing an opinion on the effectiveness of the Commission’s internal controls over compliance. Accordingly, we express no such opinion; and
- Select and test transactions and records to determine the Commission’s compliance with the state laws and regulations applicable to the following items:

Description	Audit Guide Procedures	Procedures Performed
Contracting and Procurement	6	Yes
Administrative Costs	3	Yes
Conflict-of-Interest	3	Yes
County Ordinance	4	Yes
Long-range Financial Plans	2	Yes
Financial Condition of the Commission	1	Yes
Program Evaluation	3	Yes
Salaries and Benefits Policies	2	Yes

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identify during the audit.

Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that a material noncompliance with a compliance requirement will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention from those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit, we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the *State of California's Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*. Accordingly, this report is not suitable for any other purpose.



Rancho Cucamonga, California
October 5, 2022

- F.2. Presentation of First 5 Riverside County Annual Report for Fiscal Year 2021/2022
(a copy of the report may be obtained at www.first5riverside.org and can be viewed
at the Commission Business Office) - Yvonne Suarez, Deputy Director
- F.2.a. **Public Hearing:** Annual Report of First 5 Riverside County Children &
Families Commission for Fiscal Year 2021/2022 - Deborah Clark-Crews, Chair
- F.2.b. **22-40:** Adopt First 5 Riverside County Children & Families Commission
Annual Report for Fiscal Year 2021/2022 - Deborah Clark-Crews, Chair



AGENDA ITEM: 22-40
DATE OF MEETING: October 26, 2022
ACTION:
INFORMATION:

**ADOPT FIRST 5 RIVERSIDE COUNTY CHILDREN & FAMILIES COMMISSION
ANNUAL REPORT FOR FISCAL YEAR 2021/2022**

SUMMARY OF REQUEST

Adopt First 5 Riverside County Children & Families Commission Annual Report for the period of July 1, 2021, through June 30, 2022, following a public hearing to allow for comments and input.

BACKGROUND

Health and Safety Code Section 130150 requires that on or before November 1 of each year, the State Commission and each County Commission submits to the State Commission an audit of the implementation and performance of program goals and objectives for the preceding fiscal year and issues a written report. At a minimum, the annual report is to include the manner in which funds were expended, progress toward and achievement of program goals and objectives, and the population served.

The report provides a comprehensive overview of program funding and results and is completed in the design and format required by the State Commission for entry into the State's online data collection system. The State Commission compiles and summarizes data collected from local commissions for their purposes and subsequent reporting for a statewide summary to the legislature. A draft copy of the report is available on the Commission website at <http://www.first5riverside.org/> and at the Commission's business office for public viewing prior to the Commission meeting. Once adopted, the final report is available on the Commission website.

RECOMMENDED ACTION

That the Commission:

1. Adopt the Riverside County Children and Families Commission Annual Report for Fiscal Year 2021/2022 as presented; and

2. Authorize the Executive Director or designee to execute the necessary actions to submit the report and meet legislative requirements without requiring further action of the Commission.

BUDGET IMPACT

No budget impacts

STRATEGIC PLAN RELEVANCE

All Strategic Goal Areas

POTENTIAL CONFLICTS OF INTEREST

None known

ATTACHMENTS

Attachment A: Riverside County Children & Families Commission FY 2021-2022 Annual Report – includes AR-1 (Revenue & Expenditure); AR-2 (Demographic Worksheet); and AR-3 (County Highlight & Evaluation Summary).



Annual Report AR-1

Riverside Revenue and Expenditure Summary

July 1, 2021 - June 30, 2022

Revenue Detail

Category	Amount
Tobacco Tax Funds	\$19,499,728
First 5 IMPACT 2020 Funds	\$1,065,068
Small Population County Augmentation Funds	\$0
DLL Pilot Funds	\$44,283
Other First 5 California Funds	\$696,046
Other First 5 California Funds Description Hub Region 9 and F5CA Home Visitation	
Other Public Funds	\$8,807,883
Other Public Funds Description Cal-WORKs, American Rescue Plan Act, DPSS FRC pass through	
Donations	\$0
Revenue From Interest Earned	(\$659,195)
Grants	\$231,163
Grants Description California Family Resource Association	
Other Funds	\$250,000
Other Funds Riverside County Office of Education (IMPACT-related supports)	
Total Revenue	\$29,934,976

Improved Family Functioning

Service	Grantee	Program(s)	Children	Caregivers	Providers	Amount
General Family Support	CBO/Non-Profit	<ul style="list-style-type: none"> • Not Applicable (LENA Start , Grow, and Home, Ready4K & Reach Out) 	5275	1310	115	\$144,308
General Family Support	First 5 County Commission	<ul style="list-style-type: none"> • Not Applicable (Family Resource Centers) 	56	6758	0	\$2,135,279
Intensive Family Support	CBO/Non-Profit	<ul style="list-style-type: none"> • Nurturing Parenting Program 	3	3	0	\$2,200
Intensive Family Support	County Health & Human Services	<ul style="list-style-type: none"> • Incredible Years • Nurturing Parenting Program • Triple P 4-5 	1279	446	153	\$1,514,115
Family Literacy and Book Programs	CBO/Non-Profit	<ul style="list-style-type: none"> • Raising a Reader • Reach Out and Read 	51889	1581	42	\$163,367
Total						\$3,959,269

Improved Child Development

Service	Grantee	Program(s)	Children	Caregivers	Providers	Amount
Quality Early Learning Supports	Other Private/For Profit	<ul style="list-style-type: none"> Quality Counts California 	0	23	2089	\$564,288
Quality Early Learning Supports	Research/Consulting Firm	<ul style="list-style-type: none"> Dual Language Learner Pilot Study 	0	0	0	\$8,000
Reason for no population served: Professional Services (County to County Support for DLL)						
Quality Early Learning Supports	Research/Consulting Firm	<ul style="list-style-type: none"> Not Applicable (ARPA ECE Workforce Analysis) 	0	0	0	\$39,489
Reason for no population served: Analysis of ARPA Workforce wage enhancement -						
Quality Early Learning Supports	First 5 County Commission	<ul style="list-style-type: none"> Not Applicable (Region 9 DB & Training Support) 	0	0	0	\$195,871
Reason for no population served: Pass through Region 9 Funding to First San Bernardino, Imperial and Orange County						
Early Learning Program Direct Costs	First 5 County Commission	<ul style="list-style-type: none"> Not Applicable (BOS ARPA ECE Workforce Wage Enhancement + S&B/Operations) 	7406	0	2948	\$5,500,800
Early Learning Program Direct Costs	County Office of Education/School District	<ul style="list-style-type: none"> Preschool/Childcare 	3028	195	217	\$2,977,234
Early Learning Program Direct Costs	Research/Consulting Firm	<ul style="list-style-type: none"> Preschool/Childcare 	0	0	0	\$67,494
Reason for no population served: LIIF ECE Landscape Analysis and PM support for Infrastructure & Build Up for Riverside County Children & SME Infrastructure Development						
Early Learning Program Direct Costs	County Office of Education/School District	<ul style="list-style-type: none"> Not Applicable (ARPA Recruitment AP Providers) 	82	0	55	\$202,575
167					Total	\$9,555,751

Improved Child Health

Service	Grantee	Program(s)	Children	Caregivers	Providers	Unique Families	Amount
General Health Education and Promotion	Other Private/For Profit	<ul style="list-style-type: none"> Safety Education 	497	314	0	0	\$220,012
General Health Education and Promotion	Research/Consulting Firm	<ul style="list-style-type: none"> Not Applicable (HMA - Sustainability and CalAIM research) 	0	0	0	0	\$62,043
Reason for no population served: Research on sustainability efforts							
Early Intervention	First 5 County Commission	<ul style="list-style-type: none"> Not Applicable (HMG-IE Regional Referral & Linkages) 	5892	0	0	0	\$450,867
Reason for no population served: Agency did not provide client level data.							
Perinatal and Early Childhood Home Visiting	CBO/Non-Profit	<ul style="list-style-type: none"> Healthy Families America Other MIECHV-Approved Parents as Teachers 	396	469	0	469	\$919,209
Perinatal and Early Childhood Home Visiting	County Health & Human Services	<ul style="list-style-type: none"> Nurse Family Partnership 	47	58	0	58	\$270,779
Perinatal and Early Childhood Home Visiting	County Office of Education/School District	<ul style="list-style-type: none"> Other MIECHV-Approved Parents as Teachers 	411	421	0	421	\$770,976
169							
						Total	\$5,223,512

Service	Grantee	Program(s)	Children	Caregivers	Providers	Unique Families	Amount
Perinatal and Early Childhood Home Visiting	Other Private/For Profit	<ul style="list-style-type: none"> Nurse Family Partnership 	116	151	0	151	\$1,173,464
Perinatal and Early Childhood Home Visiting	Research/Consulting Firm	<ul style="list-style-type: none"> Not Applicable (Score Card for Home Visitation Partners - Incentive) 	0	0	0	0	\$35,000
Reason for no population served: Social Finance consultant developed score card for HV partners - incentives							
Prenatal and Infant/Toddler Pediatric Support	Hospital/Health Plan	<ul style="list-style-type: none"> Healthy Steps 	9655	3175	0	3175	\$1,274,262
Prenatal and Infant/Toddler Pediatric Support	Research/Consulting Firm	<ul style="list-style-type: none"> Not Applicable (VIVA Outcome Report for HealthySteps Pilot Projects) 	0	0	0	0	\$46,900
Reason for no population served: HealthySteps Outcome Report - Data provided within each agency							
						Total	\$5,223,512

Improved Systems Of Care

Service	Grantee	Program(s)	Amount
Systems Building	Child Care Centers	<ul style="list-style-type: none"> • Not Applicable (Infant Toddler Infrastructure Investments) 	\$1,603,796
Systems Building	Research/Consulting Firm	<ul style="list-style-type: none"> • Not Applicable (Capacity Building - Capito, Pop Change & Attunement RF & FRC) 	\$250,293
Systems Building	Higher Education	<ul style="list-style-type: none"> • Health Systems 	\$67,846
Systems Building	Hospital/Health Plan	<ul style="list-style-type: none"> • Early Identification and Intervention 	\$23,653
Systems Building	Other Public	<ul style="list-style-type: none"> • Not Applicable (Mead Valley EDA) 	\$13,992
Systems Building	First 5 County Commission	<ul style="list-style-type: none"> • Not Applicable (Program Expenditures (salaries & benefits, plus operational to serve goal areas)) 	\$2,777,981
Systems Building	Research/Consulting Firm	<ul style="list-style-type: none"> • Not Applicable (ARPA Wage Enhancement DB Module) 	\$75,900
Systems Building	County Health & Human Services	<ul style="list-style-type: none"> • Not Applicable (Maternal Fetal Medicine (RUHS-MC) Capacity Building Ultrasound Equip) 	\$945,000
Emergency and Disaster Relief	CBO/Non-Profit	<ul style="list-style-type: none"> • Direct Material Support 	\$255,062
Total			\$6,013,523

Expenditure Details

Category	Amount
Program Expenditures	\$24,752,055
Administrative Expenditures	\$3,566,787
Evaluation Expenditures	\$578,191
Total Expenditures	\$28,897,033
Excess (Deficiency) Of Revenues Over (Under) Expenses	\$1,037,943

Other Financing Details

Category	Amount
Sale(s) of Capital Assets	\$0
Other	\$0
Total Other Financing Sources	\$0

Net Change in Fund Balance

Category	Amount
Fund Balance - Beginning	\$33,541,210
Fund Balance - Ending	\$34,579,153
Net Change In Fund Balance	\$1,037,943

Fiscal Year Fund Balance

Category	Amount
Nonspendable	\$0
Restricted	\$0
Committed	\$16,370,183
Assigned	\$0
Unassigned	\$18,208,970
Total Fund Balance	\$34,579,153

Expenditure Note

Additional funding is tied to American Rescue Plan Act funding (\$15M) to support ECE workforce and facilities.



Annual Report AR-2
Riverside Demographic Worksheet
July 1, 2021 - June 30, 2022

Population Served

Category	Number
Children Less than 3 Years Old	1,087
Children from 3rd to 6th Birthday	6,899
Children – Ages Unknown (birth to 6th Birthday)	78,046
Primary Caregivers	14,904
Providers	5,619
Total Population Served	106,555

Primary Languages Spoken in the Home

Category	Number of Children	Number of Primary Caregivers
Cantonese	1	0
Mandarin	6	1
Korean	3	1
English	7,572	5,590
Spanish	2,505	5,397
Vietnamese	3	6
Unknown	75,843	3,876
Other - Specify with text box Tagalog, Persian, Farsi, Arabic, and Chinese	99	33
Totals	86,032	14,904

Race/Ethnicity of Population Served

Category	Number of Children	Number of Primary Caregivers
Other – Specify with text box Italian, Afghanistan, Mid.Eastern,Persian,Filipino	1,096	18
Alaska Native/American Indian	81	87
Asian	275	132
Black/African-American	712	580
Hispanic/Latino	4,588	6,672
Native Hawaiian or Other Pacific Islander	32	23
White	2,574	1,289
Two or more races	188	138
Unknown	76,486	5,965
Totals	86,032	14,904

Duplication Assessment

Category	Data
Degree of Duplication	20%
Confidence in Data	Moderately confident
Additional Details (Optional)	Children may receive multiple developmental screenings through HMG-IE.

F5CA Annual Report 2021-22 County Highlights & Evaluation Summary (AR-3)

COUNTY HIGHLIGHTS

Riverside County is the fastest-growing county in California where all children deserve high-quality early learning experiences that prepare them for school and life. The Prop 10 funded Child Care Facilities Landscape Scan Report (2021) finds that Riverside County needs to invest in constructing, expanding, and modernizing more than 2,220 childcare facilities to meet the need. First 5 has historically invested in childcare renovation and expansion while supporting the professional development of the early care and education (ECE) workforce. Building upon Prop 10 investments, the County Board of Supervisors allocated \$9M of federal funds for ECE workforce retention and recruitment. To align with the State's work on rate reform, F5RC provided wage enhancements to over 3,100 employees working in more than 1,000 childcare sites. Child care facilities investments of Prop 10 funds (\$5M) and federal funds (\$5M) will increase licensed childcare facilities and spaces for infants/toddlers. Prop 10 Investments in home visiting, behavioral health, Help Me Grow, Family Resource Centers, and HealthySteps (HS) promote an integrated system of prevention and early intervention services in diverse settings. First 5's HS pilot embeds HealthySteps specialists in pediatric primary care teams during the most critical period of brain development. Participating sites reached almost 10,000 children with 40% of children requiring referrals for early intervention, mental health, and other family services. First 5's engagement with Health Management Associates supports integration of HS in health plans and supports participating agencies plan for sustainability; thereby influencing strategic positioning of healthcare to maximize return on investments and leverage funds. Riverside County envisions a system that leverages investments to provide families with multiple entry points to care, and equitable access to quality childcare.

EVALUATION SUMMARY (ACTIVITIES COMPLETED, FINDINGS AND POLICY IMPACT

Improved Family Functioning: Riverside University Health System-Behavioral Health (RUHS-BH) provides a variety of programs including assessment and intensive dyadic mental health services. Services were provided to 1,279 children and 446 caregivers. 135 of these families received case management services. 294 children served with pro-social small groups. 714 children served with pro-social large groups. Reach Out and Read prioritized serving traditionally hard-to-reach populations in low-income and high-need community settings and benefitting 50,308 children. At 10 sites, a 3-part model was implemented to support and promote early literacy, school readiness, and parental engagement during regular pediatric visits providing doctors and nurses with books to assess a child's developmental progress. United Way of the Desert provided the Raising A Reader (RAR) program serving 1,581 children through coordinated book-bag deliveries at Coachella Valley, Desert Sands, and Palm Springs School Districts. RAR cohorts of 27 families were supported at Family Resource Centers. LENA Start, Home, and Grow served 314 families to engage and increase conversation with their child(ren).

Improved Child Development: The Riverside Hybrid Alternate Payment (RHAP) Program, administered by Riverside County Office of Education (RCOE), supported 168 children through RHAP scholarships, referring families with immediate needs or special populations for enrollment. 195 Quality Start Riverside County (QSRC) sites received 19,836 incentives. 566 QSRC providers continued to participate in the local Quality Rating Improvement System (QRIS). 115 trainings provided for QRIS participating sites with 1,523 people completing the professional

F5CA Annual Report 2021-22
County Highlights & Evaluation Summary (AR-3)

development opportunities. RUHS-BH trained 149 teachers with professional development/training opportunities.

Improved Child Health: 983 children and 1,102 parents were served, through 12,112 visits provided through evidence-based home visiting models by six grantees. HealthySteps provided services to 9,655 people across all three funded pilot programs. The HealthySteps Community Impact report was released and highlighted the community impact of the HealthySteps programs. Rady Children's Hospital-San Diego (RCH-SD) was selected to participate in the Harvard Center for the Developing Child, Health's Early Roots and Origins (HERO) study. RCH-SD was also selected by ZERO TO THREE (ZTT) to participate in a pilot study using ZTT's Return on Investment calculator. All screenings at the RUHS-MC clinic are now electronic and ConnectIE referrals have been successfully embedded into the EPIC electronic medical record system. RUHS – Maternal Fetal Medicine served 262 patients with ultrasound for intervention services for high-risk pregnancies. Dental hygienist was hired to support the Early Childhood Oral Health Assessment (ECOHA) Program to manage a dental referral system and provide resources to families. 432 children received an ECOHA, with 9% at high-risk. Family Resource Centers served as a centralized and accessible location with 6,758 families supported with resources and referrals.

Improved Systems of Care: Help Me Grow Inland Empire (HMGIE) is developing a platform to expand the Electronic Data System that will allow screening partners to log in through the HMG-IE website, issue developmental screenings to families of young children, view results, and make referrals to HMG-IE's Central Access Point. HMG-IE began partnering with QSRC sites to support developmental screenings for children ages 0-5, resulting in 2,174 Social Determinants of Health screenings. Staff trained at F5 partner agencies expanded LENA cohorts to families with children ages 0-33 months at Family Service Association, RCOE, and Riverside County Library System. 100 families participated in LENA Grow, with 98 of the families graduating from the program.



Annual Report AR-3

Riverside County Evaluation Summary and Highlights

July 1, 2021 - June 30, 2022

County Evaluation Summary

Evaluation Activities Completed, Findings, and Policy Impact

Improved Family Functioning: Riverside University Health System-Behavioral Health (RUHS-BH) provides a variety of programs including assessment and intensive dyadic mental health services. Services were provided to 1,279 children and 446 caregivers. 135 of these families received case management services. 294 children served with pro-social small groups. 714 children served with pro-social large groups. Reach Out and Read prioritized serving traditionally hard-to-reach populations in low-income and high-need community settings and benefitting 50,308 children. At 10 sites, a 3-part model was implemented to support and promote early literacy, school readiness, and parental engagement during regular pediatric visits providing doctors and nurses with books to assess a child's developmental progress. United Way of the Desert provided the Raising A Reader (RAR) program serving 1,581 children through coordinated book-bag deliveries at Coachella Valley, Desert Sands, and Palm Springs School Districts. RAR cohorts of 27 families were supported at Family Resource Centers. LENA Start, Home, and Grow served 314 families to engage and increase conversation with their child(ren). Improved Child Development: The Riverside Hybrid Alternate Payment (RHAP) Program, administered by Riverside County Office of Education (RCOE), supported 168 children through RHAP scholarships, referring families with immediate needs or special populations for enrollment. 195 Quality Start Riverside County (QSRC) sites received 19,836 incentives. 566 QSRC providers continued to participate in the local Quality Rating Improvement System (QRIS). 115 trainings provided for QRIS participating sites with 1,523 people completing the professional development opportunities. RUHS-BH trained 149 teachers with professional development/training opportunities. Improved Child Health: 983 children and 1,102 parents were served, through 12,112 visits provided through evidence-based home visiting models by six grantees. HealthySteps provided services to 9,655 people across all three funded pilot programs. The HealthySteps Community Impact report was released and highlighted the community impact of the HealthySteps programs. Rady Children's Hospital-San Diego (RCH-SD) was selected to participate in the Harvard Center for the Developing Child, Health's Early Roots and Origins (HERO) study. RCH-SD was also selected by ZERO TO THREE (ZTT) to participate in a pilot study using ZTT's Return on Investment calculator. All screenings at the RUHS-MC clinic are now electronic and ConnectIE referrals have been successfully embedded into the EPIC electronic medical record system. RUHS – Maternal Fetal Medicine served 262 patients with ultrasound for intervention services for high-risk pregnancies. Dental hygienist was hired to support the Early Childhood Oral Health Assessment (ECOHA) Program to manage a dental referral system and provide resources to families. 432 children received an ECOHA, with 9% at high-risk. Family Resource Centers served as a centralized and accessible location with 6,758 families supported with resources and referrals. Improved Systems of Care: Help Me Grow Inland Empire (HMGIE) is developing a platform to expand the Electronic Data System that will allow screening partners to log in through the HMG-IE website, issue developmental screenings to families of young children, view results, and make referrals to HMG-IE's Central Access Point. HMG-IE began partnering with QSRC sites to support developmental screenings for children ages 0-5, resulting in 2,174 Social Determinants of Health screenings. Staff trained at F5 partner agencies expanded LENA cohorts to families with children ages 0-33 months at Family Service Association, RCOE, and Riverside County Library System. 108 families participated in LENA Grow, with 98 of the families graduating from the program.

County Highlights

County Highlight

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G. Future Agenda Items:

- G.1. First 5 Riverside County Chair and Vice-chair Election Process
- G.2. First 5 Riverside County Family Resource Centers Presentation
- G.3. First 5 Riverside County Finance Sub-Committee Updates
- G.4. First 5 Riverside County Strategic Plan Review and Adoption
- G.5. Annual Appointment of Finance Subcommittee

- H. Adjournment:** Adjournment to the next Regular Meeting of the Riverside County Children and Families Commission to be held on December 14, 2022 beginning at 2:00 p.m.at:
Riverside County Children and Families Commission Office
585 Technology Court - Conference Room A
Riverside, CA 92507

Conflict of Interest: Any person, or group of persons present at this meeting, who wish (es) to speak on a matter may be required to state for the record any contributions, in excess of \$250.00 made in the past (12) twelve months, made to any Commission member, the Commission member receiving the contribution, and the matter of consideration with which they are involved.

Agenda Posting: Agendas will be posted at the Clerk of the Board of Riverside County and the Commission Business Office.

All public record documents for matters on the open session of the Agenda are available for inspection at the meeting listed in this Agenda, and at the following location beginning three (3) days prior to the meeting date:

**Riverside County Children and Families Commission
585 Technology Court
Riverside, CA 92507**

If a public record document that relates to a matter on the open session of the Agenda is distributed less than 72 hours prior to the meeting date, the public record document shall be available for inspection, at the same time it is distributed, at the address listed above. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990.