



Regular Meeting
Wednesday, January 15, 2025
Agenda
2:00 – 4:00pm
Location: Eric Rood Administrative Center
Providence Room

- 1. Call to Order**
- 2. Approval of Agenda— ACTION – Attachment 1**
- 3. Introductions**
- 4. Public Comment**
- 5. Commissioner Comment**
- 6. Review and Approve Minutes – ACTION – Attachment 2**
The Commission will review and approve the minutes from the November Regular Commission Meeting.
- 7. Fiscal Review – ACTION – Attachment 3**
The Commission will review and approve the fiscal report and credit card statements through November 2024.
- 8. Contractor Presentation – Read Me a Story – DISCUSSION – Attachment 4**
The Commission will receive a presentation from Jenni Toedtemeier from the Sierra Nevada Memorial Hospital Foundation regarding their First 5 funded Read Me a Story Program.
- 9. Commission Alternates – ACTION – Attachment 5**
The Commission will review and approve revisions to the Bylaws allowing for the nomination and appointment of Commission Alternates. These Alternates shall serve as voting members of the Commission in the event of a regular Commissioner absence.
- 10. Commission Chair & Vice Chair – ACTION**
The Commission will select a Chair and Vice Chair for the 2025 meetings. This is a one-year term.
- 11. Partnership HealthPlan MOU – DISCUSSION – Attachment 6**
The Commission will receive an update on the First 5 Nevada County collaboration with

Sue Hoek
Commission Chair
Nevada County
Supervisor,
District 4

Rachel Peña, LCSW
Vice-Chair
Director, Social Services
Nevada County Health and
Human Services Agency

Ryan Gruver
Director,
Nevada County Health &
Human Services Agency

Scott W. Lay
Nevada County
Superintendent of
Schools

Bobbi Luster
Branch Manager
Nevada County Public
Library
Truckee Branch

Partnership HealthPlan and review the template for partnership with local First 5 Commissions.

12. Executive Director's Report—DISCUSSION – Attachment 7

The Executive Director will share highlights from her written report.

- Small Population County Augmentation Fund
- First 5 Association
- Car Seats
- Outreach Events

Correspondence—

Next meeting: Wednesday, March 19, 2024 – Eric Rood Administrative Building

This agenda was posted on the web at www.first5nevco.com. Posted on November 14, 2024

Upon request, First 5 Nevada County will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. A request should include your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service. We will process your request as quickly as possible. Requests should be sent to: Melody Easton at First 5 Nevada County, 380 Crown Point Circle, Grass Valley, CA 95945, or rosemary@first5nevco.org.

Regular Meeting
Wednesday, November 20, 2024
Minutes

1. Call to Order

2:03 pm

2. Approval of Agenda – ACTION – Attachment 1

Ryan made a motion to approve the agenda. (Motion, Second, Carry) Ryan Gruver, Bobbi Luster, (3-0)

3. Introductions

Sue Hoek, Ryan Gruver, Bobbi Luster, Melody Easton, Rosemary Gonzalez, Andrea Mason, Cindy Maciel, Maeve Donavan, Nicole McNeely

4. Public Comment

There was no public comment

5. Commissioner Comment

There was no commissioner comment

6. Review and Approve Minutes – ACTION – Attachment 2

The Commission will review and approve the minutes from May and August Regular Commission Meetings.

Ryan made a motion to approve the minutes. (Motion, Second, Carry) Ryan Gruver, Bobbi Luster, (3-0)

7. Fiscal Review – ACTION – Attachment 3

The Commission will review and approve the fiscal report and credit card statements through September 2024.

Ryan made a motion to approve the Fiscal Review. (Motion, Second, Carry) Ryan Gruver, Bobbi Luster, (3-0)

8. Community Presentation – Dolly Parton’s Imagination Library – DISCUSSION – Attachment 4

The Commission will receive a presentation about the potential launch of the Dolly Parton Imagination Library in Nevada County

Andrea Mason gave a presentation about the Dolly Parton’s Imagination Library. \$16,000 is needed to launch the program. \$3,000 has already been raised. Andrea would like to raise at least \$20,000 – \$25,000 to launch the program.

9. PUBLIC HEARING – First 5 Nevada County Annual Audit – ACTION – Attachment 5

The Commission will hold a public hearing for the adoption of the 2023-2024 Annual Audit.

Hearing opened at 2:43

Hearing closed at 2:44

Ryan made a motion to approve the First 5 Nevada County Annual Audit. (Motion, Second, Carry) Ryan Gruver, Sue Hoek, (3-0)

10. PUBLIC HEARING – First 5 Nevada County Annual Report – ACTION – Attachment 6

The Commission will hold a public hearing for the adoption of the 2023-2024 Annual Report Submission to First 5 California.

Hearing opened at 2:49

Hearing closed at 2:50

Ryan made a motion to approve the First 5 Nevada County Annual Report. (Motion, Second, Carry) Ryan Gruver, Bobbi Luster, (3-0)

11. Contractor Presentation – TTUSD Early Childhood and School Readiness

The Commission will receive a presentation from Cindy Maciel regarding her work with TTUSD's Early Childhood and School Readiness services.

Cindy Maciel gave a presentation for TTUSD's Early Childhood and School Readiness Program.

12. Executive Director's Report – DISCUSSION – Attachment 7

The Executive Director will share highlights from her written report.

- Small Population County Augmentation Fund
- First 5 Association
- Commission Alternates
- Car Seats
- Outreach Events

Melody shared highlights from her Executive Director's Report.

Correspondence – none

Adjourn: 3:45 pm

Next Meeting: Wednesday, January 15, 2025 – Eric Rood Administrative Building
Providence Room.



November 2024 Statement

Open Date: 10/04/2024 Closing Date: 11/04/2024



Visa® Community Card

FIRST 5 NEVADA COUNTY (CPN 001129238)

Account:



Elan Financial Services

BUS 30 ELN



1-866-552-8855

8

2

New Balance	\$2,858.99
Minimum Payment Due	\$29.00
Payment Due Date	12/01/2024

Activity Summary		
Previous Balance	+	\$3,258.87
Payments	-	\$3,258.87 ^{CR}
Other Credits		\$0.00
Purchases	+	\$2,858.99
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$2,858.99
Past Due		\$0.00
Minimum Payment Due		\$29.00
Credit Line		\$5,000.00
Available Credit		\$2,141.01
Days in Billing Period		32

Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

Please detach and send coupon with check payable to: Elan Financial Services CPN 001129238



0047985100479662500000029000002858990

24-Hour Elan Financial Services: 1-866-552-8855

- to pay by phone
- to change your address

000032818 01 SP 000638835296659 P Y

FIRST 5 NEVADA COUNTY ACCOUNTS PAYABLE 380 CROWN POINT CIR GRASS VALLEY CA 95945-9089



Account Number	[Redacted]
Payment Due Date	12/01/2024
New Balance	\$2,858.99
Minimum Payment Due	\$29.00

Amount Enclosed \$ _____

Elan Financial Services

P.O. Box 790408 St. Louis, MO 63179-0408



What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, please call us at the telephone number on the front of this statement, or write to us at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335.

In your letter or call, give us the following information:

- ▶ Account information: Your name and account number.
- ▶ Dollar amount: The dollar amount of the suspected error.
- ▶ Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake. You must contact us within 60 days after the error appeared on your statement. While we investigate whether or not there has been an error, the following are true:
 - ▶ We cannot try to collect the amount in question, or report you as delinquent on that amount.
 - ▶ The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
 - ▶ While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
 - ▶ We can apply any unpaid amount against your credit limit.

Your Rights If You Are Dissatisfied With Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
2. You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

Important Information Regarding Your Account

1. INTEREST CHARGE: Method of Computing Balance Subject to Interest Rate: We calculate the periodic rate or interest portion of the **INTEREST CHARGE** by multiplying the applicable Daily Periodic Rate ("**DPR**") by the Average Daily Balance ("**ADB**") (including new transactions) of the Purchase, Advance and Balance Transfer categories subject to interest, and then adding together the resulting interest from each category. We determine the **ADB** separately for the Purchases, Advances and Balance Transfer categories. To get the **ADB** in each category, we add together the daily balances in those categories for the billing cycle and divide the result by the number of days in the billing cycle. We determine the daily balances each day by taking the beginning balance of those Account categories (including any billed but unpaid interest, fees, credit insurance and other charges), adding any new interest, fees, and charges, and subtracting any payments or credits applied against your Account balances that day. We add a Purchase, Advance or Balance Transfer to the appropriate balances for those categories on the later of the transaction date or the first day of the statement period. Billed but unpaid interest on Purchases, Advances and Balance Transfers is added to the appropriate balances for those categories each month on the statement date. Billed but unpaid Advance Transaction Fees are added to the Advance balance of your Account on the date they are charged to your Account. Any billed but unpaid fees on Purchases, credit insurance charges, and other charges are added to the Purchase balance of the Account on the date they are charged to the Account. Billed but unpaid fees on Balance Transfers are added to the Balance Transfer balance of the Account on the date they are charged to the Account. In other words, billed and unpaid interest, fees, and charges will be included in the **ADB** of your Account that accrues interest and will reduce the amount of credit available to you. To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the **ADB** calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account. Prior statement balances subject to an interest-free period that have been paid on or before the payment due date in the current billing cycle are not included in the **ADB** calculation.

2. Payment Information: We will accept payment via check, money order, the internet (including mobile and online) or phone or previously established automatic payment transaction. You must pay us in U.S. Dollars. If you make a payment from a foreign financial institution, you will be charged and agree to pay any collection fees added in connection with that transaction. The date you mail a payment is different than the date we receive the payment. The payment date is the day we receive your check or money order at Elan Financial Services, P.O. Box 790408, St. Louis, MO 63179-0408 or the day we receive your internet or phone payment. All payments by check or money order accompanied by a payment coupon and received at this payment address will be credited to your Account on the day of receipt if received by 5:00 p.m. CT on any banking day. Payments sent without the payment coupon or to an incorrect address will be processed and credited to your Account within 5 banking days of receipt. Payments sent without a payment coupon or to an incorrect address may result in a delayed credit to your Account, additional **INTEREST CHARGES**, fees, and/or Account suspension. The deadline for on-time internet and phone payments varies, but generally must be made before 5:00 p.m. CT to 8 p.m. CT depending on what day and how the payment is made. Please contact Elan Financial Services for internet, phone, and mobile crediting times specific to your Account and your payment option. Banking days are all calendar days except Saturday, Sunday and federal holidays. Payments due on a Saturday, Sunday or federal holiday and received on those days will be credited on the day of receipt. There is no prepayment penalty if you pay your balance at any time prior to your payment due date.

3. Credit Reporting: We may report information on your Account to Credit Bureaus. Late payments, missed payments or other defaults on your Account may be reflected in your credit report.



Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Transactions GONZALEZ,ROSEMARY Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
10/07	10/03	4685	SAFEWAY #2842 GRASS VALLEY CA	\$1,275.00	_____
10/23	10/23	8192	BOOK OUTLET 716-854-5050 NY	\$216.90	_____
10/24	10/23	4464	Scholastic, Inc. 573-632-1834 MO	\$163.31	_____
10/24	10/23	3393	AMAZON MKTPL*UU92L8D43 Amzn.com/bill WA	\$21.76	_____
10/25	10/24	3227	AMAZON MKTPL*FP4M550I3 Amzn.com/bill WA	\$124.07	_____
11/01	10/30	4361	SAVEMART #608 GRASS GRASS VALLEY CA	\$32.95	_____
11/04	10/31	0591	SAFEWAY #2842 GRASS VALLEY CA	\$1,025.00	_____
Total for Account				\$2,858.99	

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
10/22	10/21	0024	PAYMENT THANK YOU	\$3,258.87CR	_____
Total for Account				\$3,258.87CR	

2024 Totals Year-to-Date	
Total Fees Charged in 2024	\$70.00
Total Interest Charged in 2024	\$37.29

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

**APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	18.74%	
**PURCHASES	\$2,858.99	\$0.00	YES	\$0.00	18.74%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	28.74%	



December 2024 Statement

Open Date: 11/05/2024 Closing Date: 12/03/2024



Visa® Community Card

FIRST 5 NEVADA COUNTY (CPN 001129238)

Account: [REDACTED]

Elan Financial Services



1-866-552-8855

BUS 30 ELN

8

2

New Balance	\$2,702.61
Minimum Payment Due	\$28.00
Payment Due Date	01/01/2025

Activity Summary		
Previous Balance	+	\$2,858.99
Payments	-	\$2,858.99 ^{CR}
Other Credits		\$0.00
Purchases	+	\$2,702.61
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$2,702.61
Past Due		\$0.00
Minimum Payment Due		\$28.00
Credit Line		\$5,000.00
Available Credit		\$2,297.39
Days in Billing Period		29

Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

Please detach and send coupon with check payable to: Elan Financial Services CPN 001129238



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24-Hour Elan Financial Services: 1-866-552-8855

- to pay by phone
- to change your address

Account Number	[REDACTED]
Payment Due Date	1/01/2025
New Balance	\$2,702.61
Minimum Payment Due	\$28.00

Amount Enclosed \$ _____

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FIRST 5 NEVADA COUNTY
ACCOUNTS PAYABLE
380 CROWN POINT CIR
GRASS VALLEY CA 95945-9089

Elan Financial Services

P.O. Box 790408
St. Louis, MO 63179-0408



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Transactions GONZALEZ,ROSEMARY Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
11/15	11/13	1146	STAPLES 00110973 GRASS VALLEY CA	\$882.20	_____
11/19	11/19	9597	AMAZON RETA* DE8105KA3 WWW.AMAZON.CO WA	\$82.41	_____
11/20	11/19	5940	TICKETS*FIRST 5 AN HUMANITIX.COM CO	\$1,270.00	_____
11/27	11/26	1143	SMK*SURVEYMONKEY.COM 971-2311154 CA	\$468.00	_____
Total for Account				\$2,702.61	

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
11/25	11/23	0004	PAYMENT THANK YOU	\$2,858.99CR	_____
Total for Account				\$2,858.99CR	

2024 Totals Year-to-Date	
Total Fees Charged in 2024	\$70.00
Total Interest Charged in 2024	\$37.29

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

**APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	18.49%	
**PURCHASES	\$2,702.61	\$0.00	YES	\$0.00	18.49%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	28.49%	

**First 5 Nevada County
November 2024**

REVENUE	November 2024	Y-T-D	Budget	% Budget	% Year
Prop. 10 Tobacco Tax	0	107,179	452,765	24%	42%
Contribs.-Foundation/Other	0	0	0	0%	42%
Augmentation(Small Pop. Grant)	0	0	141,415	0%	42%
HV Coordination Funds	0	0	43,100	0%	42%
Collaborative/CAPC	3,710	11,358	0	0%	42%
Kids Corner	0	500	6,000	8%	42%
IMPACT funding from Placer Cty	0	0	56,850	0%	42%
Other	0	6,730	17,086	39%	42%
Interest Income	0	2,227	2,940	76%	42%
TOTAL REVENUE:	<u>3,710</u>	<u>127,994</u>	<u>720,156</u>	<u>18%</u>	<u>42%</u>
EXPENDITURES					
Contracts: External Programs	4,997	98,693	375,000		42% (1)
Community Programs		0	1,000	0%	42%
Kids' Corner	0	3,900	6,000	65%	42%
Comm. Projects/Other	0	328	0	0%	42%
Impact	4,500	36,850	56,850	0%	42%
HV Collaborative	0	13,009	43,100	30%	42%
Car Seats	0	217	1,000	22%	42%
Food for IMPACT	0	0	3,000	0%	42%
Evaluation Expenses		0	2,000	0%	42%
Persimmony Databases	0	10,500	10,500	100%	42%
Salaries & Benefits	16,848	88,003	172,851	51%	42%
Services & Supplies	1,621	27,700	48,625	57%	42%
TOTAL EXPENDITURES:	<u>27,966</u>	<u>279,200</u>	<u>719,926</u>	<u>39%</u>	<u>42%</u>
EXCESS (DEFICIT) OF REVENUE TO EXPENDITURES:	(24,256)	(151,206)	230		
Planned FY 25- Drawdown	0				

Notes:

(1) \$8 Correction to NV Childrens' Museum invoice in Oct.

**First 5 Nevada County
Profit & Loss by Class
November 2024**

	HV Collaborative	Impact	Program	Sal. Svc. Supl.	TOTAL
Ordinary Income/Expense					
Income					
4150 · Collaborative/CAPC	3,709.90	0.00	0.00	0.00	3,709.90
Total Income	3,709.90	0.00	0.00	0.00	3,709.90
Expense					
6200 · Grants Expense					
6205 · Contracts	0.00	0.00	4,996.92	0.00	4,996.92
Total 6200 · Grants Expense	0.00	0.00	4,996.92	0.00	4,996.92
6390 · (Indirect) Support to NCSoS-Mo.	0.00	0.00	0.00	1,368.17	1,368.17
6421 · Services & Supplies (Impact)					
6422 · Consulting-IMPACT	0.00	4,500.00	0.00	0.00	4,500.00
Total 6421 · Services & Supplies (Impact)	0.00	4,500.00	0.00	0.00	4,500.00
6700 · Travel and Training	0.00	0.00	0.00	253.40	253.40
7000 · Salaries	1,637.35	0.00	0.00	10,588.89	12,226.24
7020 · Fringe Benefits					
7021 · Medical/Health Insurance	356.82	0.00	0.00	618.29	975.11
7022 · Medicare	22.19	0.00	0.00	147.04	169.23
7023 · Retirement	442.90	0.00	0.00	2,864.30	3,307.20
7024 · Unemployment	0.77	0.00	0.00	5.11	5.88
7025 · Worker's Compensation	21.57	0.00	0.00	143.52	165.09
Total 7020 · Fringe Benefits	844.25	0.00	0.00	3,778.26	4,622.51
Total Expense	2,481.60	4,500.00	4,996.92	15,988.72	27,967.24
Net Ordinary Income	1,228.30	-4,500.00	-4,996.92	-15,988.72	-24,257.34
Net Income	<u>1,228.30</u>	<u>-4,500.00</u>	<u>-4,996.92</u>	<u>-15,988.72</u>	<u>-24,257.34</u>

**First 5 Nevada County
Profit & Loss by Class
July through November 2024**

	HV Collaborative	Impact	Program	Sal. Svc. Supl.	TOTAL
Ordinary Income/Expense					
Income					
4150 · Collaborative/CAPC	11,358.25	0.00	0.00	0.00	11,358.25
4300 · Kids Corner Contributions	0.00	0.00	500.00	0.00	500.00
4501 · Tobacco Tax Revenue	0.00	0.00	0.00	107,179.10	107,179.10
4550 · Medicafe Admin.Activity MAA	0.00	0.00	0.00	6,730.10	6,730.10
4900 · Interest Income	0.00	0.00	0.00	2,227.81	2,227.81
Total Income	11,358.25	0.00	500.00	116,137.01	127,995.26
Expense					
6200 · Grants Expense					
6205 · Contracts	0.00	0.00	98,532.90	0.00	98,532.90
6207 · Grants Supplies	0.00	0.00	159.90	0.00	159.90
Total 6200 · Grants Expense	0.00	0.00	98,692.80	0.00	98,692.80
6240 · Community Project					
6241 · Community Events/Kids Corner	0.00	0.00	3,900.02	0.00	3,900.02
6245 · Car Seats	0.00	0.00	0.00	216.85	216.85
6240 · Community Project - Other	0.00	0.00	0.00	328.07	328.07
Total 6240 · Community Project	0.00	0.00	3,900.02	544.92	4,444.94
6300 · Evaluation/Assessment					
6380 · County Support Services-1/4-ly	0.00	0.00	0.00	1,445.30	1,445.30
6390 · (Indirect) Support to NCSoS-Mo.	0.00	0.00	0.00	7,216.81	7,216.81
6400 · Computer Expenses	0.00	0.00	0.00	1,494.78	1,494.78
6421 · Services & Supplies (Impact)					
6422 · Consulting-IMPACT	0.00	34,850.00	0.00	0.00	34,850.00
6421 · Services & Supplies (Impact) - Other	0.00	2,000.00	0.00	0.00	2,000.00
Total 6421 · Services & Supplies (Impact)	0.00	36,850.00	0.00	0.00	36,850.00
6480 · Insurance					
6501 · Home Visiting	0.00	0.00	0.00	2,671.20	2,671.20
6501 · Home Visiting					
6502 · Collaborative Coordinator	2,300.00	0.00	0.00	0.00	2,300.00
6501 · Home Visiting - Other	10,709.90	0.00	0.00	0.00	10,709.90
Total 6501 · Home Visiting	13,009.90	0.00	0.00	0.00	13,009.90
6520 · Office and Operating Supplies					
6620 · Memberships and Subscriptions	0.00	0.00	0.00	4,500.00	4,500.00
6660 · Meeting and Event Expenses	0.00	0.00	0.00	833.77	833.77
6700 · Travel and Training					
6703 · Staff Travel	0.00	0.00	0.00	20.07	20.07
6700 · Travel and Training - Other	0.00	0.00	0.00	1,065.12	1,065.12
Total 6700 · Travel and Training	0.00	0.00	0.00	1,085.19	1,085.19

11:10 AM

12/11/24

Accrual Basis

First 5 Nevada County
Profit & Loss by Class
July through November 2024

	<u>HV Collaborative</u>	<u>Impact</u>	<u>Program</u>	<u>Sal. Svc. Supl.</u>	<u>TOTAL</u>
6800 · Accounting Fees	0.00	0.00	0.00	1,091.25	1,091.25
6840 · Audit	0.00	0.00	0.00	7,200.00	7,200.00
6900 · Miscellaneous Expenses	0.00	0.00	0.00	35.00	35.00
7000 · Salaries	10,915.67	0.00	0.00	52,736.16	63,651.83
7020 · Fringe Benefits					
7021 · Medical/Health Insurance	2,497.41	0.00	0.00	2,929.10	5,426.51
7022 · Medicare	143.43	0.00	0.00	733.10	876.53
7023 · Retirement	2,936.52	0.00	0.00	14,226.73	17,163.25
7024 · Unemployment	4.97	0.00	0.00	25.45	30.42
7025 · Worker's Compensation	139.44	0.00	0.00	715.54	854.98
Total 7020 · Fringe Benefits	5,721.77	0.00	0.00	18,629.92	24,351.69
Total Expense	29,647.34	36,850.00	102,592.82	110,111.43	279,201.59
Net Ordinary Income	-18,289.09	-36,850.00	-102,092.82	6,025.58	-151,206.33
Net Income	-18,289.09	-36,850.00	-102,092.82	6,025.58	-151,206.33

**First 5 Nevada County
 Expenses by Vendor Detail 2024-2025
 November 2024**

	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Amount</u>
Best, Morgan					
	11/06/2024	Stipend & Mentor meetings	6422 · Consulting-IMPACT	Impact	3,500.00
Total Best, Morgan					3,500.00
Child Advocates of Nevada County					
	11/20/2024	Qtr 2	6205 · Contracts	Program	4,809.00
Total Child Advocates of Nevada County					4,809.00
Johnson, Amber					
	11/06/2024	Mentor meetings - Sept - Oct.	6422 · Consulting-IMPACT	Impact	1,000.00
Total Johnson, Amber					1,000.00
NCSoS					
	11/05/2024	October - Burke Salary	7000 · Salaries	HV Collaborative	1,637.35
	11/05/2024	October - Burke retirement	7023 · Retirement	HV Collaborative	442.90
	11/05/2024	October Burke - Medicare	7022 · Medicare	HV Collaborative	22.19
	11/05/2024	October Burke - H/W	7021 · Medical/Health Insurance	HV Collaborative	356.82
	11/05/2024	October SUI - Burke	7024 · Unemployment	HV Collaborative	0.77
	11/05/2024	October W/C - Burke	7025 · Worker's Compensation	HV Collaborative	21.57
	11/05/2024	October Salary - Easton	7000 · Salaries	Sal. Svc. Supl.	8,121.36
	11/05/2024	October Retirement - Easton	7023 · Retirement	Sal. Svc. Supl.	2,196.83
	11/05/2024	October Medicare - Easton	7022 · Medicare	Sal. Svc. Supl.	113.76
	11/05/2024	October - H/W - Easton	7021 · Medical/Health Insurance	Sal. Svc. Supl.	314.28
	11/05/2024	October SUI - Easton	7024 · Unemployment	Sal. Svc. Supl.	3.92
	11/05/2024	October W/C - Easton	7025 · Worker's Compensation	Sal. Svc. Supl.	111.16
	11/05/2024	October Salary - Gonzalez	7000 · Salaries	Sal. Svc. Supl.	2,467.53
	11/05/2024	October Retirement - Gonzalez	7023 · Retirement	Sal. Svc. Supl.	667.47
	11/05/2024	October Medicare - Gonzalez	7022 · Medicare	Sal. Svc. Supl.	33.28
	11/05/2024	October H/W - Gonzalez	7021 · Medical/Health Insurance	Sal. Svc. Supl.	304.01
	11/05/2024	October SUI - Gonzalez	7024 · Unemployment	Sal. Svc. Supl.	1.19
	11/05/2024	October W/C - Gonzalez	7025 · Worker's Compensation	Sal. Svc. Supl.	32.36
	11/05/2024	October mileage	6700 · Travel and Training	Sal. Svc. Supl.	253.40
	11/05/2024	October indirect	6390 · (indirect) Support to NCSoS-Mo.	Sal. Svc. Supl.	1,368.17
Total NCSoS					18,470.32
Sierra Nevada Mem. Hospital Foundation					
	11/20/2024	Read me a story - Qtr 1	6205 · Contracts	Program	187.92
Total Sierra Nevada Mem. Hospital Foundation					187.92
TOTAL					<u><u>27,967.24</u></u>

**First 5 Nevada County
Expenses by Vendor Detail 2024-2025
November 2024**

Date	Memo	Account	Class	Amount
Best, Morgan				
11/06/2024	Stipend & Mentor meetings	6422 · Consulting-IMPACT	Impact	3,500.00
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Child Advocates of Nevada County				
11/20/2024	Qtr 2	6205 · Contracts	Program	4,809.00
Total Child Advocates of Nevada County				4,809.00
Johnson, Amber				
11/06/2024	Mentor meetings - Sept - Oct.	6422 · Consulting-IMPACT	Impact	1,000.00
Total Johnson, Amber				1,000.00
NCSoS				
11/05/2024	October - Burke Salary	7000 · Salaries	HV Collaborative	1,637.35
11/05/2024	October - Burke retirement	7023 · Retirement	HV Collaborative	442.90
11/05/2024	October Burke - Medicare	7022 · Medicare	HV Collaborative	22.19
11/05/2024	October Burke - H/W	7021 · Medical/Health Insurance	HV Collaborative	356.82
11/05/2024	October SUI - Burke	7024 · Unemployment	HV Collaborative	0.77
11/05/2024	October W/C - Burke	7025 · Worker's Compensation	HV Collaborative	21.57
11/05/2024	October Salary - Easton	7000 · Salaries	Sal. Svc. Supl.	8,121.36
11/05/2024	October Retirement - Easton	7023 · Retirement	Sal. Svc. Supl.	2,196.83
11/05/2024	October Medicare - Easton	7022 · Medicare	Sal. Svc. Supl.	113.76
11/05/2024	October - H/W - Easton	7021 · Medical/Health Insurance	Sal. Svc. Supl.	314.28
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11/05/2024	October Salary - Gonzalez	7000 · Salaries	Sal. Svc. Supl.	2,467.53
11/05/2024	October Retirement - Gonzalez	7023 · Retirement	Sal. Svc. Supl.	667.47
11/05/2024	October Medicare - Gonzalez	7022 · Medicare	Sal. Svc. Supl.	33.28
11/05/2024	October H/W - Gonzalez	7021 · Medical/Health Insurance	Sal. Svc. Supl.	304.01
11/05/2024	October SUI - Gonzalez	7024 · Unemployment	Sal. Svc. Supl.	1.19
11/05/2024	October W/C - Gonzalez	7025 · Worker's Compensation	Sal. Svc. Supl.	32.36
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Total NCSoS				18,470.32
Sierra Nevada Mem. Hospital Foundation				
11/20/2024	Read me a story - Qtr 1	6205 · Contracts	Program	187.92
Total Sierra Nevada Mem. Hospital Foundation				187.92
TOTAL				27,967.24

Read Me a Story Program

Sierra Nevada Memorial Hospital Foundation/
Jenni Toedtemeier, Development Director



Sierra Nevada Memorial
Hospital Foundation



The Team

- Sandra Barrington, SNMH Foundation Executive Director
- Jenni Toedtemeier, SNMH Foundation Development Director
- Dr. Sarah Woerner, Pediatrician; Program Co-Founder
- Judi McKeehan, Retired School Principal; Co-Founder
- Other RMAS Committee members: Nevada County Librarian Jaclyn Graham, SNMHF Board Member Pam Auld, retired educator Sherry Chargin, Trish Gerving, Ann Erdmann.



Dr. Sarah Woerner with a car FULL of books for one of our Halloween Outreach events (and one of her pies)

Project Overview

- Read Me a Story provides books in English and Spanish to children at their healthy child medical appointments for children age 6 months- age 8 in Nevada and Placer Counties.
- 3 clinics (Western Sierra Medical Clinic; Sierra Care Physicians, Chapa De) at 8 locations currently participate in Grass Valley, Penn Valley, Auburn, and Kings Beach.
- Each book includes an age-appropriate information card for parents with tips for encouraging your child to read, and tips for reducing their exposure to screen time.
- In collaboration with Nevada Co. Library, we are providing books to families of newborns at SNMH.
- Since 1999, over 69,583 books have been given to children.

Sample program information card



READ ME A STORY

When children are exposed to reading at a very young age, it opens up the world to them. They do better in school, bond with family, engage their imagination and so much more!

Since 2000, Sierra Nevada Memorial Hospital Foundation's Read Me A Story program has provided free books at pediatric offices throughout western Nevada County for children through eight years of age. Read Me A Story encourages families to read together so your child will reach their full potential when entering kindergarten. Over 61,000 books have been distributed since the program started, averaging 3,000 a year!

It's easy! Just ask your pediatrician! At each well child visit, your child is given a book. Parents also receive age-appropriate information with tips on reading together, book lists and other types of activities. Start today! Give your child a foundation for success!



Sierra Nevada Memorial
Hospital Foundation



Read Me a Story

Online Storytelling

<https://supportsierranevada.org/readmeastory>

JOIN US ONLINE ANY TIME!

What happens during the first few years set the stage for the rest of a child's life!

Your generous donation can give a child the gift that will light their path toward a successful future. You can touch the life of one child for \$5, five children for \$25, 10 children for \$50, etc.! Plus, your name will go on a book plate that is given to a child. All donations are greatly appreciated- 100% of your donation goes to books and educational cards.

Thank you for your kind donation.


Make checks payable to:
SNMH Foundation, PO Box 1810
Grass Valley, CA 95945
530-477-9700

Or visit www.supportsierranevada.org/donate and select "Read Me a Story"



Sierra Nevada Memorial
Hospital Foundation

Sample informational card for parents



3 Year
Getting your child ready to read is easy!
The five early literacy practices are
read, write, talk, sing, and play.

Read: Audiobooks count as reading! Check out or download some book CDs to listen to in the car or at home.

Write: Practice writing everywhere – in window steam, in soap suds, in sand. Point out the signs and letters all around them.

Talk: Try reading a book together without reading the words. Let your child tell you the story they see.

Sing: Check out a book you can sing – like The Wheels on the Bus. Point to the words as you sing along!

Play: Child-directed play is important – when the children are playing what they want to play, without adults telling them what to do. Let your child call the shots sometimes!

-----§-----§-----§-----
Read Me a Story relies on community support. To donate to this important program, please cut off this portion of the card, fill out your information on the reverse side, and mail to:

Sierra Nevada Memorial Hospital Foundation
PO Box 1819
Grass Valley, CA 95945
530-477-9700/supportsierranevada.org

Screentime Suggestions:
There's a big difference between **active** and **passive** screentime!

Passive screentime, like watching TV, can be introduced in small doses or for special occasions (such as a flight or medical procedure). It's important when introducing screentime to make guidelines and stick to them. Think about when, where, and how your children (and you!) are using your devices. **Keep TVs and tablets out of their room and off during meals.**

Active screentime, such as video chatting with family, can help build early literacy skills and support important relationships!

At this age, you can do so **educational apps** together. Think about the three C's one: **content** (what's in the game? What is the educational goal? Does it have a lot of ads? Is it scary?), **context** (what are you doing before or after the screentime? How are you presenting it: as a reward? Where are they using the app?) and **child** (what sensitivities does your child have?).

Some alternatives to screentime:

- In the kitchen: give your child some "food" (ie blocks) and some kitchen implements and let them "Cook" alongside you.
- When you just need a moment: fold up some scratch paper and staple it together. Let your child write their very own book.
- Outside: let them "paint" with water.

-----§-----§-----§-----
Name: _____
Address: _____
City: _____
State: _____ Zip code: _____
Phone: (_____) _____
Email: _____

Opportunities

- Sierra Family Health Center is merging with Western Sierra Medical Health Clinic in the near future. We have recently reached out to them to see if they would like books to give to children at their clinic locations, but have not at this time heard a response.

Successes

- Since our last presentation in 11/15/23, we have applied for grant funding from: First Five Nevada County (awarded \$6,000 over 2 years); and Soroptimists International of the Sierra Foothills (awarded \$2,000).
- We also received donations to RMAS from: County Republican Women Federated, as well as a number of hospital employees and other community members.

Successes

- We attended the Spooky Boooky Halloween event and the Mill Street Safe Trick or Treat Event on 10/31/24, and gave out over 380 new books, as well as many gently used books to children.
- On 5/22/24, we completed our yearly training for clinics, via Zoom. 4 People from 2 clinics attended the training, and the third clinic asked for and were sent a copy of the Zoom recording to view.
- We were able to find 3 new volunteers to join the committee, including retired teacher Sherry Chargin, who is helping to fulfill orders and help with inventory. Hopefully Sherry can help take over if longtime committee members need to retire.

Challenges

- The Children's Health and Safety Fair, which we'd planned to attend, was rained out on 5/4/24.
- We have reached out several times to the Tahoe Forest Pediatric Clinic and offer books to them. They showed an interest, but still have not placed an order.

Results

- **Grant Year 3 (7/1/23-6/30/24):** we provided a total of 2803 books to medical clinics in Nevada and Placer counties for children age 6 months-age 8, in English and Spanish. Of those 2803 books, 2067 books were for children age 0-5 in Nevada County. That equates to approximately 1034 families in Nevada County age 0-5 (goal was 1,000).
- **Grant Year 4 (7/1/24-6/30/25), Q1 & 2 so far, 7/1/24-12/30/24:** we provided a total of 1354 books to medical clinics in Nevada and Placer counties for children age 6 months-age 8, in English and Spanish. Of those 1354 books, 1141 books were for children age 0-5 in Nevada County. That equates to approximately 571 families in Nevada County age 0-5 (goal for the whole year is 900).

Thank you for your support!

**Spooky Booky Book Giveaway, Madelyn Helling Library,
and Mill Street Safe Trick of Treat, 10/31/24**





BYLAWS
FIRST 5 NEVADA COUNTY
CHILDREN AND FAMILIES FIRST COMMISSION
Adopted by the Commission November 13, 2003
Approved by the Board of Supervisors February 24, 2004.

Article I. Name

The Commission shall be known as the First 5 Nevada County Children and Families First Commission. As used in these Bylaws, the word "Commission" means and refers to First 5 Nevada County Children and Families First Commission.

Article II. Legal Authority

The Commission is formed pursuant to the "California Children and Families First Act of 1998" as amended (hereinafter referred to as the "Act"), which was enacted by the California electorate as Proposition 10 at the November 3, 1998, general election (See Health and Safety Code sections 130100-130150 and Revenue and Taxation Code sections 30131-30131.6), Nevada County Ordinance No 1988, Section A-II 38.

Article III. Purpose

The Commission shall have as its specific purpose to promote, support, and improve the early development of children from the prenatal stage to five (5) years of age. These purposes shall be accomplished through the establishment, institution and coordination of appropriate standards, resources and integrated and comprehensive programs emphasizing community awareness, education, nurturing, childcare, social services, health care and research.

Article IV. Commission Members

~~A. A.~~—No member of the Commission shall take any action on behalf of, or in the name of the Commission unless specifically authorized to do so by the Commission.

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~~B. B.~~—When a vacancy occurs, the Commission shall notify the Board of Supervisors to begin the process necessary to fill the position.

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~~C. C.~~—Members of the Commission shall not be compensated for their services, except they shall be paid actual and necessary cost of transportation for attending meetings and reasonable expenses incurred in discharging other official responsibilities as authorized by the Commission, subject to those limits and procedures as may apply to County officers and employees, from time to time.

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~~D. Commission Alternates – The Board of Supervisors may appoint Alternate Commissioners as follows:~~

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~~a. The Board of Supervisors may appoint an alternate Commission member of the Board of Supervisors (with no term or term limits until replaced).~~

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- b. The Board of Supervisors may appoint up to two (2) alternates designated by the Human Services Agency Director that represent any of the following categories consistent with the Health and Safety Code § 130140: persons responsible for management of children's services, public health services, behavioral health services, social services and tobacco and other substance abuse prevention and treatment services (with no term or term limits until replaced).
- c. The Board of Supervisors may appoint up to two (2) Community Representative Alternates that represent any of the following community representation categories, consistent with Health and Safety Code § 130140. Alternates can represent any one of these categories, regardless of the representation of current Commissioners and Alternates:
 - i. educators specializing in early childhood development;
 - ii. representatives of a local child care resource or referral agency or a local child care coordinating group;
 - iii. representatives of a local organization for prevention or early intervention for families at risk;
 - iv. representatives of a community-based organization that have the goal of promoting nurturing, and early childhood development;
 - v. representatives of local school districts; and
 - vi. representatives of local health care, medical, pediatric, or obstetric services, associations or societies.
- d. The term of office of the alternates shall be for two (2) years and until appointment of their successor. Alternates may be reappointed for additional 2 year terms, and there shall be no limit to the number of 3-year terms served.
- e. In the event of vacancy or absence of one of the Commissioners the designated Alternate for that Commissioner shall serve to meet quorum requirements and shall fill the vacancy or vote in place of the absent Commissioner.
- f. All sections of these By-laws that apply to Commissioners shall apply equally to Alternates.

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Article V. Appointment-Terms

The Board of Supervisors shall appoint, with the exception of the Board of Supervisors' members and the Directors of the County departments who shall serve ex-officio, the members to the Commission. Initially, one of these two members shall be appointed for a one-year term, and one member for a two-year term. Thereafter, each of these two members shall be appointed for two-year terms. Each member shall serve at the will and pleasure of the Board, and may be removed at any time, without cause, by the Board of Supervisors.

Article VI. Election of Officers/ Meeting Management

A. The Commission shall elect a Chairperson and a Vice-Chairperson annually. No Commissioner may serve as Chairperson for more than two consecutive terms.

B. Election of officers shall take place in the December meeting of the Commission. Elected officers shall assume their offices at the January meeting.

C. Any officer may be removed as an officer, either with or without cause, by action of the Commission, at any time. Any officer may resign at any time by giving written notice to the Commission. Any such resignation shall take effect at the date of the receipt of such notice or at any later date specified therein, and the acceptance of such resignation shall not be necessary to make it effective.

D. A special election may be called in the event an officer is not able to complete his/her term of office. The newly elected person shall assume office immediately upon election.

E. The Chairperson shall:

1. Preside at all meetings of the Commission.
2. Call special meetings as necessary.
3. Decide on all points of order. Unless two thirds of those present vote to the contrary, the Chairperson's decision shall stand.
4. Supervise the Commission staff in accordance with Article VIII; and
5. In the absence of the chairperson, the Vice-Chairperson shall call and manage meetings of the Commission.

Article VII. Duties of the Commission

A. Adopt a strategic plan for the support and improvement of early childhood development within the County of Nevada, which is consistent with and in furtherance of the California Children and Families First Act of 1998, and consistent with the guidelines adopted by the First 5 California Commission.

B. Hold at least one public hearing on the initial strategic plan prior to adoption of the plan and submit the plan to First 5 California and the Board of Supervisors.

C. Review the strategic plan annually and revise the plan as necessary or appropriate, after holding at least one public hearing.

D. Adopt a budget and administer the funds in the First 5 Nevada County Children and Families Trust Fund.

E. Prepare and adopt an annual audit pursuant to Health and Safety Code Section 130150 and conduct at least one public hearing prior to accepting any annual audit and report and issue a written report on the implementation and performance of its functions during the preceding fiscal year.

F. Exercise all powers, duties and functions of a legal public entity as defined in Government Code Section 53051 as prescribed by the California Children and Families Act of 1998, the Board of Supervisors and First 5 California.

Article VIII. Commission Staff

Commission staff shall be employees of the Nevada County Superintendent of Schools (NCSoS), subject to the following:

A. The employer-employee relationship between Commission staff is further defined in the interagency agreement between the Commission and NCSoS.

B. The Commission shall appoint the Executive Director, who shall serve at the will of the Commission, under the supervision of the Chairperson.

C. All other Commission staff are hired and supervised by the Executive Director, with approval of the Chairperson.

D. The Commission shall adopt and maintain its own staff salary schedule.

E. The Commission may adopt its own personnel policies. Until such time as separate policies are adopted, the policies of NCSoS shall control; and

F. The Commission shall be responsible for all costs associated with the employment of Commission staff, including but not limited to, the costs of salary, benefits, and employer retirement contributions. The Commission shall indemnify NCSoS for any cost, loss or liability arising from the actions of the Commission or its staff in the course and scope of their employment.

Article IX. Committees

Committees shall be appointed by the Chairperson as needed on an ad hoc or Advisory basis.

Article X. Meetings

A. The Commission shall hold at least six (6) monthly meetings annually. Meetings may be canceled by the Chairperson, or action of the majority of the members. Special meetings may be called by the Chairperson, or action of the majority of the members.

B. The Commission shall hold at least one meeting per year in Truckee.

C. A quorum shall be a majority of the total membership of the commission. A meeting may not be held unless a quorum is present at the time and place of the

meeting.

D. Action may be taken by an affirmative vote of a majority of a quorum.

E. The regular meeting in December shall be considered the Annual Commission meeting for the purpose of electing the Chairperson.

F. Special meetings of the Commission may be held on call of the Chairperson or by a majority of the members.

G. Unless otherwise indicated by these Bylaws, all Commission meetings may be governed by Robert's Rules of Order (revised).

H. All meetings shall be conducted in compliance with the Ralph M. Brown Act (Government Code Section 54950 et. seq.)

Public comment period. Any person may directly address the Commission at the point indicated on the agenda on any item on the agenda, or on any other items of interest to the public that is within the subject matter jurisdiction of the commission. The Chairperson may reasonably limit the amount of time allowed for each person to speak.

Article XI. Conflict of Interest

The Commission, its members and staff shall comply with the conflict-of-interest laws of the State of California, Nevada County Ordinance Number 1988 and the Commission's Conflict of Interest Policy.

Article XII. Amendments

These Bylaws may be amended by a majority vote of the full Commission. Intention to amend these Bylaws, setting forth the specific amendments to be proposed, is to be made in writing at least ten days prior to the meeting. Amended bylaws shall be effective upon review and approval of the Board of Supervisors.

ATTACHMENT J:

FIRST 5 MEMORANDUM OF UNDERSTANDING TEMPLATE

COVER PAGE

Memorandum of Understanding

between **[Medi-Cal Managed Care Plan]** and **[name of First 5]**

This Memorandum of Understanding (“MOU”) is entered into by [Partnership HealthPlan of CA](#) *[name of Managed Care Plan]* (“MCP”) and *[name of First 5 County Commission]* (“First 5”), effective as of *[date]* (“Effective Date”). ~~*[Where MCP has a Subcontractor or Downstream Subcontractor arrangement delegating part or all of the responsibilities related to effectuating this MOU to a Knox-Keene licensed health care service plan(s), this Subcontractor or Downstream Subcontractor must be added as an express party to this MOU and named in this MOU as having the responsibilities set forth herein that are applicable to this Subcontractor or Downstream Subcontractor.]*~~ First 5, MCP, and MCP’s relevant Subcontractors and/or Downstream Subcontractors are referred to herein as a “Party” and collectively as “Parties.”

WHEREAS, MCP is required under the Medi-Cal Managed Care Contract, Exhibit A, Attachment III, to enter into this MOU, a binding and enforceable contractual agreement, to enable Medi-Cal beneficiaries enrolled, or eligible to enroll, in MCP (“Members”) are able to access services and connect to a broader array of supports in a coordinated manner from MCP and First 5;

WHEREAS, First 5s were designed to “emphasize local decision making, to provide for greater local flexibility in designing delivery systems”¹ to support children prenatal to age five (5) and their families, and First 5s have broad authority to determine allocation of resources in response to local conditions and as prioritized in their respective strategic plan; and

WHEREAS, the Parties desire to ensure that Members receive services available and benefit from the prenatal to five (5) expertise and family-serving system knowledge and experience of First 5 through coordinating with MCP and to provide a process to continuously evaluate and improve the quality of care coordination provided.

~~*[Notation: This MOU template includes language, notated in italics and bracketed, that the Parties may want to add to this MOU to increase collaboration and communication. MCP and First 5 may also agree to additional provisions, provided that they do not conflict with the requirements of this MOU.]*~~

¹ Cal. Health & Safety Code sections 130100, et seq.

In consideration of the mutual agreements and promises hereinafter, the Parties agree as follows:

1. Definitions. Capitalized terms have the meaning ascribed by MCP's Medi-Cal Managed Care Contract with the California Department of Health Care Services ("DHCS"), unless otherwise defined herein. The Medi-Cal Managed Care Contract is available on the DHCS webpage at www.dhcs.ca.gov.

a. "MCP Responsible Person" means the person designated by MCP to oversee MCP coordination and communication with First 5 and ensure MCP's compliance with this MOU as described in Section 4 of this MOU. It is recommended that this person be in a leadership position with decision-making authority and authority to effectuate improvements in MCP practices.

b. "MCP-First 5 Liaison" means MCP's designated point of contact responsible for acting as the liaison between MCP and First 5 as described in Section 4 of this MOU. The MCP-First 5 Liaison must ensure the appropriate communication and care coordination are ongoing between the Parties, facilitate quarterly meetings in accordance with Section 9 of this MOU, and provide updates to the MCP Responsible Person and/or MCP compliance officer as appropriate.

c. "First 5 Responsible Person" means the person designated by First 5 to oversee coordination and communication with MCP and ensure First 5's compliance with this MOU as described in Section 5 of this MOU. It is recommended that this person be in a leadership position with decision-making authority and authority to effectuate improvements in First 5 practices.

d. "First 5 Liaison" means First 5's designated point of contact responsible for acting as the liaison between MCP and First 5 as described in Section 5 of this MOU. The First 5 Liaison should ensure the appropriate communication and care coordination are ongoing between the Parties, facilitate quarterly meetings in accordance with Section 9 of this MOU, and provide updates to the First 5 Responsible Person as appropriate.

e. "First 5 Services" means the services, supports, and efforts made by First 5 to facilitate the creation and implementation of an integrated, comprehensive, and coordinated system to enhance optimal early childhood development. First 5 Services may include, as determined solely by First 5, care navigation, developmental screenings, and pregnancy and postpartum supports, as well as system investments and partnerships to improve access to quality services, reduce barriers to care, and evaluate and analyze related data to inform strategies to improve quality care and, therefore, the conditions of children prenatal to five (5) years old within their jurisdiction. *[This definition may include other services as appropriate.]*

f. "First 5 Providers" means organizations and individuals contracted with or receiving funding from First 5 to provide First 5 Services.

2. Term. This MOU is in effect as of the Effective Date and continues for a term of ~~three years~~*[The Parties may agree to a term of one year or a longer term.]* or as amended in accordance with Section 14.f of this MOU.

3. Services Covered by This MOU. This MOU governs the coordination between First 5 and MCP for the delivery of services for Members who reside in First 5's jurisdiction and who may be eligible for First 5 Services and supports, as First 5 resources allow.

4. MCP Obligations.

a. **Provision of Covered Services.** MCP is responsible for authorizing Medically Necessary Covered Services and coordinating care for Members provided by MCP's Network Providers and other providers of carve-out programs, services, and benefits. MCP must support Members and/or their caregivers or legal guardian(s) in accessing medically necessary physical, behavioral, developmental, and dental health services for families and children, including those available under the Early and Periodic Screening, Diagnostic and Treatment benefit, such as periodic developmental and behavioral screening.

b. **Oversight Responsibility.** The Director of Behavioral Health or their designee*[insert title]*, the designated MCP Responsible Person listed in Exhibit A of this MOU, is responsible for overseeing MCP's compliance with this MOU. The MCP Responsible Person must:

i. Meet at least quarterly with First 5, as required by Section 9 of this MOU;

ii. Report on MCP's compliance with the MOU to MCP's compliance officer no less frequently than quarterly. MCP's compliance officer is responsible for MOU compliance oversight reports as part of MCP's compliance program and must address any compliance deficiencies in accordance with MCP's compliance program policies;

iii. Ensure there is sufficient staff at MCP to support compliance with and management of this MOU;

iv. Ensure the appropriate levels of MCP leadership (i.e., persons with decision-making authority) are involved in implementation and oversight of the MOU engagements and ensure the appropriate levels of leadership from First 5 are invited to participate in the MOU engagements, as appropriate;

v. Ensure training and education regarding MOU provisions are conducted annually, and as otherwise described in Section 6 of this MOU, for MCP's employees responsible for carrying out activities under this MOU and, as applicable, for Subcontractors, Downstream Subcontractors, and Network Providers; and

vi. Serve, or may designate a person at MCP to serve, as the MCP-First 5 Liaison, the point of contact and liaison with First 5. The MCP-First 5 Liaison is listed in Exhibit A of this MOU. MCP must notify First 5 of any changes to the MCP-First 5 Liaison in writing as soon as reasonably practical but no later than the date of change and must notify DHCS within five (5) Working Days of the change.

c. **Compliance by Subcontractors, Downstream Subcontractors, and Network Providers.** MCP must require and ensure that its Subcontractors, Downstream Subcontractors, and Network Providers, as applicable, comply with all applicable provisions of this MOU.

5. First 5 Obligations.

a. **Provision of Services.** First 5 is responsible for First 5 Services and supports as appropriate and as resources allow.

b. **Oversight Responsibility.** The *[insert title]*, the designated First 5 Responsible Person, listed in Exhibit B of this MOU, is responsible for overseeing First 5's compliance with this MOU. The First 5 Responsible Person serves, or may designate a person to serve, as the designated First 5 Liaison, the point of contact and liaison with MCP. The First 5 Liaison is listed in Exhibit B of this MOU. The First 5 Liaison may be the same person as the Responsible Person. First 5 may designate a liaison by program or service line. First 5 must notify MCP of changes to the First 5 Liaison as soon as reasonably practical but no later than the date of change, except when such prior notification is not possible, in which case, notice should be provided within five (5) Working Days of the change.

[The Parties may agree to additional requirements, such as:

- The First 5 Responsible Person must ensure there is sufficient staff at First 5 who support compliance with and management of this MOU.*
- First 5 must develop and implement MOU compliance policies and procedures for First 5 programs, including oversight reports and mechanisms to address barriers to care coordination.*
- The First 5 Responsible Person must ensure training and education regarding MOU provisions are conducted annually for First 5, First 5 Providers, and First 5's*

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~~employees, as applicable and as necessary to deliver the services and supports discussed this MOU.~~

- ~~• The First 5 Liaison must meet MOU compliance requirements, as determined by policies and procedures established by First 5, and must report to the First 5 Responsible Person.]~~

6. Training and Education.

a. To ensure compliance with this MOU, MCP must provide training and orientation for its employees who carry out responsibilities under this MOU and, as applicable, for MCP's Network Providers, Subcontractors, and Downstream Subcontractors who assist MCP with carrying out MCP's responsibilities under this MOU. The training must include information on MOU requirements, what services are provided or arranged for by each Party, and the policies and procedures outlined in this MOU. For persons or entities performing these responsibilities as of the Effective Date, MCP must provide this training within ~~60 days~~~~[The Parties may agree to 30, 45, or 60 Working Days.]~~ of the Effective Date. Thereafter, MCP must provide this training prior to any such person or entity performing responsibilities under this MOU and to all such persons or entities at least annually thereafter. MCP must require its Subcontractors and Downstream Subcontractors to provide training on relevant MOU requirements and First 5 programs and services to its Network Providers. *[The Parties may agree to make this requirement mutual.]*

b. In accordance with health education standards required by the Medi-Cal Managed Care Contract, MCP must provide its Members and Network Providers with educational materials related to accessing Covered Services, including for services provided by First 5. In addition, MCP must provide its Network Providers with training on Medi-Cal for Kids and Teens services, utilizing the newly developed DHCS Medi-Cal for Kids and Teens Outreach and Education Toolkit as required by APL 23-005 or any subsequent version of the APL.

c. MCP must provide First 5, Members, and Network Providers with training and/or educational materials on how MCP's Covered Services and any carved-out services may be accessed, including during nonbusiness hours. For example, MCP and Network Providers should inform Members about First 5 programs and events. In turn, First 5 should share information about MCP open enrollment and services, such as through Medi-Cal for Kids and Teens.

~~*[The Parties may agree to additional requirements, such as:*~~

- ~~• MCP must provide Members and Network Providers with relevant information on First 5 Services and events hosted by First 5 and First 5 Providers for Members.~~
- ~~• First 5 must share information and educational materials with First 5 Providers on Medi-Cal programs and services for children and families, including DHCS Medi-Cal for Kids and Teens.~~
- ~~• The Parties must together develop training and educational materials covering the services provided or arranged for by the Parties. The Parties must share their training and educational materials with each other to ensure the information in their respective training and educational materials includes an accurate set of services provided or arranged for by each Party and is consistent with MCP and First 5 policies and procedures, and with clinical practice standards.~~
- ~~• The Parties must collaborate to educate community-based services and organizations as identified by First 5 and/or First 5 Providers who serve the prenatal to five (5) population about First 5 Services and MCP Covered Services.~~
- ~~• The Parties must develop and share outreach communication materials and develop initiatives to share resources about MCP and First 5 with individuals who may be eligible for MCP's Covered Services and/or First 5 Services.~~
- ~~• First 5 must provide the First 5 Liaison and First 5 Providers with training and educational materials on MCP's Covered Services to support First 5 in assisting Members with accessing MCP's Covered Services.]~~

7. Referrals.

a. **Referral Process.** The Parties must work collaboratively to develop policies and procedures that ensure Members who may be eligible for First 5 Services are referred to First 5 and First 5 Providers, as applicable.

b. First 5 should facilitate referrals from MCP to First 5 Providers if First 5 services are appropriate and assist MCP with identifying the appropriate First 5 Providers for such referrals as needed. *[First 5 may facilitate referrals from MCP to other community-based services and organizations as identified by First 5 that may be able to serve the Member. If First 5 or First 5 Providers make referrals to other community-based services or organizations, First 5 or First 5 Providers must notify the MCP that the referral was made.]*

c. The Parties should establish policies and procedures for how First 5 will notify MCP if First 5 and/or First 5 Providers are at capacity and are unable to accept Member referrals for First 5 Services. The policies and procedures should include notification to referred Members that First 5 Services are not currently available.

d. MCP must refer Members using a patient-centered, shared decision-making process.

e. First 5 should recommend best practices for successful engagement of eligible Members to MCP for MCP's Covered Services and Community Supports services or care management programs for which Members may qualify, including Enhanced Care Management ("ECM") or Complex Care Management ("CCM"). However, if First 5 is also an ECM Provider, provides Community Supports, or provides other services pursuant to a separate agreement between MCP and First 5, this MOU does not govern First 5's provision of ECM, Community Supports, or other services.

f. MCP must require that its CCM care managers, its Transitional Care Services care managers, and contracted ECM Providers refer Members to First 5 as appropriate.

~~[The Parties may agree to additional requirements, such as:~~

- ~~• The Parties must work to identify and address barriers to eligible Members' use of Medi-Cal benefits for the prenatal to five (5) individuals and their families based on information provided and best practices recommended by First 5s.~~*
- ~~• The Parties must work to identify and refer Members to MCP who are receiving First 5 Services and who may be eligible for ECM, including, but not limited to, Members who may meet the criteria for the Birth Equity Population of Focus.~~*
- ~~• Where a First 5 Provider is aware that a Member is at risk for a developmental disorder or has not received all age-appropriate developmental screenings, the First 5 Provider should, assuming consent from the Member's family, submit a referral for developmental screenings and/or services to the MCP or Member's primary care provider.~~*

Closed Loop Referrals. By July 1, 2025, the MCP must develop a process to implement DHCS guidance regarding closed loop referrals to applicable Community Supports, ECM benefits, and/or community-based resources, as referenced in the CalAIM Population Health Management Policy Guide,² DHCS All Plan Letter ("APL") 22-024, or any subsequent version of the APL, and as set forth by DHCS through an APL or other, similar guidance. The Parties must work collaboratively to develop and implement a process to ensure that MCP complies with the applicable provisions of closed loop referrals guidance within 90 Working Days of issuance of this guidance. The Parties must establish a system

² CalAIM Population Health Management Policy Guide, available at: <https://www.dhcs.ca.gov/CalAIM/Documents/PHM-Policy-Guide.pdf>.

that tracks cross-system referrals and meets all requirements as set forth by DHCS through an APL or other, similar guidance.]

8. Care Coordination and Collaboration.

a. The Parties must adopt policies and procedures for coordinating Members' access to care and services that incorporate all the requirements set forth in this MOU.

b. The Parties must discuss and address systematic and, to the extent possible, individual care coordination issues or barriers to care coordination efforts at least quarterly.

c. MCP must have policies and procedures in place to maintain collaboration with First 5 and to identify strategies to monitor and assess the effectiveness of this MOU. *[For example, MCP and First 5 should collaborate to leverage First 5's expertise at connecting and integrating systems of care to ensure Members are being linked to the appropriate services, such as connecting Members and their families to their medical home, social services, and other supports for the prenatal to five (5) population.]*

d. When a Member enrolled in ECM also receives First 5 Services, the ECM Provider shall coordinate services with First 5 (as appropriate) or First 5 Providers to ensure the Member's needs are addressed. To support the ECM Provider, MCP must ensure that the Member's ECM Providers are aware of First 5 agencies and contacts and consult with, keep informed (as appropriate), and share data with (as appropriate) First 5 or the First 5 Provider that provides First 5 Services to the Member.

[The Parties may agree to additional requirements such as:

- ~~• MCP must provide information to First 5 about opportunities for First 5 and First 5 Providers to contract with MCP as Network Providers and provide support to First 5 and First 5 Providers in addressing any barriers in doing so.~~
- ~~• MCP must work with First 5 to identify how MCP's ECM Providers can more effectively coordinate to improve outcomes for the prenatal to five (5) population working with First 5 and First 5 Providers.]~~

9. Quarterly Meetings.

a. The Parties must meet as frequently as necessary to ensure proper oversight of this MOU, but not less frequently than quarterly, to discuss community needs and how to partner to meet them and address care coordination, Quality Improvement ("QI") activities, QI outcomes, systemic and case-specific concerns, and

communication with others within their organizations about such activities. *[Parties may agree to meet more frequently.]* These meetings may be conducted virtually.

b. Within 30 Working Days after each quarterly meeting, MCP must post on its website the date and time the quarterly meeting occurred and, as applicable, distribute to meeting participants a summary of any follow-up action items or changes to processes that are necessary to fulfill MCP's obligations under the Medi-Cal Managed Care Contract and this MOU.

c. MCP must invite the First 5 Responsible Person and appropriate First 5 program executives to participate in MCP quarterly meetings to ensure appropriate committee representation, including a local presence, and to discuss and address care coordination and MOU-related issues. Subcontractors and Downstream Subcontractors should be permitted to participate in these meetings, as appropriate.

d. MCP must report to DHCS updates from quarterly meetings in a manner and at a frequency specified by DHCS.

e. **Local Representation.** MCP must participate, as appropriate, in meetings or engagements to which MCP is invited by First 5, such as local county meetings, local community forums, and First 5 engagements, to collaborate with First 5 in equity strategy and wellness and prevention activities. First 5 and First 5 Providers, as appropriate, are encouraged to participate in meetings, engagements, or committees to which they are invited by MCP.

~~*[The Parties may agree to additional requirements such as:*~~

- ~~*• MCP must engage First 5, as appropriate, when partnering with local community-based organizations and Network Providers serving families with young children.]*~~

10. Quality Improvement. The Parties must develop QI activities specifically for the oversight of the requirements of this MOU, including, without limitation, any applicable performance measures and QI initiatives, including those to prevent duplication of services and reports that track referrals, Member engagement, and service utilization. *[For example, MCP and First 5 routinely evaluate whether MCP is effectively referring Members for First 5 Services and, if necessary, identify ways to improve this process.]* MCP must document these QI activities in its policies and procedures. Where appropriate, MCP should include First 5 as a resource and partner in QI initiatives.

~~*[The Parties may agree to additional requirements, such as a requirement that the Parties must adopt joint policies and procedures establishing and addressing QI activities for coordinating the care and delivery of services for Members.]*~~

11. Data Sharing and Confidentiality. As applicable, appropriate, and feasible, the Parties must implement policies and procedures to ensure that the minimum necessary Member information and data for accomplishing the goals of this MOU are exchanged timely and maintained securely and confidentially, and in compliance with the requirements set forth below. The Parties must share information in compliance with applicable law, which may include the Health Insurance Portability and Accountability Act and its implementing regulations, as amended (“HIPAA”), 42 Code of Federal Regulations Part 2, and other State and federal privacy laws.

a. **Data Exchange.** MCP must, and First 5 is encouraged to, share the minimum necessary data and information to facilitate referrals and coordinate care under this MOU. The Parties must have policies and procedures for supporting the timely and frequent exchange of Member information and data, which may include behavioral health and physical health data, including receipt of services from and engagement with First 5 Providers; for ensuring the confidentiality of exchanged information and data; and, if necessary, for obtaining Member consent. The minimum necessary information and data elements to be shared as agreed upon by the Parties are set forth in Exhibit C of this MOU. The Parties must annually review and, if appropriate, update Exhibit C of this MOU to facilitate sharing of information and data.

b. **Use of Data by MCP.** MCP must carefully consider data and information, including community and Member feedback, made available by First 5 to address Member needs, provide a broader understanding of the health needs and preferences of Members, and support more meaningful Member engagement.³

[The Parties may agree to additional requirements such as:

- MCP must use data provided by First 5 and First 5 Providers to identify Members who may be eligible for ECM.*
- MCP and First 5 must enter into the State's Data Exchange Framework Data Sharing Agreement for the safe sharing of information.*
- To the extent the Parties deem it necessary and/or appropriate, they can reference a business associate agreement (“BAA”) to be integrated into the Agreement by a reference in this subsection to a BAA as Exhibit D.]*

³ Per the CalAIM Population Health Management Policy Guide, “Risk Stratification and Segmentation (RSS) means the process of differentiating all Members into separate risk groups and/or meaningful subsets. RSS results in the categorization of all Members according to their care and risk needs at all levels and intensities.”

c. **Interoperability.** MCP must make available to Members their electronic health information held by MCP pursuant to 42 Code of Federal Regulations section 438.10 and in accordance with APL 22-026 or any subsequent version of the APL. MCP must make available an application programming interface that makes complete and accurate Network Provider directory information available through a public-facing digital endpoint on MCP's website pursuant to 42 Code of Federal Regulations sections 438.242(b) and 438.10(h).

[The Parties may agree to additional requirements such as:

~~***Disaster and Emergency Preparedness.** The Parties must develop policies and procedures to mitigate the effects of natural, man-made, or war-caused disasters involving emergency situations and/or broad health care surge events greatly impacting the Parties' health care delivery system to ensure the continued coordination and delivery of First 5 Services and MCP's Covered Services for impacted Members.]*~~

12. Dispute Resolution.

a. The Parties must agree to dispute resolution procedures such that, in the event of any dispute or difference of opinion regarding the Party responsible for service coverage arising out of or relating to this MOU, the Parties must attempt, in good faith, to promptly resolve the dispute mutually between themselves. MCP must, and First 5 should, document the agreed-upon dispute resolution procedures in policies and procedures. Pending resolution of any such dispute, the Parties must continue without delay to carry out all their responsibilities under this MOU, including providing Members with access to services under this MOU, unless this MOU is terminated. If the dispute cannot be resolved within ~~*[suggested: 15 Working Days]*~~ of initiating such dispute or such other period as may be mutually agreed to by the Parties in writing, either Party may pursue its available legal and equitable remedies under California law.

b. Disputes between MCP and First 5 that cannot be resolved in a good faith attempt between the Parties must be forwarded by MCP and may be forwarded by First 5 to DHCS. Until the dispute is resolved, the Parties may agree to an arrangement satisfactory to both Parties regarding how the services under dispute will be provided.

c. Nothing in this MOU or provision constitutes a waiver of any of the government claim filing requirements set forth in Title I, Division 3.6, of the California Government Code or as otherwise set forth in local, State, or federal law.

13. Equal Treatment.

a. Nothing in this MOU is intended to benefit or prioritize Members over persons served by First 5 who are not Members. Pursuant to Title VI, 42 United States Code section 2000d, et seq., First 5 cannot provide any service, financial aid, or other benefit to an individual that is different, or is provided in a different manner, from that provided to others by First 5.

b. First 5 is prohibited from directing or recommending that an individual choose or refrain from choosing a specific MCP, and MCP is prohibited from directing or recommending that an individual choose or refrain from choosing a specific First 5.

c. First 5 is prohibited from making decisions intended to benefit or disadvantage a specific MCP, and MCP is prohibited from making decisions intended to benefit or disadvantage a specific First 5.

14. General.

a. **MOU Posting.** MCP must post this executed MOU on its website.

b. **Documentation Requirements.** MCP must retain all documents demonstrating compliance with this MOU for at least ten (10) years as required by the Medi-Cal Managed Care Contract. If DHCS requests a review of any existing MOU, MCP must submit the requested MOU to DHCS within ten (10) Working Days of receipt of the request.

c. **Notice.** Any notice required or desired to be given pursuant to or in connection with this MOU must be given in writing, addressed to the noticed Party at the Notice Address set forth below the signature lines of this MOU. Notices must be (i) delivered in person to the Notice Address; (ii) delivered by messenger or overnight delivery service to the Notice Address; (iii) sent by regular United States mail, certified, return receipt requested, postage prepaid, to the Notice Address; or (iv) sent by email, with a copy sent by regular United States mail to the Notice Address. Notices given by in-person delivery, messenger, or overnight delivery service are deemed given upon actual delivery at the Notice Address. Notices given by email are deemed given the day following the day the email was sent. Notices given by regular United States mail, certified, return receipt requested, postage prepaid, are deemed given on the date of delivery indicated on the return receipt. The Parties may change their addresses for purposes of receiving notice hereunder by giving notice of such change to each other in the manner provided for herein.

d. **Delegation.** MCP may delegate its obligations under this MOU to a Fully Delegated Subcontractor or Partially Delegated Subcontractor as permitted under the

Medi-Cal Managed Care Contract, provided that such Fully Delegated Subcontractor or Partially Delegated Subcontractor is made a Party to this MOU. Further, MCP may enter into Subcontractor Agreements or Downstream Subcontractor Agreements that relate directly or indirectly to the performance of MCP's obligations under this MOU. Other than in these circumstances, MCP cannot delegate the obligations and duties contained in this MOU.

e. **Annual Review.** MCP must conduct an annual review of this MOU to determine whether any modifications, amendments, updates, or renewals of responsibilities and obligations outlined within are required. MCP must provide DHCS evidence of the annual review of this MOU and copies of any MOU modified or renewed as a result.

f. **Amendment.** This MOU may only be amended or modified by the Parties through a writing executed by the Parties. However, this MOU is deemed automatically amended or modified to incorporate any provisions amended or modified in the Medi-Cal Managed Care Contract, or as required by applicable law or any applicable guidance issued by a State or federal oversight entity.

g. **Governance.** This MOU is governed by and construed in accordance with the laws of the State of California.

h. **Independent Contractors.** No provision of this MOU is intended to create, nor is any provision deemed or construed to create, any relationship between First 5 and MCP other than that of independent entities contracting with each other hereunder solely for the purpose of effecting the provisions of this MOU. Neither First 5 nor MCP, nor any of their respective contractors, employees, agents, or representatives, is construed to be the contractor, employee, agent, or representative of the other.

i. **Counterpart Execution.** This MOU may be executed in counterparts, signed electronically and sent via PDF, each of which is deemed an original, but all of which, when taken together, constitute one and the same instrument.

j. **Superseding MOU.** This MOU constitutes the final and entire agreement between the Parties and supersedes any and all prior oral or written agreements, negotiations, or understandings between the Parties that conflict with the provisions set forth in this MOU. It is expressly understood and agreed that any prior written or oral agreement between the Parties pertaining to the subject matter herein is hereby terminated by mutual agreement of the Parties.

(Remainder of this page intentionally left blank)

The Parties represent that they have authority to enter into this MOU on behalf of their respective entities and have executed this MOU as of the Effective Date.

MCP CEO or Responsible Person

First 5 Director or Responsible Person

Signature:
Name:
Title:
Notice Address:

Signature:
Name:
Title:
Notice Address:

***[Subcontractor or Downstream
Subcontractor]***

Signature:
Name:
Title:
Notice Address:

[MCP, if multiple MCPs in County]

Signature:
Name:
Title:
Notice Address:

Exhibits A and B

[Placeholder for Exhibits to Contain MCP Responsible Person, MCP-First 5 Liaison, First 5 Responsible Person, and First 5 Liaison as Referenced in Sections 4.b and 5.b of this MOU]

4.b

Mark Bontrager
Sr. Director of Behavioral Health or Designee
Partnership HealthPlan of CA

5.b.

(First 5 Liaison)

Exhibit C

Data Elements

Examples of data elements to include in this Exhibit are:

- i. Member demographic information; and
- ii. Known changes in condition that may adversely impact the Member's health and/or welfare and that are relevant to the services.

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1. Partnership and First 5 may share the following data elements:
 - a. Member demographic information;
 - b. Behavioral and physical health information;
 - c. Diagnoses and assessments;
 - d. Medications prescribed;
 - e. Laboratory results; and
 - f. Known changes in condition that may adversely impact the Member's health and/or welfare and that are relevant to the services.
2. First 5 and Partnership will work collaboratively within the first year of executing the MOU on to develop protocols for sharing information in accordance with this MOU and state and federal privacy laws. Examples of the type of information that may be shared include:
 - a. From the First 5 to the Partnership:
 - i. List of providers delivering services
 - ii. Additional data required to facilitate referrals and coordinate care, such as:
 1. Member demographic information
 2. Member contact information
 3. Behavioral and physical health information



380 Crown Point Circle
Grass Valley, CA 95945

Melody Easton
Executive Director
Phone: (530) 274-5361
Fax: (530) 274-5355
www.first5nevco.com

To: Commission
From: Melody Easton
Date: January 15, 2025
Re: Executive Director's Report

First 5 California & First 5 Association

First 5 Association

- Strategic Framework Update – the Association continues to work on updating their Strategic Framework to better capture the work of the Association to support the 58 counties.
- During the Association Board Retreat in November, we were informed that the Association dues would increase for the first time in 8 years. This increase is due to inflation and the increase in support offered to counties as well as statewide through policy and advocacy work. Association Staff has worked up several formulas to represent an equitable increase across the 58 counties. Currently, First 5 Nevada County pays ~\$3500 annually. Based on the new formulas, we will be asked to pay between \$10,000 and \$15,000 based on our county size. While this increase seems steep, the Association provides a tremendous amount of support and capacity to all small counties. I feel confident that the increase in dues is reflective of the cost-benefit that our county receives in support from the Association. The Association Board is still working out the details of what would happen if a county can't, or doesn't want to, pay the increased dues amount.
- First 5 Nevada County staff will be attending the First 5 Association Annual Summit in San Diego February 10-12, 2025. Areas of focus for the Summit include: REDI (Race, Equity, Diversity, and Inclusion), partnerships with Medi-Cal Managed Care Plans, and the upcoming Choose Children Campaign – which will seek to inform gubernatorial candidates about the importance of prioritizing early childhood in their campaign platforms.

First 5 California

- Small Population County Funding Augmentation – First 5 California has agreed to fund SPCFA for \$15million over the course of the next 3 years. F5CA is considering changing the funding formula *from* a birthrate formula (similar to Prop 10) *to* one coinciding with the 0-5 population in each small county. We are unclear about how that would impact the total funding amounts for each county and have requested additional information. SPCFA is due to be presented to the F5CA Commission for approval on January 30, 2025.

Sue Hoek
Commission Chair
Nevada County
Supervisor,
District 4

Rachel Peña, LCSW
Vice-Chair
Director, Social Services
Nevada County Health and
Human Services Agency

Ryan Gruver
Director,
Nevada County Health &
Human Services Agency

Scott W. Lay
Nevada County Superintendent
of Schools

Bobbi Luster
Nevada County Library
Truckee Branch

- Stabilization Fund – the First 5 Association approached First 5 California regarding establishing a \$25million Stabilization Fund to support counties who are struggling due to the decline in Prop 10 revenue. First 5 California countered the ask with an offer for a \$3million Stabilization Fund over 3 years divided among Emergency Support (for counties who are experiencing natural disasters) and Capacity Building funds (for counties struggling with the decline in revenue). The Association asked about the possibility of at least making it \$3million per year and continuing to work together on the parameters of the funding. Conversations are ongoing. The Stabilization Fund is due to be presented to the F5CA Commission for approval on January 30, 2025.

Car Seats

Staff is partnering with Nevada County Public Health on an application for funding through California Department of Public Health's Kids' Plate program to support car seat safety education and installation. Funding is for either \$50,000 or \$75,000 annually from July 1, 2025 until June 30, 2027. If awarded, we would partner with Public Health to support additional certifications for car seat technicians, purchase seats, and create a community-wide educational campaign round driver awareness/safety.

Social Media and Outreach

Facebook (facebook.com/first5nevco) - 711 people following the page
Instagram ([@first5nevadacounty](https://instagram.com/first5nevadacounty)) - 290 followers