



380 Crown Point Circle
Grass Valley, CA 95945

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

Regular Meeting
Wednesday, June 15, 2022
Agenda
1:00pm – 3:00pm

ANNOUNCEMENT No. 1: This meeting is being held pursuant to the procedures established in Assembly Bill 361 amending elements of the Brown Act effective October 1, 2021. All Board members may attend the meeting by teleconference. This meeting will be a virtual meeting only. The public may observe and address the meeting via Zoom.

ANNOUNCEMENT No. 2: The public will have access to the First 5 Nevada County Commission meeting through Zoom Teleconferencing. If you are joining the meeting via Zoom and wish to make a comment on an item, press the “raise a hand” button.

- 1. Call to Order**
- 2. Approval of Agenda— ACTION – Attachment 1**
- 3. Introductions**
- 4. Public Comment**
- 5. Commissioner Comment**
- 6. Approval of Minutes for May 18, 2022 Regular Meeting – ACTION – Attachment 2**
- 7. Fiscal Review – ACTION – Attachment 3**
The Commission will review the fiscal reports and credit card statements through April 2022.
- 8. Contractor Report —DISCUSSION**
The Commission will hear a report from Robert Heirendt about their First 5 Funded Children’s Behavioral Health services.
- 9. Contractor Report —DISCUSSION**
The Commission will hear a report from Char Weiss-Wenzl about their First 5 Funded Moving Beyond Depression services.
- 10. Program Report – DISCUSSION – Attachment 4**
The Commission will hear an update from the Home Visiting Collaborative program funded by First 5 California.

Ryan Gruver
Commission Chair
Director,
Nevada County Health
& Human Services
Agency

Sue Hoek
Vice-Chair
Nevada County
Supervisor,
District 4

Phebe Bell
Director, Behavioral
Health
Nevada County
Health and Human
Services Agency

Laura Brown
Executive Director,
Excellence in Education
Foundation

Scott W. Lay
Nevada County
Superintendent of Schools

11. Quarter 3 Reports - DISCUSSION – Attachment 5

The Commission will review the Quarter 3 performance reports submitted in Persimmony.

12. Calendar of Key Commission Activities - ACTION – Attachment 6

The Commission will review and approve the process for updating the First 5 Nevada County Strategic Plan for the 2024-2027 Strategic Period.

13. Extending the Strategic Plan - ACTION – Attachment 7

The Commission will review a proposal to extend the Strategic Plan length from 3 years to 6 years to allow for longer-term evaluation of program successes.

14. Commission Meeting Date/Time - DISCUSSION

The Commission will discuss moving the Regular Commission Meeting date and time for the 2022-2023 fiscal year.

15. PUBLIC HEARING – First 5 Nevada County Long Range Financial Plan – ACTION – Attachment 8

The Commission is asked to take public testimony and adopt the updated Long Range Financial Plan.

16. Executive Director’s Report—DISCUSSION - Attachment 9

The Executive Director will share highlights from her written report.

17. Audit Proposal—ACTION - Attachment 10

The Commission will consider a 1-year extension to our current contract with Jensen Smith Certified Public Accounting for the purpose of completing the FY2021-2022 Annual Audit. The service fee will be increasing from \$6500 to \$7200.

Correspondence—**NONE**

Adjournment

Next meeting: Wednesday, September 21, 2022 – Eric Rood Administrative Center

This agenda was posted on the web at www.first5nevco.com. Posted on June 8, 2022.

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.



380 Crown Point Circle
Grass Valley, CA 95945

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

Wednesday, May 18, 2022

Minutes

1:00pm – 4:00pm

Location: TTUSD Meeting Room 11063 Donner Pass Rd. Truckee CA 96161

ANNOUNCEMENT No. 1: This meeting is being held pursuant to the procedures established in Assembly Bill 361 amending elements of the Brown Act effective October 1, 2021. All Board members may attend the meeting by teleconference. This meeting will be a virtual meeting only. The public may observe and address the meeting via Zoom.

ANNOUNCEMENT No. 2: The public will have access to the First 5 Nevada County Commission meeting through Zoom Teleconferencing. If you are joining the meeting via Zoom and wish to make a comment on an item, press the “raise a hand” button.

1. Call to Order

1:01 p.m.

2. Approval of Agenda— ACTION – Attachment 1

Scott W. Lay made a motion to approve the May 18, 2022, agenda. (Motion/Second/Carry) Scott W. Lay, Laura Brown, (3-0)

3. Introductions

Ryan Gruver, Scott W. Lay, Laura Brown, Melody Easton, Rosemary Gonzalez, Sue Van Wazer, Cindy Maciel, Jeff Santos

4. Public Comment

Cindy Maciel wanted to thank everyone for coming and visiting and for all that has been done.

5. Commissioner Comment

Scott, Ryan, and Laura all commented on how great it was to visit all the programs in Truckee and to see all the progress that has gone on throughout the year.

6. Approval of Minutes for April 20, 2022, Regular Meeting – ACTION – Attachment 2

Laura Brown made a motion to approve the minutes. (Motion/Second/Carry) Laura Brown, Scott W. Lay, (3-0)

7. Fiscal Review – ACTION – Attachment 3

The Commission will review the fiscal reports and credit card statements through March 2022.

Scott made a motion to approve the Fiscal Reports through March 2022. (Motion/Second/Carry) Scott W. Lay, Laura Brown, (3-0)

8. Contractor Report —DISCUSSION

The Commission will hear a presentation from 2-1-1 Connecting Point about their First 5 funded Ready-to-Grow program.

Ryan Gruver
Commission Chair
Director,
Nevada County Health
& Human Services
Agency

Sue Hoek
Vice-Chair
Nevada County
Supervisor,
District 4

Phebe Bell
Director, Behavioral
Health
Nevada County
Health and Human
Services Agency

Laura Brown
Executive Director,
Excellence in Education
Foundation

Scott W. Lay
Nevada County
Superintendent of Schools

Lindsay Gordon gave a grantee presentation via zoom for Ready to Grow.

9. Contractor Report —DISCUSSION

The Commission will hear a presentation from Healthy Babies about their First 5 funded services.
Sue Van Wazer gave a grantee presentation via zoom for Healthy Babies.

10. Car Seat Proposal – ACTION – Attachment 4

Staff will present a proposal to have the Service Support Secretary resume car seat safety outreach and installation. The responsibility was shifted to the CHP in 2020 when Sandi resigned her position. However, we have received feedback from the community that they would be more likely to refer families to First 5 Nevada County for car seats. Rosemary reports that she has the capacity in her schedule to take on the training, outreach, and installation.
Laura made a motion to approve the Support Services Secretary, Rosemary Gonzalez, to resume car seat safety outreach and installation. Training will take place in 2022/20223 fiscal year. (Motion/Second/Carry) Laura Brown, Scott W. Lay, (3-0)

11. 2022-2023 Meeting Schedule – ACTION – Attachment 5

The Commission will review and approve the 2022-2023 Regular Commission Meeting Schedule
Scott made a motion to approve the 2022-2023 meeting schedule. (Motion/Second/Carry) Scott W. Lay, Laura Brown, (3-0)

12. PUBLIC HEARING – First 5 Nevada County Strategic Plan – ACTION – Attachment 6

The Commission is asked to take public testimony and adopt the 2021-2024 First 5 Nevada County Strategic Plan with minimal changes.
Laura made a motion to adopt the 2021-2024 First 5 Nevada County Strategic Plan. (Motion/Second/Carry) Laura Brown, Scott W. Lay, (3-0) Public hearing began at 1:58 and closed at 2:00 with no public comment.

13. Executive Director's Report—DISCUSSION - Attachment 7

The Executive Director will share highlights from her written report.
Melody Easton shared First 5 California and First 5 Associations shared services, she mentioned that the Parenting Panel in Nevada County was postponed. The leadership training opportunity for Cohort #4 will start in the fall and hopefully will be able to attend. Melody mentioned that she was selected for to participate in the Center for Nonprofit Leadership Executive Director Academy and preparations for Kids corner at the Fair have begun. The Nevada County Fair will be held from 8/10-8/14, and all volunteers will require a background check.

Social Media and outreach number have improved some with 677 followers on Facebook and 204 followers on Instagram.

14. Remote Teleconference Meeting – ACTION

Shall the First 5 Nevada County Commission approve re-authorizing remote teleconference meetings for the Regular Commission Meeting scheduled on June 15, 2022, because the Commission determines at this time the meeting may be held during a proclaimed State of Emergency, and State or Local Officials have imposed or recommended measures to promote social distancing?

Scott W. Lay made a motion to approve remote teleconference meeting. (Motion/Second/Carry) Scott W. Lay, Laura Brown, (3-0)

Correspondence— None

Adjournment

2:09

Next meeting: Wednesday, June 15, 2022 – Eric Rood Administrative Center 950 Maidu Avenue Nevada City, CA 95959

**First 5 Nevada County
Profit & Loss by Class
April 2022**

	HV Collabo...	Impact	Program	Sal. Svc. S...	TOTAL
Ordinary Income/Expense					
Income					
4150 · Collaborative/CAPC	34,955.70	0.00	0.00	0.00	34,955.70
4400 · IMPACT Program	0.00	24,326.71	0.00	0.00	24,326.71
Total Income	34,955.70	24,326.71	0.00	0.00	59,282.41
Expense					
6200 · Grants Expense					
6205 · Contracts	0.00	0.00	10,324.00	0.00	10,324.00
Total 6200 · Grants Expense	0.00	0.00	10,324.00	0.00	10,324.00
6380 · County Support Services-1/4-ly	0.00	0.00	0.00	1,142.74	1,142.74
6390 · (Indirect) Support to NCSOs-...	0.00	0.00	0.00	1,510.00	1,510.00
6421 · Services & Supplies (Impact)					
6422 · Consulting-IMPACT	0.00	2,667.00	0.00	0.00	2,667.00
6421 · Services & Supplies (Impa...	0.00	4,400.00	0.00	0.00	4,400.00
Total 6421 · Services & Supplies (Im...	0.00	7,067.00	0.00	0.00	7,067.00
6600 · Professional Development	0.00	0.00	0.00	1,700.00	1,700.00
6620 · Memberships and Subscripti...	0.00	0.00	0.00	160.00	160.00
6640 · Website	0.00	0.00	0.00	192.73	192.73
6800 · Accounting Fees	0.00	0.00	0.00	360.00	360.00
7000 · Salaries	3,969.33	0.00	0.00	9,776.26	13,745.59
7020 · Fringe Benefits					
7021 · Medical/Health Insurance	951.23	0.00	0.00	643.22	1,594.45
7022 · Medicare	52.14	0.00	0.00	136.82	188.96
7023 · Retirement	909.37	0.00	0.00	2,239.75	3,149.12
7024 · Unemployment	17.98	0.00	0.00	47.30	65.28
7025 · Worker's Compensation	36.32	0.00	0.00	95.31	131.63
Total 7020 · Fringe Benefits	1,967.04	0.00	0.00	3,162.40	5,129.44
Total Expense	5,936.37	7,067.00	10,324.00	18,004.13	41,331.50
Net Ordinary Income	29,019.33	17,259.71	-10,324.00	-18,004.13	17,950.91
Net Income	29,019.33	17,259.71	-10,324.00	-18,004.13	17,950.91

**First 5 Nevada County
Profit & Loss by Class
July 2021 through April 2022**

Ordinary Income/Expense	Augmentati...	HV Collabo...	Impact	Program	Sal. Svc. S...	TOTAL
Income						
4150 · Collaborative/CAPC	0.00	41,031.78	0.00	0.00	0.00	41,031.78
4300 · Kids Corner Contributions	0.00	0.00	0.00	10,700.00	0.00	10,700.00
4400 · IMPACT Program	0.00	0.00	30,276.71	0.00	11,871.27	42,147.98
4501 · Tobacco Tax Revenue	0.00	0.00	0.00	0.00	383,709.07	383,709.07
4505 · Augmentation(Small County Pop.)	12,000.00	0.00	0.00	0.00	0.00	12,000.00
4900 · Interest Income	0.00	0.00	0.00	0.00	8,796.78	8,796.78
Total Income	12,000.00	41,031.78	30,276.71	10,700.00	404,377.12	498,385.61
Expense						
6200 · Grants Expense						
6205 · Contracts	0.00	0.00	0.00	167,772.20	24,328.00	192,100.20
6200 · Grants Expense - Other	0.00	0.00	0.00	0.00	21.00	21.00
Total 6200 · Grants Expense	0.00	0.00	0.00	167,772.20	24,349.00	192,121.20
6240 · Community Project						
6241 · Community Events/Kids Corner	0.00	0.00	0.00	4,196.93	0.00	4,196.93
6240 · Community Project - Other	0.00	0.00	0.00	6,522.79	0.00	6,522.79
Total 6240 · Community Project	0.00	0.00	0.00	10,719.72	0.00	10,719.72
6300 · Evaluation/Assessment	0.00	0.00	0.00	0.00	384.00	384.00
6380 · County Support Services-1/4-ly	0.00	0.00	0.00	0.00	3,143.61	3,143.61
6390 · (Indirect) Support to NCSOs-Mo.	0.00	0.00	0.00	0.00	13,590.00	13,590.00
6400 · Computer Expenses	0.00	0.00	0.00	0.00	768.35	768.35
6421 · Services & Supplies (Impact)						
6422 · Consulting-IMPACT	0.00	0.00	24,793.71	0.00	0.00	24,793.71
6421 · Services & Supplies (Impact) - ...	0.00	0.00	4,400.00	0.00	0.00	4,400.00
Total 6421 · Services & Supplies (Impact)	0.00	0.00	29,193.71	0.00	0.00	29,193.71
6480 · Insurance						
6501 · Home Visiting	0.00	0.00	0.00	0.00	1,769.40	1,769.40
6502 · Collaborative Coordinator	0.00	69.99	0.00	0.00	0.00	69.99
6503 · Supplies	0.00	21.07	0.00	0.00	0.00	21.07
6501 · Home Visiting - Other	0.00	1,475.00	0.00	0.00	0.00	1,475.00
Total 6501 · Home Visiting	0.00	1,566.06	0.00	0.00	0.00	1,566.06

**First 5 Nevada County
Profit & Loss by Class
July 2021 through April 2022**

	Augmentati...	HV Collabo...	Impact	Program	Sal. Svc. S...	TOTAL
6520 · Office and Operating Supplies	0.00	0.00	0.00	0.00	406.28	406.28
6560 · Postage and Deliveries	0.00	0.00	0.00	0.00	13.92	13.92
6580 · Printing and Copying	0.00	0.00	0.00	0.00	281.76	281.76
6600 · Professional Development	0.00	0.00	0.00	0.00	2,700.00	2,700.00
6620 · Memberships and Subscriptions	0.00	0.00	0.00	0.00	4,148.00	4,148.00
6640 · Website	0.00	0.00	0.00	0.00	223.72	223.72
6650 · Technical Assistance	0.00	0.00	0.00	0.00	10,500.00	10,500.00
6660 · Meeting and Event Expenses	0.00	0.00	0.00	0.00	86.00	86.00
6700 · Travel and Training	0.00	0.00	0.00	0.00	45.00	45.00
6800 · Accounting Fees	0.00	0.00	0.00	0.00	3,140.00	3,140.00
6840 · Audit	0.00	0.00	0.00	0.00	6,500.00	6,500.00
6850 · County Counsel Legal Fees	0.00	0.00	0.00	0.00	11.60	11.60
6900 · Miscellaneous Expenses	0.00	0.00	0.00	0.00	9,856.73	9,856.73
7000 · Salaries	0.00	27,785.31	0.00	0.00	95,925.00	123,710.31
7020 · Fringe Benefits						
7021 · Medical/Health Insurance	0.00	6,652.31	0.00	0.00	7,394.03	14,046.34
7022 · Medicare	0.00	364.98	0.00	0.00	1,335.66	1,700.64
7023 · Retirement	0.00	6,365.59	0.00	0.00	21,976.49	28,342.08
7024 · Unemployment	0.00	17.98	0.00	0.00	47.30	65.28
7025 · Worker's Compensation	0.00	254.24	0.00	0.00	930.43	1,184.67
7026 · Other Fringe Benefits	0.00	107.88	0.00	0.00	718.07	825.95
Total 7020 · Fringe Benefits	0.00	13,762.98	0.00	0.00	32,401.98	46,164.96
Total Expense	0.00	43,114.35	29,193.71	178,491.92	210,244.35	461,044.33
Net Ordinary Income	12,000.00	-2,082.57	1,083.00	-167,791.92	194,132.77	37,341.28
Net Income	12,000.00	-2,082.57	1,083.00	-167,791.92	194,132.77	37,341.28

**First 5 Nevada County
Expenses by Vendor Detail 2021-2022
April 2022**

Date	Memo	Account	Class	Amount
04/05/2022	Blue Host Website	6640 · Website	Sal. Svc. Supl.	167.88
	Total Blue Host			167.88
04/08/2022	Carol Viola March TF Articulation	6422 · Consulting-IMPACT	Impact	2,667.00
	Total Carol Viola			2,667.00
04/20/2022	Center for Non-Profit Leadership Annual Dues	6620 · Memberships and Subscriptions	Sal. Svc. Supl.	160.00
04/22/2022	E.D Academy	6600 · Professional Development	Sal. Svc. Supl.	700.00
	Total Center for Non-Profit Leadership			860.00
04/08/2022	Child Advocates of Nevada County March	6205 · Contracts	Program	10,324.00
	Total Child Advocates of Nevada County			10,324.00
04/06/2022	Full Circle Consulting Systems, Inc. Consulting Sessions	6421 · Services & Supplies (Impact)	Impact	4,400.00
	Total Full Circle Consulting Systems, Inc.			4,400.00
04/12/2022	Hope Healthy Outcomes Training	6600 · Professional Development	Sal. Svc. Supl.	1,000.00
	Total Hope Healthy Outcomes			1,000.00
04/12/2022	Julie Austin Bookkeeping - 3/6/22 to 4/6/22	6800 · Accounting Fees	Sal. Svc. Supl.	360.00
	Total Julie Austin			360.00
04/18/2022	NCSoS March Salary - Easton	7000 · Salaries	Sal. Svc. Supl.	7,582.90
04/18/2022	March Salary - Gonzalez	7000 · Salaries	Sal. Svc. Supl.	2,193.36
04/18/2022	March Salary - Burke	7000 · Salaries	HV Collaborative	3,969.33
04/18/2022	March Retirement - Burke	7023 · Retirement	HV Collaborative	909.37
04/18/2022	March Retirement - Easton	7023 · Retirement	Sal. Svc. Supl.	1,737.25
04/18/2022	March Retirement - Gonzalez	7023 · Retirement	Sal. Svc. Supl.	502.50
04/18/2022	March Medicare - Burke	7022 · Medicare	HV Collaborative	52.14
04/18/2022	March Medicare - Easton	7022 · Medicare	Sal. Svc. Supl.	106.50
04/18/2022	March Medicare - Gonzalez	7022 · Medicare	Sal. Svc. Supl.	30.32
04/18/2022	March H/W - Burke	7021 · Medical/Health Insurance	HV Collaborative	951.23
04/18/2022	March H/W - Easton	7021 · Medical/Health Insurance	Sal. Svc. Supl.	312.57
04/18/2022	March H/W - Gonzalez	7021 · Medical/Health Insurance	Sal. Svc. Supl.	330.65
04/18/2022	March SUJ - Burke	7024 · Unemployment	HV Collaborative	17.98
04/18/2022	March SUJ - Easton	7024 · Unemployment	Sal. Svc. Supl.	36.73

**First 5 Nevada County
Expenses by Vendor Detail 2021-2022
April 2022**

Date	Memo	Account	Class	Amount
04/18/2022	March SUI - Gonzalez	7024 · Unemployment	Sal. Svc. Supl.	10.57
04/18/2022	March W/C - Burke	7025 · Worker's Compensation	HV Collaborative	36.32
04/18/2022	March W/C - Easton	7025 · Worker's Compensation	Sal. Svc. Supl.	74.19
04/18/2022	March W.C - Gonzalez	7025 · Worker's Compensation	Sal. Svc. Supl.	21.12
04/18/2022	Indirect Support	6390 · (Indirect) Support to NCSoS-Mo.	Sal. Svc. Supl.	1,510.00
Total NCSoS				20,385.03
Nevada County Auditor-Controller				
04/11/2022	Jan-Mar 2022	6380 · County Support Services-1/4-ly	Sal. Svc. Supl.	1,142.74
Total Nevada County Auditor-Controller				1,142.74
Wix.Com				
04/05/2022		6640 · Website	Sal. Svc. Supl.	24.85
Total Wix.Com				24.85
TOTAL				41,331.50

**First 5 Nevada County
Expenses by Vendor Detail 2021-2022
April 2022**

Date	Memo	Account	Class	Amount
04/05/2022	Website	6640 · Website	Sal. Svc. Supl.	167.88
				167.88
04/08/2022	March TF Articulation	6422 · Consulting-IMPACT	Impact	2,667.00
				2,667.00
04/20/2022	Annual Dues	6620 · Memberships and Subscriptions	Sal. Svc. Supl.	160.00
04/22/2022	E.D Academy	6600 · Professional Development	Sal. Svc. Supl.	700.00
				860.00
04/08/2022	March	6205 · Contracts	Program	10,324.00
				10,324.00
04/06/2022	Consulting Sessions	6421 · Services & Supplies (Impact)	Impact	4,400.00
				4,400.00
04/12/2022	Training	6600 · Professional Development	Sal. Svc. Supl.	1,000.00
				1,000.00
04/12/2022	Bookkeeping - 3/6/22 to 4/6/22	6800 · Accounting Fees	Sal. Svc. Supl.	360.00
				360.00
04/18/2022	March Salary - Easton	7000 · Salaries	Sal. Svc. Supl.	7,582.90
04/18/2022	March Salary - Gonzalez	7000 · Salaries	Sal. Svc. Supl.	2,193.36
04/18/2022	March Salary -Burke	7000 · Salaries	HV Collaborative	3,969.33
04/18/2022	March Retirement - Burke	7023 · Retirement	HV Collaborative	909.37
04/18/2022	March Retirement - Easton	7023 · Retirement	Sal. Svc. Supl.	1,737.25
04/18/2022	March Retirement - Gonzalez	7023 · Retirement	Sal. Svc. Supl.	502.50
04/18/2022	March Medicare - Burke	7022 · Medicare	HV Collaborative	52.14
04/18/2022	March Medicare - Easton	7022 · Medicare	Sal. Svc. Supl.	106.50
04/18/2022	March Medicare - Gonzalez	7022 · Medicare	Sal. Svc. Supl.	30.32
04/18/2022	March H/W - Burke	7021 · Medical/Health Insurance	HV Collaborative	951.23

Blue Host

Total Blue Host

Carol Viola

Total Carol Viola

Center for Non-Profit Leadership

Total Center for Non-Profit Leadership

Child Advocates of Nevada County

Total Child Advocates of Nevada County

Full Circle Consulting Systems, Inc.

Total Full Circle Consulting Systems, Inc.

Hope Healthy Outcomes

Total Hope Healthy Outcomes

Julie Austin

Total Julie Austin

NCSos

First 5 Nevada County Expenses by Vendor Detail 2021-2022

April 2022

Date	Memo	Account	Class	Amount
04/18/2022	March H/W - Easton	7021 · Medical/Health Insurance	Sal. Svc. Supl.	312.57
04/18/2022	March H/W - Gonzalez	7021 · Medical/Health Insurance	Sal. Svc. Supl.	330.65
04/18/2022	March SUI - Burke	7024 · Unemployment	HV Collaborative	17.98
04/18/2022	March SUI - Easton	7024 · Unemployment	Sal. Svc. Supl.	36.73
04/18/2022	March SUI - Gonzalez	7024 · Unemployment	Sal. Svc. Supl.	10.57
04/18/2022	March W/C - Burke	7025 · Worker's Compensation	HV Collaborative	36.32
04/18/2022	March W/C - Easton	7025 · Worker's Compensation	Sal. Svc. Supl.	74.19
04/18/2022	March W.C - Gonzalez	7025 · Worker's Compensation	Sal. Svc. Supl.	21.12
04/18/2022	Indirect Support	6390 · (Indirect) Support to NCSoS-Mo.	Sal. Svc. Supl.	1,510.00
				<u>20,385.03</u>
Total NCSoS				
Nevada County Auditor-Controller				
04/11/2022	Jan-Mar 2022	6380 · County Support Services-1/4-ly	Sal. Svc. Supl.	1,142.74
				<u>1,142.74</u>
Total Nevada County Auditor-Controller				
Wix.Com				
04/05/2022		6640 · Website	Sal. Svc. Supl.	24.85
				<u>24.85</u>
Total Wix.Com				
TOTAL				
				<u><u>41,331.50</u></u>



April 2022 Statement
Open Date: 03/04/2022 Closing Date: 04/04/2022

Account [REDACTED]



Visa® Community Card
FIRST 5 NEVADA COUNTY (CPN 001129238)

Cardmember Service 8 1-866-552-8855
BUS 30 ELN 2

New Balance	\$1,497.07
Minimum Payment Due	\$15.00
Payment Due Date	05/01/2022

Activity Summary		
Previous Balance	+	\$1,547.78
Payments	-	\$1,547.78 ^{CR}
Other Credits		\$0.00
Purchases	+	\$1,497.07
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$1,497.07
Past Due		\$0.00
Minimum Payment Due		\$15.00
Credit Line		\$5,000.00
Available Credit		\$3,502.93
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: Cardmember Service CPN 001129238



0047985100479662500000015000001497077

24-Hour Cardmember Service: 1-866-552-8855

☎ to pay by phone
☎ to change your address

Account Number	[REDACTED]
Payment Due Date	5/01/2022
New Balance	\$1,497.07
Minimum Payment Due	\$15.00

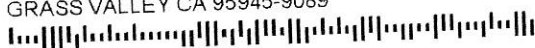
Amount Enclosed \$ _____

000010532 01 SP 000638146768827 P Y

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

Cardmember Service

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





April 2022 Statement 03/04/2022 - 04/04/2022
 FIRST 5 NEVADA COUNTY (CPN 001129238)

Cardmember Service ☎ 1-866-552-8855

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							
03/23	03/22	4453	USPS PO 0531200945 GRASS VALLEY CA	\$13.92			
03/24	03/22	5571	STAPLES 00110973 GRASS VALLEY CA	\$8.66			
03/30	03/29	0425	PRO IMPRINT 855-854-7225 NC	\$281.76			
Total for Account				\$304.34			

Transactions				EASTON, MELODY C		Credit Limit	\$5000
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation		
Purchases and Other Debits							
03/24	03/23	0015	HOPE PROGRAMMING 6176365934 MA	\$1,000.00			
03/29	03/28	1478	EIG*BLUEHOST.COM 888-4014678 UT	\$167.88			
04/01	03/31	9132	WIX.COM 988775587 WWW.WIX.COM CA	\$24.85			
Total for Account				\$1,192.73			

Transactions				BILLING ACCOUNT ACTIVITY		Amount	Notation
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation		
Payments and Other Credits							
03/17	03/14	0024	PAYMENT THANK YOU	\$1,547.78CR			
Total for Account				\$1,547.78CR			

2022 Totals Year-to-Date	
Total Fees Charged in 2022	\$0.00
Total Interest Charged in 2022	\$0.00

Home Visiting Collaborative Summary

The Home Visiting Collaborative (HVC) began meeting in late 2020 for the purposes of gathering the key stakeholders to the table for the local Home Visiting programs to ensure comprehensive service delivery for families in Nevada County. The HVC meets quarterly to discuss gaps in services and work towards meeting the objectives outlined in an Action Plan that was submitted to First 5 California.

HVC Key Stakeholders/Participants:

First 5 Nevada County, Child Advocates - Healthy Babies program, Public Health (Moving Beyond Depression/MCAH/Brilliant Beginnings), KidzCommunity (Early Head Start), Young Parents Program, Tahoe Forest Hospital (through 2021)

HVC Activities:

- Data Mining - in the early months of the collaborative, we worked to gather as much home visiting data as possible to help determine the capacity and any unmet needs in our county. The data showed that, especially during Covid, the local home visiting programs had the capacity to take on additional families but struggled with engagement in a new, virtual world. Additionally, we discovered an ongoing need for bilingual home visitors to meet the needs, specifically in the Tahoe/Truckee area.
- Brochure - The Home Visiting Brochure was created with the purpose in mind that the brochure would be distributed at various locations throughout the community as a resource for parents who may be eligible and benefit from HV services. The Western and Eastern Nevada County HV programs were added and the brochure was approved by the HVC.
- Parent Focus Workgroup (PFW) - created to address the impacts of COVID-19 on HV services and hear directly from the recipients of the HV programs along with direct service home visitors themselves. The PFW was planned with the HVC Coordinator and two HV to design the focus of the workgroup and explore parents to invite to the table. The PFW was successful in that there were three parents who attended the PFW and information was gathered to complete the detailed information for the Action Plan. Another success was hearing from the parents both what went well and areas to strengthen and hardships. See attached summary.

Parent Focus Group

October 2021 - January 2022

Planning

In September the Home Visiting Collaborative decided to conduct a focus group of parents who are currently receiving home visiting services. The purpose of this focus group was to gather information about the impact that Covid-19 has had on home visiting services in Nevada County - from a parent's perspective. The Collaborative requested that participating home visiting programs identify staff members who could participate in the planning and implementation of the focus group. Staff was identified from the Healthy Babies and Early Head Start programs.

Together with the Community Collaboration Coordinator, the home visitors formed a workgroup to focus on planning and implementing the focus group. The workgroup met several times to clearly define the purpose of the focus group, format and incentives for parents who were participating, develop questions that were both specific to the information they were hoping to gather and broad enough to stimulate conversation, and to seek out a facilitator for the focus group. The workgroup identified a previous home visiting participant who has experience facilitating Parent Cafes as the perfect facilitator for the focus group.

The workgroup members experienced challenges in finding parents who could participate due to timing constraints, child care needs, and internet access. As a result, the number of participants was limited and only two of the County's home visiting programs were represented.

The workgroup elected to provide gift cards as incentives for parents who participated in the focus group. They would receive \$25 for every session they attend; with an additional incentive if they attended all four sessions.

Planning:

- Brainstorm the focus and purpose of the workgroup
- Discuss stipend incentives for meeting attendees
- Come up with a name for the workgroup
- Determine the length and number of meetings
- Determine the agencies and or parents to invite
- Create a list of questions to ask with one main question and 4 sub questions

- Create an organizational sheet that has the meeting questions, meeting registration links, dates and times of the meeting, and any additional information

Common Themes

During the focus group sessions, parents were asked the following questions:

1. How has COVID impacted you and your family?

1. Have there been changes to your financial situation (if you're comfortable sharing)?
2. Describe the impact on your mental/physical/social health (if you're comfortable sharing)?
3. What have been the biggest challenges that have come up during covid?
4. What have been some surprising strengths, or silver linings, that have come up during covid?

2. How has COVID impacted your Home Visiting services?

1. Describe your home visiting services before covid.
2. Describe what home visiting looks like now.
3. What have been some challenges with the changes to your home visiting services?
4. What have been some surprising strengths, or silver linings, related to your home visiting services?

3. How has COVID impacted your relationship with your home visitor?

1. Describe your relationship to your home visitor before covid.
2. Describe what that relationship looks like now.
3. What have been some challenges?
4. What have been some surprising strengths, or silver linings, related to your relationship with your home visitor?

4. How do you feel you and your family will recover from COVID?

1. What are some ways your life has changed since the start of covid?
2. Have you accessed any community-based services other than home visiting

during this time?

3. What would you say is the greatest need for your family right now (may or may not be a result of covid)?

4. What is something you're proud of or have achieved for yourself or as a family during this time?

Several common themes rose to the surface as the focus group met throughout November, December, and January. There was a consensus that Covid-19 has been isolating and many families are struggling with their own mental health needs during this time. There was also confirmation that the ongoing sense of “unknown” prohibits families from even picturing how a post-Covid world could look for them and their children. However, the main theme that came up for the group was the sense of isolation that they feel as a result of the ongoing pandemic. Parents reported that they missed the socialization opportunities that they would participate in with their children. They missed opportunities to connect with other parents and share challenges and successes around parenting. They also reported that they feel isolated within their home visitation relationships because they cannot meet with their home visitors in person. They all reported that they hope to resume in-person visits as the weather gets warmer.

- Parents and children missing in person Home Visiting services
- The effects of isolation from COVID
- The unknown of continued COVID
- No idea how their families recovery from COVID will look

Workgroup Recommendations

Once the group had completed the final focus group meeting, the planning workgroup (including the Parent Facilitator) were challenged to come up with a list of recommendations for the Home Visiting Collaborative. Below are three key recommendations:

- Parent Support Groups and/or Parent Cafes - the home visitors and parent facilitator acknowledged that these meetings may need to continue virtually until we are no longer in a state of emergency. However, they feel that any opportunity for parents to connect would be beneficial.
- Resources for families in one place to reduce overwhelm and stress. Parents are not familiar with, or comfortable using, the 2-1-1 database. Parents also share that having hard copies of flyers or brochures is easier than looking up a website.
- Whenever safe, continue or resume in-person, face-to-face home visiting services.

Performance Type	Period	Goal	Actual	Variance	Achieved
Program Title: Read Me a story Program			271		
Performance Measure: 01. Read Me a Story Committee Meeting			1		
Data And Memo	3Q-21/22		1		
<i>Performance Description:</i> Conduct at least 4 meetings per year of the Read Me a Story committee to review and assess the quality of the RMAS programs and quality of materials					
Performance Measure: 02. Books and Education materials			269		
Data And Memo	3Q-21/22		269		
<i>Performance Description:</i> Provide books and educational materials to 1,000 families with children ages 0-5 per program per year					
<i>Period Memo 1:</i> For this quarter, we provided a total of 672 books to medical clinics in Nevada and Placer County, for children age 6 months-8. Of those 672 books, 538 books were for children age 0-5 in Nevada County. That equates to approximately 269 families.					
Performance Measure: 03. Where the books are being requested from?			0		
	3Q-21/22				Yes
<i>Period Memo 1:</i> For this quarter, we provided 121 books to Western Sierra Medical Clinic in Grass Valley, 81 books to Western Sierra Medical Center, Auburn, 325 books to Sierra Care Physicians, and 145 books to Chapa De Clinic. Of those 672 books, 538 were for children age 0-5, in Nevada County.					
Performance Measure: 04. Outreach Presentation/Educational Meeting			1		
Data And Memo	3Q-21/22		1		
<i>Performance Description:</i> Provide two outreach presentations/educational meeting to new sites or those who have been decline in book distribution.					
<i>Period Memo 1:</i> For this quarter, On February 23, 2022, we provided a virtual training session via Zoom and had an excellent turnout, with 12 clinical staff at five of the six physician offices or clinic locations to which we deliver books participating.					
Performance Measure: 05. Narrative: Strengths			0		
Memo Only	3Q-21/22				
<i>Period Memo 1:</i> Our training for clinics went very well in February. We had participation from all three clinics, with clinical staff from five of the six locations. We received good feedback on ways to improve our success story forms, as well as requests for more rack cards and information on any upcoming video story times. Staff from the clinics also asked if there is a way that we can get new book titles which is something we are working on.					
Performance Measure: 06. Narrative: Challenges			0		

Performance Type	Period	Goal	Actual	Variance	Achieved
Memo Only 3Q-21/22					
<p><i>Period Memo 1:</i> We are trying to get a list of new books available to us with Penguin/Random House at the same discount we have been receiving. SNMHF Staff has been given several different representatives to speak to. As of 3/31/22, we are still waiting for a list to be emailed to us from the book publisher.</p> <p><i>In discussing our trainings with Melody Easton, we feel that two trainings a year is redundant. For the next fiscal year, we will try one training per year, and see if a second is requested by our clinics.</i></p>					
Performance Measure: 07. Narrative: Success Stories			0		
Memo Only 3Q-21/22					
<p><i>Period Memo 1:</i> At the clinic training, a staff person from Western Sierra Medical Clinic in Auburn stated that the younger new mothers they see are very appreciative of the books.</p> <p><i>A staff person from Western Sierra Medical Clinic in Grass Valley shared a personal story about her son. Since he is getting older, they were cleaning out books and toys from when he was younger to give away to charity. However, he was adamant that he keep a Read Me a Story book that he's had since he was six months old! He has fond memories of it and wanted to keep it forever.</i></p> <p><i>Western Sierra Medical Clinic in Penn Valley recently added a new family practice physician who will be seeing small children, so hopefully we will be able to add that location to our list of participating clinics soon.</i></p> <p><i>SNMH Foundation Executive Director Kimberly Parker, Development Director Jenni Toedtemeier, and RMAS committee member and Nevada County Librarian Jill Davidson presented at the Nevada County Employees' Lunch and Learn Program on March 9, 2022. We discussed SNMH Foundation programs, including Read Me a Story, and Jill discussed how the library is providing books to the families of newborn babies at the Hospital.</i></p> <p><i>SNMH Foundation Executive Director Kimberly Parker and a RMAS committee member have met with the broadcast studio in Lake Wildwood and are close to finalizing an arrangement for RMAS to tape quarterly storytelling sessions that will be available through Lake Wildwood, on our YouTube and website and for broader distribution through a shareable link.</i></p>					
Performance Measure: DS Aggregate Data			0		
Data And Memo	P2-21/22	0			
		0	271		

Performance Type	Period	Goal	Actual	Variance
Program Title: Early Learning - School Readiness			60	
Performance Measure: 01. Assist 60 families annually in obtaining a library card.			1	
Data And Memo	3Q-21/22	15	1	-14
<p><i>Period Memo 1:</i> We have helped families in our Truckee Preschool Program obtain their library cards. Actually all students in TTUSD schools have access to the library by just giving the library their name. TTUSD partnered with the library with the ability to link the library card to our students ID making the process for our our students and families easier to access. We did have a new student start the preschool after winter break and we made sure that his family received their library card.</p>				
Performance Measure: 02. Assist 60 families annually in obtaining a yearly pass to KidZone.			3	
	3Q-21/22	0	3	3
<p><i>Period Memo 1:</i> During this quarter we had three new families enroll in STEPP and Truckee Preschool. We helped them get family membership to the KidZone. We continue to visit the KidZone with our STEPP and Preschool programs. The kids are enjoying it so much. We are thankful for our partnership with the KidZone.</p>				
Performance Measure: 03. Provide 2400 (600 per 1/4) bilingual books.			54	
Data And Memo	3Q-21/22	600	54	-546
<p><i>Performance Description:</i> Provide 2400 (600 per 1/4) bilingual books to families to build in home libraries and increase access to language and literacy</p> <p><i>Period Memo 1:</i> This quarter we provided 54 book bundles to families in the STEPP/Truckee Preschool/Truckee Pines Head Start programs. We will be doing a big book distribution to our programs and partners in Jund for the summer. We continue to promote literacy and language to the families that we are serving through our programs.</p>				
Performance Measure: 04. Convene 4 Articulation Meetings.			2	
Data And Memo	3Q-21/22	1	2	1
<p><i>Performance Description:</i> Convene 4 Articulation Meetings, 1 Child Development Conference, and at least three PLC/Workshop opportunities for early learning professionals to network and discuss topics such as; professional development, academic support, and quality care for early learners.</p> <p><i>Period Memo 1:</i> We hosted a virtual Articulation meeting in January with our preschool/TK/K partners. We had 13 attendants. We discussed the Nurtured Heart Approach Early Learning trainings and other upcoming resources. As it was January and we were in the third wave of COVID hitting our schools and programs pretty hard, we talked about COVID protocols. We also discussed how those of us were coping and sustaining our programs. I have attached our agenda from this meeting. Our next two meetings are scheduled for April and May. https://docs.google.com/document/d/12458U6MJEaZR6M-NWDEqGMsduclSgrMtZdNoFM26I0M/edit</p>				
Performance Measure: 05. Collect 25% follow-up surveys from parents.			0	
Data And Memo	3Q-21/22	0		
<p><i>Performance Description:</i> Collect 25% follow-up surveys from parents and service providers following programming</p>				
Performance Measure: 06. Narrative: Challenges			0	

Performance Type	Period	Goal	Actual	Variance
	3Q-21/22	0		
<i>Period Memo 1:</i> <i>The third quarter was hard in the aspect of being hit hard again with COVID. Trying to keep programs open was a challenge as staff and families were coming down with COVID at higher rates than we had seen in the previous surges. We had to pause programs a couple of times due to quarantines and lack of staffing. It was tough because right after this surge we went straight to new mask policies in March making this all seem so confusing.</i>				
Performance Measure: 07. Narrative: Strengths			0	
	Memo Only 3Q-21/22	0		
<i>Period Memo 1:</i> <i>Since March we have been able to sustain programing, meet in person, and show our faces to our littles :) We are excited to keep moving in a safe way towards offering families more services. We have our Parent Academy scheduled for May 21 with a family concert and workshops. We will report on that next quarter.</i>				
Performance Measure: 08. Narrative: Success Stories			0	
	Memo Only 3Q-21/22	0		
Performance Measure: DS Aggregate Data			0	
	Data And Memo P2-21/22	0		
		616	60	



Performance Measures in 01/01/2022 - 03/31/2022

Programs (1): Ready to Grow |

Performance Type	Period	Goal	Actual	Variance
Program Title: Ready to Grow			156	
Performance Measure: 01. Information and Resources			109	
Data And Memo	3Q-21/22		109	
<p><i>Performance Description:</i> Provide information and resources to duplicated parents who self report having at least one child ages 0-5 in home annually.</p> <p><i>Period Memo 1:</i> During Q3, we assisted 109 families with children age 0-5, & we provided 236 resources to those 109 families.</p>				
Performance Measure: 02. Ages and Stages			3	
	3Q-21/22		3	
<p><i>Performance Description:</i> Complete the Ages and Stages questionnaire with 20 children between the ages of 0-5 annually.</p> <p><i>Period Memo 1:</i> We completed 3 ASQ's during Q3.</p>				
Performance Measure: 03. Case Management			12	
Data And Memo	3Q-21/22		12	
<p><i>Performance Description:</i> Case-manage 45 families with children ages 0-5 annually.</p> <p><i>Period Memo 1:</i> We provided Case Management to a total of 12 new families during Q3.</p>				
Performance Measure: 04. Community Data Exchange Meetings			2	
Data And Memo	3Q-21/22		2	
<p><i>Performance Description:</i> Convene 4 meetings to support the development of the Community Data Exchange in collaboration with community-serving agencies annually.</p> <p><i>Period Memo 1:</i> We convened 2 CDE meetings with community partners during Q3; those community partners were Anthem Blue Cross & Nevada County Behavioral Health around CalAIM</p>				
Performance Measure: 05. Demographic Data			30	
Data Only	3Q-21/22		30	
Performance Measure: 06. Narrative: Strength			0	
	Memo Only	3Q-21/22		
<p><i>Period Memo 1:</i> After our Q2 R2G contest among call agents, we saw an increase in R2G outreach and understanding among call agents that has carried on through Q3. We have also been having community partner organizations meet with our call center staff, so we can learn more about the services offered, and ask questions. This has created better understanding about resources in the community, and has led to better Case Management & referrals.</p>				
Performance Measure: 07. Narrative: Challenges			0	
	Memo Only	3Q-21/22	0	
<p><i>Period Memo 1:</i> We saw some challenges with follow ups, as 3 of the families we have been case managing have not answered the phone or called us back. After 3 attempts to contact with no response, we typically close out follow ups. We have been discussing how we can add value and a sense of urgency that will in turn lead to clients that are more likely to engage in our follow ups. Wondering what advice you may have?</p>				
Performance Measure: 08. Narrative: Success Stories			0	

Performance Type	Period	Goal	Actual	Variance
Memo Only 3Q-21/22				
<p><i>Period Memo 1:</i> <i>Caller is a single mother with one 3 year old child, male. Callers reason for contacting 2-1-1 was due to being homeless. Her and her son were staying with a friend, but the friend and caller had a falling out and the caller & her son needed to be out of the home ASAP. We completed Coordinated Entry with the caller. The caller also expressed that, being relatively new to the area (<6 months), she didn't have many social connections in the Tahoe Truckee area. We referred her to Sierra Community House Mom's Cafe. Caller was upset because the friend they had been staying with had also been supporting with transportation, because our caller's car was in need of repairs and was non-op. We referred SNCS Community Chest to see if the repairs could be addressed. Upon follow up, caller indicated that things were going better. She had participated in SCH Mom's Cafe in a virtual fashion. She mentioned on this call that she is in recovery for substance use disorder and she had been going to online and in person support meetings. She had obtained a sponsor who was allowing our caller and her son to stay there until they got on their feet. She had also gotten a job that was walking distance from her home, and secured childcare through a referral from SNCS. She was in a "much better place", and we encouraged her to call back with any future needs.</i></p>				
		0	156	



Performance Type	Period	Goal	Actual	Variance
Program Title: Family Support & Community Engagement			189	
Performance Measure: 01. Family Advocacy and Resource Referrals			134	
Data And Memo 3Q-21/22			134	
<i>Performance Description: Provide family advocacy and resource referral services related to housing, employment, financial coaching, benefit programs, health, wellness, and youth support to at least 350 duplicated parents annually.</i>				
Performance Measure: 02. Family Room Program Sessions			8	
Data And Memo 3Q-21/22			8	
<i>Performance Description: Serve 35 unduplicated parent/caregivers and 35 children annually, through Family Room program sessions.</i>				
Performance Measure: 03. Parent Cafe Sessions			2	
Data And Memo 3Q-21/22			2	
<i>Performance Description: Facilitate 4 Parent Cafe sessions annually</i>				
Performance Measure: 04. Referrals to Spanish-speaking Community			20	
Data And Memo 3Q-21/22			20	
<i>Performance Description: Provide 100 unduplicated referrals of Spanish-speaking Community members to Sierra Community House services through the Promotora Health Outreach team.</i>				
Performance Measure: 05. Parent Surveys			25	
Data And Memo 3Q-21/22			25	
<i>Performance Description: Collect 75 unduplicated parent surveys with families who receive direct services.</i>				
Performance Measure: 06. Demographic Data			0	
Data And Memo 3Q-21/22				
Performance Measure: 07. Narrative: Challenges			0	
Memo Only 3Q-21/22				
<i>Period Memo 3: Allowed by the evolution of the COVID 19 situation, our organization has been returning to more and more in person interaction with community members. This is exciting and, at the same time, challenging for us. Once more, since the pandemic started, we are pivoting to adjust service delivery to this new opportunity. This has required to have a set of elements in place so many of the services we were providing virtually could suddenly become in-person. One good example is the Family Room. This program, which had been offered virtually through Zoom since April 2020, could finally go back to meet in person at Truckee Elementary School. We were notified by the school district shortly before we could start. This required an intensive planning and coordination effort to make it happen, figuring out logistics, protocols and outreach actions to share the good news with the community. The response from families attending was so good, that the number of attendees grew significantly compared to the virtual meetings, which brought up the need to provide extra support to the program by hiring a new staff to assist with daily implementation and increased demand for services.</i>				
Performance Measure: 08. Narrative: Strengths			0	

Performance Type	Period	Goal	Actual	Variance
Memo Only 3Q-21/22				
<p><i>Period Memo 3:</i> <i>Sierra Community House - SCH continues to adjust to the ongoing varying conditions while strengthening and expanding its services and concrete supports to community members.</i> <i>We have been working extensively to bring more and more of our services back in person and avoiding any disruption in the meantime.</i> <i>We have had more than 350 community members participating in our classes, workshops and activities on parenting, mental health prevention, nutrition and health and wellness.</i> <i>Offices have been staffed during weekdays and Advocates ready to serve community members after they reach out for services through any of our virtual channels and also in person, coming by our offices.</i> <i>We continued to offer and increased the financial assistance with housing related expenses (rent and utilities), food distribution and, more broadly, crisis intervention. We have also been connecting community members to other resources available, such as the California Rent Relief and Southwest Gas and Tahoe Donner Public Utility District assistance programs and also providing direct help with our own funds when these are not a good fit.</i> <i>The school readiness project in collaboration with Tahoe Truckee Unified School District (TTUSD), extended its work throughout these last few months and may continue depending upon confirmation of new support from Tahoe Truckee Reads initiative. Through this project, a team of SCH Promotoras have been meeting weekly with more than 20 families, offering them tools and resources that can help their young kids be better ready to start their school years.</i></p>				
Performance Measure: 09. Narrative: Success Stories			0	
Memo Only 3Q-21/22				
<p><i>Period Memo 3:</i> <i>"Constance" is three years old and started attending Family Room after a friend invited mom and dad to participate. The first time they joined the meeting, they shared that "Constance" has been showing signs of autism spectrum behaviors. They were concerned and feared that he couldn't participate in Family Room if his needs were too disruptive of the class. One thing, for instance, was that he would get very upset at noises, he would cover his ears and start crying. He would also spend most of the time by himself and wouldn't play with other kid or interact in group activities. The Family Room staff worked on establishing a relationship with "Constance", so he felt safe and comfortable. He started making eye contact with facilitators and slowly, they could see how he was more at ease with sounds and noises, like when they played the guitar or music for the kids to move and dance. After over a month of attending mostly every day, "Constance" still doesn't speak in the group, but his parents are really excited about the improvement they see in him and how Family Room already became an instance for his kid to feel good and safe. Staff has also connected the family with the school team working with special needs and mental health challenged children, so they can receive some guidance on next steps for "Constance" as he grows up.</i></p>				
Performance Measure: DS Aggregate Data			0	
Data And Memo	P2-21/22	0		
		0	189	

Performance Type	Period	Goal	Actual	Variance
Program Title: PARTNERS FRC 0-5			254	
Performance Measure: 01. Conduct the Protective Factors Survey 75 parents.			0	
Data And Memo	3Q-21/22	18		
<p><i>Performance Description:</i> Conduct the Protective Factors Survey with 75 parents of 0-5 who have received at least 6 hours of direct support annually and report an increase of in Protective Factors for at least 75% of families eligible for this survey..</p> <p><i>Period Memo 1:</i> Per previous discussion, the use of Protective Factors Survey was suspended for this contract year. The requirements for use of the Protective Factors Survey changed from 6 to 12 hours of direct client support/service hours. We will use the Parenting Ladder and the Playgroup Questionnaire to measure the impact of our Parenting Education and Playgroups on Parenting Knowledge and Knowledge of Child Development, 2 of the 5 Protective Factors.</p>				
Performance Measure: 02. Conduct at least 12 evidence-based or evidence-informed parent education.			12	
Data And Memo	3Q-21/22	3	12	9
<p><i>Performance Description:</i> Conduct at least 12 evidence-based or evidence-informed parenting education 1-hr workshops.</p> <p><i>Period Memo 1:</i> The 12 Parenting Ed Workshops include 2 workshops presented at Community Beyond Violence Shelter in an ongoing weekly series that started in March. The remaining 10 workshops include the Winter 8-week series as well the start of the Spring series that began late in March.</p>				
Performance Measure: 03. Conduct the evidence-based Parenting Ladder self-assessment with 40 parents.			7	
Data And Memo	3Q-21/22	10	7	-3
<p><i>Performance Description:</i> Conduct the evidence-based Parenting Ladder self-assessment with 40 parents of children 0-5, who complete the Nurturing Parenting Instruction.</p> <p><i>Period Memo 1:</i> 7 parents completed the Parenting Ladder at the end of their participation of the Winter 8-week Class. An info-graphic for each 8-week series, including the results of the Parenting Ladder is being created and will be forwarded to Melody Easton as soon as it is complete.</p>				
Performance Measure: 04. Facilitate at least 150 sessions of developmentally appropriate play groups annually,			37	

Performance Type	Period	Goal	Actual	Variance
Data And Memo	3Q-21/22	37	37	0
<p><i>Performance Description:</i> Facilitate at least 150 sessions of developmentally appropriate play groups annually, we plan to provide: 48 sessions in PV - 1 per week for 48 weeks 96 sessions in GV - 2 per week for 48 weeks 48 sessions in SJR - 1 per week for 48 weeks The total we plan to host is 192, however, we have rounded down due to maintain flexibility for other programming and because of unexpected events like power outages, fire evacuations, weather closures, holidays, and vacations.</p> <p><i>Period Memo 1:</i> SJR conducted 15 playgroups PV conducted 10 playgroups GV conducted 12 playgroups</p> <p>Playgroup sessions and attendance are on the rise as of March 2022, when masking restrictions lifted. GV was able to add a second group for parents who were waiting for this restriction to lift, and PV's attendance increased and outgrew the space so that a second group was formed.</p>				
Performance Measure: 05. Provide concrete supports to families through the food pantry and clothing closet (175 families)			31	
Data And Memo	3Q-21/22	43	31	-12
<p><i>Performance Description:</i> Provide concrete supports to families through the food pantry and clothing closet</p> <p><i>Period Memo 1:</i> 31 new families came to FRCs for concrete support, and 56 unduplicated families, including returning families came in for support. Over 240 types of support (diapers, food at SJR FRC, clothes, laundry vouchers) were given during this time period to these 56 families.</p>				
Performance Measure: 06. Serve 15 Spanish-speaking families with children ages 0-5 through Promotora services annually			0	
Data And Memo	3Q-21/22	3		
<p><i>Period Memo 1:</i> There were no new Spanish-speaking families with young visiting the FRCs this quarter. However, we continue to engage parents and children from previous quarters. Our ESL class has 6 adults attending, and 3 bring their young children, 2 of which are regular attendees of the GV playgroup. The younger children eagerly attend with their mothers and engage in activities set out by GV staff who are available to assist if needed. We find that the children tune into the adults' interaction and constructively and quietly play along side.</p>				
Performance Measure: 07. Demographics			148	
Data And Memo	3Q-21/22	0	148	148
Performance Measure: 08. Provide referrals to outside community agencies			19	
Data And Memo	3Q-21/22	43	19	-24
<p><i>Period Memo 1:</i> 19 new families received referrals. 22 families total (includes returning families) received 34 referrals. The total 59 families to date (Q1, Q2, Q3) have received 108 referrals.</p>				
Performance Measure: 09. Narrative: Challenge			0	
Memo Only	3Q-21/22	0		
<p><i>Period Memo 1:</i> The greatest challenge for the FRC program has been the ongoing development of the Persimmony database. With that said, the progress this quarter was substantial. Quarterly First 5 reporting was easier to produce and a monthly report was developed for in-house monitoring. While the development of the reports continues to be a work in progress, the potential and power of this database is clear and a baseline has been established. With consistent monitoring and refinement over the next 6 months to a year, the new system should serve the program well as a program management tool as well as a way to provide required funder reports.</p>				
Performance Measure: 10. Narrative: Strengths			0	

Performance Type	Period	Goal	Actual	Variance
Memo Only	3Q-21/22	0		
<p><i>Period Memo 1:</i> <i>In March, we experienced a rebound in activities with the lifting of COVID restrictions. Also, in Quarter 3 a new Community School Liaison, Katie Good, joined the team to fill the vacancy at the Grass Valley FRC. Katie comes with considerable experience recruiting and training volunteers, implementing programs, coaching and teaching all ages. She is a strong team player and has already led playgroups, assisted with tutoring, created newsletters, and has built relationships with schools and providers. She comes with data analysis skills and assisted the revision of our Parenting Ed data system. The FRC staff welcome her enthusiasm. The FRC team continues to work together to develop programming to promote social connection and strong families.</i></p>				
Performance Measure: 11. Narrative: Success Stories			0	
Memo Only	3Q-21/22	0		
<p><i>Period Memo 1:</i> <i>March 2022 - from Kristin Snell at the San Juan Ridge FRC</i> <i>Kerry is a mother with three children, ages 6 months, 2 years and 12 years. She has long been connected with the Family Resource Center and has been accessing services for many years well before the birth of her younger two children. Her older child participated in several FRC summer camps and dance programs and the family regularly accessed FRC concrete supports like food and clothing. Kerry even taught an art class for young children at the FRC several years ago, providing not only arts instructions but a fun and safe place for children to gather. As Covid restrictions began to ease in summer 2021, Kerry began attending Playgroup with her then one year old son. She and her son looked forward to Playgroup as a way to meet other parents and young children. Playgroup provided an opportunity for her child to explore new spaces, try out skills like crawling through a tunnel and playing rhythm instruments and gain experiences sharing toys with other young children. Shortly after the birth of her daughter, Kerry returned to Playgroup in order to deepen her son's connections and skills and to receive and give mutual support and encouragement from other parents. Kerry regularly receives food and diapers from the FRC's pantry as well as clothes from the clothes closet for her family on the days she attends Playgroup. She has expressed what a tremendous help those resources are to her and commented on how they decrease family stress. In regards to Playgroup, the best thing about the experience for her is "meeting other moms and watching my child learn new things." In regards to her child, she says the best thing is "Having a enriching (sic) experience in rural area we live." And in answer to if there is anything her family is doing because of participation in the group, she remarks "less movies during the day and more singing."</i></p>				
		157	254	

Performance Type	Period	Goal	Actual	Variance
Program Title: KidsReach			605	
Performance Measure: 01. Collaborative Meetings			16	
Data And Memo 3Q-21/22			16	
<p><i>Performance Description:</i> Attend 12 collaborative meetings annually to enhance knowledge, skills, and capacity of staff (CAPC, Community Collaborative, and Early Learning Teams)</p> <p><i>Period Memo 1:</i> Nevada County First 5 Narrative 01/01/22-03/21/22</p> <p><i>Collaborative Meetings</i> KidZone Museum's staff attended 16 collaborative meetings this period to enhance knowledge, skills and capacity of staff.</p> <p><i>This period KidZone Museum had many collaborations and partnerships with community organizations because of relationships created with the community partners throughout community connections and collaboration meetings.</i></p> <p><i>KidZone Museum collaborated with the following partners:</i> Nevada County Library- Truckee Library Truckee State Preschool STEPP Center TTUSD Sierra Community House CAPC of Tahoe Truckee Friends of the Truckee Library Nevada County Public Health-Oral Health Truckee Pines Head Start Preschool Truckee Home Base Early Head Start Truckee Family Room Truckee WIC</p>				
Performance Measure: 02. Child Socialization			8	
Data And Memo 3Q-21/22			8	
<p><i>Performance Description:</i> Provide 6 opportunities for child socialization annually (virtual or in-person) - examples: storytelling, science experiments, puppets shows, and art projects</p> <p><i>Period Memo 1:</i> <i>Child Socialization</i> KidZone Museum provided 8 opportunity for virtual socialization this period.</p>				
Performance Measure: 03. Developmentally Appropriate Activity Kits			105	
Data And Memo 3Q-21/22			105	
<p><i>Performance Description:</i> To improve school readiness, distribute 86 developmentally appropriate activity kits to families with children ages 0-5</p> <p><i>Period Memo 1:</i> <i>Developmentally Appropriate Activity Kits</i> To improve school readiness KidZone Museum distributed 105 developmentally appropriate activity kits and 184 books to families with children ages 0-5 years old.</p>				
Performance Measure: 04. Parenting Resources			165	

Performance Type	Period	Goal	Actual	Variance
Data And Memo	3Q-21/22		165	
<p><i>Performance Description:</i> Provide parenting resources through KidZone@Home and KidZone@casa 4 newsletters annually.</p> <p><i>Period Memo 1:</i> <i>Parent Resources</i> KidZone Museum provided parent resources through the KidZone@Home kits with parent education to 165 parents. These resources included information about what kids learn through each activity, instructions and suggestions to maximize the learning benefits, homemade playdough recipe, a link to the Nevada County Library's online catalog, book name and author of the book read at the KidZone@Home storytime (for easy catalog look up), library business hours and contact info for Spanish speaking Truckee Library staff. In addition, each parent received a scholarship application and letter that qualified their family for a 100% scholarship for an annual museum membership, KidZone Museum hours of operation, rules and QR codes to register for KidZone Museum visits (later on an update that no more pre-registration was required). <i>Additional Parent Education:</i> Friends of the Truckee Library Latino Input Night for New Museum Child Abuse Prevention Council Poison Control Bilingual Calendars</p>				
Performance Measure: 05. Demographic Data			311	
Data And Memo	3Q-21/22		311	
<p><i>Period Memo 1:</i> <i>Demographic Data</i> This quarter KidZone Museum had 22 days of outreach that reached a total of 131 unduplicated adults in Nevada County and to a total of 146 unduplicated children ages 0-5 years old in Nevada County.</p> <p>The total people served above included 224 adults (duplicated) and 250 kids (duplicated) ages 0-5 who were provided with 105 kidzone@home kits, 184 books, parent education and resources information.</p> <p>The total people served also included 3 virtual classes with story time that reached 2 adults and 2 children ages 0-5 years old.</p> <p>The KidZone Museum was able to provide scholarships for annual KidZone Museum Memberships (\$145 value each) to 7 families in Nevada County.</p>				
Performance Measure: 06. Narrative: Strengths			0	
Memo Only	3Q-21/22			
<p><i>Period Memo 1:</i> <i>Strengths</i> KidZone Museum's strength is it's connections and relationship with community partners which facilitates the ability for KidZone Museum's KidsReach Program to reach children and parents, serve them and make connections with them over time.</p>				
Performance Measure: 07. Narrative: Challenges			0	
Memo Only	3Q-21/22			
<p><i>Period Memo 1:</i> <i>Challenges</i> Last period, a challenge for the Community Advocate was when processing scholarship applications and finding out that families could not come to the KidZone even when their scholarships had been approved because the adults had opted for not getting vaccinated against Covid19 for personal reasons and could not enter KidZone Museum since the KidZone is requiring all adults and kids 12+ to be vaccinated. So this period the KidZone's community advocate delivered a special KidZone@Home kit to these families to continue to serve them at home.</p>				
Performance Measure: 07. Narrative: Success Stories			0	

Performance Type	Period	Goal	Actual	Variance
Memo Only	3Q-21/22			
<p><i>Period Memo 1: Success Stories</i> I am pleased to say that one of the children who participated in the Truckee Library Winter Reading Challenge in collaboration with KidZone Museum's KidsReach Program and the Truckee State Preschool won the Truckee Library's Grand Prize for the pre-reader group and another child who also participated in these programs won the KidZone Museum's Truckee Parent and Child Grand Pre-Reader prize. The total minutes read in this challenge by kids and parents in the KidZone's KidsReach program was 280 minutes!</p>				
Performance Measure: DS Aggregate Data			0	
Data And Memo	P2-21/22	0		
<p><i>Period Memo 1: Demographic Data</i> This quarter KidZone Museum had 22 days of outreach that reached a total of 30 adults in Nevada County (5 new and 25 returning) and to a total of 30 children ages 0-5 years old in Nevada County (5 new and 25 returning).</p> <p>The total people served above included 224 adults (duplicated) and 250 kids (duplicated) ages 0-5 who were provided with 105 kidzone@home kits, 184 books, parent education and resources information.</p> <p>The total people served also included 3 virtual class with story time that reached 2 adults and 2 children ages 0-5 years old.</p> <p>The KidZone Museum was able to provide scholarships for annual KidZone Museum Memberships (\$145 value each) to 7 families in Nevada County.</p>				
		0	605	

Performance Type	Period	Goal	Actual	Variance
Program Title: Healthy Babies Home Visiting Program			63	
Performance Measure: 01. Home Visiting			7	
	Data And Memo 3Q-21/22		7	
<i>Performance Description: Provide home visiting services in English and Spanish to 100 unduplicated families of overburdened pregnant and parenting women in both eastern and western Nevada County annually.</i>				
Performance Measure: 02. Edinburgh Postnatal Depression Scale			11	
	Data And Memo 3Q-21/22		11	
<i>Performance Description: Conduct the Edinburgh Postnatal Depression Scale (EDPS) within 85 mothers annually to screen for maternal depression</i>				
Performance Measure: 03. Relational Assessment Tool			8	
	Data And Memo 3Q-21/22		8	
<i>Performance Description: Conduct the Relational Assessment Tool for domestic violence with 50 mother annually</i>				
Performance Measure: 04. CHEERS Check-in Tool			4	
	Data And Memo 3Q-21/22		4	
<i>Performance Description: Complete the CHEERS Check-in tool with Years 1, 25 parents; annually to assess, promote, and address parent-child interaction</i>				
Performance Measure: 05. Referrals			8	
	Data And Memo 3Q-21/22		8	
<i>Performance Description: Refer 100% of parents with high scores on the EDPS and ASQ Assessments will be referred to appropriate services</i>				
Performance Measure: 06. Healthy Babies Enrollment			7	
	Data And Memo 3Q-21/22		7	
<i>Performance Description: 10% of families referred will be successfully enrolled in Healthy Babies home visiting services (received 440 self-screens/referrals per year with 40 of those families enrolled)</i>				
Performance Measure: 07. Ages and Stages Questionnaire (ASQ-)			15	
	Data And Memo 3Q-21/22		15	
<i>Performance Description: Conduct the Ages and Stages Questionnaire (ASQ-3) and Ages and Stages Questionnaire-Social Emotional (ASQ-SE-2) with 85 target children annually</i>				
Performance Measure: 08. Development Referrals			3	
	Data And Memo 3Q-21/22		3	
<i>Performance Description: Refer 100% of children with suspected developmental delays to appropriate providers for further assessments an intervention</i>				
Performance Measure: 09. Demographic Data			0	
	Data And Memo 3Q-21/22			
Performance Measure: 10. Narrative: Challenges			0	

Performance Type	Period	Goal	Actual	Variance
Memo Only 3Q-21/22				
<p><i>Period Memo 1:</i> <i>HB had continuous job postings in various locations to fill home visitor vacancies and a bilingual home visitor position. HB utilized College/University job boards, community newsletters, posting on job boards by hand by going to various locations in both areas, word of mouth in meetings, and Internet job sites. The HB website and HB Facebook have our vacancies posted. Eventually we eliminated the bilingual requirement for now to fill vacancies. Two of four vacancies have been filled.</i></p>				
Performance Measure: 11. Narrative: Strengths			0	
Memo Only 3Q-21/22				
<p><i>Period Memo 1:</i> <i>We were able to fill two vacancies in Truckee.</i></p> <p><i>Strategies to fill vacancies included brainstorming options for increasing the marketability of HB positions through discussions with the CANC Board of Directors to include health benefits to employees, networking for bilingual applicants, and shifting vacancies from requiring bilingual applicants to preferring bilingual applicants to broaden the applicant pool. Additionally, the agency agreed to implement a stipend for bilingual staff in an effort to recruit more bilingual staff.</i></p> <p><i>In January 2022 the State assigned HB with an Extra Support Plan (ESP.) All of the points regarding the staff vacancies and slump in participant numbers were shared with the State liaison and her management team throughout this reporting period. Additionally, the State assigned HB a CQI plan.</i></p> <p><i>HB and CANC revised the HB webpage to include a checklist of areas of interest for services and contact information that when submitted, goes into the PM email inbox.</i></p> <p><i>HB replaced the two-step eligibility process with a contact form, eliminating intrusive scored questions. No one will be turned away who is expecting or has a baby up to three months of age residing in Nevada County, reflecting a significant shift in eligibility that will increase pool of eligible participants.</i></p> <p><i>All community partners and referring agencies were informed of the new processes on more than one occasion and more than once were provided with English and Spanish Healthy Babies Contact/Info forms to disseminate to their teams. HB will also attend an upcoming team meeting at one of our largest referring agencies to discuss HB intake and eligibility processes.</i></p> <p><i>New approaches and ideas continue to be developed for easily reaching community members and sharing information about HB, such as improving visibility on the 211 HB webpage and being visible on community networking newsletters and information newsletters.</i></p> <p><i>Additionally, HB continues to work toward improving staff retention to increase participant capacity. HB has begun brainstorming meetings to address the new eligibility processes with Tahoe Forest Hospital in Truckee. The intention is to coordinate a meeting there with key managers to inform them of the new processes, elimination of the screen, and introduction of the HB Contact/Info form and webpage. HB hopes the new information shared with parties in this meeting will lead to reestablishing a referral base from this health system.</i></p> <p><i>WIC used to be Nevada City's prominent referral source. When they recently progressed to all electronic processes, they were no longer able to refer to the HB program fluidly. HB has communicated with WIC regarding the new eligibility processes and provided WIC with a fillable pdf to share with participants.</i></p> <p><i>On March 9, the entire team attended equity and diversity training as it related to working with families. HB continues to look for and attend training for individuals as they become available.</i></p> <p><i>The team is also scheduled for additional training in April, covering cultural equity and mandated reporting.</i></p> <p><i>CANC's Executive Director is currently completing a comprehensive Train-the-Trainer Diversity, Equity, and Inclusion training, so she will be a good resource for training staff in-house when the training is complete.</i></p> <p><i>The HB annual Family Satisfaction Survey includes several questions asking families about HB's approach and respect for their ethnic, cultural, and personal beliefs.</i></p>				
Performance Measure: 12. Narrative: Success Stories			0	

Performance Type	Period	Goal	Actual	Variance
Memo Only 3Q-21/22				
<p><i>Period Memo 1:</i> A Mom working with Habitat for Humanity is almost done with her volunteer hours needed for home ownership and home should be done and ready to move in before summer. She also got a promotion at work and is saving money for her new home.</p> <p><i>I just talked to a new mom today – Her pregnancy was considered high risk with her health conditions and they sent her to a Sacramento hospital with a higher level NICU for BA. Baby was born healthy and only stayed in NICU for a day for observation. Mom and baby are home and happy.</i></p>				
		0	63	

Performance Type	Period	Goal	Actual	Variance
Program Title: Community Collaborative of Tahoe Truckee			13	
Performance Measure: 01. Facilitate 10 resource sharing meetings.			3	
Data And Memo	3Q-21/22	2	3	1
<p><i>Performance Description:</i> Facilitate 10 resource sharing meetings of the Community Collaborative of Tahoe Truckee Annually.</p> <p><i>Period Memo 1:</i> Between January and March 2022, the Community Collaborative of Tahoe Truckee (CCTT) continued to be a convening body across agencies and sectors supporting children and families in the Tahoe Truckee community to optimize collective impact. Funding from First 5 proved to be critical during this time, allowing CCTT to host 3 Resource Sharing Meetings and 16 additional partner-convened meetings around child care, health and wellness, equity, and COVID support.</p> <p>Beginning the new year, the CCTT focused on strengthening and fostering relationships between providers. At our January Resource Sharing meeting, providers participated in a speed networking exercise and heard presentations from our region's eight coalitions on how partners are working together to address complex community issues. Providers explored data informing each coalition's work. Small group work focused on future collaboration.</p> <p>In February, representatives from the Washoe Tribal Health Center, the Sierra Community House Promotoras team, and our region's Health and Human Services Department participated in a panel discussion regarding COVID, access and equity. Panelists shared their agency's response to the pandemic and lessons learned. The importance of collaboration, community involvement, and trusted messengers was a common theme.</p> <p>At the March 1 Resource Sharing meeting, the CCTT received valuable feedback on the ten priorities identified in the Behavioral Health Landscape and Roadmap report completed in partnership with the Katz Amsterdam Charitable Trust. The roadmap is being used to inform future policy and funding recommendations; for example, Nevada and Placer Counties are using the road map as their comprehensive community mental health needs assessment to inform the Mental Health Services Act (MHSA) planning process for the next 3-year plan.</p> <p>Resource Sharing meetings are limited to partners only, however portions of the meeting are recorded for the public to access important information. Please view CCTT's Meeting Recap page for the meeting recordings, summary notes, and presentation slides (https://www.ttcf.net/projects-programs/community-collaborative-of-tahoe-truckee-cctt/cctt-meeting-recaps/).</p>				
Performance Measure: 02. Track 25 partner agencies actively involved in monthly Community Collaborative meetings.			4	
Data And Memo	3Q-21/22	6	4	-2
<p><i>Period Memo 1:</i> Four additional partners this period: Placer County Office of Education, Adventure Risk Challenge, SOS Outreach, and Early Education Services- Nevada County</p>				
Performance Measure: 03. Release 24 issues of e-news.			6	

Performance Type	Period	Goal	Actual	Variance
Data And Memo	3Q-21/22	6	6	0
<p><i>Performance Description:</i> Release 24 issues of e-news to inform the community of the work of the collaborative Annually.</p> <p><i>Period Memo 1:</i> The Community Collaborative of Tahoe Truckee publishes an electronic communication, called the Bulletin, twice a month. The Bulletin includes partner news and resources, upcoming training and events, grant opportunities, and job listings. During this period, 6 Bulletins were published, 15 new subscribers added, and on average there was a 34% open rate and 6% click rate.</p> <p>Content continued to focus on housing and COVID-19 information and resources, opportunities to connect, and emerging issues. Click on the links below to view specific content..</p> <p>March 18, 2022 Bulletin: 38.8% open, 5.5% click rates https://mailchi.mp/5ce2f9ea4a0e/ttcf-community-bulletin-14211305</p> <p>March 4, 2022 Bulletin:33.4% open 7.1% click rates https://mailchi.mp/0d209c5b3656/ttcf-community-bulletin-14209177</p> <p>February 17, Bulletin: 22.5% Open 5.5% click rates https://mailchi.mp/bb7f390f53d7/ttcf-community-bulletin-14196477</p> <p>February 4, 2022 Bulletin: 38.5 %, 7.4 % click rates https://mailchi.mp/fd6b387c4dc4/ttcf-community-bulletin-14148740</p> <p>January 18, 2022 Bulletin: 34.5% open 5.6% click rates https://mailchi.mp/7fc5395ecb7b/ttcf-community-bulletin-14109052</p> <p>January 7, 2022 Bulletin: 36.2% open 4.3% click rates https://mailchi.mp/d8bda925ee8e/ttcf-community-bulletin-13926568</p>				
Performance Measure: 04. Ensure the representation of special needs.			0	
Memo Only	3Q-21/22			
<p><i>Performance Description:</i> Ensure the representation of special needs of children in the 0-5 age range and their families in regional - reported via narrative.</p> <p><i>Period Memo 1:</i> During the reporting period, CCTT staff represented the needs of children 0-5 and their families in several ways:</p> <p>1. Driving resources to the community and advocating for one community in a region with 4 jurisdictions and 17 special districts by: **Deploying a community engagement and behavioral health survey as well as a behavioral health provider survey. As a follow up to the 2020 Community Engagement & Behavioral Health Survey, the information collected in this survey will be valuable data used to measure the impact of the COVID-19 pandemic, identify any community health trends and support the recently released Behavioral Health Roadmap. **Being a liaison between Placer County and Nevada County MHSA coordinators and the greater Collaborative. Placer and Nevada counties intend to combine their support for Prevention and Early Intervention programs again, bolstering services for children 0-5 and their families.</p> <p>2. Convening partners regularly and encouraging future collaboration. During this reporting period, at all three Resource Sharing meetings we focused on data and how partners are responding strategically to pressing community issues. **At the January 4th Resource Sharing Meeting, partners learned more about the role of coalitions in addressing complex community issues. Partners heard presentations and discussed how their own organization could support the following coalitions: Tahoe Truckee Reads- a coalition of partners committed to improving Tahoe Truckee youth's reading success. The initiative focuses on school readiness, school attendance and avoiding summer learning loss.</p> <p>Literacy Innovation Team- a team of school-based and community-based partners who are coordinating and implementing innovative district and community approaches, birth- 12th grade, to increase the literacy of youth who are socioeconomically disadvantaged.</p> <p>Child Abuse Prevention Council- the primary planning and coordination group for child abuse prevention</p>				

Performance Type	Period	Goal	Actual	Variance
<p>activities in the North Tahoe Truckee area. The Council supports programs and activities through grants that are linked to the Five Protective Factors of Family Strengthening and builds capacity among the agencies and employees serving children and families.</p> <p>Youth Wellness Partnership- the Wellness Partnership builds stronger relationships between our community/school youth partners through information sharing, education, and exploring ways to collectively support youth in our community</p> <p>Suicide Prevention Coalition- the coalition provides education, outreach, and strategies to all community members to prevent future suicides.</p> <p>Tahoe Truckee Future Without Drug Dependence- By creating holistic approaches through prevention, mental health support, medical care, education, treatment, and continuity with the school district, FWDD aims to reach all community members where they are.</p> <p>United for Action and Mountain Housing Council- both coalitions are tackling the unique and pressing challenges of housing in the region, including availability, variety and affordability.</p> <p>**The lack of child care and the impact of COVID-19 on social, emotional learning for all children continue to be an ongoing concern and partners are working to address these issues by collaboratively working together..</p> <p>**In March, We shared the ten key findings and priority areas from CCTT's Behavioral Health Landscape and Road Map report with partners. The report was conducted in partnership with the Katz Amsterdam Charitable Trust to help us understand our region's behavioral health challenges and resources, identify future strategies for improvement, and leverage resources for the region.</p> <p>3. Nurturing leaders. Launched an On The Verge pilot program supported by the SH Cowell Foundation, CF Leads and Tahoe Truckee Community Foundation on January 25th. The pilot is focused on advancing leadership opportunities for people of color. It pairs white executive leaders of nonprofit agencies who have positional authority to catalyze antiracist changes within their organizations and emerging non-white middle managers in the same nonprofits who have been identified as having the capacity for greater authority within their organizations. Participating agencies are the Sierra Community House, Gateway Mountain Center, Boys and Girls Club of North Lake Tahoe, and Adventure Risk Challenge.</p> <p>4. Facilitating a contract for strategic child care plan</p> <p>CCTT initiated a contract with a consultant to develop strategies to build partnerships into the LEA TK/universal preschool plans. The consultant is working to bring ALL provider voices to the table.</p>				
Performance Measure: 05. Narrative: Challenges			0	
Memo Only		3Q-21/22	0	
<p>Period Memo 1: As COVID-19 restrictions ease and programs and services begin to open up to greater in person activity, our partners have expressed a number of challenges. At the beginning of the year, information shared by the Center for Disease Control and the state was contradictory and confusing. Partners had to pivot multiple times from planning to open operations to having to close them. The ongoing challenges of housing and workforce recruitment have prevented some of our partners from fully opening and expanding their services. Partners also continue to be constrained by the lack of child care.</p>				
Performance Measure: 06. Narrative: Strengths			0	

Performance Type	Period	Goal	Actual	Variance
Memo Only	3Q-21/22	0		
<p><i>Period Memo 1:</i> Our strength this quarter has been a more engaged Collaborative. On average this fiscal year, we have had 59 people attend our resource sharing meetings. This is a 51% increase in participation over the previous fiscal year. We have also on average seen a greater open rate for our Bulletin with a 4% increase over the previous fiscal year and a 44% increase this quarter over the previous quarter.</p> <p>Our Resource Sharing meetings are one way that we move from isolated impact to Collective Impact. The power of this model was showcased at our January Resource Sharing meeting where we intentionally focused on bringing people together, bringing them a common understanding of all the problems affecting our region (including shared measurements), and coordinating future collaboration. We had 86 providers attend the meeting (the greatest number that we have ever had)!</p> <p>Another way we have capitalized on our Collective Impact model is by leveraging the "Whole Community" response to the COVID-19 pandemic and strengthening partnerships to complete a blueprint for establishing a Community Organizations Active in Disaster (COAD). COADs focus on preparedness and are ready to respond with resources, volunteers, and coordination of services to those who need assistance during and immediately after a disaster and ideally hold the capacity to activate a long-term recovery group. COADs play a role in all phases of disaster and coordinate activities before, during, and after an emergency or disaster and provide the essential guidance for disaster-related actions. This blueprint takes a "Whole Community" approach, in which the inclusion and integration of community agencies, local government, utilities, private sector agencies, and other stakeholders are actively engaged in meeting the needs of its residents and visitors, especially those with disabilities and others with access and functional needs. We are in the process of writing the scope of work for a program coordinator. Please see attached the COAD Blueprint.</p>				
Performance Measure: 07. Narrative: Success Stories			0	
Memo Only	3Q-21/22	0		
<p><i>Period Memo 1:</i> Partners are asked to rate both the individual professional value and organizational value of CCTT Resource Sharing meetings on a scale of 1 to 5 (from "not at all valuable" to "very valuable"). In total, there were 16 evaluation responses during the past reporting period. Of these respondents: 100% rated the organizational value as valuable or very valuable 100% rated the professional value as valuable or very valuable</p> <p>Partners are also asked to report the most valuable part of meetings. Collaboration and common understanding were the top responses this quarter. Collaborations/Connections; "Getting to meet with unique individuals from different organizations with great potential for collaborating!" "These meetings really help to reduce isolation! I love learning about all of the ways that partners are being innovative" Common Understanding; "Understanding what challenges organizations are facing, what solutions there are or might be possible with help collaboratively, information on stats/what organizations have been doing during the pandemic to help those with language barriers or access barriers." Seeing the outcomes of the surveys and getting to brainstorm together</p>				
Performance Measure: DS Aggregate Data			0	
Data And Memo	P2-21/22	0		
		14	13	

Performance Type	Period	Goal	Actual	Variance
Program Title: Community Support Network of Western Nevada County			33	
Performance Measure: 01. Facilitate 9 resource sharing meetings.			3	
Data And Memo	3Q-21/22	2	3	1
<i>Performance Description: Facilitate 9 resource sharing meetings of the Community Support Network,</i>				
Performance Measure: 02. Track 15 community partners.			17	
Data And Memo	3Q-21/22	3	17	14
<i>Performance Description: Track at least 15 community partners actively involved in monthly Community Support Network meetings annually. Period Memo 3: The Community Support Network of Nevada County (CSNNC) tracks community members that are in attendance for each CSN meeting. During this quarterly reporting period there was a total of 77 attendees for these meetings. There were 14 attendees at the January 2022 CSN meeting, 40 attendees at the February 2022 CSN meeting, and 23 at the March 2022 CSN meeting. The January meeting was on 2021 Reflections and Looking Forward in 2022. The February CSN meeting was on Healthy Outcomes from Positive Experiences (HOPE) and Adverse Childhood Experiences (ACEs), and the March meeting was on Youth Supportive Services in Nevada County.</i>				
Performance Measure: 03. Participate and encourage Partner Participation in CAPC.			0	
Data And Memo	3Q-21/22			
<i>Performance Description: Participate and encourage Partner Participation in CAPC Community -wide Child Abuse Prevention Planning or other community initiatives. Period Memo 3: CSN hosted the first Prevention Planning Workgroup meeting for CAPC in January. Currently the Prevention Planning Workgroup has 16 community members and partners registered to participate. There were 9 community members and partners that attended the meeting in January. During the meeting a Driver Diagram was created, and the participants explored options for an AIM or "North Star" goal for the Prevention Planning Workgroup along with Primary and Secondary Drivers to review and decided on at the next meeting. In addition, this workgroup discussed current and previous needs assessments, reviewed county-wide data, created shared prevention goals, and explored ways to best reduce and mitigate child abuse and neglect in Nevada County. The CSN/CAPC Board approved and welcomed two new board members.</i>				
Performance Measure: 04. Release 48 issues of the e-news.			13	

Performance Type	Period	Goal	Actual	Variance
Data And Memo	3Q-21/22	12	13	1
<p><i>Performance Description:</i> Release 48 issues of the e-news to inform the community of the Community Support Network and Child Abuse Prevention Council.</p> <p><i>Period Memo 3:</i> The CSN Coordinator created 13 e-news issues that were sent out to CSN subscribers between 01.01.22 – 03.31.22. The purpose of the e-news issues is to inform the community about the Child Abuse Prevention work that the CSN and Child Abuse Prevention Council of Western Nevada County (CAPC) are currently working on along with engaging the community in collaborative efforts, explore community current prevention services, and notify the community of child and family well-being trainings. Additional articles in the e-news are community job opportunities from CSN Partners along with additional happenings in Western Nevada County and articles that are focused on resilience and families. The totals for opened CSN e-news for the quarterly period are as follows:</p> <p><i>January 2022:</i> The week of January 4th - 136 opens The week of January 11th - 137 opens The week of January 18th - 144 opens The week of January 25th - 142 opens</p> <p><i>February 2022:</i> The week of February 1st – 143 opens The week of February 8th – 154 opens The week of February 15th – 144 opens The week of February 22nd - 134 opens</p> <p><i>March 2022:</i> The week of March 1st - 135 opens The week of March 8th - 130 opens The week of March 15th - 145 opens The week of March 22nd - 138 opens The week of March 29th - 150 opens</p>				
Performance Measure: 05. Narrative: Challenges			0	
Memo Only	3Q-21/22	0		
<p><i>Period Memo 3:</i> CSN program challenges are getting consistent attendance of the current CSN Partners, board members, and community partners at the monthly CSN meetings. Another challenge I would say is funding. CSN's Vision includes coordinated support network that is easily available and well-funded. CSN's funding and budget is pretty low which makes it difficult to invite facilitators and trainers who could present at monthly CSN meetings on various topic items that would benefit community members and partners along with additional items to fund.</p>				
Performance Measure: 06. Narrative: Strengths			0	
Memo Only	3Q-21/22	0		
<p><i>Period Memo 3:</i> CSN's strengths would be that the board approved and added two new board members one from the Nevada County Public Health Department and the other from Nevada County Juvenile Probation. Additional strengths would be creating and adding new topic items for the 2022 CSN Monthly Meeting Calendar to increase community member and partner participation along with board members facilitating the CSN meetings. CSN created and started the Prevention Planning workgroup in January and had a follow-up meeting in March to discuss collaboratively plans to mitigate child abuse in Nevada County. CSN continues to work and partner with Strategies TA to review county-wide data, ways to increase community relationships, and prevention planning.</p>				
Performance Measure: 07. Narrative: Success Stories			0	

Performance Type	Period	Goal	Actual	Variance
		3Q-21/22	0	
<p><i>Period Memo 3:</i> <i>Success stories for CSN:</i> <i>February: At the February CSN meeting the presentation was on Healthy Outcomes from Positive Experiences (HOPE) and Adverse Childhood Experiences (ACEs). The HOPE and ACEs presentation went very well, and meeting attendees were very excited and engaged to learn about HOPE. The CSN meeting survey from February's meeting was full of kudos and interest in learning more about HOPE and how the community organizations and departments can incorporate HOPE into their work.</i> <i>March: At the March CSN meeting the presentation was on Youth Supportive Services in Western Nevada County. In attendance of this meeting was current CSN partners and new community members. It was great to have new faces at the table. In addition, during the presentation from various child and family serving agencies and departments meeting attendees learned of active programs in our local community that they did not know existed that could serve youth and families in Western Nevada County. Connections were made and tangible next steps were discussed to explore the "How To" of getting youth connected to the beneficial services and programs with continued funding and new funding.</i></p>				
Performance Measure: DS Aggregate Data			0	
Data And Memo	P2-21/22	0		
		17	33	

Performance Type	Period	Goal	Actual	Variance
Program Title: Moving Beyond Depression			10	
Performance Measure: 01. Contract with Every Child Succeeds to use licensed curriculum.			0	
Data And Memo 3Q-21/22 <i>Performance Description: Contract with Every Child Succeeds to use licensed curriculum, Moving Beyond Depression</i>				
Performance Measure: 02. Provide Moving Beyond Depression program services to 20 to 30 women.			10	
Data And Memo 3Q-21/22 7 10 3 <i>Performance Description: Provide Moving Beyond Depression program services to 20 to 30 women per year who are assessed as experiencing depression.</i>				
Performance Measure: 03. Program delivery will include up to 15 in-home cognitive-behavioral therapy sessions and a 16th booster session.			0	
Data And Memo 3Q-21/22 4 <i>Performance Description: Number of participants who completed the 15th session during the timeframe. In narrative, include the number who also completed the booster session.</i>				
Performance Measure: 04. Narrative: Challenges			0	
Memo Only 3Q-21/22 0 <i>Period Memo 1: During this period, we have had an five new participants in the MBD program. Our MCAH PHN referrals continue to be high risk, high needs individuals with multiple social and emotional needs. Much of the priority for these families is finding them housing, medical care, and other, most basic resources. As MBD is primarily for perinatal depression, many of these moms needs border on safety and risk management. Our home visiting staff in MCAH is doing outreach with our family birthing center and local FQHCs to educate staff on the merits of MBD.</i>				
Performance Measure: 05. Narrative: Strengths			0	
Memo Only 3Q-21/22 0 <i>Period Memo 1: During this period, we have had added five new clients to the MBD program. With the previously enrolled four, our therapist is now serving nine clients. The strength of our program lies in the evidence based cognitive behavioral component utilized by our passionate therapist, Toni McCormick, in addition to the resources provided by our home visitors. Even if a client does not complete the program, the positive introduction of mental health services lays a foundation of trust aiding clients to feel as though they can access therapeutic services in the future. The results are dose dependent; however, we are seeing an increase in positive independent decision making in our clients, along with the growth needed to create a stable home environment.</i>				
Performance Measure: 06. Narrative: Success Stories			0	
Memo Only 3Q-21/22 0				
		11	10	

Performance Type	Period	Goal	Actual	Variance
Program Title: Early Childhood Mental Health			12	
Performance Measure: Average score on a 5 point scale - Between "Very Helpful" & "Extremely Helpful" on the shelter tool			0	
Data And Memo	3Q-21/22	0		
<p><i>Performance Description:</i> Total number of parents who report that they felt supported, gained parenting skills, and knowledge on a post-service questionnaire</p> <p><i>Period Memo 1:</i> No shelter consultation individuals were served during this quarter so no 5 point scale questionnaires were utilized.</p>				
Performance Measure: Demographic Data			0	
Data And Memo	3Q-21/22			
<p><i>Period Memo 1:</i> There are no demographics to report during this quarter because we are currently serving one client/family through the First Five grant and this client/family were reported on the first period's report. Demographic measures are only used to report new client seen starting during this reporting period.</p>				
Performance Measure: Grantees provide linguistically and culturally appropriate services			0	
Data And Memo	3Q-21/22	0		
<p><i>Performance Description:</i> In narrative - describe how your program meets cultural and linguistic needs of the community</p> <p><i>Period Memo 1:</i> We currently have one provider of services to the 0-5 age group who speaks Spanish. She is currently being trained in the Child Parent Psychotherapy (CPP) modality and does not yet service any clients who are served through this grant.</p>				
Performance Measure: Narrative: Challenges			0	
Memo Only	3Q-21/22	0		
<p><i>Period Memo 1:</i> As was reported in our last quarterly report, during the 21/22 fiscal year, we only have funds available to us which were left over from last year. We are therefore having to utilize those funds very conservatively so that services can last through this fiscal year. We currently are serving one client/family through this grant.</p> <p>In addition, our agency lost one staff member who was trained to serve the 0-5 population during this quarter. Being thus understaffed in terms of appropriately trained staff has created challenges in capacity. We have been asked by our partners in County Child Welfare to prioritize child welfare referrals (of whom all have Medi-Cal insurance) , it has therefore been challenging to bring in new 1st 5 grant underinsured clients due to current caseload capacity issues.</p>				
Performance Measure: Narrative: Strengths			0	
Memo Only	3Q-21/22	0		
<p><i>Period Memo 1:</i> As was stated in the previous section of this report on the topic of Challenges, we currently have less staff available to serve this population as one of our full time appropriately trained staff members has left the agency. During this quarter, we are continuing to use the flexible funding of this grant toward the ongoing training of a bi-lingual staff member in the CPP modality of treatment. This is tremendously helpful!</p>				
Performance Measure: Narrative: Success Stories			0	
Memo Only	3Q-21/22	0		
<p><i>Period Memo 1:</i> During this quarter, we are continuing to provide services for a family we had been serving during the past 2 quarters. There boy is now four years old. We have been engaging he and his mother in systematic exposure therapy during his therapy sessions to help him overcome his symptom of extreme separation anxiety. He is in the process of making great gains in managing this symptom.</p>				

Performance Type	Period	Goal	Actual	Variance
Performance Measure: Parents show decreased parental stress per the Parental Stress Index			0	
Data And Memo	3Q-21/22	0		
<i>Performance Description: In narrative, describe the average improvement score</i>				
<i>Period Memo 1: During this reporting period we have had 1 participant in the direct therapy program. He started receiving services from us during quarter 1 of fiscal year 21/22 and is currently still in active treatment with us. We do not therefore have a post treatment PSI completed for this client.</i>				
Performance Measure: Percent of parents connected to additional services			0	
Data And Memo	3Q-21/22	0		
<i>Period Memo 1: During a past reporting period (quarter 1), one family who was served through this grant was able to connect to OT services for their child. They are continuing to receive these services.</i>				
Performance Measure: Total number of children with improved pre- and post- scores on the Child Behavior Check List			0	
Data And Memo	3Q-21/22	0		
<i>Period Memo 1: We are currently not using the CBCL for pre - post evaluation of 1st 5 services. We are instead using the PSI (Parental Stress Index).</i>				
Performance Measure: Total number of families which children 0-5 served during the timeframe			1	
Data And Memo	3Q-21/22	0	1	1
<i>Performance Description: Total number of families with children 0-5 who received mental health consultation and/or evening therapy during the timeframe.</i>				
Performance Measure: Total number of hours - evening therapy			11	
Data And Memo	3Q-21/22	0	11	11
<i>Performance Description: Total number of hours spent providing evening therapy to families with children ages 0-5 during the timeframe.</i>				
Performance Measure: Total number of hours - shelter consultation			0	
Data And Memo	3Q-21/22	0		
<i>Performance Description: Total number of hours spent providing shelter consultation to families with children ages 0-5 during the timeframe.</i>				
<i>Period Memo 1: During this period, we have not heard from either shelter that we have worked with in the past requesting services from us.</i>				
		0	12	

First 5 Nevada County

Nevada County Diaper Project

FY 21/22

I certify that these are true and actual expenditures of the First 5 funds expended as of June 1, 2022, the best of my knowledge.

Signature: Karen Keegan Date: 6/01/2022

Karen Keegan, Director Nevada County Diaper Project

Special notation: Some cases of diapers are larger than others, and this has been taken into account on our end. The total number of diapers given out in the past 4 months was just under 9,000 using First 5 funding to supplement Nevada County Diaper Project. It is hard to say how many families were helped as some go to several places within in one week and others may only need help for a week or two out a month.

There is a surplus of funds and we would like to use this for the Truckee area over the next several months.

2022-2024 CALENDAR OF KEY COMMISSION ACTIVITIES

Background: The purpose of this calendar is to give the Commission a long-range view of upcoming First 5 Commission activities. *Items in italic are regular annual activities.*

June 2022

Vote on 3-year vs. 6-year Strategic Plan – with continued 3-year funding cycles
Finalize Strategic Planning process

September 2022

Approve Parent Input Process

October 2022 – no meeting

Staff: Begin Parent Input Process (September – December)

November 2022

Accept 2021-2022 audit and annual report
Elect officers for 2023

Begin discussion on Mission and Vision statements for Strategic Plan
Review impact and outcomes of currently-funded programs

December 2022 – no meeting

January 2023

Review results from Parent Input Process
Begin discussion on Values and Initiatives for Strategic Plan

February 2023 – no meeting

March 2023

Finalize Initiatives for Strategic Plan based on Parent Input Process
Hold public hearing on First 5 California Annual Report
FY2022-2023 budget revisions

April 2023 – no meeting

May 2023

Preview Evaluation Plan section of upcoming Strategic Plan
Finalize Strategic Plan Goals
Approve 2023/2024 Salary Schedule
Preview budget for FY2023//2024
Approve 2023/2024 Meeting Schedule

June 2023

Adopt 2024-2030 Strategic Plan
Update 2021-2024 Strategic Plan as necessary
Adopt final FY2022-2023 and preliminary FY2023-24 budget
Update Long Range Financial Plan
Decide on continued funding for internal programs for FY2021/24
Determine funding priorities based in Parent Input Process and agree upon process.
Direct staff to create a draft Request for Proposals (or other funding process)

July 2023 – no meeting

August 2023 – no meeting

September 2023

Finalize a Request for Proposals (or other funding) process

October 2023 – no meeting

Release Request for Proposals (or other funding) process to the community

November 2023

Accept 2022-23 audit and annual report

Elect officers for 2024

December 2023 – no meeting

Requests for Proposals due and sent to Commission for review and preliminary scoring

January 2024

Score Requests for Proposals and Allocate Funding

February 2024 – no meeting

Begin developing contracts and scopes of work for newly allocated funding

March 2024

Hold public hearing on First 5 California Annual Report

FY2023/2024 budget revisions

April 2024 – no meeting

May 2024

Approve budgets, scopes of work, and outcomes for 2021/24 contracts

Preview budget for FY2024/25

June 2024

Update Long Range Financial Plan

Adopt final FY2023/24 and preliminary FY2024/25 budget

Update Strategic Plan as necessary

Small Population County Funding Augmentation (SPCFA) ends under current agreement

July 2024

New contracts begin



380 Crown Point Circle
Grass Valley, CA 95945

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

Memo

To: Commission
From: Melody Easton
Date: June 15, 2022
Re: Extending Strategic Plan Period

ACTION REQUESTED: Consider extending the Strategic Plan period from 3-years to 6-years.

JUSTIFICATION: First 5 Nevada County staff is requesting to extend the Strategic Plan period from 3 years to 6 years to allow for longer-term evaluation of the impact of our funded services. Across the state, Commissions have Strategic Plans spanning 3-years to up to 10-years. By settling on 6-years, we can continue our 3-year grant structure without creating big shifts to our goals and priorities in the midst of a grant cycle.

If approved, this change would take place with the 2024-2030 Strategic Plan – which would go into effect on July 1, 2024.

FISCAL IMPACT: None

Ryan Gruver
Commission Chair
Director,
Nevada County Health &
Human Services Agency

Sue Hoek
Vice-Chair
Nevada County
Supervisor,
District 4

Phebe Bell
Director, Behavioral
Health
Nevada County Health
and Human Services
Agency

Laura Brown
Executive Director,
Excellence in Education
Foundation

Scott W. Lay
Nevada County
Superintendent of Schools

	\$162,000	\$160,500	\$160,500	\$160,500	\$160,500	\$160,500	\$160,500
SPCFA Programs							
Healthy Babies Home Visiting Program	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Persimmony Database	\$ 12,000	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500
HV Collaborative	\$52,972	\$67,213	\$45,149				
Community Collaborative Coordinator .83 FTE	\$47,172	\$61,663	\$43,749				
Services/Supplies	\$1,500	\$1,250					
Parent Incentives	\$800	\$800	\$1,400				
Evaluation	\$2,000	\$2,000					
Travel	\$1,500	\$1,500					
IMPACT Programs	\$24,971	\$21,000	\$21,000	\$0			
Supplies	\$200	\$200					
Food for IMPACT	\$3,000	\$3,000	\$3,000				
Subcontract for Coaching and Mentoring	\$21,771	\$17,800	\$18,000				

	Proposed 2020-21	Projected 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25	Projected 2024-25
<i>Fiscal Year ending June 30</i>						
Total Expenditures	\$817,396	\$808,312	\$760,709	\$685,610	\$685,610	\$685,610
Revenues less Expenses	-\$87,920	\$66,862	\$36,716	\$14,236	-\$81,403	-\$121,216
Total Fund Balance	\$424,901	\$336,981	\$403,843	\$440,558	\$454,795	\$373,392
Withdrawal from Fund Balance	\$87,920	-\$66,862	-\$36,716	-\$14,236	\$81,403	\$121,216
Ending Fund Balance	\$336,981	\$403,843	\$440,558	\$454,795	\$373,392	\$252,176

(1) .17FTE of CCC position comes from CAPC-CSN Contract - Funding only through December



380 Crown Point Circle
Grass Valley, CA 95945

Melody Easton
Executive Director
Phone: (530) 274-5361
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Memo

To: Commission
From: Melody Easton
Date: June 15, 2022
Re: Executive Director's Report

First 5 California & First 5 Association

- Governor Newsom released the 2022-23 May Revise on May 13, 2022 and laid out how he proposes to spend a discretionary surplus of \$49.2 Billion. The Network's response is attached following this report. The legislature has begun hearings this week to discuss these proposals as well as their own with the goal of getting to a final budget by the June 15th deadline.
- NE Regional Meeting – Bridgeport, CA – on May 26th I participated in an in-person NE Region Executive Directors meeting. It was a great opportunity to connect with the Directors in other Counties. We continued the discussion about shared services, strengths and challenges from the last year, discussed data collection and reporting, and planned for a future in-person REDI training/conversation.
- Kick It California – Another one of the requirements of the SPCFA contract is to partner with Kick It California (formerly the California Smokers' Helpline) on some co-branded tobacco and marijuana cessation materials. [Click here](#) to view the options for educational materials that can be distributed to our funded partners and the families they serve.
- MediCal Managed Care Plans partnerships – I have been participating in the Plan Partnership Project, led by the First 5 Center for Children's Policy and Pacific Health Consulting Group. Since last March, the Plan Partnership Project, led by the **First 5 Center for Children's Policy and Pacific Health Consulting Group**, has supported county commissions in building relationships with managed care plans. The webinar series discusses changes happening in Medi-Cal at the State and what it means for First 5s.

Comprehensive Prevention Planning

Ryan Gruver
Commission Chair
Director,
Nevada County Health &
Human Services Agency

Sue Hoek
Vice-Chair
Nevada County
Supervisor,
District 4

Phebe Bell
Director, Behavioral
Health
Nevada County Health
and Human Services
Agency

Laura Brown
Executive Director,
Excellence in Education
Foundation

Scott W. Lay
Nevada County
Superintendent of Schools

Wearing my hat as the Chair of the Child Abuse Prevention Council of Western Nevada County, we have been engaging in conversations in partnership with Child Welfare around creating a cross-sector child abuse prevention plan. The purpose of this plan is to begin to break down barriers for families who are at risk of having substantiated child welfare referrals BEFORE they get to that point. The conversations have become more formalized with the implementation of the Families First Prevention Services Act (FFPSA). There are endless possibilities for how First 5 Nevada County can be supportive of the comprehensive prevention planning efforts – from sitting at the table to facilitating opportunities for gathering feedback from the families served through our funded partners. Child Welfare (the Title IV-E Agency responsible for FFPSA implementation) is contracting with UC Davis to conduct some initial planning activities to determine the best course of action for creating this formalized plan. They are also considering naming the CAPC as the advisory council for this process.

I will also be meeting with the Co-Chairs of the CAPC in Tahoe/Truckee to ensure that this plan covers the whole county.

Social Media and Outreach

- Facebook (facebook.com/first5nevco) - 677 people following the page
- Instagram ([@first5nevadacounty](https://instagram.com/first5nevadacounty)) - 204 followers

F5AC May Revise Highlights & F5 Network Responds to May Budget Revision

1 message

First 5 Association <accounts@first5association.org>
Reply-To: First 5 Association <accounts@first5association.org>
To: melody@first5nevco.org

Wed, May 18, 2022 at 3:44 PM



First 5 Association 2022-23 May Revise Highlights

Governor Newsom released the 2022-23 May Revise on May 13, 2022 and laid out how he proposes to spend a discretionary surplus of \$49.2 Billion. The changes below are in addition to his proposed January budget. The legislature has begun hearings this week to discuss these proposals as well as their own with the goal of getting to a final budget by the June 15th deadline.

[Click here to download the highlights.](#)

[View this email in your browser](#)



FOR IMMEDIATE RELEASE

Contact: Melanie Flood (530) 556-0920

melanie@first5association.org

The First 5 Network Responds to Governor Newsom's May Budget Revision

May Revision Provides an Opportunity to Advance a Whole-Child, Whole-Family Agenda

ALAMEDA, CA (May 18, 2022) – The First 5 Network, comprised of First 5 California, the First 5 Association of California, and the 58 local county First 5s across the state, applauds Governor Newsom's May Revision proposals centered on supporting a whole-child, whole-family framework to address the pressing needs of California's youngest children and their families. California's \$97 billion surplus has provided an unprecedented opportunity to reconstruct and build a robust early childhood system for the long term.

Critical investments in healthcare, early literacy, early intervention, and transitional kindergarten were among the most prominent in the Governor's revised budget plan. The May Revision also provides funding to support

redetermining eligibility for Medi-Cal enrollees if the federal public health emergency ensuring uninterrupted coverage ends, as expected on July 15, 2022. Additionally, the inclusion of Early Start eligibility threshold changes demonstrates a clear commitment to, identifying and addressing developmental delays in our youngest children at the earliest moments possible.

However, the First 5 Network was disappointed to see that the Governor did not adopt our priority to maintain continuous eligibility for children until their 5th birthday without need of an eligibility review. This could mean that thousands of California's youngest children will lose coverage for well-child visits and preventive services, including immunizations and critical developmental screenings.

The First 5 Network encourages the Governor to build upon the Senate's "Putting Wealth to Work Plan" priorities, which includes \$10 million for continuous Medi-Cal Eligibility for children from birth to age 5, that is part of AB 2402 by Assemblymember Blanca Rubio, a co-sponsored legislation by the First 5 Association of California.

"We know that [50 percent of the time children lose Medi-Cal coverage](#) the reason is a catch-all category called *failure to respond*" noted Kitty Lopez, President of the First 5 Association of California. "We also know that 90 percent of brain development happens before the age of five. Ensuring young children maintain regular access to prevention and screening, without facing bureaucratic barriers, is an investment in their long-term health and well-being."

The May Revise also includes new investments in behavioral health services for children and youth, such as vital funding for youth suicide prevention, but did not direct funding for children 0-5. "First 5 Association will continue to advocate for [dedicated new funding for mental health prevention and early intervention for our youngest children](#) so they can thrive and be ready to succeed in life and in school," said Deborah Kelch, Interim Executive Director of First 5 Association of California.

As the First 5 Network, we continue to support the Governor's January Budget proposal to fund [Home Visiting programs](#) and early literacy investments.

"We are grateful for Governor Newsom's leadership in support of whole child investments and are particularly excited for his commitment to expand early literacy efforts starting with the \$10 million in the January budget and other investments in May Revise to support literacy. Building upon this partnership, the First 5 California Commission has dedicated an additional \$18 million to the Early Literacy Program to reach many more families through partnerships and complement the Administration's vision." said Jackie Thu-Huong Wong, Executive Director for First 5 California.

The May Revision also does not address two additional components of our whole-child, whole-family agenda: 1) the reimbursement rates for childcare providers to acknowledge rising inflation and operation costs, which affects providers' ability to remain open, and 2) the challenges that prevent low-wage earners from utilizing the state's Paid Family Leave and State Disability Insurance (SDI) programs. These priorities are part of the Senate's plan. "California can lead by making our family paid leave program the most equitable in the nation by addressing the shortfalls in these programs that prevent parents and caregivers from bonding with their newborns and young children," said Jackie Thu-Huong Wong.

"As California experiences a second straight year of extraordinary budgetary surpluses, many families continue to face challenges from the economic and health impacts of COVID-19. First 5 LA appreciates the Governor's continued commitment in the May Revision to making health care more accessible, expanding home visiting programs and increasing support for black infant health programs," said Kim Belshé, Executive Director at First 5 LA. "However, the proposal to extend family fee waivers by only one year and not reimburse childcare providers for the true cost of care fails to support our state's most vulnerable. Prioritizing young children cannot be a one-time commitment, but requires an ongoing investment. We need to provide every child the opportunities of quality early learning experiences by committing to ongoing investments that support families in their child's earliest moments."

The First 5 Network commends Governor Newsom for prioritizing the following proposals which align with our [Whole Child, Whole Family Policy Agenda](#):

- \$73 million General Fund over 2 years to complete Medi-Cal redeterminations once the federal COVID-19 public health emergency continuous eligibility requirement ends on July 15, 2022. When the federal requirement expires, the state will have 14 months to initiate and complete eligibility reviews.
- \$6.5 million General Fund in 2022-23 to support adjustments in identifying children with qualifying signs of developmental delays.
- \$290 million to support children's mental health and community-based youth suicide prevention and outreach programs.
- \$157 million to waive childcare and preschool family fees for about 400,000 low-income families from July 1, 2022 to June 30, 2023.
- \$200.5 million for minor renovation and repair projects for childcare facilities in low-income regions and areas with minimal access to services.
- \$114 million to hold harmless voucher-based childcare providers and preschool providers reimbursement for authorized hours of care, from July 1, 2022 to June 30, 2023.

###

About First 5 Association

First 5 Association of California is the voice of the 58 First 5 county

commissions, which were created by voters in 1998 to ensure our young children are healthy, safe, and ready to learn. Together, First 5 touches the lives of more than one million kids, families, and caregivers each year, and strengthens our state by giving kids the best start in life. Learn more at www.first5association.org.

About First 5 California

First 5 California was established in 1998 when voters passed Proposition 10, which taxes tobacco products to fund services for children ages 0 to 5 and their families. First 5 California programs and resources are designed to educate and support teachers, parents, and caregivers in the critical role they play during a child's first five years—to help California kids receive the best possible start in life and thrive. For more information, please visit www.ccfc.ca.gov.

About First 5 LA

As the state's largest funder of early childhood, First 5 LA works to strengthen systems, parents and communities so that children are ready to succeed in school and life. An independent public agency, First 5 LA's goal is to support the safe and healthy development of young children so that by 2028, all children in L.A. County will enter kindergarten ready to succeed in school and life. Learn more at www.first5la.org.

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380 Crown Point Circle
Grass Valley, CA 95945

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

Memo

To: Commission
From: Melody Easton
Date: June 15, 2022
Re: Audit Contract Extension

ACTION REQUESTED: Consider extending the existing contract with Jensen Smith for 1-year for the completion of the FY2021-2022 Annual Audit.

JUSTIFICATION: Our contract ended last year; but, due to Covid, it slipped the notice of both First 5 Nevada County and Jensen Smith staff. We'd like to propose extending the contract for one year to complete the FY2021-2022 Annual Audit. If approved, we would proceed with the regular process of continuing with our existing auditor or releasing an RFP to find a new auditor during the next fiscal year (FY 2022-2023). We have been informed that the rates will increase from \$6500 to \$7200 – however, the rates had not previously increased since 2012.

FISCAL IMPACT: \$700 increase in rate; which would come from the Fund Balance

Ryan Gruver
Commission Chair
Director,
Nevada County Health &
Human Services Agency

Sue Hoek
Vice-Chair
Nevada County
Supervisor,
District 4

Phebe Bell
Director, Behavioral
Health
Nevada County Health
and Human Services
Agency

Laura Brown
Executive Director,
Excellence in Education
Foundation

Scott W. Lay
Nevada County
Superintendent of Schools

**FIRST 5 NEVADA COUNTY
CHILDREN AND FAMILIES FIRST COMMISSION
PROPOSAL TO PROVIDE
AUDIT SERVICES
FOR THE FISCAL YEAR ENDING
JUNE 30, 2022**

**Submitted by:
Jensen Smith
Certified Public Accountants, Inc.
P.O. Box 160
Lincoln, CA 95648
(916) 434-1662**

P.O. Box 160
Lincoln, CA 95648
Office (916) 434-1662
Fax (916) 434-1090

June 10, 2022

Melody Easton, Executive Director
First 5 Nevada County
Children and Families First Commission
112 Nevada City Highway
Nevada City, CA 95959

Dear Ms. Easton,

Thank you for the opportunity to propose our services for the audit needs of First 5 Nevada County Children and Families First Commission (the Commission). This letter will serve to explain our qualifications and the scope and approach of the services we would like to provide along with our commitment to providing the best in accounting and auditing services.

Firm History:

Our firm Jensen Smith, CPAs is a full service Certified Public Accountant firm based in Lincoln, California. Our physical location is 661 5th Street, Suite 101, Lincoln, CA 95648, and our mailing address is P.O. Box 160, Lincoln, CA 95648. Jensen Smith, CPAs was a partnership that was established in June of 2005 by Margaret R. Smith, CPA and Jennifer M. Jensen, CPA with the mission to provide our clients with the very best professional service, always putting our client's needs above our own. In 2015 we incorporated as Jensen Smith Certified Public Accountants, Inc. We are pledged to uphold the highest degree of ethical and moral standards. Margaret practiced in the area for over twenty years until her passing in February of 2011. The firm is continued by Jennifer M. Jensen, CPA and her partner Lisette L. Hutchens, CPA. Jennifer has been practicing in the area for nearly twenty years and has been auditing First 5 organizations since 2001 Lisette has been auditing for nearly sixteen years and has been auditing First 5 Commissions since 2008.

Firm Experience and Assignment:

Our managing/audit principal is Jennifer M. Jensen, CPA. She has considerable experience working with non-profit organizations and special districts and thoroughly understands the reporting requirements of Government Auditing Standards Board statement no. 34 and the compliance requirements for First 5 organizations from the California State Controller's Office. She has taught auditing techniques, new auditing standards and the principles of auditing non-profit organizations and local government entities to other professionals for a nationally recognized company. In 2010-2011 Jennifer co-authored and taught a course on "Essential Elements for Non-profit Accounting" for the Independent Living Centers through the California Department of Rehabilitation. Jennifer has also authored and taught a course on governmental auditing "GASB Greats and SAS 115." She is also very proficient with the steps necessary to covert the financial information from County accounting programs to GASB compliant financial statements.

Our other partner, Lisette L. Hutchens, CPA also has significant experience auditing non-profit organizations and governmental entities. Lisette is also very proficient at converting County reports into GASB financial statements. She co-taught the course on governmental auditing "GABS Greats and SAS 115." Lisette joined the Jensen Smith team in 2008 and has added a great deal of energy and experience to the firm. Lisette has been a partner with the firm since 2011.

We have enclosed our partners' resumes for your review.

Our office currently consists of two licensed certified public accountants, two certified public accountant candidates, two seasonal professional staff and two administrative office staff members. If selected as your audit firm Jennifer M. Jensen, CPA would be the engagement partner and lead auditor for your audit and responsible for supervising and signing the reports.

Proposed Work Plan

August - September of each year -- compile trial balance into financial statements; evaluate internal control and compliance procedures; plan audit programs; obtain confirmations begin audit procedures, begin audit testing.

September- October -- Complete audit field work and compliance testing; begin draft of audit reports and GASB financial statements for approval.

October of each year -- finalize and present reports no later than the October board meeting for approval and submission to the State by November 1.

We propose to perform an examination of your governmental entity's financial statements for the fiscal year ending June 30, 2022. In order to meet the state deadline for reporting each year, you will provide us your final financial statements no later than the first week in September of each year. We will begin planning procedures with the preliminary statements from the County in anticipation of the final close usually in late August/September.

Our examination will be conducted in accordance with generally accepted auditing standards; the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the California State Controller's Standards and Procedures of local Entities Administering the California Children and Families Act (First 5). The purpose of our examination will be to express an opinion on the financial statements and on compliance as required by the State Controller's office.

If for any reason, we feel it necessary to give an opinion on these financial statements or on compliance that is other than an unqualified opinion, we will discuss the reason with you in advance of rendering our opinion.

We understand that if engaged we will also be compiling the financial statements, footnote disclosures, and any supplementary information to be included in the audited financial statements. We also understand that you will assign a staff person or board member to oversee and approve these services.

Independence:

Our firm is independent of the Commission as defined by Government Auditing Standards.

Fee Proposal:

Our fees are based upon time expended at the hourly rate of partners and staff assigned to your audit. Our rates are \$175 an hour for audit partners and \$80 an hour for professional staff. Our rates include travel, materials, insurance and the usual costs of conducting an accounting and auditing practice and is the only cost that will be billed to the contract. We are willing to perform these services for a contract cost of \$7,200. These fees are based upon anticipated cooperation from your personnel, the assumption that unexpected circumstances will not be encountered during the audits, and that there will be no major operational changes or additions during the three fiscal years covered by this contract. If significant additional time is necessary, or if there are major operational changes or additions, we will discuss this with you and arrive at a new fee estimate before we incur the additional costs.

Tasks by hours and rates:

<u>Task</u>	<u>Hours</u>	<u>Lead \$175</u>	<u>Hours</u>	<u>Partner \$175</u>	<u>Hours</u>	<u>Staff \$80</u>
Planning & Supervision	5.5	\$ 963	5	\$ 875	-	\$ -
Field Work	9	\$ 1,575	-	\$ -	8	\$ 640
Draft Statements	7	\$ 1,225	-	\$ -	-	\$ -
Draft Reports	7	\$ 1,225	-	\$ -	-	\$ -
Review	-	\$ -	4	\$ 700	-	\$ -
Total	35	\$ 4,988	8	\$ 1,575	8	\$640

References:

Please see enclosed a comprehensive list of audit clients and reference numbers.

The First 5 Commissions we currently audit are:

- First 5 Amador, Nina Machado (209)257-1092
- First 5 Alpine, Amy Broadhurst (530) 694-2235
- First 5 Lake, Carla Ritz (707) 263-6169
- First 5 Mendocino, Jenna Flesch, Business Manager, (707) 462-4453
- Sutter County Children & Families, Michele Blake (530) 822-7505
- First 5 El Dorado, Kathleen Guerrero (530)622-5787
- First 5 Yolo, Victoria Zimmerle, Business Services Officer (530)419-2422
- First 5 Yuba, Ericka Summers, (530)749-4877
- First 5 Butte, Anna Bauer, Director (530)552-3884

Unique Qualifications:

We believe that there are several factors that make us especially qualified to service your District:

1. We have significant experience in auditing special districts and First 5 Children and Families Commissions. We are very familiar with the State Controller's Office guidelines and have been following the changes in the guidelines with California First 5. We are also familiar with County accounting systems and how to efficiently convert the cash flow reports provided monthly from the County into the required GASB 34 format.
2. Our firm is a member of the American Institute of Certified Public Accountants Governmental Audit Quality Center. Although 1,925 firms nationwide are members, only 145 firms in California belong to this group committed to improving the quality of government audits.
3. We have the personal and professional philosophy that the agency and auditor work together as a team to provide the best service at the minimum cost. In this spirit we encourage our audit clients to call during the year when they have questions or problems so that we can be an effective part of the solution and minimize the risk of significant audit findings.
4. As proof of our commitment to quality and service, please note that the attached copy of our peer review report shows that we received the rating of "Pass" with no deficiencies.

We have enclosed a copy of our partners' resume of qualifications, a list of agencies we have audited, and, as required by Government Auditing Standards, a copy of our most recent quality control review report dated August 19, 2020. If you chose to accept our proposal, please contact us and we will prepare the required engagement letter fully detailing the terms of our engagement.

Again, thank you for the opportunity to propose our services.

Sincerely,



Jennifer M. Jensen, CPA
Jensen Smith Certified Public Accountants, Inc.



McGilloway | Ray
Brown | Kaufman
ACCOUNTANTS AND CONSULTANTS

2511 Garden Road
Suite A180
Monterey, CA 93940
831-373-3337
Fax 831-373-3437

379 West Market Street
Salinas, CA 93901
831-424-2737
Fax 831-424-7936

3478 Buskirk Avenue
Suite A1000
Pleasant Hill, CA 94523
831-373-3337
Fax 831-373-3437

Report on the Firm's System of Quality Control

August 19, 2020

To the Partners of Jensen Smith CPAs Inc. and the Peer Review Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Jensen Smith CPAs Inc. (the firm) in effect for the year ended December 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included (engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

Gerald Ray, CPA | Patricia Kaufman, CPA, CGMA | Jesus Montemayor, CPA | Smriti Shrestha, CPA

Sarita Shannon, CPA | Sukhdev Singh, CPA | Whitney Ernest, CPA | Devvyn MacBeth, CPA | Laura Armbruster, CPA | Rose Maxwell, CPA

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Jensen Smith CPAs Inc. in effect for the year ended December 31, 2019, has been suitably designed and complied with provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Jensen Smith CPAs Inc. has received a peer review rating of *pass*.



McGilloway, Ray, Brown & Kaufman

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Jennifer M. Jensen, CPA

Jensen Smith
Certified Public Accountants, Inc.
P.O. Box 160
Lincoln, CA 95648
(916)434-1662
Jennifer@lincolncpa.com

Professional Experience:

July 2005- Current

Jensen Smith, CPAs Inc.

Lincoln, CA 95648

Partner/Owner

Public accounting and auditing including financial and compliance auditing for local governmental units and programs, not-for-profit entities, and small business entities; small business accounting and consulting, forensic accounting and litigation support, income tax preparation for individuals, partnerships, corporations, trusts, and estates, development of cost and financial accounting systems for both non-profit and for-profit entities, and development of business plans for small to medium sized businesses.

July 2003- June 2005

Johnson, Smith & Associates, CPAs

Lincoln, CA 95648

Staff Accountant

- Planning and performing audits for non-profit organizations and local governmental entities.
 - Including: GAAS audits, GAGAS audits, Single Audits, and Special Districts
- Preparation of income tax returns for various entities
- Bookkeeping, sales tax returns, and miscellaneous accounting tasks

April 2002-

June 2003

Francis, Scinto & Associates, LLP

Grass Valley, CA 95945

Staff Accountant

- Planning and performing audits, reviews and compilations of various types of entities, including non-profit organizations, construction contractors, and small corporations and partnerships.
- Preparation of income tax returns for various entities
- Bookkeeping, sales tax returns, business property tax returns, payroll preparation

January 2002-
April 2002

Tate, Prop, Beggs and Sugimoto, an accountancy corporation
Sacramento, CA
Staff Accountant

- Planning and performing audits and compilations for various types of entities
- Preparation of individual tax returns

October 2001-
December 2001

Margaret R. Smith, CPA
Grass Valley, CA 95945
Staff Accountant

- Planning and performing audits of non-profit organizations
- Sales tax returns, non-profit information returns, payroll tax returns

June 2002-
2010

Thomson Publishing Co. (Gear Up Tax Seminars, Inc.)
Portland, OR 97281
Speaker-Lecturer

Lecture in cities throughout the state on Non-Profit Accounting Principles and Auditing Standards.

May 2005-
2010

Graduate Realty Institute
Pasadena, CA 91106

Lecture to Realtors in cities throughout the state on tax issues that affect real estate transactions.

June 2003-
current

Nonprofit Resource Center
Sacramento, CA 95833

Lecture to Executive Directors on reading and understanding non-profit financial statements and other financial issues unique to the nonprofit arena.

Professional and Other Memberships and Other Distinctions:

- American Institute of Certified Public Accountants
- California Society of Certified Public Accountants
- Government Audit Quality Center
- 2008 Awarded President's Volunteer Service Award by the President's Council on Service and Civic Participation
- Past Treasurer, United Way of Nevada County
- Past President, Kiwanis Club of Lincoln
- Treasurer, Kiwanis Club of Lincoln
- Past Assistant Treasurer, Soroptimist International of Lincoln

Education:

- University of Phoenix, Sacramento B.S. in Accounting
- Golden Gate University, San Francisco, M.S. in Taxation

P.O. Box 160
Lincoln, CA 95648
Office (916) 434-1662
Fax (916) 434-1090

Lisette L. Hutchens, CPA

Jensen Smith
Certified Public Accountants, Inc.
P.O. Box 160
Lincoln, CA 95648
(916) 434-1662
Lisette@lincolncpa.com

PROFESSIONAL EXPERIENCE

Oct 2008 – present **Jensen Smith CPAs, Inc.**

Lincoln, CA
Partner (June 2011)
Staff Accountant (Oct 2008)
Audit and Tax Practice

- Planning, performance, and presentation of financial statement and compliance audits of governmental, non-profit, and small business entities, including those under federal and state compliance requirements
- Internal control evaluation
- Fraud and risk assessments
- Business practice procedural recommendations
- Individual, non-profit, and small business entity tax assistance and preparation

Jun 2007 – Sep 2008 **Gilbert Associates**

Sacramento, CA
Staff Accountant
Audit Department

- Planning and performance of financial statement audits of governmental and non-profit entities, including those under federal and state compliance requirements
- Internal control evaluation
- Financial statement and footnote preparation

Jul 2005 – May 2007 **Matson and Isom**

Chico, CA

Staff Accountant

Audit and Tax Departments

- Performance of financial statement audits of governmental and non-profit entities, including those under federal and state compliance requirements
- Financial statement and footnote preparation
- Individual and entity tax preparation

EDUCATION

California State University – Chico

Bachelor of Science in Business Administration – Accounting

PROFESSIONAL MEMBERSHIPS

California Society of Certified Public Accountants

American Institute of Certified Public Accountants

Soroptimist International of Lincoln, Assistant Treasurer