

**Chair**  
Elliot Weinstein, M.D.

**Vice Chair**  
Dr. Gwen Dowdy-Rodgers

**Executive Director**  
Karen E. Scott



**Commissioners**

Ted Alejandre  
Supervisor Joe Baca, Jr.  
Joshua Dugas  
Gary Ovitt  
Gilbert Ramos

## Agenda: Children and Families Commission 6-2025

735 East Carnegie Drive, Suite 150, San Bernardino, California 92408

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**Meeting date, time, location**

June 4, 2025  
3:30 p.m.  
First 5 San Bernardino Commission Conference Room

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**Pledge of Allegiance**

Chair or designee will lead the Pledge of Allegiance.

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**Special Presentations**

*Mary's Haven Preschool presented by Dan Flores, Executive Director of Mary's Mercy Center.*

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**Conflict of Interest Disclosure**

Commission members shall review agenda item contractors, subcontractors, and agents, which may require member abstentions due to conflict of interest and financial interests.

A Commission member with conflicts of interests shall state their conflict under the appropriate item. A Commission member may not participate in or influence the decision on a contract for which their abstention has been recorded.

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**Report**

Executive Director's Report by Karen E. Scott

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**Consent Item**

The following consent items are expected to be routine and non-controversial and will be acted upon by the Commission at one time unless any Commissioner directs that an item be removed from the Consent Agenda for discussion.

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Item No.	CONSENT
1	Approve Minutes from May 7, 2025 Budget Workshop and Commission Meeting.
2	Approve Amendment A2 to Contract SI038 with El Sol Neighborhood Educational Center for Home Visiting Institute to increase contract amount by \$1,421,776 for a cumulative total not to exceed \$2,995,430 for Fiscal Years 2025-2027 to advance the Home Visiting Institute. (Presenter: Wendy Lee, Psy.D., Systems Integration Officer, 386.7706)

*The agenda and supporting documents are available for review during regular business hours at First 5 San Bernardino, 735 East Carnegie Drive, Suite 150, San Bernardino, California 92408.*

*Interpreters for hearing impaired and Spanish speaking individuals will be made available with forty-eight hours notice. Please call Commission staff (909) 386-7706 to request the service. This location is handicapped accessible.*

[First5sanbernardino.org](http://First5sanbernardino.org)

**Agenda: Children and Families Commission 6-2025****June 4, 2025****Page 2 of 2**

3	Approve Amendment A1 for Contract FS084 with Mary's Mercy Center for \$234,254 for Fiscal Year 2025-2026, raising the total amount to \$455,069. This funding will enhance child development classes, case management, and tutoring for children at Mary's Haven to address educational gaps faced by those experiencing homelessness. (Presenter: Ronnie Robinson, Staff Analyst II, 386.7706)
4	Approve Amendment A3 for Contract IC054 with Health Management Associates, Inc. for an additional \$131,100 for Fiscal Year 2025-2026 for a cumulative total of \$365,937 to advance an integrated home visiting service system for families in San Bernardino County. (Presenter: Wendy Lee, Psy.D., Systems Integrations Officer, 386.7706)
5	Approve Amendment A1 for Contract HW062 with Loma Linda University Children's Hospital to extend the contract term to June 30, 2026 with no change to the total contract amount of \$675,000 for the California Department of Health Care Services – Child Youth Behavioral Health Initiative Evidence-Based Practices and Community-Defined Evidence Practices – Round Two Grant for Child-Parent Psychotherapy Trauma-Informed Program and Practice. (Presenter: Dr. Wendy Lee, Psy.D. Systems Integration Officer, 386.7706)

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Item No.	DISCUSSION
6	Approve Budget for 2025-2026 and updates to the Five-Year Financial Plan. (Presenter: Debora Dickerson-Sims, Chief Financial Officer, 386-7706)

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Item No.	INFORMATION
	No information item for this meeting.

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**Public Comment**      Persons wishing to address the Commission will be given up to three minutes and pursuant to Government Code 54954.2(a)(3) "no action or discussion will be undertaken by the Commission on any item NOT posted on the agenda."

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**Commissioner Roundtable**      Open to comments by the Commissioners

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**Next Meeting**      **Wednesday, July 2, 2025**  
                                 **3:30 p.m. to 5:00 p.m.**

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**CHILDREN AND FAMILIES COMMISSION**  
**for San Bernardino County**  
**AGENDA: June 4, 2025**

**Subject:** Information Relative to Possible Conflict of Interest

**Instructions:** Contractors, subcontractors, principals and agents are listed below for each applicable agenda item. Commissioners are asked to review the items for possible conflicts of interest and to notify the Commission secretary prior to the Commission meeting of conflicts concerning items on the meeting's agenda. This procedure does not relieve the Commissioner of his or her obligations under the Political Reform Act.

**Background:** The Political Reform Act of 1974 (Government Code section 87100 et. Seq.) prohibits public officials from making, participating in making or in any way attempting to use their official position to influence a governmental decision in which they have reason to know they have a "financial interest." Additionally, Government Code section 1090 et seq. prohibits public officers and employees from being financially interested in any contract made by them in their official capacity or by the board of which they are members. A limited exception is allowed for County Children's and Families Commissions. (See Government Code section 1091.3)

Item No.	Contractor	Principals & Agents	Subcontractors; Principals & Agents	Commissioner Abstentions
1	N/A	N/A	N/A	N/A
2	El Sol Neighborhood Educational Center	Alexander Fajardo Executive Director	N/A	N/A
3	Mary's Mercy Center Mary's Haven Shelter Services	Dan Flores Executive Director	N/A	N/A
4	Health Management Associates, Inc.	Christina Altmayer Senior Regional Vice President	Becky Reffitt Vice President, Finance	N/A
5	Loma Linda Children's Hospital RICA-CYBHI	Peter Baker Senior Vice President and Administrator	Brett Walls Assistant Vice President	N/A
6	N/A	N/A	N/A	N/A



## Minutes: First 5 Commission Budget Workshop

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**Date, time,  
location**

May 7, 2025  
1:31 p.m.  
735 E. Carnegie Drive, Suite 150, San Bernardino, CA 92408/Commission Conference Room

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**Pledge of  
Allegiance**

Pledge of Allegiance by Chair, Dr. Weinstein

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**Conflict of  
Interest  
Disclosure**

Commission members shall review agenda item contractors, subcontractors, and agents, which may require member abstentions due to conflict of interest and financial interests.

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**Special  
Presentations**

None

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**Attendees****Commissioners**

- Supervisor Baca, Jr.
- Vice Chair, Dr. Gwen Dowdy-Rodgers
- Josh Dugas
- Gary Ovitt
- Chair, Dr. Elliot Weinstein

**Commission Counsel**

- Dawn Martin, Deputy County Counsel

**Absent**

- Commissioner Alejandro
- Karen Scott, Executive Director

**Staff**

- Cindy Faulkner, Assistant Director
- Scott McGrath, Deputy Director, Systems and Impact
- Debora Dickerson-Sims, Chief Financial Officer
- Traci Homan, Executive Assistant
- Erin Meier, Administrative Assistant I
- Alicia Chavez, Supervising Accountant

- Kim Browder, Business Support Manager
- Ronnie Robinson, Staff Analyst II
- Josh Roche, Statistical Analyst

Item No.	Topic and Presenter
1	<ul style="list-style-type: none"> <li>• <b>Opening Remarks:</b> Delivered by Debora Dickerson-Sims.</li> <li>• <b>Introductions:</b> <ul style="list-style-type: none"> <li>○ Alicia Chavez introduced as new Supervising Accountant.</li> <li>○ Cindy Faulkner (Assistant Director) introduced and provided an update on the <b>First 5 Association membership dues increase.</b></li> </ul> </li> </ul> <p><b>Key Discussion Points:</b></p> <ul style="list-style-type: none"> <li>• <b>MOU Update:</b> Partnership between First 5 and managed care plans to improve well-child visits and vaccinations. First 5 San Bernardino currently in negotiations with Molina, IEHP, and Kaiser.</li> <li>• <b>Dues Increase Overview:</b> <ul style="list-style-type: none"> <li>○ Cindy Faulkner noted the dues are not mandatory; some counties like Los Angeles, San Bernardino, Orange, and San Diego are <b>not paying the increase</b>, opting to maintain current dues.</li> <li>○ <b>Dues Structure (Effective FY 2025–2028):</b> <ul style="list-style-type: none"> <li>▪ FY 25–26: Base rate \$6,000 + \$2.60 per birth.</li> <li>▪ FY 26–27: Increase to \$8,000.</li> <li>▪ FY 27–28: Increase to \$10,000.</li> <li>▪ Cap set at \$95,000.</li> <li>▪ Projected dues for First 5 San Bernardino: \$40,649 rising to \$81,161 by FY 26–27 (50% increase).</li> <li>▪ Policy contribution: \$17,250.</li> </ul> </li> <li>○ Funding challenge: Revenue is declining, making dues increases <b>unsustainable</b>. Other First 5s also cutting services.</li> </ul> </li> <li>• <b>Commission Concerns:</b> <ul style="list-style-type: none"> <li>○ <b>Vice Chair Dowdy-Rodgers</b> questioned whether membership is optional. Faulkner clarified that it varies by county.</li> <li>○ <b>Commissioner Ramos</b> asked for: <ul style="list-style-type: none"> <li>▪ Historical dues increase patterns.</li> <li>▪ Clarification on who developed the funding formula.</li> <li>▪ Role and identity of the California Children and Family Foundation.</li> </ul> </li> <li>○ <b>Ms. Sims</b> noted: <ul style="list-style-type: none"> <li>▪ Two Executive Directors sit on the Association board.</li> <li>▪ F5 LA's decision to stop covering bulk of dues prompted formula change.</li> <li>▪ Some small counties have shut down due to financial pressures.</li> </ul> </li> <li>○ <b>Dr. Weinstein</b> questioned the fairness of LA County's dues share versus their birth numbers.</li> <li>○ <b>Commissioner Dugas</b> opposed the increase and requested budget comparisons for FY 24–25 and FY 25–26. Emphasized that the group is not mandated and increases are not justified.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Follow-up Actions:</b> <ul style="list-style-type: none"> <li>○ Ms. Sims to provide: <ul style="list-style-type: none"> <li>▪ Historical dues data.</li> <li>▪ FY 25–26 budget from First 5 Association.</li> <li>▪ Details on how the dues formula was developed.</li> </ul> </li> </ul> </li> <li>• <b>Final Concern:</b> Commissioner Ramos asked about the consequences of not paying the increase—whether it would affect access to membership benefits.</li> </ul> <p><b>Public Comment</b>  None</p>
2	<p>Review of 2025-2026 Proposed Budget by Debora Dickerson-Sims, Chief Financial Officer</p> <p><b>Estimated Expenditures: 2024-2025</b></p> <ul style="list-style-type: none"> <li>• <b>Approved Budget:</b> \$29,324.432</li> <li>• <b>Estimated Expenses:</b> \$20,788,644</li> </ul> <p><b>Proposed Revenue: 2025-2026</b></p> <ul style="list-style-type: none"> <li>• Current: \$19,248,396</li> <li>• Proposed: \$19,569,476</li> </ul> <p><b>Proposed Budget 2025-2026</b></p> <ul style="list-style-type: none"> <li>• <b>Contract &amp; Evaluation:</b> <ul style="list-style-type: none"> <li>○ Current budget: \$18,503,216</li> <li>○ Recommended: \$18,294,237</li> </ul> </li> <li>• <b>Community Engagement Supportive Expenses:</b> <ul style="list-style-type: none"> <li>○ Current budget: \$1,635,154</li> <li>○ Recommended: \$1,419,918</li> <li>○ Two part-time positions &amp; one existing part-time position</li> </ul> </li> <li>• <b>Systems, Network Building &amp; Community Collaboration:</b> <ul style="list-style-type: none"> <li>○ Current budget: \$500,000</li> <li>○ Recommended: \$250,000</li> </ul> </li> <li>• <b>Quality Rating &amp; Improvement Expenses:</b> <ul style="list-style-type: none"> <li>○ Current budget: \$2,679,197</li> <li>○ Recommended: \$3,142,394</li> <li>○ Dual-fill Chief Financial Officer position for one month training</li> </ul> </li> <li>• <b>Operations/Admin Expenses:</b> <ul style="list-style-type: none"> <li>○ Current budget: \$3,006,865</li> <li>○ Recommended: \$3,010,768</li> </ul> </li> <li>• <b>Beginning Fund Balance:</b> \$108,560,818</li> <li>• <b>Total Revenue:</b> \$19,569,476</li> <li>• <b>Total Expenses:</b> \$26,117,017</li> <li>• <b>Ending Fund Balance:</b> \$102,013,277</li> <li>• <b>Five – year Financial Plan</b> <ul style="list-style-type: none"> <li>○ \$1.8 million total fund balance. Removed \$22 million that was set aside in 2016-17. \$86,560,818 working fund balance.</li> <li>○ Prop 10 annual dollars \$12 million</li> </ul> </li> </ul>

	<p><b>Staffing:</b></p> <ul style="list-style-type: none"> <li>• Proposal to add two part-time positions for Community Engagement</li> <li>• <b>Commissioner Dugas</b> suggested exploring a partnership with Public Health to staff these positions with two health educators.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• <b>Vice Chair Dowdy-Rodgers</b> asked about the unspent Community Engagement funds.                             <ul style="list-style-type: none"> <li>○ <b>Ms. Sims</b> clarified the funds remain unallocated and will accrue interest.</li> </ul> </li> <li>• <b>Chair Weinstein</b> recommended that First 5 San Bernardino consider forming a committee to explore alternative funding sources, including establishing a foundation to accept charitable contributions and organizing fundraising events.</li> </ul> <p><b>Public Comment</b> None</p>
3	<p>Agency/Programs update presented by Scott McGrath, Deputy Director of Systems and Impact and Josh Roche, Statistical Analyst.</p> <p>Scott McGrath introduced Josh Roche, who developed and presented a real-time dashboard displaying agency performance. However, the dashboard is still under development and not yet ready for public viewing.</p> <p><b>Discussion</b> None</p> <p><b>Public Comment</b> None</p>

**Public  
Comment**

None

**Adjourned**

Meeting adjourned at 3:14 pm

**Next Meeting**

The First 5 San Bernardino Commission Meeting began at 3:30 pm in the Commission Conference Room at 735 E. Carnegie Drive, Suite 150, San Bernardino, CA 92408

**Attest**

\_\_\_\_\_  
Chair, Dr. Weinstein

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Traci L. Homan, Commission Clerk



## Minutes: Children and Families Commission Meeting

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**Date, time,  
location**

May 7, 2025  
3:38 p.m.  
First 5 San Bernardino Commission Conference Center, 735 E. Carnegie Drive, Suite 150, San Bernardino, CA 92408

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**Pledge of  
Allegiance**

Pledge of Allegiance by Chair, Dr. Weinstein

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**Special  
Presentation**

*Greg Bradbard, Chief Executive Officer at Inland Empire Health Plan Foundation presented Advancing Vibrant Health in the Inland Empire.*

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**Conflict of  
Interest  
Disclosure**

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**Attendees****Commissioners Present**

- Chair, Dr. Weinstein
- Commissioner Ted Alejandre
- Vice Chair, Dr. Gwen Dowdy-Rodgers
- Commissioner Josh Dugas
- Commissioner Gary Ovitt
- Commissioner Gilbert Ramos

**Absent**

- Supervisor Baca, Jr.
- Karen E. Scott, Executive Director

**Legal Counsel**

- Dawn Martin, Deputy County Counsel

**Staff**

- Cindy Faulkner, Assistant Director
- Traci Homan, Commission Clerk
- Scott McGrath, Deputy Director of Systems and Impact



**Changes to the agenda**

Commission Clerk announced the following changes: Agenda Item 4 pulled and will be brought back at a later date. Agenda Item 6 - Fiscal Year for the Public Hearing on the California Children and Families Commission Annual Report should be 2023-2024.

<b>Executive Director's Report</b>	None given
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<b>Item No.</b>	<b>CONSENT</b>
1	<p>Approve Minutes from March 5, 2025 and April 2, 2025 Commission Meetings.</p> <p><b><u>Roll Call</u></b>            Motion/Second: Commissioner Dugas/Commissioner Ovitt            Ayes: Commissioner Alejandre, Vice Chair Dowdy-Rodgers, Commissioner Dugas, Commissioner Ramos and Chair, Dr. Weinstein.            Absent: Supervisor Baca, Jr.            Without further comment or objection, motion carried by unanimous vote to approve consent items.</p>
2	<p>Approve Amendment A3 to Contract SI042 with San Bernardino County Children's Network to increase the contract amount by \$3,855,213 from \$1,558,559 to \$5,413,772, for Fiscal Years 2023-2028 community engagement and system improvement.            (Presenter: Erin Meier, Administrative Supervisor I, 386-7706)</p> <p><b><u>Roll Call</u></b>            Motion/Second: Commissioner Dugas/Commissioner Ovitt            Ayes: Commissioner Alejandre, Vice Chair Dowdy-Rodgers, Commissioner Dugas, Commissioner Ramos and Chair, Dr. Weinstein.            Absent: Supervisor Baca, Jr.            Without further comment or objection, motion carried by unanimous vote to approve consent items.</p>
3	<p>Ratify approval of No-Cost Extension execution of a contract by the Executive Director with Heluna Health extending the project end date from June 30, 2025 to June 30, 2026.            (Presenter: Wendy Lee, Psy.D. Systems Integration Officer, 386.7706)</p> <p><b><u>Roll Call</u></b>            Motion/Second: Commissioner Dugas/Commissioner Ovitt            Ayes: Commissioner Alejandre, Vice Chair Dowdy-Rodgers, Commissioner Dugas, Commissioner Ramos and Chair, Dr. Weinstein.            Absent: Supervisor Baca, Jr.            Without further comment or objection, motion carried by unanimous vote to approve consent items.</p>

May 7, 2025

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4	<p>Approve Amendment A1 for Contract HW062 with Loma Linda University Children's Hospital to extend the contract term to June 30, 2026 with no change to the total contract amount of \$675,000 for the California Department of Health Care Services – Child Youth Behavioral Health Initiative Evidence-Based Practices and Community–Defined Evidence Practices – Round Two Grant for Child-Parent Psychotherapy Trauma-Informed Program and Practice. (Presenter: Wendy Lee, Psy.D. Systems Integration Officer, 386.7706)</p> <p>*Agenda Item 4 was pulled from the agenda and will be revisited at a future meeting.</p>
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Item No.	DISCUSSION
5	<p>A. Conduct Public Hearing on Strategic Plan 2023-2028 for the Children and Families Commission for San Bernardino County.</p> <p>B. Approve Strategic Plan 2023-2028 for the Approve Amendment No. 3 to Bylaws for Children and Families Commission for San Bernardino County. (Presented by Scott McGrath, Deputy Director of Systems and Impact, 386-7706)</p> <p>Mr. McGrath announced the following change to the Strategic Plan: Removed Diana Alexander and replaced with Commissioner Gilbert Ramos.</p> <p>Chair, Dr. Weinstein opened Public Hearing.</p> <p><b><u>Public Comment</u></b> Alejandro Gutierrez, Director for the Arts Connection/Art's Council of San Bernardino County expressed appreciation for the work First 5 San Bernardino does. He shared interest in aligning some of their programs with First 5's initiatives. Mr. Gutierrez highlighted the free art and music classes offered in Bloomington, including those at the Community Center, and invited everyone to visit and observe the programs in action.</p> <p><b><u>Discussion</u></b> None</p> <p>Public hearing closed.</p> <p><b><u>Roll Call</u></b> Motion/Second: Commissioner Alejandre/Vice Chair, Dowdy Rodgers Ayes: Commissioner Alejandre, Vice Chair Dowdy-Rodgers, Commissioner Dugas, Commissioner Ramos and Chair, Dr. Weinstein. Absent: Supervisor Baca, Jr. Without further comment or objection, motion carried by unanimous vote to approve agenda item 5.</p>
6	<p>Public Hearing on California Children and Families Commission Annual Report for Fiscal Year 2024-2025. (Presented by Scott McGrath, Deputy Director of Systems and Impact, 386-7706)</p> <p>Chair opened Public Hearing.</p> <p>Mr. McGrath announced the following highlights on page 60 of Annual Report:</p> <ul style="list-style-type: none"> <li>• Home visiting building</li> <li>• Partnership with Cal-AIM.</li> </ul>

	<p><b><u>Public Comment</u></b> None</p> <p><b><u>Discussion</u></b> None</p> <p>Public Hearing closed by Chair.</p>
7	<p>Approve Contract HW064 with San Bernardino County Department of Public Health for \$48,000 for Fiscal Years 2025-2028 to support the Count the Kicks program to provide resources to healthcare providers and expectant parents. (Presented by Scott McGrath, Deputy Director of Systems and Impact, 386-7706)</p> <p><b><u>Public Comment</u></b> None</p> <p><b><u>Discussion</u></b> None</p> <p><b><u>Roll Call</u></b> Motion/Second: Commissioner Ovitt/Commissioner Ramos Ayes: Commissioner Alejandre, Vice Chair Dowdy-Rodgers, Commissioner Ramos and Chair, Dr. Weinstein. Abstention: Commissioner Dugas Absent: Supervisor Baca, Jr. Without further comment or objection, motion carried by unanimous vote to approve agenda item 7.</p>

Item No.	INFORMATION
8	<p>Receive information on approval of employment contract entered into by San Bernardino County upon request of the Children and Families Commission Executive Director for Alicia Chavez to provide services as an Accounting Supervisor for the period of April 19, 2025 through March 31, 2028. Presented by Cindy Faulkner, Assistant Director, 386-7706)</p>

**Public  
Comment**

None

**Commissioner  
Roundtable**

The Commissioners collectively thanked Debora Dickerson-Sims and team for a great job on budget workshop and presentation from Greg Bradbard. Ms. Faulkner recognized Arminda Hope Lowenstein who is leaving to the Department of Behavioral Health.

The meeting adjourned at 4:11 p.m.

**Next Meeting**

**Wednesday, June 4, 2025**  
**First 5 San Bernardino, 735 E. Carnegie Drive, Suite 150 San Bernardino**

Attest

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Elliot Weinstein, M.D., Chair

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Traci L. Homan, Commission Clerk

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## AGENDA ITEM 2

**June 4, 2025**

<b>Subject</b>	Contract Amendment SI038 A2 with El Sol Neighborhood Educational Center.
<b>Recommendations</b>	Approve Amendment A2 for Contract SI038 with El Sol Neighborhood Educational Center for Home Visiting Institute to increase contract amount by \$1,421,776 for a cumulative total not to exceed \$2,995,430 for Fiscal Years 2025-2027 to advance the Home Visiting Institute. (Presenter: Wendy Lee, Psy.D., Systems Integration Officer, 386.7706)
<b>Financial Impact</b>	\$1,421,776 for Fiscal Years 2025-2027
<b>Background Information</b>	<p>In September 2022, the Commission approved the release of the Mercedes Logans Community Innovation Initiative Request for Applications (MLCII RFA 22-01). On March 1, 2023, the Commission awarded Contract SI038 to El Sol Neighborhood Educational Center to build the capacity of the home visitation workforce by developing a competency-based Home Visitor Apprenticeship Program. This program was approved by the State of California and registered with the U.S. Department of Labor as the official training curriculum for Home Visitors in San Bernardino County. Building on the success in January 2024, the Commission approved SI038 A1 to establish the Home Visitation Institute.</p> <p>The proposed Amendment to Contract SI038 A2 will increase the Contract amount by \$1,421,776 and includes updated contract language to solidify and advance the Home Visitation Institute in San Bernardino County.</p> <p>Pending Commission approval, this Contract Amendment will allow continued home visiting.</p> <p>Approval of this item supports the <b>Family Support</b> Strategic Priority Areas in the Commission's 2023-2028 Strategic Plan:</p> <ul style="list-style-type: none"> <li>Families are connected to services that support children's development and parent/caregiver resiliency.</li> <li>Families and providers are aware of and know how to access existing county support and resources.</li> <li>First 5 San Bernardino partners with agencies throughout the county to promote prevention and early identification of child abuse and neglect.</li> </ul>
<b>Review</b>	Dawn Martin, Commission Counsel

<b>Report on Action as taken</b>	
<b>Action:</b>	
<b>Moved:</b> _____	<b>Second:</b> _____
<b>In Favor:</b>	
<b>Opposed:</b>	
<b>Abstained:</b>	
<b>Comments:</b> _____	
<b>Witnessed:</b>	

**CHILDREN  
AND FAMILIES  
COMMISSION  
FOR  
SAN BERNARDINO COUNTY  
  
STANDARD CONTRACT**

FOR COMMISSION USE ONLY							
<input type="checkbox"/>	New	Vendor Code	<b>SC</b>	Dept.	<b>A</b>		
<input checked="" type="checkbox"/>	Change	10004667		903			
<input type="checkbox"/>	Cancel						
Organization					Contract Number		
Children and Families Commission					SI038 A2		
Commission Representative					Contractor's License No.		
Cindy Faulkner, Assistant Director							
Telephone					Total Contract Amount		
909-386-7706					\$2,995,430		
Contract Type							
<input type="checkbox"/> Revenue <input checked="" type="checkbox"/> Encumbered <input type="checkbox"/> Unencumbered <input type="checkbox"/> Other:							
If not encumbered or revenue contract type, provide reason:							
Commodity Code	Contract Start Date	Contract End Date	Original Amount	Amendment Amount			
95200	March 1, 2023	June 30, 2027	\$1,573,654	\$1,421,776			
Cost Center	GL Account	Internal Order No.	Amount				
9033009900	53003357		\$701,358				
Cost Center	GL Account	Internal Order No.					
Cost Center	GL Account	Internal Order No.	Amount				
Abbreviated Use		Estimated Payment Total by Fiscal Year					
		FY	Amount	I/D	FY	Amount	I/D
Home Visiting Institute		2025-2026	\$701,358	I			
		2026-2027	\$720,418	I			

THIS CONTRACT is entered into in the State of California by and between the Children and Families Commission for San Bernardino County, hereinafter called the Commission, and

Legal Name (hereinafter called the Contractor)

El Sol Neighborhood Educational Center

Department/Division

Home Visitation

Address

1535 South D Street, San Bernardino, CA 92408

Program Address (if different from legal address):

Phone

909-884-3735

Federal ID No.

33-0552297

Grant Number (if applicable)

**IT IS HEREBY AGREED AS FOLLOWS:**

**AMENDMENT NO. 2**

1. Paragraph A of Section II. CONTRACTOR'S SERVICE RESPONSIBILITIES is hereby amended to read as follows:

- A. Contractor shall provide all program services identified in this Contract, including Attachment A-Program Work Plan and Attachment B-Program Budget. Pursuant to Section II, paragraph E, and Section III, paragraph AA, and Section VIII, paragraph D of the Contract, Attachment A will be amended to list the specific quantitative targets for the respective year.

**Auditor-Controller/Treasurer Tax Collector Use Only**

<input type="checkbox"/> Contract Database <input type="checkbox"/> FAS	
Input Date	Keyed By

2. Paragraph FF is hereby amended to Section III. CONTRACTOR'S GENERAL RESPONSIBILITIES to read as follows:

FF. Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439)

Contractor has disclosed to the Commission using Attachment C – Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439), whether it has made any campaign contributions of more than \$500 to any member of the Commission within the earlier of: (1) the date of the submission of Contractor's proposal to the Commission, or (2) 12 months before the date this Contract was approved by the Commission. Contractor acknowledges that under Government Code section 84308, Contractor is prohibited from making campaign contributions of more than \$500 to any member of the Commission for 12 months after the Commission's consideration of the Contract.

In the event of a proposed amendment to this Contract, the Contractor will provide the Commission a written statement disclosing any campaign contribution(s) of more than \$500 to any member of the Commission within the preceding 12 months of the date of the proposed amendment.

Campaign contributions include those made by any agent/person/entity on behalf of the Contractor or by a parent, subsidiary or otherwise related business entity of Contractor.

Initial Here

3. Paragraph A. Contract Amount of Section V, FISCAL PROVISIONS, is amended to read as follows:

A. Contract Amount

The maximum amount of reimbursement under this Contract shall not exceed \$ 2,995,430 for the duration of the Contract term subject to the availability of California Children and Families Trust Fund monies. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor's services and expenses incurred in the performance hereof. These funds are divided as follows:

Fiscal Year 2022-23	\$ <u>84,408</u>	March 1, 2023 through June 30, 2023
Fiscal Year 2023-24	\$ <u>588,609</u>	July 1, 2023 through June 30, 2024
Fiscal Year 2024-25	\$ <u>900,637</u>	July 1, 2024 through June 30, 2025
Fiscal Year 2025-26	\$ <u>701,358</u>	July 1, 2025 through June 30, 2026
Fiscal Year 2026-27	\$ <u>720,418</u>	July 1, 2026 through June 30, 2027

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4. Paragraph D. Independent Audit Provisions of Section VI. RIGHT TO MONITOR and AUDIT is amended to read as follows:

D. Independent Audit Provisions

On an annual basis, Contractor is required to hire an independent licensed Certified Public Accountant (CPA), who shall prepare and file with the Commission, an Independent Auditor's Report for the term of the Contract. Due dates are as follows:

June 30<sup>th</sup> – Calendar year operations

December 31<sup>st</sup> – Fiscal year operations

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5. Paragraph A. of Section VIII, TERM, is amended to read as follows:

- A. This Contract is effective as of March 1, 2023 and expires June 30, 2027, but may be terminated earlier in accordance with provisions of paragraph below or Section VII of this Contract.

\_\_\_\_\_  
Initial Here

This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same agreement. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

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*continued on next page*



## **ATTACHMENTS**

Attachment A – Amended Program Work Plan for FY 2025-2027

Attachment B – Amended Program Budget for FY 2025-2026 and FY 2026-2027

Attachment C – Levine Act - Campaign Contribution Disclosure

All other terms and conditions of this contract remain in full force and effect.

### **CHILDREN & FAMILIES COMMISSION FOR SAN BERNARDINO COUNTY**

### **EL SOL NEIGHBORHOOD EDUCATIONAL CENTER**

Legal Entity



Authorized Signature

Elliot Weinstein M.D.

Printed Name

Commission Chair

Title

Dated



Authorized Signature

Alexander Fajardo

Printed Name

Executive Director

Title

Dated

Official Stamp

Reviewed for Processing



Cindy Faulkner

Assistant Director

Date

Approved as to Legal Form



Dawn Martin

Commission Counsel

Date

Presented to Commission for  
Signature



Karen E. Scott

Executive Director

Date



<b>Agency Name:</b> El Sol Neighborhood Educational Center	<b>Contract #</b> SI038 A2	<b>Service Area:</b> Countywide
<b>Program Name:</b> Home Visiting Institute	<b>Period:</b> July 1, 2025, to June 30, 2027	

<b>Expectations</b>	El Sol's Home Visitation Institute will expand its leadership role in strengthening the Home Visitation workforce throughout San Bernardino County by providing expert technical assistance, employer engagement, and capacity-building services. Through a holistic and collaborative approach, the Institute will support agencies, supervisors, and Home Visitors by offering high-quality, competency-based training; customized technical assistance; and strategic employer partnerships. By serving as a hub for best practices, continuous learning, and workforce development, the Institute will ensure that agencies and Home Visitors are prepared to deliver sustainable, culturally responsive, and high-impact services. The Institute will also foster collaborative networks and promote innovation across the Home Visitation field, contributing to broader systems change.				
<b>Outcomes</b>	Home Visitors, Supervisors, and partner agencies will demonstrate increased competency, confidence, and readiness to deliver high-quality Home Visitation services. Employers and service organizations will gain a deeper understanding of how to integrate Home Visitors into their systems, resulting in strengthened partnerships and employment pathways. Agencies will enhance their organizational capacity through tailored technical assistance, improved quality assurance, and ongoing support in implementing best practices. Outcomes will be continuously monitored through a robust evaluation framework, capturing improvements in workforce performance, family engagement, and service delivery quality. These efforts will reinforce the Institute's role as a trusted leader in workforce development and position it as a replicable model for other regions				
Objective/ Goal/Measure	Activity/Description	Activity Dosage/ Frequency	Persimmony Verification (Data entry/Report /Upload supporting documents via PDF or Excel)		
			Submission Time Frame	Quantitative Data	Qualitative Data
1. Strengthening Regional Integration of Home Visitors Through Strategic Employer and Agency Partnerships	<ol style="list-style-type: none"> <li>1. Conduct targeted outreach to employers/agencies.</li> <li>2. Outreach presentation to agencies to deliver customized services, including training, technical assistance, and coaching based on agency and individual needs.</li> <li>3. Develop employer/agency onboarding materials.</li> <li>4. Secure partnership agreements.</li> <li>5. Maintain employer engagement records.</li> </ol>	<ul style="list-style-type: none"> <li>• 8+ outreach presentations annually.</li> <li>• 3 partnership agreements over two years</li> </ul>	Quarterly	<ol style="list-style-type: none"> <li>1. (# of presentations) Enter Monitoring Meeting tracking in Persimmony: <ul style="list-style-type: none"> <li>• Date of the meeting</li> <li>• Name of the meeting</li> <li>• Number of people in the meeting</li> <li>• Number of partner agencies represented in the meeting. (# of agencies engaged)</li> <li>• List of the partner agencies,</li> </ul> </li> <li>2. # of agencies/MOU agreements signed</li> </ol>	<ol style="list-style-type: none"> <li>1. Upload PDFs of the Employer/agency feedback on services and partnership satisfaction.</li> <li>2. Complete the Quarterly Narrative Reporting in the Monitoring Section</li> </ol>
2. Provide Customized Technical Assistance and Capacity-Building Services to Home Visitation Agencies	<ol style="list-style-type: none"> <li>1. Provide TA to agencies based on organizational needs.</li> <li>2. Customize and deliver agency trainings.</li> <li>3. Host workshops on agency readiness and family engagement.</li> <li>4. Support agencies with OCAT action plans.</li> <li>5. Conduct feedback assessments after TA delivery.</li> </ol>	<ul style="list-style-type: none"> <li>• TA provided 4 agencies per year;</li> <li>• 4 major training/works hops per year.</li> </ul>	Quarterly	<ol style="list-style-type: none"> <li>1. (# of agencies receiving TA) Enter Monitoring Training tracking in Persimmony: <ul style="list-style-type: none"> <li>• Date of the training</li> <li>• Name of the training</li> <li>• Number of attendances</li> <li>• Attendee Type. (# of agency trainings delivered)</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. Upload PDFs of the TA service evaluations, agency leadership testimonials</li> <li>2. Complete the Quarterly Narrative Reporting in the Monitoring Section</li> </ol>

Objective/ Goal/Measure	Activity/Description	Activity Dosage/ Frequency	Persimmony Verification (Data entry/Report /Upload supporting documents via PDF or Excel)		
			Submission Time Frame	Quantitative Data	Qualitative Data
3. Enhance Competency-Based Training and Professional Development for Home Visitors and Supervisors	1. Deliver HV in-person and online training sessions. 2. Facilitate Supervisor coaching and training cohorts. 3. Launch 'Advanced Skills Series' for experienced HVs. 4. Implement new curriculum updates annually. 5. Conduct skill competency assessments.	<ul style="list-style-type: none"> <li>6 HV trainings and 3 annual trainings specialized for supervisors of Home Visitors.</li> <li>New skills curriculum refreshed over 2 years.</li> </ul>	Quarterly	1. (# of HVs/Supervisors trained and # of certifications issued) Enter Monitoring Training tracking in Persimmony: <ul style="list-style-type: none"> <li>Date of the training</li> <li>Name of the training</li> <li>Number of attendances</li> <li>Attendee Type.</li> </ul>	1. Upload PDFs of the HV/Supervisor reflections on training applicability and confidence 2. Complete the Quarterly Narrative Reporting in the Monitoring Section
4. Drive Quality and Fidelity Through Data-Driven Continuous Improvement Systems	1. Collect pre/post surveys from HVs, Supervisors, and Agencies. 2. Implement employer/agency post-engagement surveys. 3. Conduct follow-up surveys with agencies/individuals trained by HV Institute at 3- and 6-month intervals after training. 4. Analyze data and publish annual reports. 5. Integrate data findings into program improvements.	<ul style="list-style-type: none"> <li>Survey data collected semiannually;</li> <li>2 annual impact evaluation reports published.</li> </ul>	Semiannually and Annually	N/A	1. Upload PDFs of the Survey data collected and include % of participants completing follow-up surveys, and the number of reports generated 2. Complete the Annual Narrative Reporting in the Monitoring Section (Narrative reports on program improvements, participant success stories)
5. Establish the Home Visitation Institute as a Regional Center of Excellence and Expert Support Provider for Home Visitation	1. Develop marketing materials showcasing expertise. 2. Publish case studies. 3. Build collaborations with new funding and advocacy groups. 4. Document El Sol's holistic TA approach for replication.	<ul style="list-style-type: none"> <li>White papers or Case Studies developed by June 2027.</li> </ul>	Annually	N/A	1. Upload PDFs of the number of publications produced and # of collaborations initiated, and Stakeholder symposium feedback, expert recognition narratives

Data Type:	Quantitative & Qualitative	
Reporting Period:	Quarterly, Semiannually, and Annually	Due: By the 15 <sup>th</sup> of the following month



**FIRST 5 SAN BERNARDINO**  
**PROGRAM BUDGET**  
**FISCAL YEAR:**

**2025-2026**

<b>ORGANIZATION:</b>	El Sol Neighborhood Educational Center	<b>DIRECTOR:</b>	Alexander Fajardo	<b>PROGRAM YEAR:</b>	2025-2026
<b>PROGRAM TITLE:</b>	HV Institute Training, TA, Apprenticeship	<b>PROGRAM DIRECTOR:</b>	Tania Martinez	<b>TOTAL BUDGET:</b>	\$ 701,358
<b>INITIATIVE:</b>		<b>FINANCE OFFICER:</b>	Tanya Rivas	<b>RFP/CONTRACT #:</b>	SI038 A2

LINE	BUDGET CATEGORY	FTE	PAY RATE	# OF HOURS	BENEFIT RATE	F5SB SALARY	F5SB BENEFITS	F5SB BUDGET	TOTAL SALARY	First 5 % of TOTAL SALARY	DESCRIPTION/ JUSTIFICATION
I.	SALARIES & BENEFITS	A	B	C	D	E	F	G	H	I	J
	Name: Position:										
1	Alexander Fajardo Executive Director	0.20	74.43	425	23%	31,633	7,276	38,908	190,422	20%	The Executive Director, in collaboration with the Program Director and the Program Staff, will undertake key duties integral to the project's success. These responsibilities encompass participating in pivotal meetings, overseeing and reviewing the preparation of comprehensive evaluation reports, and ensuring the effective execution of project objectives.
2	Tania Martinez Program Director	0.65	44.56	1360	23%	60,602	13,938	74,540	114,002	65%	The Program Director, working in close collaboration with the Executive Director and the program staff, will fulfill critical responsibilities for the advancement of the project. This will include participating in key meetings, preparing regular reports to provide comprehensive updates, aiding the expansion of the HVI committees, and driving the development of the communication and branding plan. Above all, they will focus on effectively implementing project objectives and ensuring progress aligns with the project's overarching goals. Provide oversight and effective execution of all objectives.
3	Veronica Lopez Program Manager	1.00	30.90	2080	23%	64,272	14,783	79,055	79,055	100%	The Program Manager will actively contribute to the project's vision by participating in crucial meetings, apprenticeship program and its associated committees. Their role will be fundamental in achieving the project objectives, which include: oversee day to day of project, capacity building, provide knowledge enrichment sessions on home visiting models, their efficacy, the benefits they offer to families, and the distinctions between various models, enabling a well-informed approach towards service delivery.



**FIRST 5 SAN BERNARDINO**  
**PROGRAM BUDGET**  
**FISCAL YEAR:**

**2025-2026**

<b>ORGANIZATION:</b>	El Sol Neighborhood Educational Center	<b>DIRECTOR:</b>	Alexander Fajardo	<b>PROGRAM YEAR:</b>	2025-2026
<b>PROGRAM TITLE:</b>	HV Institute Training, TA, Apprenticeship	<b>PROGRAM DIRECTOR:</b>	Tania Martinez	<b>TOTAL BUDGET:</b>	\$ 701,358
<b>INITIATIVE:</b>		<b>FINANCE OFFICER:</b>	Tanya Rivas	<b>RFP/CONTRACT #:</b>	SI038 A2

LINE	BUDGET CATEGORY		FTE	PAY RATE	# OF HOURS	BENEFIT RATE	F5SB SALARY	F5SB BENEFITS	F5SB BUDGET	TOTAL SALARY	First 5 % of TOTAL SALARY	DESCRIPTION/ JUSTIFICATION
I.	SALARIES & BENEFITS		A	B	C	D	E	F	G	H	I	J
4	Jennifer Holguin	Sr Project Coordinator	1.00	28.84	2080	23%	59,987	13,797	73,784	73,784	100%	The Sr. Project Coordinator will take lead in managing the Learning Management System(LMS). Position will share responsibilities with the other key roles, involving themselves in planning, coordination, and implementation of project activities, attending key meetings, aiding in report preparation, and assisting in the operationalization of the cultural and equity-based framework. The coordinator will further engage in detailed tasks such as ensuring alignment between project objectives and actions, facilitating smooth communication with apprenticeship committee partners, and addressing any project-related issues promptly. Responsible for aggregate reporting and updating participant records to First 5 through persimmony and DOL. Takes lead with communication regarding apprenticeship approved by the US Department of Labor.
5	Gerardo Becerra	Sr Learning & Development Specialist	1.00	27.68	2080	23%	57,574	13,242	70,817	70,817	100%	This position will oversee implementation of Home Visitation Curriculum and training, stay up to date with HV best practices, and ensure that research based Home Visitation principles are maintained. The HV Learning & Development Specialist will advice training module content, faciliate HV Focus groups, trainings, etc. This position will esure that training manuals, participants workbooks, and power point presentation are relevent and up to date. This positin will lead HVI faciliation of Supervisor cohort training modules.
6	TBD	Learning & Development Specialist	1.00	24.00	2080	23%	49,920	11,482	61,402	61,402	100%	The HV Learning & Development Specialist will faciliate Home Visitor trainings. This position will provide feedback on training manuals, participants workbooks, and power point presentation ensuring they are relevent and up to date.



**FIRST 5 SAN BERNARDINO**  
**PROGRAM BUDGET**  
**FISCAL YEAR:**

**2025-2026**

<b>ORGANIZATION:</b>	El Sol Neighborhood Educational Center	<b>DIRECTOR:</b>	Alexander Fajardo	<b>PROGRAM YEAR:</b>	2025-2026
<b>PROGRAM TITLE:</b>	HV Institute Training, TA, Apprenticeship	<b>PROGRAM DIRECTOR:</b>	Tania Martinez	<b>TOTAL BUDGET:</b>	\$ 701,358
<b>INITIATIVE:</b>		<b>FINANCE OFFICER:</b>	Tanya Rivas	<b>RFP/CONTRACT #:</b>	SI038 A2

LINE	BUDGET CATEGORY		FTE	PAY RATE	# OF HOURS	BENEFIT RATE	F5SB SALARY	F5SB BENEFITS	F5SB BUDGET	TOTAL SALARY	First 5 % of TOTAL SALARY	DESCRIPTION/ JUSTIFICATION
I.	SALARIES & BENEFITS		A	B	C	D	E	F	G	H	I	J
7	Alysia D'Aguiar	Data Analyst	1.00	30.28	2080	23%	62,982	14,486	77,468	77,468	100%	Conducts in-depth research, analyze and interpret data and information, identify options, and make viable recommendations. Leads creation of apprenticeship trainee evaluation tool to measure learning outcomes. Oversee activity dosage/frequency of surveys. Create outcome summary reports.
8	David Zarka	Evaluation Manager	0.15	38.00	320	23%	12,160	2,797	14,957	97,219	15%	This role involves designing and, implementing systems to monitor and assess program performance while developing strategies to strengthen the skills and competencies of Home Visitor Apprentice. This manager will ensure that project is data-driven, community-focused, and align with contract outcomes, achieve measurable outcomes.
9	TBD	Fiscal Support	0.30	24.00	625	23%	15,000	3,450	18,450	61,402	30%	The Fiscal Staff, while overseeing the program's financial documentation, will also be responsible for maintaining an updated and accurate budget, tracking expenditures against budget allocations, preparing financial reports, and ensuring compliance with all fiscal regulations and guidelines. Additionally, they will also contribute to strategic financial planning and work closely with the executive team and Program Analyst to ensure the financial sustainability of the project.
Total Salaries & Benefits							\$ 414,130	\$ 95,250	\$ 509,380	\$ 825,570		



## FIRST 5 SAN BERNARDINO

## PROGRAM BUDGET

FISCAL YEAR:

2025-2026

<b>ORGANIZATION:</b>	El Sol Neighborhood Educational Center	<b>DIRECTOR:</b>	Alexander Fajardo	<b>PROGRAM YEAR:</b>	2025-2026
<b>PROGRAM TITLE:</b>	HV Institute Training, TA, Apprenticeship	<b>PROGRAM DIRECTOR:</b>	Tania Martinez	<b>TOTAL BUDGET:</b>	\$ 701,358
<b>INITIATIVE:</b>	0	<b>FINANCE OFFICER:</b>	Tanya Rivas	<b>RFP/CONTRACT #:</b>	SI038 A2

<b>II. SERVICES &amp; SUPPLIES</b>				
	Expense:	% of Allocation:	TOTAL F5SB BUDGET (\$)	Description/Justification:
1	Office Supplies	1%	7,000	The office supplies budget for our program includes the necessary items to support the daily operations of our team and the collaborative meeting supplies.
2	Rent	3%	22,000	This line item will support the operating rental expense and will be prorated based on number of FTE.
3	Utilities	1%	6,200	This line item will support operating expenses such a utilities, office maintenance, internet, etc; and will be prorated based on number of FTE.
4	Printing	1%	7,000	This line item will be used to print flyers, brochures and training participant and facilitator manuals.
5	Professional Development	0%	3,000	Fees For: program staff to attend relevent on going professional development including; facilitator trainings, local conferences, etc.
6	National Home Visiting Summit	1%	9,000	National Home Visiting Summit resgistration, held in person in Washington, D.C. funds will be utilized by Travel expenses for nation wide home visiting conference for both years.
	Total Services & Supplies		\$ 54,200	
<b>III. FOOD</b>				
	Event(s):		TOTAL F5SB BUDGET (\$)	Description/Justification:
1	In person trainings, meetings, focus groups, subcommittees		5,200	El Sol will provide refreshments for in person trainings, meetings, focus groups, subcommittee meetings
	Total Food		\$ 5,200	
<b>IV. TRAVEL</b>				



**FIRST 5 SAN BERNARDINO**  
**PROGRAM BUDGET**  
**FISCAL YEAR: 2025-2026**

<b>ORGANIZATION:</b>	El Sol Neighborhood Educational Center	<b>DIRECTOR:</b>	Alexander Fajardo	<b>PROGRAM YEAR:</b>	2025-2026
<b>PROGRAM TITLE:</b>	HV Institute Training, TA, Apprenticeship	<b>PROGRAM DIRECTOR:</b>	Tania Martinez	<b>TOTAL BUDGET:</b>	\$ 701,358
<b>INITIATIVE:</b>	0	<b>FINANCE OFFICER:</b>	Tanya Rivas	<b>RFP/CONTRACT #:</b>	SI038 A2

	Destination:	Purpose:	TOTAL F5SB BUDGET (\$)	Description/Justification:
1	San Bernardino County	staff mileage reimbursement	7,000	Staff will be compensated for travel for program activities including site to site, meetings, trainings, etc. Travel will be reimbursed at the federal mileage rate.
	Total Travel		\$ 7,000	

**V. SUBCONTRACTORS**

	Organization Name:	TOTAL F5SB BUDGET (\$)	Description/Justification:
1	Evaluation Consultants	40,000	Evaluation consultants will be hired to support research guidelines of Longitudinal Retrospective/Prospective Cohort Study evaluation
2	Curriculum Consultants	10,000	Consultants will be hired to support the review of the training manuals and provide feedback for the different topics.
3	Learning Management System	8,000	Maintenance of Home Visitation Learning Management system (LMS) HUB. LMS HUB website containing a wide range of resources, information, and tools where home visiting staff will have access to support with their learning goals. In addition, it gives registered users the ability to search by topic or the type of tool, ex. printable, visuals, assessment, or digital materials and will receive information on the advancement of the training, activities and assessments requested by the course's requirements.
4	Marketing and Designs	10,000	Project Designer and artist will create all media for the project, including: flyers, brochures, media posting, etc.
	Total Subcontractors	\$ 68,000	

**VI. INDIRECT COSTS**

	Percent:	10%	57,578	
	Basis:	\$ 575,780		





FIRST 5 SAN BERNARDINO

PROGRAM BUDGET

FISCAL YEAR: 2025-2026

<b>ORGANIZATION:</b>	El Sol Neighborhood Educational Center HV Institute Training, TA,	<b>DIRECTOR:</b>	Alexander Fajardo	<b>PROGRAM YEAR:</b>	2025-2026
<b>PROGRAM TITLE:</b>	Apprenticeship	<b>PROGRAM DIRECTOR:</b>	Tania Martinez	<b>TOTAL BUDGET:</b>	\$ 701,358
<b>INITIATIVE:</b>	0	<b>FINANCE OFFICER:</b>	Tanya Rivas	<b>RFP/CONTRACT #:</b>	SI038 A2
Total Indirect Costs			\$ 57,578		
TOTAL FIRST 5 BUDGET			\$ 701,358		



**FIRST 5 SAN BERNARDINO**  
**PROGRAM BUDGET**  
**FISCAL YEAR:**

**2026-2027**

<b>ORGANIZATION:</b>	El Sol Neighborhood Educational Center	<b>DIRECTOR:</b>	Alexander Fajardo	<b>PROGRAM YEAR:</b>	2026-2027
<b>PROGRAM TITLE:</b>	HV Institute Training, TA, Apprenticeship	<b>PROGRAM DIRECTOR:</b>	Tania Martinez	<b>TOTAL BUDGET:</b>	\$ 720,418
<b>INITIATIVE:</b>		<b>FINANCE OFFICER:</b>	Tanya Rivas	<b>RFP/CONTRACT #:</b>	SI038 A2

LINE	BUDGET CATEGORY		FTE	PAY RATE	# OF HOURS	BENEFIT RATE	F5SB SALARY	F5SB BENEFITS	F5SB BUDGET	TOTAL SALARY	First 5 % of TOTAL SALARY	DESCRIPTION/ JUSTIFICATION
I.	SALARIES & BENEFITS		A	B	C	D	E	F	G	H	I	J
	Name:	Position:										
1	Alexander Fajardo	Executive Director	0.20	77.40	425	23%	32,895	7,566	40,461	198,020	20%	The Executive Director, in collaboration with the Program Director and the Program Staff, will undertake key duties integral to the project's success. These responsibilities encompass participating in pivotal meetings, overseeing and reviewing the preparation of comprehensive evaluation reports, & ensuring the effective execution of project objectives.
2	Tania Martinez	Program Director	0.65	46.34	1360	23%	63,022	14,495	77,518	118,556	65%	The Program Director, working in close collaboration with the Executive Director and the program staff, will fulfill critical responsibilities for the advancement of the project. This will include participating in key meetings, preparing regular reports to provide comprehensive updates, aiding the expansion of the HVI committees, and driving the development of the communication and branding plan. Above all, they will focus on effectively implementing project objectives and ensuring progress aligns with the project's overarching goals. Provide oversight and effective execution of all objectives.
3	Veronica Lopez	Program Manager	1.00	32.14	2080	23%	66,851	15,376	82,227	82,227	100%	The Program Manager will actively contribute to the project's vision by participating in crucial meetings, apprenticeship program and its associated committees. Their role will be fundamental in achieving the project objectives, which include: oversee day to day of project, capacity building, provide knowledge enrichment sessions on home visiting models, their efficacy, the benefits they offer to families, and the distinctions between various models, enabling a well-informed approach towards service delivery.



**FIRST 5 SAN BERNARDINO**  
**PROGRAM BUDGET**  
**FISCAL YEAR:**

**2026-2027**

<b>ORGANIZATION:</b>	El Sol Neighborhood Educational Center	<b>DIRECTOR:</b>	Alexander Fajardo	<b>PROGRAM YEAR:</b>	2026-2027
<b>PROGRAM TITLE:</b>	HV Institute Training, TA, Apprenticeship	<b>PROGRAM DIRECTOR:</b>	Tania Martinez	<b>TOTAL BUDGET:</b>	\$ 720,418
<b>INITIATIVE:</b>		<b>FINANCE OFFICER:</b>	Tanya Rivas	<b>RFP/CONTRACT #:</b>	SI038 A2

LINE	BUDGET CATEGORY		FTE	PAY RATE	# OF HOURS	BENEFIT RATE	F5SB SALARY	F5SB BENEFITS	F5SB BUDGET	TOTAL SALARY	First 5 % of TOTAL SALARY	DESCRIPTION/ JUSTIFICATION
I.	SALARIES & BENEFITS		A	B	C	D	E	F	G	H	I	J
4	Jennifer Holguin	Sr Project Coordinator	1.00	29.99	2080	23%	62,379	14,347	76,726	76,726	100%	The Sr. Project Coordinator will take lead in managing the Learning Management System(LMS). Position will share responsibilities with the other key roles, involving themselves in planning, coordination, and implementation of project activities, attending key meetings, aiding in report preparation, and assisting in the operationalization of the cultural and equity-based framework. The coordinator will further engage in detailed tasks such as ensuring alignment between project objectives and actions, facilitating smooth communication with apprenticeship committee partners, and addressing any project-related issues promptly. Responsible for aggregate reporting and updating participant records to First 5 through persimmony and DOL. Takes lead with communication regarding apprenticeship approved by the US Department of Labor.
5	Gerardo Becerra	Learning & Development Specialist	1.00	28.79	2080	23%	59,883	13,773	73,656	73,656	100%	This position will oversee implementation of Home Visitation Apprenticeship Curriculum and training, stay up to date with HV best practices, and ensure that research based Home Visitation principles are maintained. The HV Learning & Development Specialist will advice training module content, facilitate HV Focus groups, trainings, etc. This position will ensure that training manuals, participants workbooks, and power point presentation are relevant and up to date. This position will lead HVI facilitation of training modules.
6	TBD	Learning & Development Specialist	1.00	24.96	2080	23%	51,917	11,941	63,858	63,858	100%	The HV Learning & Development Specialist will facilitate Home Visitor trainings. This position will provide feedback on training manuals, participants workbooks, power point presentation ensuring they are relevant up to date.
7	Alysia D'Aguiar	Data Analyst	1.00	31.49	2080	23%	65,499	15,065	80,564	80,564	100%	Conducts in-depth research, analyze and interpret data and information, identify options, and make viable recommendations. Leads creation of apprenticeship trainee evaluation tool to measure learning outcomes. Oversees activity dosage/frequency of surveys. Create outcome summary reports.



## FIRST 5 SAN BERNARDINO

## PROGRAM BUDGET

FISCAL YEAR:

2026-2027

ORGANIZATION:	El Sol Neighborhood Educational Center	DIRECTOR:	Alexander Fajardo	PROGRAM YEAR:	2026-2027
PROGRAM TITLE:	HV Institute Training, TA, Apprenticeship	PROGRAM DIRECTOR:	Tania Martinez	TOTAL BUDGET:	\$ 720,418
INITIATIVE:		FINANCE OFFICER:	Tanya Rivas	RFP/CONTRACT #:	SI038 A2

LINE	BUDGET CATEGORY		FTE	PAY RATE	# OF HOURS	BENEFIT RATE	F5SB SALARY	F5SB BENEFITS	F5SB BUDGET	TOTAL SALARY	First 5 % of TOTAL SALARY	DESCRIPTION/ JUSTIFICATION
I.	SALARIES & BENEFITS		A	B	C	D	E	F	G	H	I	J
8	David Zarka	Evaluation Manager	0.15	36.40	320	23%	11,648	2,679	14,327	93,126	15%	This role involves designing and, implementing systems to monitor and assess program performance while developing strategies to strengthen the skills and competencies of Home Visitor Apprentice. This manager will ensure that project is data driven, community-focused, and align with contract outcomes, achieve measurable outcomes.
9	TBD	Fiscal Support	0.30	24.96	625	23%	15,600	3,588	19,188	63,858	30%	The Fiscal Staff, while overseeing the program's financial documentation, will also be responsible for maintaining an updated and accurate budget, tracking expenditures against budget allocations, preparing financial reports, and ensuring compliance with all fiscal regulations and guidelines. Additionally, they will also contribute to strategic financial planning and work closely with the executive team and Program Analyst to ensure the financial sustainability of the project.
Total Salaries & Benefits							\$ 429,695	\$ 98,830	\$ 528,525	\$ 850,591		



**FIRST 5 SAN BERNARDINO**  
**PROGRAM BUDGET**  
**FISCAL YEAR:**

**2026-2027**

<b>ORGANIZATION:</b>	El Sol Neighborhood Educational Center	<b>DIRECTOR:</b>	Alexander Fajardo	<b>PROGRAM YEAR:</b>	2026-2027
<b>PROGRAM TITLE:</b>	HV Institute Training, TA, Apprenticeship	<b>PROGRAM DIRECTOR:</b>	Tania Martinez	<b>TOTAL BUDGET:</b>	\$ 720,418
<b>INITIATIVE:</b>	0	<b>FINANCE OFFICER:</b>	Tanya Rivas	<b>RFP/CONTRACT #:</b>	SI038 A2

<b>II.</b>	<b>SERVICES &amp; SUPPLIES</b>			
	Expense:	% of Allocation:	<b>TOTAL F5SB BUDGET (\$)</b>	Description/Justification:
1	Office Supplies	1%	7,000	The office supplies budget for our program includes the necessary items to support the daily operations of our team and the collaborative meeting supplies.
2	Rent	3%	22,000	This line item will support the operating rental expense and will be prorated based on number of FTE.
3	Utilities	1%	6,200	This line item will support operating expenses such a utilities, office maintenance, internet, etc; and will be prorated based on number of FTE.
4	Printing	1%	7,000	This line item will be used to print flyers, brochures and training participant and facilitator manuals.
5	Professional Development	0%	3,000	Fees For: program staff to attend relevent on going professional development including; facilitator trainings, local conferences, etc.
6	National Home Visiting Summit	1%	9,000	National Home Visiting Summit resgistration, held in person in Washington, D.C. funds will be utilized by Travel expenses for nation wide home visiting conference for both years.
	Total Services & Supplies		\$ 54,200	
<b>III.</b>	<b>FOOD</b>			
	Event(s):		<b>TOTAL F5SB BUDGET (\$)</b>	Description/Justification:
1	In person trainings, meetings, focus groups, subcommittees		5,200	El Sol will provide refreshments for in person trainings, meetings, focus groups, subcommittee meetings
	Total Food		\$ 5,200	
<b>IV.</b>	<b>TRAVEL</b>			
	Destination:	Purpose:	<b>TOTAL F5SB BUDGET (\$)</b>	Description/Justification:



## FIRST 5 SAN BERNARDINO

## PROGRAM BUDGET

FISCAL YEAR:

2026-2027

<b>ORGANIZATION:</b>	El Sol Neighborhood Educational Center	<b>DIRECTOR:</b>	Alexander Fajardo	<b>PROGRAM YEAR:</b>	2026-2027
<b>PROGRAM TITLE:</b>	HV Institute Training, TA, Apprenticeship	<b>PROGRAM DIRECTOR:</b>	Tania Martinez	<b>TOTAL BUDGET:</b>	\$ 720,418
<b>INITIATIVE:</b>	0	<b>FINANCE OFFICER:</b>	Tanya Rivas	<b>RFP/CONTRACT #:</b>	SI038 A2

1	San Bernardino County staff mileage reimbursement	7,000	Staff will be compensated for travel for program activities including site to site, meetings, trainings, etc. Travel will be reimbursed at the federal mileage rate.
	Total Travel	\$ 7,000	

## V. SUBCONTRACTORS

	Organization Name:	TOTAL F5SB BUDGET (\$)	Description/Justification:
1	Evaluation Consultants	40,000	Evaluation consultants will be hired to support research guidelines of Longitudinal Retrospective/Prospective Cohort Study evaluation
2	Curriculum Consultants	8,000	Consultants will be hired to support the review of the training manuals and provide feedback for the different topics.
3	Learning Management System	8,000	Maintenance of Home Visitation Learning Management system (LMS) HUB. LMS HUB website containing a wide range of resources, information, and tools where home visiting staff will have access to support with their learning goals. In addition, it gives registered users the ability to search by topic or the type of tool, ex. printable, visuals, assessment, or digital materials and will receive information on the advancement of the training, activities and assessments requested by the course's requirements.
4	Marketing and Designs	10,000	Project Designer and artist will create all media for the project, including: flyers, brochures, media posting, etc.
	Total Subcontractors	\$ 66,000	

## VI. INDIRECT COSTS

	Percent:	10%	59,493	
	Basis:	\$ 594,925		
	Total Indirect Costs	\$ 59,493		

<b>TOTAL FIRST 5 BUDGET</b>	\$ 720,418	
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**ATTACHMENT C**  
**Levine Act –**  
**Campaign Contribution Disclosure**  
(formerly referred to as Senate Bill 1439)

The following is a list of items that are not covered by the Levine Act. A Campaign Contribution Disclosure Form will not be required for the following:

- Contracts that are competitively bid and awarded as required by law or policy
- Personal employment contracts
- Contracts under \$50,000
- Contracts where no party receives financial compensation
- Contracts between two or more public agencies
- The review or renewal of competitively bid contracts unless there is a material modification or amendment to the agreement that is worth more than 10% of the value of the contract or \$50,000, whichever is less
- Any modification or amendment to a matter listed above, except for competitively bid contracts.

**DEFINITIONS**

Actively supporting or opposing the matter: (a) Communicate directly with a member of the Commission for the purpose of influencing the decision on the matter; or (b) testifies or makes an oral statement before the Commission in a proceeding on the matter for the purpose of influencing the Commission's decision on the matter; or (c) communicates with Commission employees, for the purpose of influencing the Commission's decision on the matter; or (d) when the person/company's agent lobbies in person, testifies in person or otherwise communicates with the Commission or employees for purposes of influencing the Commission's decision in a matter.

Agent: A third-party individual or firm who, for compensation, is representing a party or a participant in the matter submitted to the Commission. If an agent is an employee or member of a third-party law, architectural, engineering or consulting firm, or a similar entity, both the entity and the individual are considered agents.

Otherwise related entity: An otherwise related entity is any for-profit organization/company which does not have a parent-subsidary relationship but meets one of the following criteria:

- (1) One business entity has a controlling ownership interest in the other business entity;
- (2) there is shared management and control between the entities; or
- (3) a controlling owner (50% or greater interest as a shareholder or as a general partner) in one entity also is a controlling owner in the other entity.

For purposes of (2), "shared management and control" can be found when the same person or substantially the same persons own and manage the two entities; there are common or commingled funds or assets; the business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis; or there is otherwise a regular and close working relationship between the entities.

Parent-Subsidiary Relationship: A parent-subsidiary relationship exists when one corporation has more than 50 percent of the voting power of another corporation.

**Contractors must respond to the questions on the following page. If a question does not apply respond N/A or Not Applicable.**

1. Name of Contractor: El Sol Neighborhood Educational Center Home Visiting Institute
2. Is the entity listed in Question No.1 a nonprofit organization under Internal Revenue Code section 501(c)(3)?  
 Yes ☒ If yes, skip Question Nos. 3-4 and go to Question No. 5      No ☐
3. Name of Principal (i.e., CEO/President) of entity listed in Question No. 1, if the individual actively supports the matter and has a financial interest in the decision: \_\_\_\_\_
4. If the entity identified in Question No.1 is a corporation held by 35 or less shareholders, and not publicly traded ("closed corporation"), identify the major shareholder(s):  
 \_\_\_\_\_
5. Name of any parent, subsidiary, or otherwise related entity for the entity listed in Question No. 1 (see definitions above):

Company Name	Relationship

6. Name of agent(s) of Contractor:

Company Name	Agent(s)	Date Agent Retained (if less than 12 months prior)

7. Name of Subcontractor(s) (including Principal and Agent(s)) that will be providing services/work under the awarded contract if the subcontractor (1) actively supports the matter and (2) has a financial interest in the decision and (3) will be possibly identified in the contract with the Commission.

Company Name	Subcontractor(s):	Principal and/or Agent(s):

8. Name of any known individuals/companies who are not listed in Questions 1-7, but who may (1) actively support or oppose the matter submitted to the Commission and (2) have a financial interest in the outcome of the decision:

Company Name	Individual(s) Name



9. Was a campaign contribution, of more than \$500, made to any member of the Commission within the prior 12 months, by any of the individuals or entities listed in Question Nos. 1-8?

No ☒ If **no**, please skip Question No. 10.

Yes ☐ If **yes**, please continue to complete this form.

10. Name of Commission member: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Date(s) of Contribution(s): \_\_\_\_\_

Amount(s): \_\_\_\_\_

Please add an additional sheet(s) to identify additional Commission members to whom anyone listed made campaign contributions.

By signing the Contract, Contractor certifies that the statements made herein are true and correct. Contractor understands that the individuals and entities listed in Question Nos. 1-8 are prohibited from making campaign contributions of more than \$500 to any member of the Commission while award of this Contract is being considered and for 12 months after a final decision by the Commission.



## Program Outline Document 2025-2027

## AGENCY INFORMATION

Contract #: SI038 A2

Legal Entity: El Sol Neighborhood Educational Center

Dept./Division: Home Visitation

Project Name: Home Visiting Institute

Program Site Address: 1535 South D Street, San Bernardino,  
CA 92408

Client Referral Phone #: 909-884-3735

## CONTACT INFORMATION

## SIGNING AUTHORITY/ CONTRACT REPRESENTATIVE

Name: Alexander Fajardo

Title: Executive Director

Address: 1535 South D Street, San Bernardino,  
CA 92408

Direct Phone #: 909-884-3735

E-Mail: [alexfajardo@elsolnec.org](mailto:alexfajardo@elsolnec.org)

Fax #:

## CONTRACT REPRESENTATIVE

Name: Tania Martinez

Title: Program Director

Address: 1535 South D Street, San Bernardino,  
CA 92408

Direct Phone #: 909-884-3735

E-Mail: [taniamartinez@elsolnec.org](mailto:taniamartinez@elsolnec.org)

Fax #:

## PROGRAM CONTACT

Name: Tania Martinez

Title: Program Director

Address: 1535 South D Street, San Bernardino,  
CA 92408

Direct Phone #: 909-884-3735

E-Mail: [taniamartinez@elsolnec.org](mailto:taniamartinez@elsolnec.org)

Fax #:

## FISCAL CONTACT

Name: Tanya Rivas

Title: Director of Finance

Address: 1535 South D Street, San Bernardino,  
CA 92408

Direct Phone #: 909-884-3735

E-Mail: [tanyarivas@elsolnec.org](mailto:tanyarivas@elsolnec.org)

Fax#:

## ADDITIONAL CONTACT (Describe): Program

Name:

Title:

Address: For Staff Analyst use only.

Direct Phone #:

E-Mail

Fax #:

**PROGRAM INFORMATION****TYPE OF AGENCY** Community-Based**Describe:** Non Profit**PROGRAM DESCRIPTION****REGION**

El Sol's Home Visitation Institute will expand its leadership role in strengthening the Home Visitation workforce throughout San Bernardino County by providing expert technical assistance, employer engagement, and capacity-building services. Through a holistic and collaborative approach, the Institute will support agencies, supervisors, and Home Visitors by offering high-quality, competency-based training; customized technical assistance; and strategic employer partnerships. By serving as a hub for best practices, continuous learning, and workforce development, the Institute will ensure that agencies and Home Visitors are prepared to deliver sustainable, culturally responsive, and high-impact services. The Institute will also foster collaborative networks and promote innovation across the Home Visitation field, contributing to broader systems change.

San Bernardino County

**STRATEGIC PRIORITY AREA & OBJECTIVES**

<input type="checkbox"/> <b>Child Health</b>	<input type="checkbox"/> <b>Early Learning</b>	<input checked="" type="checkbox"/> <b>Family Support</b>
<input type="checkbox"/> Children are screened and connected to appropriate developmental services	<input type="checkbox"/> Quality early learning can be accessed and utilized by families	<input checked="" type="checkbox"/> Families are connected to services that support children's development and parent/caregiver resiliency
<input type="checkbox"/> Children's health is promoted through community education about local health issues	<input type="checkbox"/> Early learning providers receive training and support to provide high quality learning opportunities to children.	<input type="checkbox"/> Families are connected to resources that support their caregiving skills and social/family engagement.
<input type="checkbox"/> Maternal health is promoted in the county through trainings and education for providers and families	<input type="checkbox"/> School readiness is promoted through increasing access to early literacy support and materials.	<input checked="" type="checkbox"/> Families and providers are aware of and know how to access existing county support and resources.
<input type="checkbox"/> Health care providers are aware of and able to connect children and families to existing mental and behavioral supports and services		<input checked="" type="checkbox"/> First 5 San Bernardino partners with agencies throughout the county to promote prevention and early identification of child abuse and neglect

Defined by the Strategic Plan

**ASSIGNED ANALYST:** Wendy Lee, Psy.D.**ASSIGNED ACCOUNTANT:** Ileana Conley, Accountant II**ASSIGNED EVALUATOR:** Joshua Roche

**PROCUREMENT TYPE:**☒ Competitive☐ Non-Competitive

Choose an item.

**CONTRACT AMOUNT**

<b>Fiscal Year</b>	<b>Original Amount</b>	<b>Amendment Amount</b>	<b>Total</b>
<b>2022-2023</b>	\$84,408.00		\$84,408.00
<b>2023-2024</b>	\$354,096.00	\$234,513.00	\$588,609.00
<b>2024-2025</b>	\$595,108.00	\$305,529.00	\$900,637.00
<b>2025-2026</b>		\$701,358.00	\$701,358.00
<b>2026-2027</b>		\$720,418.00	\$720,418.00
<b>Total</b>			\$2,995,430.00



### AGENDA ITEM 3

June 4, 2025

<b>Subject</b>	Contract Amendment with Mary's Mercy Center for enrichment services for families experiencing homelessness.
<b>Recommendations</b>	Approve Amendment A1 for Contract FS084 with Mary's Mercy Center for \$234,254 for Fiscal Year 2025-2026, raising the total amount to \$455,069. This funding will enhance child development classes, case management, and tutoring for children at Mary's Haven to address educational gaps faced by those experiencing homelessness. (Presenter: Ronnie Robinson, Staff Analyst II, 386.7706)
<b>Financial Impact</b>	\$234,254 for Fiscal Year 2025-2026.
<b>Background Information</b>	<p>Mary's Haven is a transitional housing shelter specifically designed to serve mothers who are either pregnant or have young children and are experiencing homelessness or housing insecurity. The duration of stay at Mary's Haven typically ranges from 12 to 24 months. Additionally, Mary's Mercy Center (MMC) offers the Mary's Haven Youth Enrichment Shelter Services (MH YESS) Program, which is dedicated to addressing the educational challenges commonly faced by homeless children.</p> <p>While the children participate in this program, their mothers engage in classes and workshops aimed at enhancing their communication skills with infants and toddlers, as well as supporting their trajectories toward self-sufficiency. Each mother and her children receive comprehensive, on-site child development, enrichment, and tutoring services, which benefit both the youth and residents of Mary's Haven. This approach significantly mitigates the developmental disparities encountered by individuals experiencing homelessness.</p> <p>The transitional housing program and the educational program synergistically aim to provide both education and secure stable housing for mothers and their children. Participants engage in a variety of on-site supportive services designed to assist them in achieving their personal and vocational objectives.</p> <p>MMC, is actively seeking to expand its program to enhance support for families by leveraging resources from collaborative partners. There has been a notable increase in the number of children with special needs or developmental concerns requiring attention. In response to these challenges, MMC has assigned a resident assistant to each family and has developed a specialized academic and developmental strategy in collaboration with the newly appointed Early Childhood Education Coordinator. This initiative aims to effectively address the concerns identified in children during their full-day care.</p> <p>MMC program serve as a demonstration of the collective impact achieved through collaborative services that support families in their pursuit of stability. MMC actively engages with various organizations, including Community Hospital, Autism Hero, Walden Family Services, CalAIM-ECM, and the Fatherhood Coalition, in order to enhance our efforts in this regard.</p>

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The initial funding provided by First 5 San Bernardino for the MMC-MH YESS program facilitated the integration of a preschool component into the Mary's Haven initiative. This advancement represents a significant innovation under the Mercedes Logans Community Innovation Initiative, as it has enabled the MMC to deliver on-site services that encompass early educational programming in conjunction with our transitional housing, domestic violence services, and a variety of additional resources.

The ongoing expansion of MMC programs provides essential resources to facilitate the successful transition of families from shelters to safe and stable housing. Additionally, this initiative will ensure that children are adequately prepared to enter the educational system and succeed by implementing the following measures:

- 1. Early Childhood Education and Development**  
Work with children to achieve age-appropriate developmental milestones
- 2. Housing Stability and Family Support**  
Partner agencies or organizations provide support or services
- 3. Community and Social Connections**  
Resources connecting families to long-term community support
- 4. Basic Necessities**  
Families achieve permanent housing, and children successfully transition into TK or regular school

Pending approval of the Commission, MMC will continue to pursue the vision established by its founder, Father Barry. This vision focuses on empowering mothers to break the cycle of poverty and abuse, thereby promoting the creation of healthy and vibrant families equipped with the knowledge and skills necessary for success.

Approval of this item supports the **Family Supports/Early Learning** Strategic Priority Areas in the Commission's 2023-2028 Strategic Plan:

**Family Support**

- Families are connected to services that support children's development and parent/caregiver resiliency.
- Families are connected to resources that support their caregiving skills and social/family engagement.
- Families and providers are aware of and know how to access existing county support and resources.
- First 5 San Bernardino partners with agencies throughout the county to promote prevention and early identification of child abuse and neglect.

**Early Learning**

- Quality early learning can be accessed and utilized by families.

<b>Report on Action as taken</b>	
<b>Action:</b>	
<b>Moved:</b> _____	<b>Second:</b> _____
<b>In Favor:</b>	
<b>Opposed:</b>	
<b>Abstained:</b>	
<b>Comments:</b> _____	
<b>Witnessed:</b>	

**CHILDREN  
AND FAMILIES  
COMMISSION  
FOR  
SAN BERNARDINO COUNTY  
  
STANDARD CONTRACT**

FOR COMMISSION USE ONLY					
<input checked="" type="checkbox"/>	New Change Cancel	Vendor Code 10005933	<b>SC</b>	Dept. 903	<b>A</b>
					Contract Number <b>FS084 A1</b>
Organization Children and Families Commission					Contractor's License No.
Commission Representative Cindy Faulkner, Assistant Director			Telephone 909-386-7706		Total Contract Amount \$455,069
Contract Type <input type="checkbox"/> Revenue <input checked="" type="checkbox"/> Encumbered <input type="checkbox"/> Unencumbered <input type="checkbox"/> Other:					
If not encumbered or revenue contract type, provide reason: _____					
Commodity Code 95200	Contract Start Date March 1, 2023	Contract End Date June 30, 2026	Original Amount \$220,815	Amendment Amount \$234,254	
Cost Center 9033009900		GL Account 53003357	Internal Order No. 1006511	Amount \$234,254	
Cost Center		GL Account	Internal Order No.		
Cost Center		GL Account	Internal Order No.	Amount	
Abbreviated Use <u>Mary's Haven Shelter Service</u>		Estimated Payment Total by Fiscal Year			
		FY	Amount	I/D	
		25-26	\$234,254	I	

THIS CONTRACT is entered into in the State of California by and between the Children and Families Commission for San Bernardino County, hereinafter called the Commission, and

Legal Name (hereinafter called the Contractor)

Mary's Mercy Center, Inc.  
Department/Division \_\_\_\_\_

Address  
P.O. Box 7563  
San Bernardino, CA 92411  
Phone  
(909) 889-2558  
Federal ID No.  
33-0632426

Program Address (if different from legal address):  
1495 W. Victoria St.  
San Bernardino, CA 92411

Grant Number (if applicable) \_\_\_\_\_

**IT IS HEREBY AGREED AS FOLLOWS:**

**AMENDMENT NO. 1**

- Paragraph EE is hereby added to Section III. CONTRACTOR'S GENERAL RESPONSIBILITIES to read as follows:

EE. Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439)  
Contractor has disclosed to the Commission using Attachment C— Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439), whether it has made any campaign contributions of more than \$500 to any member of the Commission within the earlier of: (1) the date of the submission of Contractor's proposal to the Commission, or (2) 12 months before the date this Contract was approved by the Commission. Contractor acknowledges that under Government Code section 84308, Contractor is prohibited from making campaign contributions of more than \$500 to any member of the Commission for 12 months after the Commission's consideration of the Contract.

Auditor-Controller/Treasurer Tax Collector Use Only	
<input type="checkbox"/> Contract Database	<input type="checkbox"/> FAS
Input Date	Keyed By



In the event of a proposed amendment to this Contract, the Contractor will provide the Commission a written statement disclosing any campaign contribution(s) of more than \$500 to any member of the Commission within the preceding 12 months of the date of the proposed amendment.

Campaign contributions include those made by any agent/person/entity on behalf of the Contractor or by a parent, subsidiary or otherwise related business entity of Contractor.

Initial Here

2. Paragraph A. Contract Amount of Section V, FISCAL PROVISIONS, is amended to read as follows:

A. Contract Amount

The maximum amount of reimbursement under this Contract shall not exceed \$455,069 for the duration of the Contract term subject to the availability of California Children and Families Trust Fund monies. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor's services and expenses incurred in the performance hereof. These funds are divided as follows:

Fiscal Year 2022-23	\$ <u>44,673</u>	March 1, 2023 through June 30, 2023
Fiscal Year 2023-24	\$ <u>87,341</u>	July 1, 2023 through June 30, 2024
Fiscal Year 2024-25	\$ <u>88,801</u>	July 1, 2024 through June 30, 2025
Fiscal Year 2025-26	\$ <u>234,254</u>	July 1, 2025 through June 30, 2026

Initial Here

3. Paragraph D. Independent Audit Provisions of Section VI. RIGHT TO MONITOR and AUDIT is amended to read as follows:

D. Independent Audit Provisions

On an annual basis, Contractor is required to hire an independent licensed Certified Public Accountant (CPA), who shall prepare and file with the Commission, an Independent Auditor's Report for the term of the Contract. Due dates are as follows:

June 30<sup>th</sup> – Calendar year operations

December 31<sup>st</sup> – Fiscal year operations

4. Paragraph A. of Section VIII, TERM, is amended to read as follows:

- A. This Contract is effective as of March 1, 2023, and expires June 30, 2026, but may be terminated earlier in accordance with provisions of paragraph below or Section VII of this Contract.

Initial Here

5. Paragraph C. of Section VIII, TERM, is amended to read as follows:

C. The Contract term may be extended for one additional year (1)-year period by mutual agreement of the parties.

This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same agreement. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

## **ATTACHMENTS**

Attachment A – Amended Work Plan for FY 2025-2026

Attachment B – Amended Program Budget for FY 2025-2026

Attachment C – Levine Act - Campaign Contribution Disclosure

All other terms and conditions of this contract remain in full force and effect.

**CHILDREN & FAMILIES COMMISSION FOR  
SAN BERNARDINO COUNTY**

**MARY'S MERCY CENTER, INC.**

Legal Entity



Authorized Signature

**Elliot Weinstein M.D.**

Printed Name

**Commission Chair**

Title

Dated



Authorized Signature

**Dan Flores**

Printed Name

**Executive Director**

Title

Dated

Official Stamp

Reviewed for Processing



**Cindy Faulkner**

Assistant Director

Date

Approved as to Legal Form



**Dawn Martin**

Commission Counsel

Date

Presented to Commission for  
Signature



**Karen E. Scott**

Executive Director

Date

<b>Contract #:</b>	FS084 A1	<b>Attachment A</b>
<b>Strategic Priority Area &amp; Goals:</b>	Family Support and Quality Early Learning	
<b>Investment Area:</b>	Direct Services	



<b>Agency Name:</b> Mary's Mercy Center	<b>Service Area:</b> San Bernardino City
<b>Program Name:</b> Mary's Haven Youth Enrichment Shelter Services for a Better Future (MH YESS)	<b>Period:</b> FY 2025-2026

<b>Expectations</b>	The developmental assessment and developmental milestones will be implemented to children ages 0-5 living with their mothers in the transitional housing program. The Program will provide structured, evidence-based early education programming to unhoused children ages 3-5 in our transitional housing program as well as supportive resources for housing stability.
<b>Outcomes</b>	Mothers will learn how to evaluate age-appropriate milestones for ages 0-5 and how to advocate for services from local education agencies for their children. Students ages 3-5 enrolled in the program will demonstrate a measurable increase in school readiness, social/emotional development, and communication.

Objective Goal/Measure	Activity/Description	Activity Dosage/Frequency	Persimmony Verification (Data entry/Report /Upload supporting documents via PDF or Excel)		
			Submission Time Frame	Quantitative Data	Qualitative Data
Early Childhood Education and Development	Work with children to achieve age-appropriate developmental milestones (Based on screenings)		Quarterly		Narrative report of progress, adjustments, or innovations implemented in response to challenges, and any concerns. (Template provided)
Housing Stability and Family Support	Partner agencies or organizations provide support or services		Quarterly		Narrative report of progress, adjustments, or innovations implemented in response to challenges, and any concerns. (Template provided)
Community and Social Connections	Resources connecting families to long-term community support		Quarterly		Narrative report of progress, adjustments, or innovations implemented in response to challenges, and any concerns. (Template provided)
Basic Necessities	Families achieve permanent housing and children successfully transition into TK or regular school		Quarterly		Narrative report of progress, adjustments, or innovations implemented in response to challenges, and any concerns. (Template provided)

#### Program Description:

Mary's Mercy Center Youth Enrichment Shelter Services for a Better Future (MH YESS) Program will address the gaps that most homeless children and their families experience. The MH YESS program will provide high-quality, on-site full-time child development/enrichment classes, case management, and tutoring to children and residents of Mary's Haven to bridge the development gap that is prevalent in families experiencing homelessness.

Agency Rep Name:	Dan Flores	Data Type:	Quantitative and Qualitative Data		
Agency Signature:		Reporting Period:	Quarterly	Due: By the 15 <sup>th</sup> of the following month	
Date Signed:		Fiscal Year:	2025-2026		



## FIRST 5 SAN BERNARDINO

## PROGRAM BUDGET

FISCAL YEAR:

2025-2026

ORGANIZATION:	Mary's Mercy Center	DIRECTOR:	Dan Flores, Executive Director	PROGRAM YEAR:	2025-2026
PROGRAM TITLE:	Mary's Haven	PROGRAM DIRECTOR:	Sandra Scott, Director of Housing Programs	TOTAL BUDGET:	\$ 234,254
INITIATIVE:	Mary's Haven Youth Enrichment Shelter Services Program (MH YESS)	FINANCE OFFICER:	Dan Flores, Executive Director	RFP/CONTRACT #:	FS084 A1

LINE	BUDGET CATEGORY		FTE	PAY RATE	# OF HOURS	BENEFIT RATE	F5SB SALARY	F5SB BENEFITS	F5SB BUDGET	TOTAL SALARY	First 5 % of TOTAL SALARY	DESCRIPTION/ JUSTIFICATION
I.	SALARIES & BENEFITS		A	B	C	D	E	F	G	H	I	J
	Name:	Position:										
1		Supervising Resident Assistant	0.50	26.00	1040	17%	27,040	4,597	31,637	63,274	50%	Provides daily supervision of Resident Assistants, determines eligibility for placement, leads case conferences with clients, develops curriculum for families, coordinates child care. Coordinates classes, family therapy sessions, and access to treatment.
2		Resident Assistant	1.00	19.00	2080	17%	39,520	6,718	46,238	46,238	100%	Case management of mothers with children ages 0-2. Provides individualized case plan for access to health, mental health, counseling, substance use, parenting, and access to social services.
3		Resident Assistant	1.00	19.00	2080	17%	39,520	6,718	46,238	46,238	100%	Case management of mothers with children ages 3-5. Provides individualized case plan for access to health, mental health, counseling, substance use, parenting, and access to social services.
4		Early Childhood Education Coordinator	1.00	25.00	2080	17%	52,000	8,840	60,840	60,840	100%	Conducts assessments for developmental milestones and screens for referral for potential disabilities. Develops enrichment activities for 0-2 year olds. Creates curriculum and leads full day preschool program for 3-5 year olds. Supervises Early Education Intern.
	Total Salaries & Benefits						\$ 158,080	\$ 26,874	\$ 184,954	\$ 216,590		



**FIRST 5 SAN BERNARDINO**  
**PROGRAM BUDGET**  
**FISCAL YEAR:** **2025-2026**

<b>ORGANIZATION:</b>	Mary's Mercy Center	<b>DIRECTOR:</b>	Dan Flores, Executive Director	<b>PROGRAM YEAR:</b>	2025-2026
<b>PROGRAM TITLE:</b>	Mary's Haven	<b>PROGRAM DIRECTOR:</b>	Sandra Scott, Director of Housing Programs	<b>TOTAL BUDGET:</b>	\$ 234,254
<b>INITIATIVE:</b>	Mary's Haven Youth Enrichment S	<b>FINANCE OFFICER:</b>	Dan Flores, Executive Director	<b>RFP/CONTRACT #:</b>	FS084 A1

<b>II.</b>	<b>SERVICES &amp; SUPPLIES</b>			
	Expense:	% of Allocation:	<b>TOTAL F5SB BUDGET (\$)</b>	Description/Justification:
1	Utility Expenses	20%	46,800	Annual cost to cover utility expenses for the home where the families live and receive services as part of our Mary's Haven program, inclusive of classroom, living, and program spaces.
2	Preschool Curriculum	1%	2,500	Purchase of classroom supplies, such as art supplies, paper, coloring books, as well as workbooks, and access to Ready Rosie curriculum for students enrolled in our preschool program.
	Total Services & Supplies		\$ 49,300	
<b>III.</b>	<b>FOOD</b>			
	Event(s):		<b>TOTAL F5SB BUDGET (\$)</b>	Description/Justification:
1				
	Total Food		\$ -	
<b>IV.</b>	<b>TRAVEL</b>			
	Destination:	Purpose:	<b>TOTAL F5SB BUDGET (\$)</b>	Description/Justification:
1				
	Total Travel		\$ -	
<b>V.</b>	<b>SUBCONTRACTORS</b>			
	Organization Name:		<b>TOTAL F5SB BUDGET (\$)</b>	Description/Justification:
1				



**FIRST 5 SAN BERNARDINO**  
**PROGRAM BUDGET**  
**FISCAL YEAR:** **2025-2026**

<b>ORGANIZATION:</b>	Mary's Mercy Center	<b>DIRECTOR:</b>	Dan Flores, Executive Director	<b>PROGRAM YEAR:</b>	2025-2026
<b>PROGRAM TITLE:</b>	Mary's Haven	<b>PROGRAM DIRECTOR:</b>	Sandra Scott, Director of Housing Programs	<b>TOTAL BUDGET:</b>	\$ 234,254
<b>INITIATIVE:</b>	Mary's Haven Youth Enrichment S	<b>FINANCE OFFICER:</b>	Dan Flores, Executive Director	<b>RFP/CONTRACT #:</b>	FS084 A1
	Total Subcontractors		\$ -		
VI.	INDIRECT COSTS				
	Percent:				
	Basis:				
	Total Indirect Costs		\$ -		
<b>TOTAL FIRST 5 BUDGET</b>			\$ 234,254		

**ATTACHMENT C**  
**Levine Act –**  
**Campaign Contribution Disclosure**  
(formerly referred to as Senate Bill 1439)

The following is a list of items that are not covered by the Levine Act. A Campaign Contribution Disclosure Form will not be required for the following:

- Contracts that are competitively bid and awarded as required by law or policy
- Personal employment contracts
- Contracts under \$50,000
- Contracts where no party receives financial compensation
- Contracts between two or more public agencies
- The review or renewal of competitively bid contracts unless there is a material modification or amendment to the agreement that is worth more than 10% of the value of the contract or \$50,000, whichever is less
- Any modification or amendment to a matter listed above, except for competitively bid contracts.

**DEFINITIONS**

Actively supporting or opposing the matter: (a) Communicate directly with a member of the Commission for the purpose of influencing the decision on the matter; or (b) testifies or makes an oral statement before the Commission in a proceeding on the matter for the purpose of influencing the Commission's decision on the matter; or (c) communicates with Commission employees, for the purpose of influencing the Commission's decision on the matter; or (d) when the person/company's agent lobbies in person, testifies in person or otherwise communicates with the Commission or employees for purposes of influencing the Commission's decision in a matter.

Agent: A third-party individual or firm who, for compensation, is representing a party or a participant in the matter submitted to the Commission. If an agent is an employee or member of a third-party law, architectural, engineering or consulting firm, or a similar entity, both the entity and the individual are considered agents.

Otherwise related entity: An otherwise related entity is any for-profit organization/company which does not have a parent-subsidary relationship but meets one of the following criteria:

- (1) One business entity has a controlling ownership interest in the other business entity;
- (2) there is shared management and control between the entities; or
- (3) a controlling owner (50% or greater interest as a shareholder or as a general partner) in one entity also is a controlling owner in the other entity.

For purposes of (2), "shared management and control" can be found when the same person or substantially the same persons own and manage the two entities; there are common or commingled funds or assets; the business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis; or there is otherwise a regular and close working relationship between the entities.

Parent-Subsidiary Relationship: A parent-subsidiary relationship exists when one corporation has more than 50 percent of the voting power of another corporation.

**Contractors must respond to the questions on the following page. If a question does not apply respond N/A or Not Applicable.**

1. Name of Contractor: Mary's Mercy Center
2. Is the entity listed in Question No.1 a nonprofit organization under Internal Revenue Code section 501(c)(3)?  
 Yes ☒ If yes, skip Question Nos. 3-4 and go to Question No. 5      No ☐
3. Name of Principal (i.e., CEO/President) of entity listed in Question No. 1, if the individual actively supports the matter and has a financial interest in the decision: Fr. Michael Barry, SS.CC.
4. If the entity identified in Question No.1 is a corporation held by 35 or less shareholders, and not publicly traded ("closed corporation"), identify the major shareholder(s):  
 \_\_\_\_\_
5. Name of any parent, subsidiary, or otherwise related entity for the entity listed in Question No. 1 (see definitions above):

Company Name	Relationship
N/A	

6. Name of agent(s) of Contractor:

Company Name	Agent(s)	Date Agent Retained (if less than 12 months prior)
N/A		

7. Name of Subcontractor(s) (including Principal and Agent(s)) that will be providing services/work under the awarded contract if the subcontractor (1) actively supports the matter and (2) has a financial interest in the decision and (3) will be possibly identified in the contract with the Commission.

Company Name	Subcontractor(s):	Principal and//or Agent(s):
N/A		

8. Name of any known individuals/companies who are not listed in Questions 1-7, but who may (1) actively support or oppose the matter submitted to the Commission and (2) have a financial interest in the outcome of the decision:

Company Name	Individual(s) Name
N/A	



9. Was a campaign contribution, of more than \$500, made to any member of the Commission within the prior 12 months, by any of the individuals or entities listed in Question Nos. 1-8?

No ☒ If **no**, please skip Question No. 10.

Yes ☐ If **yes**, please continue to complete this form.

10. Name of Commission member: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Date(s) of Contribution(s): \_\_\_\_\_

Amount(s): \_\_\_\_\_

Please add an additional sheet(s) to identify additional Commission members to whom anyone listed made campaign contributions.

By signing the Contract, Contractor certifies that the statements made herein are true and correct. Contractor understands that the individuals and entities listed in Question Nos. 1-8 are prohibited from making campaign contributions of more than \$500 to any member of the Commission while award of this Contract is being considered and for 12 months after a final decision by the Commission.



Dan Flores, Executive Director



## Program Outline Document 2025-2026

### AGENCY INFORMATION

Contract #: FS084 A1

Legal Entity: Mary's Mercy Center

Dept./Division: Mary's Haven

Project Name: Mary's Haven Youth Enrichment Shelter Services for a Better Future (MH YESS)

Program Site: 1495 W. Victoria St.

Client Referral: 909-889-2558

Address: San Bernardino, CA 92411

Phone #

### CONTACT INFORMATION

#### SIGNING AUTHORITY/ CONTRACT REPRESENTATIVE

Name: Dan Flores

Title: Executive Director

Address: PO Box 7563, San Bernardino, CA 92411

Direct Phone #: 909-889-2558; ext. 101

E-Mail: d.flores@marysmc.org

Fax #: 909-386-7704

#### CONTRACT REPRESENTATIVE

Name: Dan Flores

Title: Executive Director

Address: PO Box 7563, San Bernardino, CA 92411

Direct Phone #: 909-889-2558, ext. 101

E-Mail: d.flores@marysmc.org

Fax #: 909-386-7704

#### PROGRAM CONTACT

Name: Sandra Scott

Title: Dir. of Housing Programs

Address: 256 S. Artesian Ave., San Bernardino, CA 92410

Direct Phone #: 909-889-2558, ext. 102

E-Mail: s.scott@marysmc.org

Fax #: 909-386-7704

#### FISCAL CONTACT

Name: Dan Flores

Title: Executive Director

Address: PO Box 7563, San Bernardino, CA 92411

Direct Phone #: 909-889-2558, ext. 101

E-Mail: d.flores@marysmc.org

Fax#:

#### ADDITIONAL CONTACT (Describe): Program

Name:

Title:

Address: For Staff Analyst use only.

Direct Phone #:

E-Mail

Fax #:

**PROGRAM INFORMATION****TYPE OF AGENCY** Private Entity/Institution**Describe:** Non Profit**PROGRAM DESCRIPTION**

Mary's Mercy Center Youth Enrichment Shelter Services for a Better Future (MH YESS) Program will address the learning gaps that most homeless children experience. The MH YESS program will provide high-quality, on-site child development, enrichment, and tutoring programming to children and residents of Mary's Haven to bridge the development gap that is prevalent in individuals experiencing homelessness.

**REGION**

San Bernardino City

**STRATEGIC PRIORITY AREA & OBJECTIVES**

<input type="checkbox"/> <b>Child Health</b>	<input checked="" type="checkbox"/> <b>Early Learning</b>	<input checked="" type="checkbox"/> <b>Family Supports</b>
<input type="checkbox"/> Children are screened and connected to appropriate developmental services	<input checked="" type="checkbox"/> Quality early learning can be accessed and utilized by families	<input checked="" type="checkbox"/> Families are connected to services that support children's development and parent/caregiver resiliency
<input type="checkbox"/> Children's health is promoted through community education about local health issues	<input type="checkbox"/> Early learning providers receive training and support to provide high quality learning opportunities to children.	<input checked="" type="checkbox"/> Families are connected to resources that support their caregiving skills and social/family engagement.
<input type="checkbox"/> Maternal health is promoted in the county through trainings and education for providers and families	<input type="checkbox"/> School readiness is promoted through increasing access to early literacy support and materials.	<input checked="" type="checkbox"/> Families and providers are aware of and know how to access existing county support and resources.
<input type="checkbox"/> Health care providers are aware of and able to connect children and families to existing mental and behavioral supports and services		<input checked="" type="checkbox"/> First 5 San Bernardino partners with agencies throughout the county to promote prevention and early identification of child abuse and neglect

**ASSIGNED ANALYST:** Ronnie Robinson**ASSIGNED ACCOUNTANT:** Alicia Chavez**ASSIGNED EVALUATOR:** Joshua Roche**PROCUREMENT TYPE:**☒ Competitive☐ Non-Competitive

Choose an item.

**CONTRACT AMOUNT**

Fiscal Year	Original Amount	Amendment Amount	Total
2022-2023	\$ 44,673	\$	\$
2023-2024	\$ 87,341	\$	\$
2024-2025	\$ 88,801	\$	\$
2025-2026	\$	\$ 234,254	\$
<b>Total</b>			<b>\$ 455,069</b>



## AGENDA ITEM 4

June 4, 2025

<b>Subject</b>	Contract Amendment IC054 A3 with Health Management Associates, Inc.
<b>Recommendation</b>	<p>Approve Amendment A3 for Contract IC054 with Health Management Associates, Inc. for an additional \$131,100 for Fiscal Year 2025-2026 for a cumulative total of \$365,937 to advance an integrated home visiting service system for families in San Bernardino County.</p> <p>(Presenter: Wendy Lee, Psy.D., Systems Integrations Officer, 386.7706)</p>
<b>Financial Impact</b>	\$131,100 for Fiscal Year 2025-2026.
<b>Background Information</b>	<p>On January 3, 2023, First 5 California (F5CA) announced the release of the Regional Technical Assistance for Home Visiting Coordination and Integration Request for Applications (RFA). Regional Technical Assistance for Home Visiting Coordination and Integration aims to empower counties to continue their work to create a sustainable, unified system that supports families with home visiting services to support family well-being and maximize available funding to serve more families. F5CA chose Health Management Associates, Inc. (HMA) to provide regional technical assistance.</p> <p>On January 11, 2024, the Commission approved Contract IC054 with HMA to build upon the Home Visiting System work thus far, solidifying the development of the San Bernardino County (SBC) Home Visiting System (HVS) and continuing the momentum with partners and stakeholders for SBC HVS.</p> <p>On June 5, 2024, and October 2, 2024, the Commission approved Contracts IC054 A1 and IC054 A2 with HMA to continue the Home Visiting System work. The approved amount brings the total budget for fiscal year 2024-2025 to \$131,887.</p> <p>HMA is a preeminent, independent consulting firm that supports and advises healthcare and social service providers, payers, government policymakers, and other stakeholders. HMA has supported multiple First 5 county commissions throughout California as trusted advisors. HMA offers insights and technical assistance gained from real-world experience and ongoing work on the cutting edge of healthcare and social service reform and improvement. HMA can assist First 5 San Bernardino (F5SB) in developing a comprehensive strategy to expand access and engagement in home visiting services.</p> <p>Pending Commission approval, HMA will assist F5SB in enhancing and supporting system development for SBC HVS.</p> <p>HMA will continue to support F5SB in the following ways:</p> <ul style="list-style-type: none"><li>• Leveraging partners' investments in home visiting and related early intervention to maximize opportunities for all families to benefit from home visiting services.</li><li>• Increasing families' access and acceptance to prevention and early intervention services by diversifying and increasing the platforms for engagement.</li><li>• Develop strategies to blend and braid multiple funding sources to create a sustainable system.</li></ul>

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Home Visitation is a primary prevention strategy that aims to prevent child maltreatment, promote positive parent-child interaction, and improve maternal and child health outcomes.

Approval of this Amendment supports the following Strategic Priority Areas (SPAs) in the with the Commission's 2023-2028 Strategic Plan:

**Family Support:**

- Families are connected to services that support children's development and parent/caregiver resiliency.
- Families are connected to resources that support their caregiving skills and social/family engagement.
- Families and providers are aware of and know how to access existing county support and resources.
- First 5 San Bernardino partners with agencies throughout the county to promote prevention and early identification of child abuse and neglect.

**Review**

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Dawn Martin, Commission Counsel

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<b>Report on Action as taken</b>	
<b>Action:</b>	
<b>Moved:</b> _____	<b>Second:</b> _____
<b>In Favor:</b>	
<b>Opposed:</b>	
<b>Abstained:</b>	
<b>Comments:</b> _____	
<b>Witnessed:</b>	

**CHILDREN  
AND FAMILIES  
COMMISSION  
FOR  
SAN BERNARDINO COUNTY  
  
STANDARD CONTRACT**

FOR COMMISSION USE ONLY					
<input checked="" type="checkbox"/>	New Change Cancel	Vendor Code 10013141	<b>SC</b>	Dept. 903	<b>A</b>
					Contract Number <b>IC054 A3</b>
Organization Children and Families Commission					Contractor's License No.
Commission Representative Cindy Faulkner, Assistant Director			Telephone 909-386-7706		Total Contract Amount \$365,937
Contract Type <input type="checkbox"/> Revenue <input checked="" type="checkbox"/> Encumbered <input type="checkbox"/> Unencumbered <input type="checkbox"/> Other:					
If not encumbered or revenue contract type, provide reason:					
Commodity Code 95200	Contract Start Date January 11, 2024	Contract End Date June 30, 2026	Original Amount \$234,837	Amendment Amount \$131,100	
Cost Center 9033009900		GL Account 53003357	Internal Order No.	Amount \$365.937	
Cost Center		GL Account	Internal Order No.		
Cost Center		GL Account	Internal Order No.	Amount	
Abbreviated Use <u>Home Visiting System Building</u>		Estimated Payment Total by Fiscal Year			
		FY	Amount	I/D	
		FY25-26	\$131,100	I	

THIS CONTRACT is entered into in the State of California by and between the Children and Families Commission for San Bernardino County, hereinafter called the Commission, and

Legal Name (hereinafter called the Contractor)

Health Management Associates, Inc.

Department/Division

Address

2501 Woodlake Circle, Suite 100

Okemos, MI 48864

Phone

(517) 482-9236

Federal ID No.

38-2599727

Program Address (if different from legal address):

Grant Number (if applicable)

**IT IS HEREBY AGREED AS FOLLOWS:**

**AMENDMENT NO. 1**

- Paragraph FF is hereby added to Section III. CONTRACTORS GENERAL RESPONSABILITES to read as follows:

FF. Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439)

Contractor has disclosed to the Commission using Attachment C– Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439), whether it has made any campaign contributions of more than \$500 to any member of the Commission within the earlier of: (1) the date of the submission of Contractor's proposal to the Commission, or (2) 12 months before the date this Contract was approved by the Commission. Contractor acknowledges that under Government Code section 84308, Contractor

**Auditor-Controller/Treasurer Tax Collector Use Only**

<input type="checkbox"/> Contract Database <input type="checkbox"/> FAS	
Input Date	Keyed By

is prohibited from making campaign contributions of more than \$500 to any member of the Commission for 12 months after the Commission's consideration of the Contract.

In the event of a proposed amendment to this Contract, the Contractor will provide the Commission a written statement disclosing any campaign contribution(s) of more than \$500 to any member of the Commission within the preceding 12 months of the date of the proposed amendment.

Campaign contributions include those made by any agent/person/entity on behalf of the Contractor or by a parent, subsidiary or otherwise related business entity of Contractor.

\_\_\_\_\_  
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2. Paragraph A. Contract Amount of Section V, FISCAL PROVISIONS, is amended to read as follows:

A. Contract Amount

The maximum amount of reimbursement under this Contract shall not exceed \$ 365,937 for the duration of the Contract term subject to the availability of California Children and Families Trust Fund monies. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor's services and expenses incurred in the performance hereof. These funds are divided as follows:

Fiscal Year 2023-24	<u>\$102,950</u>	January 11, 2024 through June 30, 2024
Fiscal Year 2024-25	<u>\$131,887</u>	July 1, 2024 through June 30, 2025
Fiscal Year 2025-26	<u>\$131,100</u>	July 1, 2025 through June 30, 2026

\_\_\_\_\_  
Initial Here

3. Paragraph A. of Section VIII, TERM, is amended to read as follows:

A. This Contract is effective as of January 11, 2024 and expires June 30, 2026, but may be terminated earlier in accordance with provisions of paragraph below or Section VII of this Contract.

\_\_\_\_\_  
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*continued on next page*

## **ATTACHMENTS**

Attachment A – Amended Program Work Plan for FY25-26

Attachment B – Amended Program Budget for FY25-26

Attachment C – Levine Act - Campaign Contribution Disclosure

This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same agreement. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

All other terms and conditions of this contract remain in full force and effect.

### **CHILDREN & FAMILIES COMMISSION FOR SAN BERNARDINO COUNTY**

### **HEALTH MANAGEMENT ASSOCIATES, INC.**

Legal Entity



Authorized Signature

Elliot Weinstein M.D.

Printed Name

Commission Chair

Title

Dated



Authorized Signature

Kelly Johnson

Printed Name

Chief Administrative Officer

Title

Dated

Official Stamp

Reviewed for Processing



Cindy Faulkner

Assistant Director

Date

Approved as to Legal Form



Dawn Martin

Commission Counsel

Date

Presented to Commission for  
Signature



Karen E. Scott

Executive Director

Date



<b>Agency Name:</b>	Health Management Associates, Inc.	<b>Contract Number:</b>	IC054 A3
<b>Program Name:</b>	Home Visiting System Building	<b>Service Area:</b>	Countywide
<b>Period:</b>	July 2025 – June 2026		

Workstream	Activity/Description	Timeline	Deliverable	Total Hours
<b>Workstream One:</b> Develop shared leadership structure and backbone infrastructure for San Bernardino Home Visiting Collaborative	<ul style="list-style-type: none"> <li>Convene and facilitate 6 in-person collaborative meetings with partners, including:               <ul style="list-style-type: none"> <li>Scheduling and preparation</li> <li>Facilitation</li> <li>Follow-up</li> <li>Sessions will focus on setting year-two priorities and developing shared leadership structure/backbone infrastructure, and long-term goals.</li> </ul> </li> <li>Convene and support two workgroups of home visiting collaborative beginning in September 2025</li> </ul>	July 2025 – June 2026	<ul style="list-style-type: none"> <li>Meeting materials (Agenda, PowerPoint decks, and associated tools) for each collaborative and subgroup meeting</li> <li>San Bernardino Home Visiting Collaborative Charter</li> </ul>	130
<b>Workstream Two:</b> Support implementation of coordinated entry system and associated data protocols.	<ul style="list-style-type: none"> <li>Provide support to link HVC's work with a platform for implementation and development of protocols for coordinated entry</li> <li>Work with the data subgroup to develop recommendations for ongoing data tracking and synthesis</li> </ul>	July 2025 – June 2026	<ul style="list-style-type: none"> <li>Protocols for coordinated entry</li> <li>Summary of recommendations for ongoing data tracking and synthesis</li> </ul>	55
<b>Workstream Three:</b> Develop a sustainable backbone system infrastructure for the San Bernardino Home Visiting Collaborative.	<ul style="list-style-type: none"> <li>Develop implementation strategy and timeline.</li> <li>Identify backbone entity.</li> <li>Provide coaching and technical assistance to support the backbone organization identified</li> </ul>	July 2025 – June 2026	<ul style="list-style-type: none"> <li>Infrastructure work plan and timeline</li> <li>TBD based on identified technical assistance needs</li> <li>Collaborative work plan to support the organization stepping into the backbone function</li> </ul>	105
<b>Project Management</b>	Ensure smooth communication, collaboration, and timely execution of all activities and deliverables <ul style="list-style-type: none"> <li>Regular bi-weekly check-in meetings with the First 5 SB team</li> <li>Written status updates</li> <li>Other project management tasks, as needed</li> </ul>	July 2025 – June 2026	<ul style="list-style-type: none"> <li>Check-in meeting agendas and notes</li> <li>Monthly project status updates</li> </ul>	36
<b>TOTAL</b>				326

<b>Agency Name:</b>	Health Management Associates, Inc.	<b>Contract Number:</b>	
<b>Program Name:</b>	Home Visiting System Building	<b>Service Area:</b>	Countywide
<b>Period:</b>	July 2025 – June 2026		

Workstream	Activity/Description	Timeline	Deliverable	Total Hours	Professional Fee
<b>Workstream One:</b> Develop shared leadership structure and backbone infrastructure for San Bernardino Home Visiting Collaborative	<ul style="list-style-type: none"> <li>Convene and facilitate 6 in-person collaborative meetings with partners, including: <ul style="list-style-type: none"> <li>Scheduling and preparation</li> <li>Facilitation</li> <li>Follow-up</li> <li>Sessions will focus on setting year-two priorities and developing shared leadership structure/backbone infrastructure, and long-term goals.</li> </ul> </li> <li>Convene and support two workgroups of home visiting collaborative beginning in September 2025</li> </ul>	July 2025 – June 2026	<ul style="list-style-type: none"> <li>Meeting materials (Agenda, PowerPoint decks, and associated tools) for each collaborative and subgroup meeting</li> <li>San Bernardino Home Visiting Collaborative Charter</li> </ul>	130	\$48,600
<b>Workstream Two:</b> Support implementation of coordinated entry system and associated data protocols.	<ul style="list-style-type: none"> <li>Provide support to link HVC's work with a platform for implementation and development of protocols for coordinated entry</li> <li>Work with data workgroup to develop recommendations for ongoing data tracking and synthesis</li> </ul>	July 2025 – June 2026	<ul style="list-style-type: none"> <li>Protocols for coordinated entry</li> <li>Summary of recommendations for ongoing data tracking and synthesis</li> </ul>	55	\$20,300
<b>Workstream Three:</b> Develop sustainable backbone system infrastructure for San Bernardino Home Visiting Collaborative.	<ul style="list-style-type: none"> <li>Develop implementation strategy and timeline.</li> <li>Identify backbone entity.</li> <li>Provide coaching and technical assistance to support the backbone organization identified</li> </ul>	July 2025 – June 2026	<ul style="list-style-type: none"> <li>Infrastructure work plan and timeline</li> <li>TBD based on identified technical assistance needs</li> <li>Collaborative work plan to support organization stepping into backbone function</li> </ul>	105	\$40,300

Workstream	Activity/Description	Timeline	Deliverable	Total Hours	Professional Fee
<b>Project Management</b>	Ensure smooth communication, collaboration, and timely execution of all activities and deliverables <ul style="list-style-type: none"> <li>Regular bi-weekly check-in meetings with the First 5 SB team</li> <li>Written status updates</li> <li>Other project management tasks, as needed</li> </ul>	July 2025 – June 2026	<ul style="list-style-type: none"> <li>Check-in meeting agendas and notes</li> <li>Monthly project status updates</li> </ul>	36	\$12,500
<b>Estimated Other Expenses</b>	<ul style="list-style-type: none"> <li>Travel time and mileage for in-person collaborative meetings</li> <li>Supplies for in person meetings</li> </ul>				\$9,400
<b>TOTAL</b>				326	\$131,100

Table 1: Compensation Schedule and Rates for Professional Services

Title	Professional Hourly Rates
Senior Regional Vice President	\$425
Principal	\$415
Senior Consultant	\$340
Consultant	\$235
Research Associate	\$180

## Levine Act – C

### Campaign Contribution Disclosure

(formerly referred to as Senate Bill 1439)

The following is a list of items that are not covered by the Levine Act. A Campaign Contribution Disclosure Form will not be required for the following:

- Contracts that are competitively bid and awarded as required by law or policy
- Personal employment contracts
- Contracts under \$50,000
- Contracts where no party receives financial compensation
- Contracts between two or more public agencies
- The review or renewal of competitively bid contracts unless there is a material modification or amendment to the agreement that is worth more than 10% of the value of the contract or \$50,000, whichever is less
- Any modification or amendment to a matter listed above, except for competitively bid contracts.

### **DEFINITIONS**

Actively supporting or opposing the matter: (a) Communicate directly with a member of the Commission for the purpose of influencing the decision on the matter; or (b) testifies or makes an oral statement before the Commission in a proceeding on the matter for the purpose of influencing the Commission's decision on the matter; or (c) communicates with Commission employees, for the purpose of influencing the Commission's decision on the matter; or (d) when the person/company's agent lobbies in person, testifies in person or otherwise communicates with the Commission or employees for purposes of influencing the Commission's decision in a matter.

Agent: A third-party individual or firm who, for compensation, is representing a party or a participant in the matter submitted to the Commission. If an agent is an employee or member of a third-party law, architectural, engineering or consulting firm, or a similar entity, both the entity and the individual are considered agents.

Otherwise related entity: An otherwise related entity is any for-profit organization/company which does not have a parent-subsidary relationship but meets one of the following criteria:

- (1) One business entity has a controlling ownership interest in the other business entity;
- (2) there is shared management and control between the entities; or
- (3) a controlling owner (50% or greater interest as a shareholder or as a general partner) in one entity also is a controlling owner in the other entity.

For purposes of (2), "shared management and control" can be found when the same person or substantially the same persons own and manage the two entities; there are common or commingled funds or assets; the business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis; or there is otherwise a regular and close working relationship between the entities.

Parent-Subsidiary Relationship: A parent-subsidiary relationship exists when one corporation has more than 50 percent of the voting power of another corporation.

**Contractors must respond to the questions on the following page. If a question does not apply respond N/A or Not Applicable.**

1. Name of Contractor: Health Management Associates, Inc.
2. Is the entity listed in Question No.1 a nonprofit organization under Internal Revenue Code section 501(c)(3)?  
 Yes ☐ If yes, skip Question Nos. 3-4 and go to Question No. 5      No ☒
3. Name of Principal (i.e., CEO/President) of entity listed in Question No. 1, if the individual actively supports the matter and has a financial interest in the decision: N/A
4. If the entity identified in Question No.1 is a corporation held by 35 or less shareholders, and not publicly traded ("closed corporation"), identify the major shareholder(s):  
 N/A
5. Name of any parent, subsidiary, or otherwise related entity for the entity listed in Question No. 1 (see definitions above):

Company Name	Relationship
N/A	

6. Name of agent(s) of Contractor:

Company Name	Agent(s)	Date Agent Retained (if less than 12 months prior)
N/A		

7. Name of Subcontractor(s) (including Principal and Agent(s)) that will be providing services/work under the awarded contract if the subcontractor (1) actively supports the matter and (2) has a financial interest in the decision and (3) will be possibly identified in the contract with the Commission.

Company Name	Subcontractor(s):	Principal and//or Agent(s):
N/A		

8. Name of any known individuals/companies who are not listed in Questions 1-7, but who may (1) actively support or oppose the matter submitted to the Commission and (2) have a financial interest in the outcome of the decision:

Company Name	Individual(s) Name
N/A	

9. Was a campaign contribution, of more than \$500, made to any member of the Commission within the prior 12 months, by any of the individuals or entities listed in Question Nos. 1-8?

No ☒ If **no**, please skip Question No. 10.

Yes ☐ If **yes**, please continue to complete this form.

10. Name of Commission member: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Date(s) of Contribution(s): \_\_\_\_\_

Amount(s): \_\_\_\_\_

Please add an additional sheet(s) to identify additional Commission members to whom anyone listed made campaign contributions.

By signing the Contract, Contractor certifies that the statements made herein are true and correct. Contractor understands that the individuals and entities listed in Question Nos. 1-8 are prohibited from making campaign contributions of more than \$500 to any member of the Commission while award of this Contract is being considered and for 12 months after a final decision by the Commission.



## Program Outline Document 2025-2026

## AGENCY INFORMATION

		<b>Contract #:</b> IC054 A3	
<b>Legal Entity:</b>	Health Management Associates, Inc.		
<b>Dept./Division:</b>			
<b>Project Name:</b>	Home Visiting System Building		
<b>Program Site</b>	N/A	<b>Client Referral</b>	N/A
<b>Address:</b>		<b>Phone #</b>	

## CONTACT INFORMATION

## SIGNING AUTHORITY/ CONTRACT REPRESENTATIVE

<b>Name:</b>	Kelly Johnson	<b>Title:</b>	Chief Administrative Officer
<b>Address:</b>	2501 Woodlake Circle, Suite 100 Okemos, MI 48864	<b>Direct Phone #:</b>	(517) 482-9236
<b>E-Mail:</b>	<a href="mailto:contracts@healthmanagement.com">contracts@healthmanagement.com</a>	<b>Fax #:</b>	

## CONTRACT REPRESENTATIVE

<b>Name:</b>	Jeffrey M. DeVries	<b>Title:</b>	Contracts Senior Director
<b>Address:</b>	2501 Woodlake Circle, Suite 100 Okemos, MI 48864	<b>Direct Phone #:</b>	(517) 318-4817
<b>E-Mail:</b>	<a href="mailto:jdevries@healthmanagement.com">jdevries@healthmanagement.com</a>	<b>Fax #:</b>	(517) 482-0920

## PROGRAM CONTACT

<b>Name:</b>	Christina Altmayer	<b>Title:</b>	Senior Regional Vice President
<b>Address:</b>	2501 Woodlake Circle, Suite 100 Okemos, MI 48864	<b>Direct Phone #:</b>	(213) 314-9104
<b>E-Mail:</b>	<a href="mailto:caltmayer@healthmanagement.com">caltmayer@healthmanagement.com</a>	<b>Fax #:</b>	

## FISCAL CONTACT

<b>Name:</b>	Becky Reffitt	<b>Title:</b>	Vice President, Finance
<b>Address:</b>	2501 Woodlake Circle, Suite 100 Okemos, MI 48864	<b>Direct Phone #:</b>	(517) 318-4826
<b>E-Mail:</b>	<a href="mailto:breffitt@healthmanagement.com">breffitt@healthmanagement.com</a>	<b>Fax #:</b>	

## ADDITIONAL CONTACT (Describe): Choose an item.

<b>Name:</b>		<b>Title:</b>	
<b>Address:</b>	For Staff Analyst use only.	<b>Direct Phone #:</b>	
<b>E-Mail:</b>		<b>Fax #:</b>	

## PROGRAM INFORMATION

<b>TYPE OF AGENCY</b>	Private Entity/Institution	<b>Describe:</b>	For Profit
<b>PROGRAM DESCRIPTION</b>			

HMA's approach to project management emphasizes accountability, frequent contact with the client project manager, early identification of project risks and constraints, and strategies for proactively countering potential obstacles to project progress.

**REGION**

San Bernardino County

<input type="checkbox"/> <b>Child Health</b>	<input type="checkbox"/> <b>Early Learning</b>	<input checked="" type="checkbox"/> <b>Family Support</b>
<input type="checkbox"/> Children are screened and connected to appropriate developmental services.	<input type="checkbox"/> Quality early learning can be accessed and utilized by families.	<input checked="" type="checkbox"/> Families are connected to services that support children's development and parent/caregiver resiliency.
<input type="checkbox"/> Children's health is promoted through community education about local health issues.	<input type="checkbox"/> Early learning providers receive training and supports to provide high quality learning opportunities to children.	<input checked="" type="checkbox"/> Families are connected to resources that support their caregiving skills and social/family engagement.
<input type="checkbox"/> Maternal health is promoted in the county through trainings and education for providers and families.	<input type="checkbox"/> School readiness is promoted through increasing access to early literacy supports and materials.	<input checked="" type="checkbox"/> Families and providers are aware of and know how to access existing county support and resources.
<input type="checkbox"/> Health care providers are aware of and able to connect children and families to existing mental and behavioral supports and services.		<input checked="" type="checkbox"/> First 5 San Bernardino partners with agencies throughout the county to promote prevention and early identification of child abuse and neglect.

**ASSIGNED ANALYST:** Wendy Lee, Psy.D.

**ASSIGNED ACCOUNTANT:** Ileana Conley

**ASSIGNED EVALUATOR:**

**PROCUREMENT TYPE:** ☐ Competitive ☒ Non-Competitive Sole Source

**CONTRACT AMOUNT**

Fiscal Year	Original Amount	Amendment Number	Amendment Amount	Total
2023-2024	\$102,950			
2024-2025		A1	\$59,363	
2024-2025		A2	\$72,524	
2025 - 2026		A3	\$131,100	
<b>Total</b>				<b>\$365,937</b>





**AGENDA ITEM 5**  
**June 4, 2025**

<b>Subject</b>	Contract Amendment HW062 A1 with Loma Linda University Children's Hospital Resiliency Institute for Childhood Adversity to continue the grant project for the California Department of Health Care Services Children and Youth Behavioral Health Initiative Evidence-Based Practices and Community-Defined Evidence Practices Grant – Round Two: Trauma-Informed Programs and Practices.
<b>Recommendation</b>	<p>Approve Amendment A1 for Contract HW062 with Loma Linda University Children's Hospital to extend the contract term to June 30, 2026 with no change to the total contract amount of \$675,000 for the California Department of Health Care Services – Child Youth Behavioral Health Initiative Evidence-Based Practices and Community-Defined Evidence Practices – Round Two Grant for Child-Parent Psychotherapy Trauma-Informed Program and Practice.</p> <p>(Presenter: Dr. Wendy Lee, Psy.D. Systems Integration Officer, 386.7706)</p>
<b>Financial Impact</b>	None
<b>Background Information</b>	<p>In December 2023, California Department of Health Care Services (DHCS) Children and Youth Behavioral Health Initiative Evidence-Based Practices and Community Defined Evidence Practices (DHCS-CYBHI-EBP/CDEP) Round Two: Trauma-Informed Program and Practices awarded First 5 San Bernardino (F5SB) for two years (FY 2023-2025) to serve as the fiscal agent to Loma Linda University Children's Hospital (LLUCH) - Resiliency Institute for Childhood Adversity (RICA) to engage in Evidence-Based Practices (EBP) Child-Parent Psychotherapy (CPP) to increase early intervention and support for the resiliency of children in San Bernardino County.</p> <p>In May 2024, the Commission approved Contract No. HW062 in the amount of \$675,000 for RICA to train 15 mental health clinicians in CPP. RICA is a Trauma-Informed Care (TIC) system serving children in our community with a high burden of Adverse Childhood Experiences, particularly children who have experienced foster care, homelessness, or the incarceration of a parent. RICA's vision is to remove barriers within a child's microsystem and the healthcare system. RICA provides timely, easy-to-access, evidence-informed, evidence-based, integrated medical and mental health care that incorporates the tenets of TIC and promotes the resiliency factor in a nurturing environment.</p> <p>In January 2025, DHCS offered grantees funded through the CYBHI EBP/CDEP Grant Program the opportunity to request a No-Cost Extension (NCE) to complete the deliverables outlined in the Implementation Plan, extending to June 30, 2026. First 5 San Bernardino submitted the NCE, which was approved, and the signed Subaward Amendment #1 was obtained in February 2025.</p> <p>There is an amount of \$334,125 of unspent funds remaining from the total amount of \$607,500 for Fiscal Year 2024-2025 that will be carried over to next Fiscal Year 2025-2026 with the contract term ending June 30, 2026.</p> <p>Pending the Commission's approval, RICA will continue to complete the CPP training and the expansion of EBP and CDEP grant project, utilizing the unspent grant award funds in FY25-26.</p>

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Approval of this item supports the following Strategic Priority Areas in the Commission's 2023-2028 Strategic Plan:

- **Child Health Goal**
    - Health care providers are aware of and able to connect children and families to existing mental and behavioral supports and services.
  - **Family Supports**
    - Families are connected to services that support children's development and parent/caregiver resiliency.
    - Families and providers are aware of and know how to access existing county support and resources.
    - First 5 San Bernardino partners with agencies throughout the county to promote prevention and early identification of child abuse and neglect.
- 

**Review**

Dawn Martin, Commission Counsel

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<b>Report on Action as taken</b>
<b>Action:</b>
<b>Moved:</b> _____ <b>Second:</b> _____
<b>In Favor:</b>
<b>Opposed:</b>
<b>Abstained:</b>
<b>Comments:</b> _____
<b>Witnessed:</b>

**CHILDREN  
AND FAMILIES  
COMMISSION  
FOR  
SAN BERNARDINO COUNTY  
STANDARD CONTRACT**

FOR COMMISSION USE ONLY																									
<input checked="" type="checkbox"/>	New Change Cancel	Vendor Code 20000092	<b>SC</b>	Dept. 903	<b>A</b>																				
					Contract Number <b>HW062 A1</b>																				
Organization Children and Families Commission					Contractor's License No.																				
Commission Representative Cindy Faulkner, Assistant Director			Telephone 909-386-7706		Total Contract Amount \$675,000																				
Contract Type <input type="checkbox"/> Revenue <input checked="" type="checkbox"/> Encumbered <input type="checkbox"/> Unencumbered <input type="checkbox"/> Other:																									
If not encumbered or revenue contract type, provide reason:																									
Commodity Code 95200	Contract Start Date May 8, 2024	Contract End Date June 30, 2026	Original Amount \$675,000	Amendment Amount \$0																					
Cost Center 9033009900		GL Account 53003357	Internal Order No.	Amount																					
Cost Center		GL Account	Internal Order No.																						
Cost Center		GL Account	Internal Order No.	Amount																					
Abbreviated Use RICA-CYBHI Loma Linda University		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Estimated Payment</th> <th colspan="2">Total by Fiscal Year</th> </tr> <tr> <th>FY</th> <th>Amount</th> <th>I/D</th> <th></th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>				Estimated Payment		Total by Fiscal Year		FY	Amount	I/D													
Estimated Payment		Total by Fiscal Year																							
FY	Amount	I/D																							

THIS CONTRACT is entered into in the State of California by and between the Children and Families Commission for San Bernardino County, hereinafter called the Commission, and

Legal Name (hereinafter called the Contractor)

Loma Linda University Children's Hospital

Department/Division

Ambulatory Services

Address

11234 Anderson Street, Suite CH 1816

Loma Linda, CA 92354

Phone

(909) 558-4747

Federal ID No.

33-0565591

Program Address (if different from legal address):

Grant Number (if applicable)

1040.0401

**IT IS HEREBY AGREED AS FOLLOWS:**

**AMENDMENT NO. 1**

- Paragraph FF of Section III. CONTRACTOR'S GENERAL RESPONSABILITIES is hereby amended to read as follows:

FF. Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439)

Contractor has disclosed to the Commission using Attachment C— Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439), whether it has made any campaign contributions of more than \$500 to any member of the Commission within the earlier of: (1) the date of the submission of Contractor's proposal to the Commission, or (2) 12 months before the date this Contract was approved by the Commission. Contractor acknowledges that under Government Code section 84308, Contractor

**Auditor-Controller/Treasurer Tax Collector Use Only**

<input type="checkbox"/> Contract Database		<input type="checkbox"/> FAS
Input Date	Keyed By	

is prohibited from making campaign contributions of more than \$500 to any member of the Commission for 12 months after the Commission's consideration of the Contract.

In the event of a proposed amendment to this Contract, the Contractor will provide the Commission a written statement disclosing any campaign contribution(s) of more than \$500 to any member of the Commission within the preceding 12 months of the date of the proposed amendment.

Campaign contributions include those made by any agent/person/entity on behalf of the Contractor or by a parent, subsidiary or otherwise related business entity of Contractor.

\_\_\_\_\_  
Initial Here

2. Paragraph A. Contract Amount of Section V, FISCAL PROVISIONS, is amended to read as follows:

A. Contract Amount

The maximum amount of reimbursement under this Contract shall not exceed \$675,000 for the duration of the Contract term subject to the availability of California Children and Families Trust Fund monies. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor's services and expenses incurred in the performance hereof.

\_\_\_\_\_  
Initial Here

3. Paragraph A. of Section VIII, TERM, is amended to read as follows:

- A. This Contract is effective as of May 8, 2024, and expires June 30, 2026, but may be terminated earlier in accordance with provisions of paragraph below or Section VII of this Contract.

\_\_\_\_\_  
Initial Here

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*continued on next page*

## **ATTACHMENTS**

Attachment A – Amended Program Work Plan for FY25-26

Attachment B – Amended Program Budget for FY25-26

Attachment C – Levine Act - Campaign Contribution Disclosure

This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same agreement. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

All other terms and conditions of this contract remain in full force and effect.

### CHILDREN & FAMILIES COMMISSION FOR SAN BERNARDINO COUNTY

### LOMA LINDA UNIVERSITY CHILDREN'S HOSPITAL

Legal Entity



\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Elliot Weinstein M.D.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Commission Chair

\_\_\_\_\_  
Title

\_\_\_\_\_  
Dated



\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Peter Baker

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Senior Vice President and Administrator

\_\_\_\_\_  
Title

\_\_\_\_\_  
Dated

Official Stamp

Reviewed for Processing



\_\_\_\_\_  
Cindy Faulkner

\_\_\_\_\_  
Assistant Director

\_\_\_\_\_  
Date

Approved as to Legal Form



\_\_\_\_\_  
Dawn Martin

\_\_\_\_\_  
Commission Counsel

\_\_\_\_\_  
Date

Presented to Commission for  
Signature



\_\_\_\_\_  
Karen E. Scott

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date



<b>Agency Name:</b>	LLUCH-RICA	<b>Contract #HW062 A1</b>	<b>Service Area:</b>	Countywide
<b>Program Name:</b>	CYBHI Round 2		<b>Period:</b>	July 1, 2025 – June 30, 2026

<b>Expectations</b>	Implement Department of Health Care Services (DHCS) Children Youth Behavioral Health Initiative Round 2 Trauma-informed programs and practices using the evidence-based practice (EBP) of Child Parent Psychotherapy (CPP)				
<b>Outcomes</b>	RICA will expand training for mental health providers to increase EBP in CPP services offered to children under 6 who have experienced trauma. RICA will expand the CPP training opportunities to include clinicians within the LLU School of Behavioral Health and the Barbara Sinatra Children's Center, totaling 15 clinicians trained in CPP.				
Objective Goal/Measure	Activity/Description	Activity Dosage/Frequency	Persimmony Verification (Data entry/Report /Upload supporting documents via PDF or Excel)		
			Submission Time Frame	Quantitative Data	Qualitative Data
CPP Training	<ul style="list-style-type: none"> <li>Obtain CPP Trainers &amp; mentors</li> <li>CPP Learning Session 1~3</li> <li>Participating in Core CPP Didactics increases competency.</li> <li>Participate in ongoing CPP consultation calls.</li> <li>Participate in ongoing CPP learning collaboratives &amp; reflective supervision.</li> <li>Engage in the CPP Agency Mentorship Program (CAMP)</li> </ul>	Ongoing	Quarterly	An aggregate count of staff participated in the CPP training (Provider demographics (language, ethnicity & race)	Submit narrative reports on: <ul style="list-style-type: none"> <li>Training participating protocols &amp; procedures.</li> <li>Staff progress in ongoing CPP consultation calls</li> <li>Ongoing CPP learning collaboratives &amp; reflective supervision progress.</li> <li>CAMP participation &amp; placed on CPP trained roster.</li> </ul>
RICA EBP Implementation Start-up	<ul style="list-style-type: none"> <li>Established staff training team.</li> <li>Recruitment of licensed mental health clinician</li> <li>Develop improvements to physical space to support practice.</li> <li>Develop a contract with CPP Trainers and mentors.</li> <li>Ongoing participation in the DHCS grant monitoring and technical assistance activities.</li> <li>RICA provides a coordinated system of care to increase early intervention.</li> <li>Attend and participate in regular (e.g., weekly, biweekly, monthly) monitoring meetings and check-in calls with a TPA and DHCS.</li> </ul>	Ongoing	Quarterly	N/A	Submit narrative reports on: <ul style="list-style-type: none"> <li>Staff submit the CPP Training Agreement form.</li> <li>Onboarding staff</li> <li>Agreements with partners participating in CPP training.</li> <li>Capital improvement plan approval &amp; implementation.</li> <li>Deliver trauma-informed care using CPP fidelity in a culturally relevant and responsive approach to implementation with populations of focus (ages 0-6) in RICA.</li> <li>Achieve and maintain the specific benchmarks (e.g., referral rates, initial assessment, providers trained) for the grant within specified timeframes.</li> </ul>

	<ul style="list-style-type: none"> <li>• Participate in required collaborative learning sessions (e.g., monthly learning collaborative sessions) to ensure adherence to the best practices manualized instructions and best practices.</li> <li>• Seek additional training in trauma-informed care, as needed and appropriate, to build or strengthen competencies for serving populations of focus.</li> <li>• Develop and implement outreach strategies.</li> <li>• Hold informational sessions regarding the clinical services</li> <li>• Develop protocols for managing risk.</li> <li>• Hold informational sessions regarding clinical services and marketing outreach</li> <li>• Meet with community partners to discuss the future development of the CPP program throughout various regions of San Bernardino and Riverside Counties.</li> <li>• Explore train-the-trainer opportunities</li> </ul>				<ul style="list-style-type: none"> <li>• Therapists meet 4-6 hours weekly with clinicians and supervisors for additional collaborative learning as needed.</li> <li>• Community outreach and engagement with Child Welfare, the Juvenile Justice system, community agencies, and Law Enforcement to refer children for services to build knowledge of trauma-informed support and communication for parents, caregivers, and individuals close to children and youth while increasing the capacity of child-serving service systems</li> <li>• Marketing items, social media, and email distributions, in-person informational sessions about services &amp; referral process.</li> <li>• Completion of the capital improvement mental health office space "open house"</li> </ul>
--	---	--	--	--	--

Data Type:	Quantitative & Qualitative		
Reporting Period:	Quarterly	Due: By the 15 <sup>th</sup> of the following month	



**FIRST 5 SAN BERNARDINO**  
**PROGRAM BUDGET**  
**FISCAL YEAR:**

**2025-2026**

<b>ORGANIZATION:</b>		LLUCH - RICA				<b>DIRECTOR:</b>		Amy Young, MD				<b>PROGRAM YEAR:</b>		2025-2026
<b>PROGRAM TITLE:</b>		CYBHI				<b>PROGRAM DIRECTOR:</b>						<b>TOTAL BUDGET:</b>		334,125
<b>INITIATIVE:</b>						<b>FINANCE OFFICER:</b>						<b>RFP/CONTRACT #:</b>		HW062 A1
LINE	BUDGET CATEGORY		FTE	PAY RATE	# OF HOURS	BENEFIT RATE	F5SB SALARY	F5SB BENEFITS	F5SB BUDGET	TOTAL SALARY	First 5 % of TOTAL SALARY	DESCRIPTION/ JUSTIFICATION		
I.	SALARIES & BENEFITS		A	B	C	D	E	F	G	H	I	J		
	Name:	Position:												
1	Valeria Arias	Licensed Clinician	0.15	53.97	313	36%	16,893	6,081	22,974	152,670	15%	One full-time licensed clinician dedicated to this project for 15 months of the grant cycle (Salary + benefit) = \$187,500 (160 hours mo x 15)		
	Total Salaries & Benefits						\$ 16,893	\$ 6,081	\$ 22,974	\$ 152,670				





## FIRST 5 SAN BERNARDINO

## PROGRAM BUDGET

FISCAL YEAR:

2025-2026

<b>ORGANIZATION:</b>	LLUCH - RICA	<b>DIRECTOR:</b>	Amy Young, MD	<b>PROGRAM YEAR:</b>	2025-2026
<b>PROGRAM TITLE:</b>	CYBHI	<b>PROGRAM DIRECTOR:</b>	0	<b>TOTAL BUDGET:</b>	334,125
<b>INITIATIVE:</b>	0	<b>FINANCE OFFICER:</b>	0	<b>RFP/CONTRACT #:</b>	HW062 A1

II.	SERVICES & SUPPLIES			
	Expense:	% of Allocation:	TOTAL F5SB BUDGET (\$)	Description/Justification:
1	National Business Furniture	8%	25,597	RICA Suite C Mental Health Wing Expansion - Furniture Total: \$26,182.28 (\$52,567.72) Remodel space dedicated to mental health services and make into 10 office spaces and 6 therapeutic rooms specific for mental health clinicians. Family-friendly & age-appropriate types of furniture.
2	Program Materials	3%	9,961	Training and program manuals (4 required books for CPP)
3	Planning Costs	0%	-	
4	Specialized Training	1%	2,946	Disability training, Cultural competence, Anti-racism, DEI training, etc.
5	Staffing	0%	-	
6	Supplies	0%	-	



## FIRST 5 SAN BERNARDINO

## PROGRAM BUDGET

FISCAL YEAR:

2025-2026

<b>ORGANIZATION:</b>	LLUCH - RICA	<b>DIRECTOR:</b>	Amy Young, MD	<b>PROGRAM YEAR:</b>	2025-2026
<b>PROGRAM TITLE:</b>	CYBHI	<b>PROGRAM DIRECTOR:</b>	0	<b>TOTAL BUDGET:</b>	334,125
<b>INITIATIVE:</b>	0	<b>FINANCE OFFICER:</b>	0	<b>RFP/CONTRACT #:</b>	HW062 A1
7	Technology	6%	20,000	Expand the electronic health records system (EPIC) to the new dedicated mental health treatment facility. Computers, communication/telephone, and printers for network integration.	
8	Technical Assistance	7%	24,000	LLU's two licensed clinicians provide consultation, support, ongoing peer review, feedback, and supervision between the specific CPP training support (6 hours/week over the grant cycle).	
9	Training Costs	24%	80,839	18 months CPP Learning Collaborative, plus 6 months, totaling 2-year training costs. (A budget period of 2 years allows for prep time and wrap-up. Many systems might want additional calls (after the 18-month period) to support participants in completing calls if they had a leave of absence (e.g., due to illness or pregnancy) during the training period.)	
10	Other Costs	44%	147,808	Expected total number of clinicians trained in CPP is 15. RICA will serve as the lead agency and MOU with LLU School of Social Work staff and students to take part in the CPP training.	
11	Administrative Costs	0%			
	Total Services & Supplies		\$ 311,151		
<b>TOTAL FIRST 5 BUDGET</b>			\$ 334,125		

**ATTACHMENT C**  
**Levine Act –**  
**Campaign Contribution Disclosure**  
(formerly referred to as Senate Bill 1439)

The following is a list of items that are not covered by the Levine Act. A Campaign Contribution Disclosure Form will not be required for the following:

- Contracts that are competitively bid and awarded as required by law or policy
- Personal employment contracts
- Contracts under \$50,000
- Contracts where no party receives financial compensation
- Contracts between two or more public agencies
- The review or renewal of competitively bid contracts unless there is a material modification or amendment to the agreement that is worth more than 10% of the value of the contract or \$50,000, whichever is less
- Any modification or amendment to a matter listed above, except for competitively bid contracts.

**DEFINITIONS**

Actively supporting or opposing the matter: (a) Communicate directly with a member of the Commission for the purpose of influencing the decision on the matter; or (b) testifies or makes an oral statement before the Commission in a proceeding on the matter for the purpose of influencing the Commission's decision on the matter; or (c) communicates with Commission employees, for the purpose of influencing the Commission's decision on the matter; or (d) when the person/company's agent lobbies in person, testifies in person or otherwise communicates with the Commission or employees for purposes of influencing the Commission's decision in a matter.

Agent: A third-party individual or firm who, for compensation, is representing a party or a participant in the matter submitted to the Commission. If an agent is an employee or member of a third-party law, architectural, engineering or consulting firm, or a similar entity, both the entity and the individual are considered agents.

Otherwise related entity: An otherwise related entity is any for-profit organization/company which does not have a parent-subsidary relationship but meets one of the following criteria:

- (1) One business entity has a controlling ownership interest in the other business entity;
- (2) there is shared management and control between the entities; or
- (3) a controlling owner (50% or greater interest as a shareholder or as a general partner) in one entity also is a controlling owner in the other entity.

For purposes of (2), "shared management and control" can be found when the same person or substantially the same persons own and manage the two entities; there are common or commingled funds or assets; the business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis; or there is otherwise a regular and close working relationship between the entities.

Parent-Subsidiary Relationship: A parent-subsidiary relationship exists when one corporation has more than 50 percent of the voting power of another corporation.

**Contractors must respond to the questions on the following page. If a question does not apply respond N/A or Not Applicable.**

1. Name of Contractor: \_\_\_\_\_
2. Is the entity listed in Question No.1 a nonprofit organization under Internal Revenue Code section 501(c)(3)?  
 Yes ☐ If yes, skip Question Nos. 3-4 and go to Question No. 5      No ☐
3. Name of Principal (i.e., CEO/President) of entity listed in Question No. 1, if the individual actively supports the matter and has a financial interest in the decision: \_\_\_\_\_
4. If the entity identified in Question No.1 is a corporation held by 35 or less shareholders, and not publicly traded ("closed corporation"), identify the major shareholder(s):  
 \_\_\_\_\_
5. Name of any parent, subsidiary, or otherwise related entity for the entity listed in Question No. 1 (see definitions above):

Company Name	Relationship

6. Name of agent(s) of Contractor:

Company Name	Agent(s)	Date Agent Retained (if less than 12 months prior)

7. Name of Subcontractor(s) (including Principal and Agent(s)) that will be providing services/work under the awarded contract if the subcontractor (1) actively supports the matter and (2) has a financial interest in the decision and (3) will be possibly identified in the contract with the Commission.

Company Name	Subcontractor(s):	Principal and//or Agent(s):

8. Name of any known individuals/companies who are not listed in Questions 1-7, but who may (1) actively support or oppose the matter submitted to the Commission and (2) have a financial interest in the outcome of the decision:

Company Name	Individual(s) Name

9. Was a campaign contribution, of more than \$500, made to any member of the Commission within the prior 12 months, by any of the individuals or entities listed in Question Nos. 1-8?

No ☐ If **no**, please skip Question No. 10.

Yes ☐ If **yes**, please continue to complete this form.

10. Name of Commission member: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Date(s) of Contribution(s): \_\_\_\_\_

Amount(s): \_\_\_\_\_

Please add an additional sheet(s) to identify additional Commission members to whom anyone listed made campaign contributions.

By signing the Contract, Contractor certifies that the statements made herein are true and correct. Contractor understands that the individuals and entities listed in Question Nos. 1-8 are prohibited from making campaign contributions of more than \$500 to any member of the Commission while award of this Contract is being considered and for 12 months after a final decision by the Commission.



## Program Outline Document 2025-2026

## AGENCY INFORMATION

		<b>Contract #:</b>	HW062 A1
<b>Legal Entity:</b>	Loma Linda University Children's Hospital		
<b>Dept./Division:</b>	Ambulatory Services		
<b>Project Name:</b>	RICA-CYBHI		
<b>Program Site Address:</b>	11374 Mountain View Ave. Dover Building, Suite B Loma Linda, CA 92354	<b>Client Referral Phone #</b>	(909) 382-3535

## CONTACT INFORMATION

## SIGNING AUTHORITY/ CONTRACT REPRESENTATIVE

<b>Name:</b>	Peter Baker	<b>Title:</b>	Senior Vice President and Administrator
<b>Address:</b>	11234 Anderson Street, Suite CH 1816 Loma Linda, CA 92354	<b>Direct Phone #:</b>	(909) 558-4747
<b>E- Mail:</b>	<a href="mailto:jpbaker@llu.edu">jpbaker@llu.edu</a>	<b>Fax #:</b>	(909) 558-0223

## CONTRACT REPRESENTATIVE

<b>Name:</b>	Brett Walls	<b>Title:</b>	Assistant Vice President
<b>Address:</b>	11234 Anderson Street, Suite CH 1816 Loma Linda, CA 92354	<b>Direct Phone #:</b>	(909) 558-7496
<b>E- Mail:</b>	<a href="mailto:bwalls@llu.edu">bwalls@llu.edu</a>	<b>Fax #:</b>	(909) 558-0223

## PROGRAM CONTACT

<b>Name:</b>	Amy Young, MD	<b>Title:</b>	Director
<b>Address:</b>	11374 Mountain View Ave. Dover Building, Suite B Loma Linda, CA 92354	<b>Direct Phone #:</b>	(909) 382-3535
<b>E- Mail:</b>	<a href="mailto:ayoung@llu.edu">ayoung@llu.edu</a>	<b>Fax #:</b>	(909)

## FISCAL CONTACT

<b>Name:</b>		<b>Title:</b>	
<b>Address:</b>		<b>Direct Phone #:</b>	(909)
<b>E-Mail:</b>		<b>Fax #:</b>	(909)

## ADDITIONAL CONTACT (Describe): Choose an item.

<b>Name:</b>	Jennifer Handy	<b>Title:</b>	Financial & Grants Coordinator
<b>Address:</b>	11374 Mountain View Ave. Dover Building, Suite B Loma Linda, CA 92354	<b>Direct Phone #:</b>	909-558-6931

E-Mail jhandy@llu.edu

Fax #: \_\_\_\_\_

**PROGRAM INFORMATION****TYPE OF AGENCY** Private Entity/Institution**Describe:** Non Profit**PROGRAM DESCRIPTION**

F5SB will serve as the fiscal agent for the Resiliency Institute for Childhood Adversity (RICA) to increase early intervention and support the resilience of children by implementing DHCS-CYBHI Round 2 Trauma-Informed Programs and Practices using the evidence-based practice (EBP) of Child-Parent Psychotherapy (CPP). RICA will expand the training for mental health providers to increase EBP in CPP services offered to one of the largest populations recognized as children under 6 who have experienced traumatic events. RICA will expand the CPP training opportunities to include clinicians within the LLU School of Behavioral Health and the Barbara Sinatra Children's Center, totaling 15 clinicians trained in CPP.

**REGION**

Inland Empire  
San Bernardino County

**STRATEGIC PRIORITY AREA & OBJECTIVES**

<input checked="" type="checkbox"/> <b>Child Health</b>	<input type="checkbox"/> <b>Early Learning</b>	<input checked="" type="checkbox"/> <b>Family Supports</b>
<input type="checkbox"/> Children are screened and connected to appropriate developmental services.	<input type="checkbox"/> Quality early learning can be accessed and utilized by families	<input checked="" type="checkbox"/> Families are connected to services that support children's development and parent/caregiver resiliency
<input type="checkbox"/> Children's health is promoted through community education about local health issues.	<input type="checkbox"/> Early learning providers receive training and support to provide high-quality learning opportunities to children.	<input type="checkbox"/> Families are connected to resources that support their caregiving skills and social/family engagement.
<input type="checkbox"/> Maternal health is promoted in the county through trainings and education for providers and families.	<input type="checkbox"/> School readiness is promoted through increasing access to early literacy supports and materials.	<input checked="" type="checkbox"/> Families and providers are aware of and know how to access existing county support and resources.
<input checked="" type="checkbox"/> Health care providers are aware of and able to connect children and families to existing mental and behavioral supports and services.		<input checked="" type="checkbox"/> First 5 San Bernardino partners with agencies throughout the county to promote prevention and early identification of child abuse and neglect.

**ASSIGNED ANALYST:** Wendy Lee, Psy.D.**ASSIGNED ACCOUNTANT:** Hope Nelson**ASSIGNED EVALUATOR:** \_\_\_\_\_**PROCUREMENT TYPE:**☐ Competitive
☒ Non-Competitive  
Selected
**CONTRACT AMOUNT**

<b>Fiscal Year</b>	<b>Original Amount</b>	<b>Amendment Amount</b>	<b>Total</b>
<b>2023-2024</b>	\$67,500		\$67,500
<b>2024-2025</b>	\$607,500		\$607,500
<b>2025-2026</b>		\$334,125*	\$334,125
<b>Total</b>			<b>\$1,009,125</b>

\*The amount reflects the unspent grant award funds carried into the No-Cost Extension for FY25 -26.





**AGENDA ITEM 6**  
**June 4, 2025**

<b>Subject</b>	Budget for 2025-2026 and Five-Year Financial Plan.
<b>Recommendations</b>	Approve Budget for 2025-2026 and updates to the Five-Year Financial Plan. (Presenter: Debora Dickerson-Sims, Chief Financial Officer, 252-4269)
<b>Financial Impact</b>	Anticipated revenue of \$19,569,476 and allocations of \$26,117,017 for budget year 2025-2026.
<b>Background Information</b>	In accordance with the California Children and Families Act of 1998 and County section Code 12.2906, the Children and Families Commission for San Bernardino County, also known as First 5 San Bernardino (F5SB) is required to adopt a budget on an annual basis in support of its Strategic Plan.

Under the guidance of the Commission, and in collaboration with the community and agencies that serve children ages 0-5 and their families, F5SB promotes, supports, and enhances the early development of children prenatal to age five. The proposed budget serves as the financial plan for the upcoming program year.

Under the Strategic Plan, investment areas are defined as Strategic Priority Areas (SPAs) and funding goals will be directed at each SPA:

- Child Health
- Quality Early Learning
- Family Supports

The budget amount for contracted programs in the Strategic Priority Areas is \$17,045,124.

The budget supporting Program Services in the amount of \$1,499,113 will continue to enhance participant services and reporting. Resources are allocated for the integration of the supporting database, as well as technical assistance, evaluation, training and other resources for contracted service providers.

Community Engagement Support promotes outreach, community education and media support. Resources are allocated for marketing items, educational materials, media campaigns, and training for community events. An investment of \$1,419,618 for Community Engagement Support is included in the budget.

The overall Operations category for this year's budget of \$3,010,768 results in an administrative cost of 11.53 percent.

F5SB has been awarded \$757,830 from First 5 California and \$1,286,564 from Quality Counts California for 2025-2026 for the Quality Rating Improvement Systems (QRIS) program. The total budget under the QRIS category which includes a F5SB match is \$3,142,394.

Pending Commission approval, the proposed budget for budget year 2025–2026

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with expenditures in the amount of \$26,117,017 and anticipated revenue of \$19,569,476 will become effective July 1, 2025.

Lastly, the proposed and legislatively mandated Five Year Financial Plan is updated to reflect revised amounts. This plan is to be adopted and utilized as a long-term guide to allow Commissioners to determine what type of funds are available to support sustainable levels of multi-year contracts as well as ongoing annual community investments. A fund balance in the amount of \$22 million was set aside in Fiscal Year 2016-2017 and remains in place with a policy outlining parameters on use of these funds. The Commission approved Policy No.06-11 A1 on November 2, 2016.

**Review**

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Dawn Martin, Commission Counsel

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<b>Report on Action as taken</b>	
<b>Action:</b>	
<b>Moved:</b> _____	<b>Second:</b> _____
<b>In Favor:</b> _____	
<b>Opposed:</b> _____	
<b>Abstained:</b> _____	
<b>Comments:</b> _____	
<b>Witnessed:</b> _____	