

FIRST 5 FRESNO COUNTY
ADMINISTERED BY CHILDREN & FAMILIES COMMISSION OF FRESNO COUNTY
FINANCE AND PROGRAM REVIEW COMMITTEE

DATE: Monday, March 8, 2021

TIME: 1:00 p.m.

Per the Governor of California's [Executive Order N-29-20](#) issued on March 17, 2020 authorizing public meetings to be held via teleconferencing, this Regular Meeting will be held via Zoom using the following link:

<https://zoom.us/j/99826249412?pwd=dHpxbTMwcm1TVWJXSklHNNlVjRlNkdz09>

Meeting ID: 998 2624 9412 and Passcode: 869154.

The public may participate in the meeting, as otherwise permitted under the Brown Act, by joining using the link above.

AGENDA

ITEM	SUBJECT	PRESENTER
1.	CALL TO ORDER	K. Gilbert, Committee Chair
2.	POTENTIAL CONFLICTS OF INTEREST Any Commission Member who has potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter.	K. Gilbert, Committee Chair
3. Action Pg. 1	MINUTES FOR JANUARY 12, 2021 COMMITTEE MEETING	K. Gilbert, Committee Chair F. González, E.D.
4. Action Pg. 3	SUBLEASE CRITERIA AND RATES FOR THE LIGHTHOUSE FOR CHILDREN FACILITY	F. González, E.D. A. Hillis, Staff
5. Action Pg. 5	AGREEMENT RENEWALS WITH FRESNO COUNTY SUPERINTENDENT OF SCHOOLS FOR THE LIGHTHOUSE FOR CHILDREN - CHILD DEVELOPMENT CENTER	F. González, E.D. J. Zepeda, Staff
6. Action Pg. 7	SUBLEASE AGREEMENT RENEWAL WITH FRESNO COUNTY SUPERINTENDENT OF SCHOOLS FOR OFFICE SPACE AT THE LIGHTHOUSE FOR CHILDREN	F. González, E.D. J. Zepeda, Staff
7. Action Pg. 9	SUBLEASE AGREEMENT RENEWAL WITH SIMPSON SPEECH AND LANGUAGE FOR OFFICE SPACE AT THE LIGHTHOUSE FOR CHILDREN	F. González, E.D. J. Zepeda, Staff
8. Action Pg. 11	ACCEPTANCE OF FUNDS FROM THE FRESNO CRADLE TO CAREER PARTNERSHIP FOR TWO PRECONCEPTION TO AGE 5 PROJECTS	F. González, E.D.
9. Information	BREASTFEEDING FRIENDLY EXPRESS & COVID-19 VACCINE EFFORTS	F. González, E.D.
10.	PUBLIC COMMENT Limit two minutes per speaker. Public Comment is also taken on individual agenda items throughout the meeting at the conclusion of each agenda item.	K. Gilbert, Committee Chair
11.	ADJOURNMENT	K. Gilbert, Committee Chair

NOTE: If you need disability modification(s) and/or other accommodation(s) in order to participate in this meeting, please contact the Commission office at (559) 558-4900 at least 48 hours prior to the start of the meeting. Government Code Section 54954.2(a).

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FINANCE AND PROGRAM REVIEW COMMITTEE

March 8, 2021 – 1:00 p.m.

AGENDA ITEM NO. 3

RECOMMENDED ACTION:

Approve the January 12, 2021 Finance and Program Review Committee Minutes.

ACTION SUMMARY MINUTES

January 12, 2021 – 10:30 a.m.

Present: Kari Gilbert, Hugo Morales, Shantay Davies-Balch

Absent: None.

Staff: Fabiola González, Alix Hillis, Cindy Jurado Hernandez, Cecilia Paredes, Lupita Ramirez, Karen Rangel, Liliana Salcedo, Johnathan Zepeda

1. CALL TO ORDER

2. POTENTIAL CONFLICTS OF INTEREST

None Heard.

3. MINUTES FOR OCTOBER 14, 2020 COMMITTEE MEETING

Public Comment: None heard.

Motion by: Morales Second by: Davies-Balch

Ayes: Morales, Davies-Balch, Gilbert

Noes: None heard.

4. 2020-2021 PROPOSED REVISED AGENCY BUDGET

Public Comment: None heard.

Motion by: Morales Second by: Davies-Balch

Ayes: Morales, Davies-Balch, Gilbert

Noes: None heard.

5. PUBLIC COMMENT

Public Comment: None heard.

No action required.

6. ADJOURNMENT

Public Comment: None heard.

Motion by: Morales Second by: Gilbert

Ayes: Morales, Davies-Balch, Gilbert

Noes: None heard.

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FINANCE AND PROGRAM REVIEW COMMITTEE

March 8, 2021 – 1:00 p.m.

AGENDA ITEM NO. 4

TO: Children & Families Commission of Fresno County

FROM: Fabiola González, Executive Director

SUBJECT: Sublease Criteria and Rates for the Lighthouse for Children Facility

RECOMMENDED ACTION:

Review and approve, for full Commission consideration, the revised guidelines pertaining to sublease criteria and rates for the Lighthouse for Children facility.

BACKGROUND:

In January 2015, the Commission, as the master lease holder of the Lighthouse for Children (LFC), adopted guidelines and rates for sublease tenants of the Lighthouse for Children. At that time, the sublease rate established was based on an analysis presented by Newmark Grubb Pearson Commercial Realty (NGPCR), on Downtown Fresno’s current market rates which included \$1.50 to \$2.00 per rentable square foot per month of a similar type. NGPCR determined that the Lighthouse for Children facility could command a rate of \$1.70 to \$1.75 per square foot per month.

In January 2021, the First 5 Commission became the official owner of the Lighthouse for Children facility after completion of the New Market Tax Credit transaction in December 2020. As the master tenant, the First 5 Commission continues to hold the authority to sub-lease space within the facility. In February 2019, the First 5 Commission reviewed and updated sublease criteria and rates. The sublease criteria and rates approved in 2019 allow for Commission partners who may not be public benefit organizations to lease space in the Lighthouse for Children so long as partner is providing services to Fresno County young children and their families.

Given the impact of COVID-19 on office real estate, lease rates have remained constant locally and nationally. As a result, staff recommends no changes at this time to the sub-lease rates and only minimal edits to the criteria language depicted in red-line below:

1. Flexibility in negotiations with potential sub-lease tenants based on the mission of the prospective sub-lease agency.
 - A. ~~The LFC project made use of New Market Tax Credit (NMTC) funds and as a result Lighthouse for Children Inc. and, in turn First 5 Fresno County, must abide by NMTC guidelines.~~ These guidelines require any tenant within the facility to be, at a minimum, a governmental agency, a public benefit corporation, or a partner that provide services to Fresno County children and their families. Staff will negotiate sub-lease rates to possibly include discounts based on the following criteria:
 - a) Services the organization/agency provides to the community.
 - b) The quantity of space to be sub-leased.

- c) The type of organization [_compliant with requirements in section A above compliant with NMTC requirements](#)
- d) If tenant improvements are to be done in the sub-leased portion of the building

Fiscal Impact: The sublease base rate per square foot will continue to be at \$1.70 and the Commission Chair will review and approve each sublease agreement negotiated by staff. If approved, all revenue generated will continue to offset LFC operating expenses for the Commission (Master Tenant). The revenue would be based on the determined sub-lease rate and discounts minus facility operating expenses.

CONCLUSION:

If updates are approved, staff will present this item for full Commission consideration during the March 2021 regular meeting. These guidelines would be subsequently used for negotiations and terms with agencies sub-leasing and interested in sub-leasable space within the LFC facility.

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FINANCE AND PROGRAM REVIEW COMMITTEE

March 8, 2021 – 1:00 p.m.

AGENDA ITEM NO. 5

TO: Children & Families Commission of Fresno County

FROM: Fabiola González, Executive Director

SUBJECT: Agreement Renewals with Fresno County Superintendent of Schools for the Lighthouse for Children – Child Development Center

RECOMMENDED ACTION:

Approve, for full Commission consideration, the renewal of the Facility Use Agreement and Program Services Agreement, with Fresno County Superintendent of Schools, which include the Tuition Scholarship Program, for an amount not to exceed \$102,500 per year to continue the operation and management of the Lighthouse for Children - Child Development Center.

BACKGROUND:

The Child Development Center (Center) is a key component of the original mission and vision of the Lighthouse for Children facility. The Center serves as a demonstration site for high quality early care and education utilizing a blended funding model to serve infants, toddlers and preschool-age children from diverse socioeconomic backgrounds. With six classrooms, the Center has the capacity to serve approximately 90 children.

Procurement: In August 2015, the Commission approved and entered into the Agreements with Fresno County Superintendent of Schools (FCSS) to operate and manage the Lighthouse for Children (LFC) Child Development Center. In May 2019, the Commission renewed the contract through June 30, 2021.

The contractual partnership involves a Facility Use Agreement and a Program Services Agreement for the operations of the LFC Child Development Center. The Facility Use Agreement outlines the terms of use of the 12,405 square feet of indoor and 10,000 square feet of outdoor Center space and includes annual rent of \$12.00 for the Center’s leased space. In addition, 522 square feet of additional office/conference space are leased for \$4,636.80 annually. The Program Services Agreement outlines the requirements of FCSS for services performed on the leased premises, the upkeep of the Center’s licenses and the Tuition Scholarship Program for eligible families. As the operator, FCSS is responsible for the ongoing management of the Child Development Center, including program development, enrollment, hiring, as well as achievement and maintenance of high quality early care and education standards.

The Tuition Scholarship Program is a partial tuition support for eligible families of children attending the Center that was established in 2015 to support families whose household income sets them between state subsidized child care support and the private pay enrollment level. The Commission committed \$102,500 per year to support approximately 20-25 children.

Staff recommends renewing the terms of both, the Facilities Use and Program Agreements, which are mutually exclusive, with Fresno County Superintendent of Schools for an additional two years with the option to continue being renewed based on performance and availability of funds. Doing so ensures continued operation of the Child Development Center with no interruption of care to enrolled children including the allocated slots for the Tuition Scholarship Program.

Alignment with Strategic Plan: The services being offered at the Child Development Center directly align with two of the 2020-2025 Strategic Plan Core Investments - Quality Counts California focused on high quality child care and the Lighthouse for Children focused on relevant, needed and high quality programming and services hosted within the facility.

Fiscal Impact: Funds for the Center's Tuition Scholarship Program, within the Program Services Agreement, will be allocated from the Commission's 2020-2021 Approved Revised Budget under QRIS - Local High-Quality Training & Technical Assistance line item in an amount not to exceed \$102,500 annually for three years with the option to continue based on performance. Additionally, the rent collected from the Facility Use Agreement (\$4,648.80) will be put toward facility overhead costs.

CONCLUSION:

Currently, high quality child care is inaccessible for many families based largely on the high cost of quality care throughout the state and nation which has been heightened during the mandated shutdowns caused by COVID-19. The continuation of the Tuition Scholarship Program would sustain access and population diversity of children served, benefiting all children enrolled in this blended-funding child care site. If renewals are approved, access to high quality child care for infants, toddlers and preschoolers from varying economic backgrounds will be maintained and continued into the near future.

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FINANCE AND PROGRAM REVIEW COMMITTEE

March 8, 2021 – 1:00 p.m.

AGENDA ITEM NO. 6

TO: Children & Families Commission of Fresno County

FROM: Fabiola González, Executive Director

SUBJECT: Sublease Agreement Renewal with Fresno County Superintendent of Schools for Office Space at the Lighthouse for Children

RECOMMENDED ACTION:

Approve, for full Commission consideration, the renewal to the sublease agreement with Fresno County Superintendent of Schools Early Care and Education Department for use of office space at the Lighthouse for Children (LFC).

BACKGROUND:

In 2015, the Commission entered into Agreements with Fresno County Superintendent of Schools (FCSS) Early Care and Education (ECE) Department to manage and operate the Lighthouse for Children Child Development Center (CDC) at the Lighthouse for Children. Resulting in the administrative staff of the department, the CDC teachers, and assisting staff occupying the first floor of the facility.

In early 2019, FCSS ECE was awarded the California Statewide Early Math Initiative grant. The funding award tasked FCSS to improve math scores in the county by training, coaching, and providing professional development to teachers, administrators and parents to better educate young children through third grade. The trainings and galleries for the grant required additional space for the FCSS ECE Department and included collaboration with the CDC classes.

In March 2019, the Commission approved and entered into a sublease agreement with FCSS ECE for use of office spaces (686 sq. ft.) on the LFC second floor. That sublease agreement is now set to expire in April 2021.

The FCSS ECE Department was notified that the California Statewide Early Math Initiative grant has been extended for another term and has expressed interest in renewing the sublease agreement. Based on their interest and weighing the reconsideration of the need for real property by office tenants across the nation due to the impacts of COVID-19, staff recommends renewing the sublease for an additional one year with the option to continue based on the renewed need by the department.

Alignment with 2013-2020 Strategic Plan: The services being offered by Fresno County Superintendent of Schools Early Care and Education Department directly align with the Commission's 2020-2025 Strategic Plan Core Investments - Quality Counts California focused on high quality early care and education, and the Lighthouse for Children programming and services that promote and support optimal early childhood experiences.

Fiscal Impact: The sublease agreement with FCSS outlines the terms of use of a total of 686 square feet of indoor space at \$1.70/sq. ft for an annual total of \$13,994 in rent. The annual rental income from this sublease agreement will aid in offsetting overhead expenses for the facility.

CONCLUSION:

The FCSS ECE Department has benefited from having their entire team in one location both operating the Child Development Center and their Quality Early Learning team occupying some second-floor space. Having the county-wide ECE Department housed at the LFC strengthens opportunities for new partnerships to increase our impact on young children and families. If approved, staff will forward this item for full Commission consideration in March 2021.

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FINANCE AND PROGRAM REVIEW COMMITTEE

March 8, 2021 – 1:00 p.m.

AGENDA ITEM NO. 7

TO: Children & Families Commission of Fresno County

FROM: Fabiola González, Executive Director

SUBJECT: Sublease Agreement Renewal with Simpson Speech and Language for Office Space at the Lighthouse for Children

RECOMMENDED ACTION:

Approve, for full Commission consideration, the renewal to the sublease agreement with Simpson Speech and Language for use of space at the Lighthouse for Children (LFC).

BACKGROUND:

Beginning in 2015, the Commission held Partnership Agreements with a variety of child and family-serving organizations, including the Central Valley Regional Center (CVRC), to provide services out of the Community Learning Center (CLC) located on the second floor of the Lighthouse for Children (LFC) facility. CVRC professionals and contractors used the CLC space to provide speech and language services to young children.

In the fall of 2018, Nori Simpson, a Speech Therapist providing contracted services out of the Community Learning Center for CVRC, approached Commission staff to discuss leasing space at the facility for her speech therapy services business given the high volume of clients they saw weekly. Nori's business, Simpson Speech & Language (SSL), provides consultations, screenings, comprehensive evaluations, and individualized speech and language therapy to children including young children ages 0 to 5. With 85% of SSL's clients being CVRC families, the Commission approved a sublease agreement with SSL for available space at the LFC.

Since then, SSL has occupied four offices (587.75 sq. ft.) on the second floor of the LFC. The agreement of which is set to expire and SSL has expressed interest in extending the sublease agreement as their case volume continues to grow. With this interest from SSL and weighing the reconsideration of the need for real property by tenants across the nation due to the impacts of COVID-19, staff recommends renewing the sublease for an additional two years with the option to continue based on performance, continued service alignment with the Lighthouse for Children's mission and availability.

Alignment with Strategic Plan: The services being offered by Simpson Speech and Language directly align with the Commission's 2020-2025 Strategic Plan Core Investment the Lighthouse for Children: "An innovative community hub offering services, resources and opportunities to transform the first five years of a child's life."

Fiscal Impact: The renewal of the sublease agreement with SSL outlines the terms of use of 587.75 square feet of office space for an annual total of \$11,990.16 in rent at \$1.70/sq. ft. The total annual rental income, combined with the other terms within the agreement, from this sublease agreement will aid in offsetting overhead expenses for the facility.

CONCLUSION:

Offering specialty services such as language and speech therapy out of the centrally located Lighthouse for Children has been an added benefit for a large number of Fresno County families. If approved, staff will forward this item for full Commission consideration in March 2021.

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FINANCE AND PROGRAM REVIEW COMMITTEE

March 8, 2021 – 1:00 p.m.

AGENDA ITEM NO. 8

TO: Children & Families Commission of Fresno County

FROM: Fabiola González, Executive Director

SUBJECT: Acceptance of Funds from the Fresno Cradle to Career Partnership for Two Preconception to Age 5 Projects

RECOMMENDED ACTION:

Accept funds from the Fresno Cradle to Career Partnership received from the Blue Meridian Partners in a total amount of \$380,000 for two years to enhance two active placed-based preconception to age five initiatives – Glow! Group Prenatal Care and the Fresno GROWS – Best Baby Zone.

BACKGROUND:

In the fall of 2020, Commission staff collaborated with the Fresno Cradle to Career team and other partners to submit a grant proposal to an anonymous donor interested in community development. The intention being that the funds would be used to support ongoing local projects and initiatives, connected to the Fresno DRIVE Initiative, in the preconception to age 5 space.

The Fresno DRIVE Initiative is a 10-year investment plan to develop an inclusive, vibrant, and sustainable economy for residents in the greater Fresno region. Human Capital is an essential component of fostering inclusive and sustainable economic growth and the two initiatives for which funds have been awarded are in this space. These are Glow! Group Prenatal Care, which is an enhanced prenatal care program offered to pregnant women in Fresno and the Fresno GROWS – Best Baby Zone, a placed based initiative working to improve birth outcomes for babies born in West Fresno. The Commission is involved in both initiatives and currently holds contracts with community partners for these efforts.

In late January 2021, the Fresno Cradle to Career Partnership staff received notice they had been awarded \$6.7 Million from the Blue Meridian Partners, a national cohort of funders that support scalable solutions that aim to transform “the life trajectories of young people and families trapped in poverty.”

As Commission staff has been involved in both projects and financially vested in their success, Fresno Cradle to Career asks that we accept and administer the funds to support these initiatives over the next two years. The term of the grant is from February 2021 through January 2023. Key milestones for the grant award include: (a) planning and learning across initiatives adapted to Fresno DRIVE’s human capital goals; (b) support initiatives targeting African American infant health, prenatal care, and quality childcare at more convenient hours; and (c) policy that supports children’s well-being in Fresno County.

Fiscal Impact: Of the total award from Blue Meridian Partners, the funding for the initiatives under the purview of the Commission would total \$380,000 for two years - \$180,000 for Glow! Group Prenatal Care

and \$200,000 for Fresno GROWS - Best Baby Zone. If approved, grant funding would offset the Commission's and its partner's current investments. Details of the use of funds will be outlined in the approved scope of work once funds are accepted.

CONCLUSION:

If approved, this item will go before full Commission consideration during the March 2021 regular meeting. The acceptance of funds from Blue Meridian Partners will support our community's commitment to supporting optimal early childhood experiences as critical markers for life-long success and will enhance the Commission's financial commitment to the expansion of the Glow! Group Prenatal Care and the place-based efforts focused in West Fresno neighborhoods through the Fresno GROWS - Best Baby Zone initiative. If approved by the Committee and subsequently by the full Commission, staff will work with all involved community agencies to finalize scopes of work, budgets and subsequent disbursement of funds.