



Commissioners: Anna Scott • Darcia Blackdeer-Lent • Heather Carr • Lindsey Ricci • Josie Rogers • Trina Orrill • William Wadelton

## AGENDA

**January 23, 2025, 3PM – 5PM**

Location: 1360 N. Main St. Bishop, Rm 103

- 1. Call to Order & Roll Call**
- 2. Public Comment**      Chance for community members to share any questions or concerns.
- 3. Commission Appointments**      Consider appointing Chair and Vice-Chair for the 2025 calendar year. [See attachment #1 \(ACTION\)](#)
- 4. Minutes**      Consider approving minutes for June 27, 2024. [See Attachment #2 \(ACTION\)](#)  
**--Public Hearing Begins--**
- 5. Annual Report**      Opportunity for the public to comment on the First 5 Inyo County Annual Report for Fiscal Year 2023-2024. [See Attachment #3 \(DISCUSSION\)](#)
- 6. Annual Audit**      Opportunity for the public to comment on the First 5 Inyo County Annual Audit for Fiscal Year 2023-2024. [See Attachment #4 \(DISCUSSION\)](#)  
**--Public Hearing Ends--**
- 7. Annual Report and Audit**      The Commission will consider approving the 2023-2024 Annual Report and Audit. **(ACTION)**
- 8. Letter of Support Request**      Consider Approving the First 5 Director to submit a Letter of Support on behalf of First 5 to the Owen Vallet Career Development Center's grant application for Tribal MIECHV grant program. [See Attachment #5 \(ACTION\)](#)
- 9. Policy Review**      Consider annual review of Policy Packet and recommend any changes. [See Attachment #6 \(DISCUSSION\)](#)
- 10. Financial Report**      Staff will present 2024-2025 approved budget by the Inyo County Board of Supervisors and spending to date. [See Attachment #7 \(DISCUSSION\)](#)
- 11. Commissioner Report**      Commissioners may report on local, State or Federal issues relating to children ages 0-5 and their families **(DISCUSSION)**
- 12. Director Report**      Director will report on program and activities [See Attachment #8 \(DISCUSSION\)](#)

**Next Commission Meeting: April 25, 2025**

*Anyone requesting information on the First 5 Inyo County Commission agenda, OR disability related accommodations, should contact: Katelyne Lent, either by telephone 760-873-6453, in writing, First 5 Inyo County, 1360 N. Main St., Bishop, CA, 93514, or by email at [klent@inyocounty.us](mailto:klent@inyocounty.us).*



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## **ATTACHMENT #1**

First 5 Regular Meeting, January 25, 2024.

### ITEM 4. Commission Appointments

Details: Welcome to William William Wadelton as the new Board of Supervisors Alternate position. We are happy to have him!

Two terms on the Commission expired December 5<sup>th</sup>, 2024. We would like to recognize Alex Burciaga for his time serving as the Community Parent Representative, and Lindsey Ricci for her time serving as the Child Health Representative.

We have an open recruitment for the vacant positions, closing January 24th, 2025.

Additionally, the Commission will elect a Chair and a Vice Chair to serve in 2025.

Action Requested: Consider appointing Chair and Vice-Chair for the 2025 calendar year.
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*Excerpt from First 5 Inyo County Bylaws*

*Article VI: Officers and Duties*

- 1. The officers of the Commission shall be a Chairperson, elected annually to serve for a term of one year, a Vice-Chairperson and such officers as the Commission may designate. Pursuant to section 2.50.110 of the Inyo County Code, the commission shall make such rules and regulations as are necessary to conduct its business.*
- 2. All officers shall be elected by a majority of the voting members of the Commission at a regular meeting or special meeting where a quorum is present. This person must be a member of the Commission duly appointed by the Board of Supervisors. All officers shall hold office until their successors are duly elected. Officers may be re-elected to the same office or elected to a different office without restriction on the number of terms.*
- 3. The Chairperson shall preside over all business and meetings of the Commission. In the absence of the Chairperson, the Vice Chairperson shall conduct routine business matters and meetings.*



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## **ATTACHMENT #2**

First 5 Regular Meeting, January 23, 2025.

ITEM 3. Minutes

Details: Consider approving minutes for June 27, 2024.

Action Requested: Approve minutes for the First 5 Inyo County Commission meeting on June 27, 2024.



Commissioners: Anna Scott • Darcia Blackdeer-Lent • Heather Carr • Lindsey Ricci • Josie Rogers • Trina Orrill • William Wadelton

## AGENDA

**June 27, 2024, 3pm – 5pm**

Location: 1360 N. Main St. Bishop, Rm 103

### 13. Call to Order & Roll Call

Lindsey called the meeting to order at 3:15pm

Present Commissioners were: Lindsey Ricci, Alex Burciaga, Heather Carr, and Trina Orrill.

Not Present was Commissioners: Anna Scott, Darcia Blackdeer-Lent and Jeff Griffiths.

Also present were Katelyne Lent, First 5 Director.

**14. Public Comment** - There was no public comment

**15. Minutes**

- Katelyne presented the minutes from April 25, 2024.
- Alex motioned to approved the April 25, 2024 meeting minutes. Trina seconded the motion. All were in favor.

### **Lindsey opened the Public hearing at 3:16 PM**

**16. Strategic Plan**

- This public hearing is an opportunity for the public to comment on the Inyo County First 5 Strategic Plan. Katelyne presented the 2024-2029 Strategic Plan.
- Trina commented on 1 typo on page 9, “coordination” should be “Coordination”
- Heather thanked Katelyne for the hard work it took to complete this strategic plan.
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### **Lindsey closed the Public Hearing at 3:19 PM**

**17. Adopt Strategic Plan**

- Katelyne presented the 2024-2029 Inyo County First 5 Strategic plan, noting the change on page 9 will be corrected.
- Heather motioned to approve the 2024-2029 Inyo County First 5 Strategic Plan. Alex seconded the motion. All were in favor.

**18. SPCFA Grant Award Notification**

- Katelyne presented the Grant Award Notification from First 5 CA for Small Population County Funding Augmentation (SPCFA) for \$1,065,005.00 for the period 04/01/2021 thru 06/30/2025.
- Katelyne explained SPCFA funding is specific funding First 5 CA has committed to small counties over the last several years to help fund First 5 program and activities.
- Heather motioned to approve Anna Scott, HHS Director to sign the SPCFA Grant Award Notification, contingent on Inyo County Board of Supervisors Approval. Trina seconded the motion. All were in favor.



*Commissioners: Anna Scott • Darcia Blackdeer-Lent • Heather Carr • Lindsey Ricci • Josie Rogers • Trina Orrill • William Wadelton*

**19. Financial Report**

- Katelyne presented expenses through May of 2024. Katelyne shared anticipated expenses still to be seen. First 5 is in good standing with expenses for the year.

**20. Commissioner Reports**

- Lindsey shared a new Labor and Delivery unit manager will be starting soon. The individual is a travelling nurse and will be under contract for 3 months.

**21. Director Report**

- Katelyne gave a report on programs and activities. See complete packet for additional detail regarding staff vacancies, Perinatal Taskforce, Child Abuse Prevention Council, Triple P Network, Triple P parenting classes, Home Visiting, Reach Out and Read, Imagination Library, Developmental Screenings, Quality Counts Inyo and IMPACT, JEDI Work, and First 5 Network updates.

**Lindsey Ricci adjourned the meeting at 3:31 PM.**

**Next Commission Meeting: October 24, 2024**

*Notes taken by Katelyne Lent*



A division of Inyo County Health & Human Services

*Commissioners: Anna Scott • Darcia Blackdeer-Lent • Heather Carr • Lindsey Ricci • Josie Rogers • Trina Orrill • William Wadelton*

## **ATTACHMENT #3**

First 5 Regular Meeting, January 23, 2025

ITEM 4. PUBLIC HEARING: Opportunity for the public to comment on the First 5 Inyo County Annual Report for Fiscal Year 2023-2024.

Details: Inyo County Code 2.50.160 requires the First 5 Inyo County Commission to prepare and adopt an annual audit and report pursuant to Health and Safety Code Section 130150. The Commission shall conduct at least one public hearing prior to adopting any annual audit and report.

The purpose of the Annual Report is to provide a statewide summary of county commission revenues, expenditures, and population served as required by the California Children and Families Act (Health and Safety Code, Sections 130100-130155).

Annual reports are due to First 5 California on November 1 of each program year, via the Annual Report Web-based Reporting System Application. Unique this year, we received an extension to submit the Annual Report on December 7<sup>th</sup>.

The Annual Report contains three sections:

- The AR-1 is the County Revenue and Expenditure Summary. It captures First 5 county commission fiscal data showing the relationship between financial resources and services. The fiscal data must be consistent with Generally Accepted Accounting Principles (GAAP) and each commission's audited financial statements.
- The AR-2 is the County Service Demographic Worksheet Overview. It captures demographic information about the populations served by each First 5 commission at the county level.
- The AR-3 is the County Evaluation Summary and Highlights Overview. It provides a standardized format for each county commission to submit information about evaluation activities completed and findings reported in its Annual Evaluation Report or other evaluations conducted during the fiscal year focusing on all four Result Areas: Family Functioning, Improved Child Development, Improved child Health, and Improved Systems of Care. County highlights describing accomplishments during the fiscal year also are reported and will be published in First 5 California's Annual Report.

Action Requested: NONE
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**Annual Report AR-1**  
**Inyo Revenue and Expenditure Summary**  
**July 1, 2023 - June 30, 2024**

**Revenue Detail**

<b>Category</b>	<b>Amount</b>
Tobacco Tax Funds	\$124,932
IMPACT Legacy	\$12,023
Small Population County Augmentation Funds	\$292,830
Home Visiting Coordination Funds	\$0
Refugee Family Support Funds	\$0
Other First 5 California Funds	\$0
<b>Other First 5 California Funds Description</b>	
Other Public Funds	\$0
<b>Other Public Funds Description</b>	
Donations	\$0
Revenue From Interest Earned	\$9,712
Grants	\$0
<b>Grants Description</b>	
Other Funds	\$0
<b>Other Funds</b>	
<b>Total Revenue</b>	<b>\$439,497</b>

## Improved Family Functioning

Service	Grantee	Program(s)	Children	Caregivers	Providers	SPCFA Funding	Amount
General Family Support	First 5 County Commission	<ul style="list-style-type: none"> <li>Not Applicable (Triple P 1)</li> </ul>	22	8	2	Fully	\$31,447
General Family Support	First 5 County Commission	<ul style="list-style-type: none"> <li>Not Applicable (Wellness Programs - Diaper Depot, Child Abuse Prevention, Toy Drive)</li> </ul>	692	306	0	Not Funded	\$31,772
Intensive Family Support	First 5 County Commission	<ul style="list-style-type: none"> <li>Triple P 4-5</li> </ul>	126	63	3	Partially	\$117,991
Intensive Family Support	County Health & Human Services	<ul style="list-style-type: none"> <li>Not Applicable (Wraparound)</li> </ul>	4	7	0	Fully	\$30,227
Family Literacy and Book Programs	First 5 County Commission	<ul style="list-style-type: none"> <li>Dolly Parton's Imagination Library</li> </ul>	860	0	0	Partially	\$23,985
Family Literacy and Book Programs	First 5 County Commission	<ul style="list-style-type: none"> <li>Reach Out and Read</li> </ul>	670	0	0	Not Funded	\$18,031
<b>Total</b>							<b>\$253,453</b>



## Improved Child Development

Service	Grantee	Program(s)	Children	Caregivers	Providers	SPCFA Funding	Amount
Quality Early Learning and Care Supports	First 5 County Commission	<ul style="list-style-type: none"> <li>Quality Counts California</li> </ul>	44	0	0	Not Funded	\$18,419
Quality Early Learning and Care Supports	First 5 County Commission	<ul style="list-style-type: none"> <li>Quality Counts California</li> </ul>	0	0	0	Not Funded	\$18,504
<b>Reason for no population served: IMPACT Match</b>							
Early Learning and Care Program Direct Costs	County Office of Education/School District	<ul style="list-style-type: none"> <li>Preschool/Childcare</li> </ul>	117	2	15	Not Funded	\$25,923
						<b>Total</b>	<b>\$62,846</b>

## Improved Child Health

Service	Grantee	Program(s)	Children	Caregivers	Providers	Unique Families	SPCFA Funding	Amount
Early Intervention	First 5 County Commission	<ul style="list-style-type: none"> <li>Care Coordination and Linkage</li> </ul>	295	0	0	0	Partially	\$42,513
Perinatal and Early Childhood Home Visiting	First 5 County Commission	<ul style="list-style-type: none"> <li>Parents as Teachers</li> </ul>	19	11	2	0	Partially	\$17,885
							<b>Total</b>	<b>\$60,398</b>

## Improved Systems Of Care

Service	Grantee	Program(s)	SPCFA Funding	Amount
Systems Building	First 5 County Commission	<ul style="list-style-type: none"> <li>Health Systems</li> </ul>	Partially	\$30,244
Systems Building	First 5 County Commission	<ul style="list-style-type: none"> <li>Family Resiliency</li> </ul>	Partially	\$21,231
Systems Building	First 5 County Commission	<ul style="list-style-type: none"> <li>Health Systems</li> </ul>	Partially	\$21,680
Systems Building	First 5 County Commission	<ul style="list-style-type: none"> <li>Early Identification and Intervention</li> </ul>	Partially	\$15,339
			<b>Total</b>	<b>\$88,494</b>

## Expenditure Details

<b>Category</b>	<b>Amount</b>
Program Expenditures	\$465,191
Administrative Expenditures	\$22,585
Evaluation Expenditures	\$226
Total Expenditures	\$488,002
Excess (Deficiency) Of Revenues Over (Under) Expenses	(\$48,505)

## Other Financing Details

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

## Net Change in Fund Balance

<b>Category</b>	<b>Amount</b>
Fund Balance - Beginning	\$552,752
Fund Balance - Ending	\$504,247
Net Change In Fund Balance	(\$48,505)

## Fiscal Year Fund Balance

<b>Category</b>	<b>Amount</b>
Nonspendable	\$1,800
Restricted	\$0
Committed	\$60,000
Assigned	\$385,000
Unassigned	\$57,447
Total Fund Balance	\$504,247

## Expenditure Note

No data entered for this section as of 1/21/2025 7:17:42 AM.



**Annual Report AR-2**  
**Inyo Demographic Worksheet**  
**July 1, 2023 - June 30, 2024**

**Population Served**

<b>Category</b>	<b>Number</b>
Children from 3rd to 6th Birthday	56
Children Less than 3 Years Old	57
Children – Ages Unknown (birth to 6th Birthday)	37
Providers	10
Primary Caregivers	74
<b>Total Population Served</b>	<b>234</b>

## Primary Languages Spoken in the Home

Category	Number of Children	Number of Primary Caregivers
Spanish	36	14
English	114	60
<b>Totals</b>	<b>150</b>	<b>74</b>

## Race/Ethnicity of Population Served

<b>Category</b>	<b>Number of Children</b>	<b>Number of Primary Caregivers</b>
Alaska Native/American Indian	29	32
White	65	22
Two or more races	2	1
Hispanic/Latino	54	19
<b>Totals</b>	<b>150</b>	<b>74</b>



# Duplication Assessment

Category	Data
Degree of Duplication	20%
Confidence in Data	Moderately confident
Additional Details (Optional)	



## Annual Report AR-3

### Inyo County Evaluation Summary and Highlights

July 1, 2023 - June 30, 2024

## County Evaluation Summary

### Evaluation Activities Completed, Findings, and Policy Impact

In Focus Area 1 Systems Building, First 5 Inyo works to ensure county systems are integrated, strategic, and culturally responsive in their approaches to strengthening and supporting families. Perinatal Taskforce met bi-monthly on zoom to provide a professional space for colleagues to connect and share information and educate each other to improve health outcomes of mothers and infants. The Inyo County Triple P Network met quarterly on zoom, supporting agencies needs for training and materials. The Network launched a provider promotion program to recruit and promote more providers trained in Triple P throughout Inyo County to offer a wider range of class options and modalities. The Inyo County Child Abuse Prevention Council convened for the first time in August 2023. The CPAC is actively engaging the community through multiple outreach campaigns, including Coffee Shop Fridays, where members can connect informally, and a Volunteer and Resource Fair, designed to provide valuable information and opportunities for involvement. These initiatives aim to foster stronger connections and encourage local participation in CPAC's efforts. In Focus Area 2 Resilient Families, First 5 Inyo supports resilient families raising healthy and thriving children. Triple P Positive Parenting offered 4 community classes to 24 caregivers and 5 classes inside the Inyo County Jail to 39 incarcerated parents. Parent's knowledge was assessed using the Parenting Scale, a measure of dysfunctional parenting style with three subscales in the areas of laxness (a style where parents let things slide and don't intervene), over-reactivity (a style where parents over-react to a problem behavior), and hostility (a style where the relationship is marked by hostility, particularly verbal). Parents completing a Triple P class (n=12) saw the greatest change in over-reactivity parenting style, decreasing by 24%. Hostility decreased by 18%. Eleven parents moved out of clinical range in one or more subscales. You and Me Home Visiting Program rebranded to the Inyo County Home Visiting program and received 16 referrals, with 11 families enrolled in home visiting seeking support and to enhance early childhood development, improve health outcomes, and promote positive parenting practices. 3 families graduated from services. Reach Out and Read distributed books to 670 children. Imagination Library registered 124 new children, with 338 currently receiving a book in the mail, 146 children 3 & under, and 192 over the age of 3. In Focus Area 3 Comprehensive Health and Development, First 5 Inyo works to ensure children are born healthy and experience optimal physical, behavioral, and developmental health. Ages and Stages Developmental Screenings were provided to 289 children. 49 were identified for referral. First 5 Inyo will develop a system to track the number of referrals made and access to services. In Focus Area 4 Quality Early Learning, First 5 Inyo is the lead agency for IMPACT Legacy, with new goals focused on all children experiencing high-quality learning opportunities in all settings with an emphasis on promoting dual language learner programs that support optimal development. The number of children participating in quality improvement early learning sites decreased by 16% from 43 children to 36 children served. Connecting with early childhood education providers was challenging with many providers closing and feeling burned out.

# County Highlights

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## County Highlight

First 5 Inyo achieved key milestones in Systems Building, by facilitating bi-monthly meetings of the Perinatal Taskforce and launching a provider promotion program to expand the Triple P network in Inyo County. Additionally, the first meeting of the Inyo County Child Abuse Prevention Council (CPAC) in August 2023 marked a significant step in community outreach, with initiatives like Coffee Shop Fridays and the Volunteer and Resource Fair to strengthen local engagement. Additional accomplishments included offering Triple P classes to 63 caregivers, with notable improvements in parenting styles such as a 24% decrease in over-reactivity and an 18% decrease in hostility. The rebranded Inyo County Home Visiting program enrolled 11 families, and initiatives like Reach Out and Read and Imagination Library supported early childhood development by distributing books to hundreds of children. In Comprehensive Health and Development, First 5 Inyo provided developmental screenings to 289 children, identifying 49 for referrals, and is working on a system to track referral outcomes.

# SPCFA Performance Report

## Summarize SPCFA Specific Program Accomplishments

A total of 24 caregivers completed a Triple P Parenting Class, offered at various locations throughout Inyo County. Despite numerous staff transitions, we worked diligently to bring new team members up to the same level of training and expertise as their predecessors. Additionally, 39 incarcerated parents participated in a range of parenting classes, including Triple P Levels 4 and 5, as well as a new evidence-based curriculum from the Fatherhood Source. We also implemented two evidence-based programs tailored for incarcerated fathers: Inside Out Dad, a fatherhood program designed specifically for those in prison, and Understanding Dad, a program aimed at improving communication and relationships between mothers and fathers to enhance outcomes for children. The FIRST WRAP team was rebranded as the Family Strengthening Team, focused on offering support to families in crisis. This team provides comprehensive, individualized services to children and families with complex needs, particularly those involved in the child welfare or juvenile justice systems, or facing mental health challenges. The Family Strengthening Team utilizes a holistic, community-based approach to ensure families receive coordinated and effective support tailored to their unique needs.

## How SPCFA Funding Was Used To Assist With Recovery From The Effects Of COVID-19

SPCFA funding was utilized this fiscal year to support recovery efforts from the effects of the COVID-19 pandemic in several key areas, ensuring that both individuals and families in need received the necessary assistance. Here's how the funds were allocated: Expanding Access to Critical Services: SPCFA funding helped enhance access to essential services that were disrupted during the pandemic, including mental health care, substance abuse treatment, and family support services. This included expanding telehealth services to ensure continued support for those who could not access in-person services due to health concerns or restrictions. Enhancing Family Support Programs: To assist families in crisis, SPCFA funding contributed to the rebranding and expansion of programs like the Family Strengthening Team, providing targeted support to families with complex needs exacerbated by the pandemic. The team offered a holistic, community-based approach to help families navigate the impacts of COVID-19, from mental health challenges to financial and social instability. Supporting Incarcerated Parents and Families: The funds were also allocated to strengthen programming for incarcerated parents, offering parenting classes like Triple P and evidence-based curricula like Inside Out Dad. These programs were essential in maintaining connections between incarcerated parents and their children during periods of isolation caused by COVID-19, fostering family stability and improving long-term outcomes. Building Community Resilience: In response to the community-wide effects of the pandemic, SPCFA funding was used to help build resilience through local initiatives, such as supporting community health outreach, providing personal protective equipment (PPE), and ensuring that vulnerable populations, including young children and parents or caregivers with disabilities, had access to vaccines and other critical health services. Through these strategic investments, SPCFA funding played a pivotal role in mitigating the lasting effects of COVID-19, supporting recovery, and ensuring that families, communities, and essential service providers had the resources needed to move forward.

## How SPCFA Funded Projects Align With Other State And Locally Funded Efforts

SPCFA funded staff and projects were closely aligned with other state and local initiatives this fiscal year to maximize impact and ensure that resources were used efficiently. This alignment helped create a more integrated and cohesive approach to addressing the needs of families, individuals, and communities. Collaboration with Public Health Initiatives SPCFA-funded projects were aligned with state and local public health campaigns aimed at mitigating the spread of COVID-19. For example, the distribution of personal protective equipment (PPE) and the promotion of vaccination efforts were coordinated with local health departments and state health agencies to ensure that vulnerable populations received adequate protection and support. Support for Families in Crisis The SPCFA-funded Family Strengthening Team was aligned with the state's Child Welfare Services (CWS) programs and local social services agencies to provide comprehensive support to families involved in child welfare or juvenile justice systems. The team's work complemented local efforts to prevent family separation, reduce foster care placements, and promote family reunification by providing targeted services to families. SPCFA funding staff supported linkages to housing assistance programs that were part of the broader state and local response to homelessness. Additionally,

diapers and wipes were distributed to families in need, ensuring that basic child care needs were met during a time of financial uncertainty. This initiative aligned with broader local community health programs focused on child welfare and family support. Incarcerated Parent and Fatherhood Programs The SPCFA-funded Inside Out Dad and Understanding Dad programs for incarcerated parents were aligned with state prison and correctional rehabilitation programs, focusing on supporting incarcerated fathers in rebuilding family relationships and promoting positive parenting practices. These efforts worked in tandem with local reentry programs and state correctional initiatives designed to improve post-release outcomes for incarcerated individuals. By aligning with these broader efforts, SPCFA-funded projects helped ensure that incarcerated parents had access to the necessary tools and resources to strengthen family bonds, which was critical for the well-being of children and the successful reintegration of parents into their communities. Triple P Parenting Classes and Home Visiting Programs SPCFA funding supported Triple P (Positive Parenting Program) classes in the community, offering parents and caregivers essential tools to manage the challenges of raising children, especially in the aftermath of the pandemic. These classes were aligned with statewide parenting support programs aimed at enhancing parenting skills and promoting positive child development. The Triple P program helped families build resilience and improve family dynamics. In addition, home visiting programs for children 0-5 were expanded using SPCFA funding. These programs provided personalized support for families with young children, offering guidance on child development, parenting strategies, and access to essential resources. The home visits were aligned with state child development initiatives and local early childhood education programs, ensuring that young children had the support they needed to thrive despite the disruptions caused by the pandemic.





A division of Inyo County Health & Human Services

*Commissioners: Anna Scott • Darcia Blackdeer-Lent • Heather Carr • Lindsey Ricci • Josie Rogers • Trina Orrill • William Wadelton*

## **ATTACHMENT #4**

First 5 Regular Meeting, January 23, 2025.

ITEM 5. PUBLIC HEARING: Opportunity for the public to comment on the First 5 Inyo County Annual Audit for Fiscal Year 2023-2024.

Details: Inyo County Code 2.50.160 requires the First 5 Inyo County Commission to prepare and adopt an annual audit and report pursuant to Health and Safety Code Section 130150. The Commission shall conduct at least one public hearing prior to adopting any annual audit and report.

All commissions are required to conduct an independent audit of the basic financial statements. The audit requirements refer to an external review required by an independent audit firm to determine that the financial statements fairly present the financial position of the agency being audited in accordance with GAAP. Auditors make this determination based on a review and testing of financial data maintained by the Commission.

The Commission reviews the annual independent audit report, including discussion of reportable conditions, internal controls and management points. After review, the commission approves and accepts the independent audit, identifying specific appropriate corrective actions to any financial or management risks noted in the audit.

### **Audit Forthcoming**

Action Requested: NONE



*Commissioners: Anna Scott • Darcia Blackdeer-Lent • Heather Carr • Lindsey Ricci • Josie Rogers • Trina Orrill • William Wadelton*

## **ATTACHMENT #5**

First 5 Regular Meeting, January 23, 2025.

### ITEM 4. Policy Review

Details: Consider annual review of Policy Packet and recommend any changes.

First 5 Inyo County Policies can be found online at the [First 5 Website](#).

Action Requested: None.





*Commissioners: Anna Scott • Darcia Blackdeer-Lent • Heather Carr • Lindsey Ricci • Josie Rogers • Trina Orrill • William Wadelton*

## **ATTACHMENT #6**

First 5 Regular Meeting, January 23, 2025.

### ITEM 4. OVCDL Letter of Support

Details: Consider approving the First 5 Director to sign the Letter of Support for OVCDL (Owens Valley Career Development Center).

OVCDL's has requested a Letter of Support from First 5 as they pursue the Tribal Maternal, Infant, and Early Childhood Home Visiting (Tribal MIECHV) program grant. Through this grant OVCDL will be administering Home Visiting Services and has the goal to build stronger, healthier, and more resilient Native American/Alaskan Native communities.

Action Requested: Approve the First 5 Director to sign the Letter of Support for OVCDL (Owens Valley Career Development Center) for the Tribal MIECHV grant.



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[Date]

U.S. Dept. of Health & Human Services  
Administration for Children and Families  
330 C. Street, SW  
Washington, DC 20201

Re: Letter of Support for the Owens Valley Career Development Center (OVCDC) Tribal Maternal, Infant, and Early Childhood Home Visiting (Tribal MIECHV) Program Grant HHS-2024-ACF-ECD-TH-0135

To Whom It May Concern,

I am pleased to offer this letter in support of Owens Valley Career Development Center's (OVCDC) grant application for the Tribal Maternal, Infant, and Early Childhood Home Visitation (Tribal MIECHV) Program. This funding would allow OVCDC to develop an evidence-based, culturally relevant, family-centered home visitation program to promote optimal development and early learning for American Indian/Alaskan Native children (aged 0-5) and families.

Although OVCDC is new to administering home visitation services, the organization has existing staff who are experienced in providing home visitation services. With their existing expertise, we are confident in their ability to successfully implement this program. OVCDC has demonstrated expertise, dedication, and a proven track record of delivering impactful initiatives. Their commitment to integrating evidence-based home visitation practices, culturally-appropriate curricula, and coordinated services tailored to the unique needs of families reflects their readiness to lead this effort effectively.

The goal of OVCDC - to build stronger, healthier, and more resilient Native American/Alaskan Native communities - aligns with the goals of the initiative. We fully support OVCDC and are committed to continuing our collaboration and partnership in advancing this vital work.

If you have any questions or require additional information, you may contact me at [phone number]. Thank you for the opportunity to express our support for this important initiative.

Sincerely,

Katelyne Lent  
Director  
Inyo County First 5



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## **ATTACHMENT #7**

First 5 Regular Meeting, January 23, 2025.

ITEM 7. Staff will present the FY 2024-2025 approved budget by the Inyo County Board of Supervisors and spending to date.

Details: The final FY 2024-2025 approved budget includes estimating total expenses at \$675,875.00.

Current expenses to date (through December 31, 2024) for fiscal year 2024-2025 are \$250,318.86 Please see the grant tracking report on the following pages.

Action Requested: NONE



Commissioners: Anna Scott • Darcia Blackdeer-Lent • Heather Carr • Lindsey Ricci • Josie Rogers • Trina Orrill • William Wadelton

Budget and Spending to date

Object Code	Object Name	Description	Total		%
5001	SALARIED EMPLOYEES	PREVENTION SPECIALIST	73,944	35,860.58	48.4%
5001	SALARIED EMPLOYEES	HUMAN SERVICES SUPERVISOR, HOME VISITING	17,411	5,825.12	33.4%
5001	SALARIED EMPLOYEES	FISCAL ANALYST	3,818	1,813.53	47.4%
5001	SALARIED EMPLOYEES	DIRECTOR	89,277	27,137.16	30.3%
5001	SALARIED EMPLOYEES	PREVENTION SPECIALIST	38,821	14,916.58	38.4%
5001	SALARIED EMPLOYEES	ADMINISTRATIVE ANALYST II	7,318	3,452.60	47.1%
			230589	89,005.57	38.5%
5021-5032	RETIREMENT & SOCIAL SECURITY	PREVENTION SPECIALIST	47,603	21,481.26	45.1%
5021-5032	RETIREMENT & SOCIAL SECURITY	HUMAN SERVICES SUPERVISOR, HOME VISITING	4,826	1,764.69	36.5%
5021-5032	RETIREMENT & SOCIAL SECURITY	FISCAL ANALYST	2,402	1,044.58	43.4%
5021-5032	RETIREMENT & SOCIAL SECURITY	DIRECTOR	29,074	16,061.27	55.2%
5021-5032	RETIREMENT & SOCIAL SECURITY	PREVENTION SPECIALIST	16,556	6,919.12	41.7%
5021-5032	RETIREMENT & SOCIAL SECURITY	ADMINISTRATIVE ANALYST II	4,749	1,956.55	41.1%
5024	RETIREMENT-UNFUNDED LIAB	Retirement-Unfunded Liability	22,110	22,110.00	100%
			127320	71,337.47	56%
5122	CELL PHONES	Cell Phones	1,509	631.51	41.8%
5232	OFFICE & OTHER EQUIP < \$5,000	Office & Other Equipment	2,650.00	0	0%
5263	ADVERTISING	General Advertising of program events and Triple P training throughout the year	5,000.00	1,082.88	21.6%
5265	PROFESSIONAL & SPECIAL SERVICE	Annual Audit	11,000.00	0	0%
5265	PROFESSIONAL & SPECIAL SERVICE	Childcare costs for commissioners	500.00	0	0%
5265	PROFESSIONAL & SPECIAL SERVICE	Hola Doctor	2,000.00	155.70	7.7%
5265	PROFESSIONAL & SPECIAL SERVICE	ASQ Online Contract and Web hosting (Brookes)	2,000.00	849.90	42.4%
5265	PROFESSIONAL & SPECIAL SERVICE	Triple P America training	15,000.00	13,795.00	91.9%
5265	PROFESSIONAL & SPECIAL SERVICE	First 5 Association fees	3,450.00	3,450.00	100%
5265	PROFESSIONAL & SPECIAL SERVICE	Time Study Buddy	389.00	173.00	44.4%
5265	PROFESSIONAL & SPECIAL SERVICE	Resilience ACE Training	0	0	0%
5265	PROFESSIONAL & SPECIAL SERVICE	Parents as Teachers Curriculum Renewal	365.00	0	0%
5265	PROFESSIONAL & SPECIAL SERVICE	Zoom	103.00	156.80	152%
5265	PROFESSIONAL & SPECIAL SERVICE	IMPACT ICOE (Coaching & Data)	37,702.00	10,113.49	26.8%
5291	OFFICE, SPACE & SITE RENTAL	Bishop Consolidated Building	5,914.00	0	0%
5291	OFFICE, SPACE & SITE RENTAL	Storage	1,800.00	1,800.00	100%
5311	GENERAL OPERATING EXPENSE	Parent Education Supports and Motivational Redirectives	6,000.00	25.10	0.4%
5311	GENERAL OPERATING EXPENSE	Triple P education curriculum	8,000.00	43.49	0.5%
5311	GENERAL OPERATING EXPENSE	Child Abuse Prevention Council Supplies including CAP outreach campaign	2,000.00	190.52	9.5%
5311	GENERAL OPERATING EXPENSE	General Office Supplies (Paper, pens, pencils, toners, etc.) \$12,000	6,000.00	2959.30	49.3%



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*Budget and Spending to date cont.*

5311	GENERAL OPERATING EXPENSE	Literacy Supplies	11,300.00	2,643.00	23.3%
5311	GENERAL OPERATING EXPENSE	Developmental Play supplies	4,500.00	21.06	0.46%
5311	GENERAL OPERATING EXPENSE	Wellness Supplies including Diaper Depot	4,000.00	1,008.91	25.22%
5311	GENERAL OPERATING EXPENSE	Perinatal Taskforce Supplies including Breastfeeding Advocacy	2,000.00	0	0%
5331	TRAVEL EXPENSE		14,369.00	4625.00	32%
5351	UTILITIES	Estimated utility expenses	0	0	
5121	INTERNAL CHARGES	Information Services	800.00	125.49	15.6%
5121	INTERNAL CHARGES	Building and Maintenance	5,000.00	1,234.00	24.68%
5123	TECH REFRESH EXPENSE	Fixed Cost	2,468.00	1,679.25	68%
5127	MOBILE DEVICE MANAGEMENT-INTER	Fixed Cost	0.00	0	
5129	INTERNAL COPY CHARGES (NON-IS)	Fixed Cost	5,000.00	867.68	17.3%
5152	WORKERS COMPENSATION	Fixed Cost	13,769.00	6,884.52	50%
5155	PUBLIC LIABILITY INSURANCE	Fixed Cost	10,460.00	5,230.02	50%
5315	COUNTY COST PLAN	County Cost Plan	40,918.00	20,458.98	49.99%
5333	MOTOR POOL	Out of County Travel	1,500.00	0	
5333	MOTOR POOL	Countywide travel	4,500.00	597.20	13.27%
5539	OTHER AGENCY CONTRIBUTIONS	FIRST program expenses.	68,000.00	13,799.02	20.29%
			657,875	250,318.86	38%



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## ATTACHMENT #8

First 5 Regular Meeting, January 23, 2025.

### ITEM 4. Director Report

Details: Director will report on programs and activities. Items underlined include additional documents following.

**January is Positive Parenting Awareness Month.** An initiative to honor and encourage positive parenting practices, promote resources and support for parents, and raise awareness about the lasting impact that positive, intentional parenting has on children, families, and communities. This month we worked to recognize the dedication, love, and commitment of parents who strive to create safe, supportive, and enriching environments for their children. Raising awareness about the importance of positive parenting is vital in empowering parents and caregivers with the tools, resources, and knowledge needed to foster healthy relationships with their children.

To kick off Positive Parenting Awareness Month, we offered a Meet the Triple P Provider class during Public Health and Preventions [LIFE Night](#) and providing dinner for the attendees. Also throughout the month we are hosting a series of [scavenger hunts](#) for families in Inyo County to find the hidden bag containing a book and voucher to receive a \$25 Amazon Gift card. We teamed up with HHS Staff and Triple P Network member, Shelley Scott to hide 2 books in Tecopa during her Meet the Triple P Provider Events. We are also hosting a [Free Movie](#) showing at the Bishop Twin Theater of Inside out 2 on January 25<sup>th</sup> at 10am.

- **Staff Update:** In July of 2024 we recruited and hired Elizabeth Darcy as the Home Visiting Supervisor. Elizabeth currently oversees the Home Visiting program staff, Eryn Clark and Karlina West. Miceala Muro is currently out on extended leave and Rebecca Houle is the only prevention specialist for First 5 programs.
- 
- **2024 Holiday Toy Shop:** Staff hosted the annual Holiday Toy Drive and Toy Shop. Well over 500 gifts were generously donated by HHS staff and community members. California Highway Patrol Office Michner facilitated a generous donation of over 200 gifts. Donations were collected in Bishop, at the Quilter Consolidated Offices Building and the Lone Pine County Offices Building. The Toy Shop provided gifts to 449 children throughout Inyo County. There were two locations, one in Bishop and Lone Pine. Due to the generous community donations in 2023, Tecopa HHS Staff were also able to hold a Holiday Toy Shop again in 2024.
- 
- **Triple P Network:** The Triple P Network has continued to meet. Rebecca and Micaela completed training and accreditation in Level 2 Seminars. The network has also supported Karlina in attending Triple P Baby a brand new curriculum offered by Triple P.
- **Classes:** Rebecca is currently offering Seminars Virtually on Friday January 10<sup>th</sup>, 24<sup>th</sup> and 31<sup>st</sup> at 2:30 PM. During the December, Rebecca offered all incarcerated parents/caregivers who have



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completed a class during the 2024 year a recordable holiday book. 9 Incarcerated parents/caregivers participated. Rebecca will be offering Triple P Teen to the incarcerated population and also offering Triple P Teen to the community beginning in February.

- **Home Visiting**
- **CHVP:** The 2024-2025 program year contract was finally accepted. We are contracted to maintain a caseload capacity of 19 families, we currently have 15 families and are serving 21 children. All of our Home visitors have completed the UC San Diego Lactation Education Course. Elizabeth is working diligently with her team to maintain Parents as Teachers Implementation requirements. We have successfully entered all data into the Visit Tracker system.
- **First 5 California Home Visiting Coordination:** Home Visiting Coordination staff are working with the publishers of Cuddled and Carried to publish the book in Payahuu-gwae-tü (Bishop Paiute).
  
- **Literacy:**
- Reach Out and Read: Staff is maintaining the program, providing books as needed by the local clinics. The Reach out and Read Report is due March 31<sup>st</sup>.
- 
- Imagination Library: we currently have 326 children enrolled.
  
- **Quality Counts Inyo/IMPACT:** The Quality Counts team is launched the new year and signed up providers. The team has been attending monthly HUB meetings. The Inyo QCC team will be meeting at the end of January to check in report back on mid-year check in's with providers.
- 
  
- **Family Friend & Neighbor:** No FFN's are currently participating.
  
  
- **IMPACT Story Time:** Inyo County Office of Education is currently delivering story times during the individual coaching sessions in Micaela's absence.

Action Requested: NONE





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Movie Night Flyer

Join Inyo County First 5 for a **FREE** movie showing in honor of Positive Parenting Awareness Month

INYO COUNTY FIRST 5 PRESENTS:

# MOVIE DAY



## INSIDE OUT 2

**SATURDAY,  
JANUARY 25TH**

**AT 10:00 AM**

Bishop Twin Theatre

237 N Main St  
Bishop, CA 93514







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LIFE Night

**DINNER PROVIDED @ 6:30 PM**

**JAN. 2ND** ★  
**5:00 - 6:30 PM**

**Inyo Community**

# LIFE Night!

Linking Individuals and Families for Empowerment

Join us for Inyo LIFE Night, where we bring individuals and families together to connect, learn, and empower one another through valuable resources, education, and support.

**1360 N Main St Bishop CA, 93514**



## Children's Playgroup

Children ages 0-6 are invited to attend a community playgroup! A caregiver (14+) must be present with the child.



## Youth Owls & Art Party

Youth ages 7 and up are invited to join our team to learn about owls, dissect owl pellets, and participate in an art activity.



## WIC Evening Clinic

Inyo County WIC invites participants to attend their January class in person and collect any needed height and weight measurements.

## Senior Supports

Older adults are invited to join us for tips to beat the winter blues, ways to keep warm, and learn how to get assistance for heating bills.



## Public Health Clinic

The Public Health team will be offering vaccines, TB assessments, STI screenings and other services for the whole family.

## Walk with DOC

Take a walk around the building with our Health Officer and get answers to your health care questions.



## Meet the Triple P Providers

Take the opportunity to meet our local Triple P (Positive Parenting Program) providers and learn about upcoming parenting classes.

