



Commissioners: Stephanie Tanksley • Darcia Blackdeer-Lent • Heather Carr • Lindsey Ricci • Josie Rogers • Trina Orrill • Scott Marcellin • Raquel Anakalea • Jessica Bedell

AGENDA

January 29, 2026, 3PM – 4:30PM

Location: 1360 N. Main St. Bishop, Rm 140

1. Call to Order & Roll Call

2. Public Comment Chance for community members to share any questions or concerns.

3. Commission Appointments Welcome to new Commissioners, Raquel Anakalea as the Parent Representative, Jessica Bedell as the Parent Representative Alternate, and Scott Marcellin as the Board of Supervisors Representative.

Consider appointing Chair and Vice Chair for 2026 calendar year. [See Attachment #1 \(ACTION\)](#)

4. Minutes Consider approving minutes for the November 19, 2025 meeting. [See Attachment #2 \(ACTION\)](#)

5. Policy Review Consider annual review of Policy Packet and recommend any changes [See attachment #3. \(DISCUSSION\)](#)

6. Financial Report Staff will present 2025-2026 approved budget by the Inyo County Board of Supervisors and spending to date. [See Attachment #4 \(DISCUSSION\)](#)

7. Commissioner Report Commissioners may report on local, state or federal issues relating to children ages 0-5 and their families [\(DISCUSSION\)](#)

8. Director Report Director will report on program and activities. [See Attachment #5 \(DISCUSSION\)](#)

Next Commission Meeting: April 30, 2026.

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 klient@inyocounty.us.

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ATTACHMENT #1

First 5 Regular Meeting, January 29, 2026.

ITEM 3. Commission Appointments

Details: This item provides an opportunity to formally welcome and recognize new members of the First 5 Inyo County Children and Families Commission and to conduct the annual election of the Commission Chair and Vice Chair for the 2026 calendar year.

Following an unsuccessful recruitment in January 2025, two Commission terms remained vacant. By the application deadline, two letters of interest were received and reviewed.

The Commission welcomes Raquel Anakalea as the Parent Representative. Ms. Anakalea is a parent, an enrolled Tribal Member of the Bishop Paiute Tribe, and a participant in First 5 programs and childcare services. She brings lived experience, cultural knowledge, and a strong understanding of community-based family supports that will help advance child and family initiatives throughout Inyo County.

The Commission also welcomes Jessica Bedell as the Parent Representative Alternate. Ms. Bedell is a parent of young children and an active participant in First 5 programs and services. Her perspective as a caregiver engaged in local supports provides valuable insight into the needs of families with young children.

Additionally, Scott Marcellin is welcomed as the Board of Supervisors Representative, serving as the Commission's appointed liaison from the Inyo County Board of Supervisors.

In accordance with Commission bylaws, the Commission will also elect a Chair and Vice Chair to serve for the 2026 calendar year.

Action Requested: Consider and appoint a Chair and Vice Chair to serve for the 2026 calendar year.

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.

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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 29, 2026.

ITEM 4. Minutes

Details:

The attached meeting minutes reflect the actions and discussions of the First 5 Inyo County Children and Families Commission during the rescheduled Regular Commission Meeting held on November 19, 2025. Approval of these minutes will formalize the official record of the meeting.

Action Requested: Approve minutes for the First 5 Inyo County Commission meeting on November 19, 2025.

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AGENDA

November 19, 2025, 3PM – 4:30PM

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

1. Call to Order & Roll Call

Stephanie Tanksley called the meeting to order at 3:08 pm.

Present Commissioners were: Stephanie Tanksley, Heather Carr, Trina Orrill and Darcia Blackdeer-Lent

Not Present was Commissioners: William Wadelton, Lindsey Ricci and Josie Rogers
Also present were Katelyne Lent, First 5 Director, Elizabeth Darcy, Karlina West, and Miranda Morrison

2. Public Comment

- No public comment.

3. Minutes

- Katelyne presented the minutes from April 24, 2025 and September 24, 2025.
- Darcia motioned to approve the April 24, 2025 and September 24, 2025 minutes.
- Heather seconded the motion. All were in favor.

Stephanie opened the public hearing at 3:10 PM

4. Annual Report

- Katelyne presented the Annual Report for First 5 Inyo representing the Fiscal Year 2024-2025, including the AR-1 County Revenue and Expenditure Summary, the AR-2 County Service Demographic Worksheet Overview, and the AR-3 County Evaluation Summary and Highlights Overview.
- No public comments or questions.

5. Annual Audit

- Katelyne presented the Annual Audit Report for First 5 Inyo County.
- Trina asked about GASB No. 68 Pension and Liability reporting.

Stephanie closed the public hearing at 3:17 PM

6. Annual Report and Audit

- Heather motioned to approve and submit the 2024-2025 Annual Report. Trina seconded. All were in favor
- Trina motioned to approve and submit the 2024-2025 Annual Audit Report. Darcia seconded. All were in favor.

7. Financial Report

- Katelyne presented the 2025-2026 County approved budget for First 5.



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- Katelyne presented spending through September 30, 2025. Katelyne shared anticipated expenses still to be seen. First 5 is in good standing with expenses for the year.
- 8. Long Range Financial Plan**
 - Katelyne presented the proposed 2025-2030 Long Range Financial Plan (LRFP)
 - The updated LRFP outline projected revenues, expenditures and fund balance trends for the next 5 fiscal years.
 - Darcia motioned to approve the Long Range Financial Plan. Trina seconded. All were in favor.
- 9. Commissioner Report**
 - Darcia shared Inyo County Child Welfare is waiting on the final draft of the System Improvement Plan (SIP) from the State. The SIP has a focus on developing Policy and Procedure that has not been in place. There is a high burnout in social work, a 24 month onboarding process for social workers and they are making strides to move away from paper.
 - Implementing the CANS Assessment Statewide (State Level initiative) meaning any child coming into care must have one complete. The assessment is labor intensive and must be updated every 6 months which is a heavy lift for staff.
 - In Inyo County, 1 family can drastically skew the results, Native children come into care at a high rate.
 - Statewide mandate for high fidelity WRAPAROUND.
 - Heather shared there are a lot of open spots in State Preschools – possibly from lower birth years.
 - Kindergarten has a class of 78 at Bishop Schools this year, TK has 18 students and 3 classes.
 - State Preschools (CSPPs) are accepting 2-year olds.
 - Trina shared she is actively working on the CSAC work group focusing on Child Care. The workgroup is finalizing the draft and includes the importance and support First 5's offer throughout CA to Child Care facilities and programming. This will become a part of the advocacy.
 - Stephanie shared there is a Townhall coming up to review the Community Health Improvement Plan (CHIP). There is also still opportunity to join one of the 3 workgroups.
 - 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,
- 10. Director Report**



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Developmental Screenings, Quality Counts Inyo and IMPACT, JEDI Work, and First 5 Network updates.

11. Inyo County Home Visiting Presentation

- Elizabeth Darcy, Home Visiting Supervisor shared a presentation about the Inyo County Home Visiting Program and shared key highlights and data from the APR Report.

Stephanie adjourned the meeting at 4:02 PM

Next Commission Meeting: January 29, 2026

Notes taken by Katelyne Lent.



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ATTACHMENT #3

First 5 Regular Meeting, January 29, 2026.

ITEM 5. 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.



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ATTACHMENT #4

First 5 Regular Meeting, January 29, 2026.

ITEM 6. Financial Report

Details: This item provides a financial report for the First 5 Inyo County Children and Families Commission. Total budgeted expenditures for FY 2025–26 are \$491,073.00. Expenses for Quarter 1 and Quarter 2 totaled \$174,456.19, representing approximately 36% of the total annual budget. Overall spending is tracking appropriately for this point in the fiscal year.

Action Requested: NONE



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County Budget: Spending to Date

FY25-26 First 5 Inyo County Budget							
Budget number	Type	Account Code	Account Name	Description	Period 1 Base	Period 1 Itemizations	Total First 5
643000 Revenues		4498 STATE GRANTS		IMPACT Grant	\$ 56,639.00	\$ 56,639.00	
643000 Revenues		4498 STATE GRANTS		Estimated Allocation of Tobacco Tax received from the State of California	\$ 68,476.00	\$ 68,476.00	
643000 Revenues		4498 STATE GRANTS		SPCFA monies allocated to Inyo County.	\$ 250,589.00	\$ 250,589.00	First 5 YTD
643000 Expenses		5001 SALARIED EMPLOYEES			\$ 212,597.00	\$ 212,597.00	\$67,749.56
643000 Expenses		5021 SOCIAL SECURITY			\$ 16,264.00	\$ 16,264.00	\$4,944.29
643000 Expenses		5022 PERS RETIREMENT			\$ 21,865.00	\$ 21,865.00	\$6,965.77
643000 Expenses		5024 RETIREMENT-UNFUND LIB		Fixed Amount	\$ 22,267.00	\$ 22,267.00	\$22,267.00
643000 Expenses		5031 MEDICAL INSURANCE			\$ 63,496.00	\$ 63,496.00	\$19,497.01
643000 Expenses		5032 DISABILITY INSURANCE			\$ 2,339.00	\$ 2,339.00	\$698.97
643000 Expenses		5043 OTHER BENEFITS			\$ 4,041.00	\$ 4,041.00	\$712.57
643000 Expenses		5121 INTERNAL CHARGES		Information Services	\$ 800.00	\$ 800.00	\$216.47
643000 Expenses		5121 INTERNAL CHARGES		Building and Maintenance	\$ 7,200.00	\$ 7,200.00	
643000 Expenses		5121 INTERNAL CHARGES		COB Staffing (added at mid-year)	\$ 1,300.00	\$ 1,300.00	\$1,331.38
643000 Expenses		5122 CELL PHONES		878-8659-First 5 Director	\$ 445.00	\$ 445.00	\$717.02
643000 Expenses		5122 CELL PHONES		937-2839 Prevention Specialist	\$ 600.00	\$ 600.00	\$0.00
643000 Expenses		5122 CELL PHONES		878-8559-Prevention Specialist	\$ 445.00	\$ 445.00	\$0.00
643000 Expenses		5123 TECH REFRESH EXPENSE		Fixed Cost	\$ 4,360.00	\$ 4,360.00	\$2,180.00
643000 Expenses		5129 INTERNAL COPY CHARGES (NON-IS)		Fixed Cost	\$ 2,122.00	\$ 2,122.00	\$528.83
643000 Expenses		5152 WORKERS COMPENSATION		Fixed Cost	\$ 6,200.00	\$ 6,200.00	\$3,100.02
643000 Expenses		5155 PUBLIC LIABILITY INSURANCE		Fixed Cost	\$ 9,613.00	\$ 9,613.00	\$4,806.48
				General Advertising of program events and Triple P training throughout the year	\$ 2,000.00	\$ 2,000.00	\$0.00
643000 Expenses		5263 ADVERTISING		Annual Audit	\$ 11,700.00	\$ 11,700.00	\$0.00
643000 Expenses		5265 PROFESSIONAL SERVICE		Childcare costs for commissioners	\$ 500.00	\$ 500.00	\$0.00
643000 Expenses		5265 PROFESSIONAL SERVICE		Hola Doctor	\$ 500.00	\$ 500.00	\$0.00
				ASQ Online Contract and Web hosting			
643000 Expenses		5265 PROFESSIONAL SERVICE		(Brookes)	\$ 1,000.00	\$ 1,000.00	\$1,021.90
643000 Expenses		5265 PROFESSIONAL SERVICE		First 5 Association fees	\$ 6,460.00	\$ 6,460.00	\$6,460.00
643000 Expenses		5265 PROFESSIONAL SERVICE		Time Study Buddy	\$ 400.00	\$ 400.00	\$78.00
643000 Expenses		5265 PROFESSIONAL SERVICE		Zoom	\$ 118.00	\$ 118.00	\$100.00
643000 Expenses		5265 PROFESSIONAL SERVICE		IMPACT ICOE (Coaching & Data)	\$ 56,639.00	\$ 56,639.00	\$0.00
643000 Expenses		5291 SITE & OFFICE RENTS/LEASES		Bishop Consolidated Building	\$ 5,671.00	\$ 5,671.00	\$1,418.00
643000 Expenses		5311 GENERAL OPERATING		Parent Education Supports and Motivational Redirectives	\$ 4,000.00	\$ 4,000.00	\$35.06
643000 Expenses		5311 GENERAL OPERATING		General Office Supplies (Paper, pens, pencils, toners, etc.)	\$ 1,000.00	\$ 1,000.00	\$1,869.39
643000 Expenses		5311 GENERAL OPERATING		Developmental Play supplies	\$ 1,000.00	\$ 1,000.00	\$112.87
643000 Expenses		5311 GENERAL OPERATING		Wellness Supplies including Diaper Depot	\$ 3,000.00	\$ 3,000.00	\$430.59
643000 Expenses		5311 GENERAL OPERATING		Dolly Parton Imagination Library	\$ 3,750.00	\$ 3,750.00	\$0.00
643000 Expenses		5311 GENERAL OPERATING		Holiday Toy Shop	\$ 500.00	\$ 500.00	\$437.34
643000 Expenses		5311 GENERAL OPERATING		Literacy Supplies	\$ 2,250.00	\$ 2,250.00	\$0.00
643000 Expenses		5315 COUNTY COST PLAN		County Cost Plan	\$ 8,641.00	\$ 8,641.00	\$4,320.48
				Training to Supplement-First 5 Director to travel to San Diego for First 5 Association Summit.	\$ 2,510.00	\$ 2,510.00	\$0.00
643000 Expenses		5331 TRAVEL & MILEAGE REIMBURSEMENT		Training to Supplement-First 5 Director and Prevention Specialist to travel to Bridgeport for IMPACT In-Person Hub Meeting.	\$ 100.00	\$ 100.00	\$0.00
643000 Expenses		5331 TRAVEL & MILEAGE REIMBURSEMENT		Training to Supplement-One staff to Sacramento for First 5 CA Summit	\$ 1,780.00	\$ 1,780.00	\$0.00
643000 Expenses		5333 MOTORPOOL		Countywide travel	\$ 1,600.00	\$ 1,600.00	\$330.83
			Grand Total Expenses		\$ 491,073.00	\$ 491,073.00	\$174,456.19



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SPCFA Q1 & Q2 Table

SPCFA		Q1			Q2		
SPCFA Q1		Total Expenses	Remaining	% Remaining	Total Expenses	Remaining	% Remaining
SPCFA Salary		\$21,538.54	\$ 147,503.46	87%	\$35,937.15	\$ 111,566.32	66%
SPCFA Benefit		\$20,283.68	\$ 44,852.32	69%	\$10,932.40	\$ 33,919.92	52%
SPCFA Operations		0	\$ 9,138.49	100%	\$1,212.77	\$ 7,925.72	87%
SPCFA Indirect		\$2,160.24	\$ 5,112.27	70%	\$2,160.24	\$ 2,952.03	41%
		\$43,982.46	\$ 206,606.54	82%	\$50,242.56	\$156,363.98	62%

Prop 10 Q1 & Q2 Table

10		Q1			Q2		
10		Total Expenses	Remaining	% Remaining	Total Expenses	Remaining	% Remaining
Prop 10 Salary		\$6,362.44	\$26,337.24	80.54%	\$10,404.72	\$15,932.52	48.72%
Prop 10 Benefits		\$7,844.57	\$10,966.71	58.30%	\$4,094.76	\$6,871.96	36.53%
Prop 10 Internal		0	\$8,000.00	100.00%	\$1,547.85	\$6,452.15	19.35%
Prop 10 Other		0	\$8,965.00	100.00%	\$6,495.06	\$2,469.94	72.45%
		\$14,207.00	\$54,268.95	79.25%	\$22,542.38	\$31,726.57	

Fund Balance Q1 & Q2 Table

Fund Balance		Q1			Q2		
Balance Q1		Total Expenses	Remaining	% Remaining	Total Expenses	Remaining	% Remaining
Salary + Benefits		\$17,102.23	\$40,077.82	70.09%	\$10,461.06	\$29,616.76	51.80%
Internal		\$5,043.25	\$24,291.24	82.81%	\$5,572.08	\$19,247.99	65.62%
Operating		\$2,411.96	\$25,143.04	91.25%	\$2,891.21	\$22,731.08	82.49%
		\$24,557.44	\$89,512.10	78.47%	\$18,924.35	\$71,595.83	62.77%

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ATTACHMENT #5

First 5 Regular Meeting, January 29, 2026.

ITEM 8. Director Report

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

Staff Update

The department currently has two staff vacancies. Interviews are scheduled to take place in early February to fill both positions.

2025 Holiday Toy Shop

First 5 hosted the HHS Annual Holiday Toy Drive and Toy Shop, serving a total of 472 children across two locations—Bishop and Lone Pine. Families were able to select gifts for their children in a welcoming, community-based setting. First 5 would like to thank the many generous community members who donated toys, as well as the California Highway Patrol for their significant contribution to this year's drive.

2026 Positive Parenting Awareness Month

First 5 hosted the second annual Free Family Movie Day for children and their parents or caregivers in Inyo County. Approximately 150 individuals attended the event. Families viewed the new Lilo & Stitch movie, selected intentionally for its focus on family connection. Staff received positive feedback and expressions of gratitude from families, particularly those who shared that the event provided an opportunity they might not otherwise be able to afford.

Professional Development and Collaboration

The First 5 Director continues to actively participate in the Maternal Mental Health Workgroup.

In February, the Director will attend the CHEAC Small Counties Meeting and CHEAC General Membership Meeting in Sacramento. First 5 Chair and CHEAC Small Counties Representative, Stephanie

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Tanksley, will also attend and participate in CHEAC State Legislative Member Education Day, including meetings with the Office of Senator Marie Alvarado-Gil.

Triple P – Positive Parenting Program

Two staff members successfully completed Triple P Group and Triple P Primary Care training. Over the past quarter, 31 parents and caregivers completed a Triple P class or seminar.

Karlina facilitated two three-session Triple P Teen Seminar series—one at Big Pine Schools and one at the Clint Quilter Consolidated Office Building.

Griselda continued providing parenting education on behalf of First 5. During Quarter 2, she facilitated three parenting classes, including Triple P Pathways (English and Spanish) and Triple P Family Transitions. She is currently offering Triple P Family Transitions in Spanish and Triple P Pathways in English.

Home Visiting

The California Home Visiting Program (CHVP) continues to provide vital support to local families. The Inyo County Home Visiting team is currently serving 16 families, offering ongoing coaching, developmental screenings, and referrals to community resources. During calendar year 2025, the program delivered 201 home visits to 21 families.

Literacy Initiatives

Reach Out and Read:

The biannual progress report is due March 31, 2026. Staff continue to distribute books to participating clinics, monitor provider training requirements, collect Child Well-Check data, and re-engage clinics in Southern Inyo County.

Dolly Parton's Imagination Library:

Enrollment remains strong, with 311 children currently receiving monthly books and 438 children having graduated from the program. During calendar year 2025, 3,981 books were distributed to children across Inyo County.

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Additionally, First 5 has received Cuddled and Carried: Payahuu-gwae-tü, the bilingual book translated and printed through the FY 2024–25 Home Visiting Coordination Grant. Staff will be coordinating with local Tribal partners to distribute printed copies within the community.

Quality Counts Inyo / IMPACT

The Quality Counts team continues to participate in monthly regional HUB meetings to align practices and share resources. Beginning in November, Inyo County enrolled interested child care providers into the Quality Counts program, and all incentivized slots have been filled. Quality Counts coaches have begun meeting with and providing coaching to participating providers.

During the January 27 Local Child Care Planning Council meeting, staff will discuss planning for the 2026 Provider Appreciation Night, scheduled for May 2026.

Community Impact Highlights

- 472 children served through the Holiday Toy Shop
- 150 community members attended Positive Parenting Awareness Month activities
- 31 parents and caregivers completed Triple P programming in the past quarter
- 201 home visits delivered in 2025
- 3,981 books distributed through Imagination Library in 2025

Over the next quarter, staff will focus on filling current vacancies, continuing implementation of Quality Counts coaching, preparing required grant and program reports, and planning spring community events and provider recognition activities. Staff will also continue strengthening data collection and reporting efforts to support future funding and program sustainability.

Action Requested: NONE



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