



FIRST 5

NAPA COUNTY

MEETING ADDRESS: 1303 JEFFERSON ST #100A NAPA CA 94559

AGENDA
June 23, 2025
3:00 PM-5:00 PM

Agenda Item	Facilitator	
1) Call to Order	J. Cisneros	
2) Public Comment	J. Cisneros	
3) Approval of Commission Meeting Notes <i>May 19, 2025</i>	J. Cisneros	*ACTION
4) Commission Business <ul style="list-style-type: none">- Reminder that August & September Commissions meetings will be the last meetings held in the current First 5 Office. October and December meetings will be held at Child Start, Inc. New meeting location to be determined in the new year.	J. Cisneros	
5) Review and possible approval of contract #609 between Napa County Children and Families Commission and Rebecca Webster, grant writing services, for fiscal year 2025-26, not to exceed \$6,650.	A.Walker	*ACTION
6) Review and possible approval of MOU between Napa County Children and Families Commission and the Eric Jones Foundation, with the First 5 Association serving as fiscal intermediary for acceptance of grant in the amount of \$52,690 to launch a county-wide car seat gifting program.	A.Walker	*ACTION



FIRST 5

NAPA COUNTY

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- 7) Review and possible approval of MOU between Napa County Children and Families Commission and Napa County Office of Education, for contribution to the Napa County Imagination Library to be 50/50 partners in the program launch in the amount of \$13,500. A.Walker ***ACTION**
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- 8) Review and discussion of 2025 end of program year reports I.Avina
-
- 9) **Executive Director Report**
- Napa County Imagination Library Launch
 - First 5 Association Dues
 - Story Walk Program
 - Partnership Health MOU updates
 - Leadership Napa Valley
- A.Walker
-
- 10) Items for next commission meeting
- Impact Contracts for FY25-26
- J. Cisneros
-
- 13) Announcements J. Cisneros

Next Commission Meeting: August 25, 2025 from 3-5PM

GENERAL INFORMATION

First 5 Napa County regularly meets the fourth Monday of each month at 3:00 p.m. at 1303 Jefferson St Suite 100A Napa, CA 94559. Requests for disability related modifications or accommodations, aids or services, including assistive listening devices and interpreters, may be made to the office of the Clerk of the Napa County Board of Supervisors no less than 72 hours prior to the meeting date by contacting (707) 253- 4580 or (707) 253-6088 (TDD). All materials relating to an agenda item which are provided to a majority or all of the members of the Commission by Commission members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, at the time of such distribution, Materials distributed to a majority or all of the members of the Commission at the meeting will be available for public inspection at the public meeting if prepared by the members of the Commission or Commission staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 7924.110, 7927.500, 7928.300, 7924.510, 7927.605, 7927.410, or 7926.205.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE COMMISSION

ON A MATTER NOT ON THE AGENDA may do so under the Public Comment portion of this agenda. Give your name, address, and your comments or questions. As required by the Government Code, no action or discussion will be undertaken on any item raised during the Public Comment period.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE COMMISSION

ON A MATTER ON THE AGENDA may do so after receiving recognition from the Chair at the time the item is considered. Introduce yourself, representing what organization (if any), and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion.

Time limitations shall be 3 minutes and/or at the discretion of the Commission Chairperson.



****UPDATED MEETING DETAILS****
May 19, 2025 3:00 PM-5:00 PM

MEETING IN PERSON ADDRESS: 1303 Jefferson Street, Suite 100A

Commission Meeting Minutes

1. Call to Order: 3:01 pm. The following were present:

<input checked="" type="checkbox"/> Juan Cisneros	<input checked="" type="checkbox"/> Jennifer Ocon	<input type="checkbox"/> Monica Koenig- absent
<input type="checkbox"/> Torence Powell- absent	<input checked="" type="checkbox"/> Joelle Gallagher	<input type="checkbox"/> Jennifer Yasumoto-absent
<input type="checkbox"/> Kelsey Petithomme- absent	<input checked="" type="checkbox"/> Vanessa Rubio	<input checked="" type="checkbox"/> Marlena Garcia

Staff present:

<input checked="" type="checkbox"/> Ashley Walker	
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2. Public Comment

1. No comments

3. Mission and Vision Moment

- a) Joelle Gallagher shared a mission moment presentation reflecting on overlap in her seat as Napa County Supervisor with the mission and vision of First 5.
- b) This is our last mission and vision moment as all Commissioners have shared a reflection, we will begin a new opening ritual next fiscal year.

4. Approval of Commission Minutes, J. Cisneros

- a) Minutes for April 2025

a. (Motion 1st by JO, 2nd by MG)

JC	VR	TP	JO	KP	JG	MK	JY	MG
Y	Y	Absent	1 st	Absent	Y	Absent	Absent	2 nd

5. Commission Business

- a) October & December First 5 commission meetings will be held at Child Start given First 5 office move. A resolution reflecting this change will come at a future meeting.

6. **Compliance Item:** Review and Approval of Strategic Plan 2023-2026

- a) *Staff Review*
- b) *Open Public Hearing*
- c) *Receive Testimony*
- d) *Close Public Hearing*
- e) *Vote of approval*

(Motion 1st by JG, 2nd by VR)

JC	VR	TP	JO	KP	JG	MK	JY	MG
Y	2 nd	Absent	Y	Absent	1 st	Absent	Absent	Y

7. Review and possible approval of 2025-2026 staff COLAs and Wage & Compensation Package

a) Motion to approve 2025-2026 staff COLAs and Wage & Compensation Package

(Motion 1st by JG, 2nd by JO)

JC	VR	TP	JO	KP	JG	MK	JY	MG
Y	y	Absent	2 nd	Absent	1 st	Absent	Absent	Y

8. **Compliance Item:** Review and Approval of 2025-2026 Budgeta) *Staff Review*b) *Open Public Hearing*c) *Receive Testimony*d) *Close Public Hearing*e) *Vote of approval*(Motion 1st by MG, 2nd by JO)

JC	VR	TP	JO	KP	JG	MK	JY	MG
Y	y	Absent	2 nd	Absent	Y	Absent	Absent	1 st

9. Review and possible approval of contract #607 between Napa County Children and Families Commission and Race Work with Dr. Lori Watson for fiscal year 2025-26, not to exceed \$23,500.

a) Motion to approve contract #607 between Napa County Children and Families Commission and Race Work with Dr. Lori Watson for fiscal year 2025-26, not to exceed \$23,500.

(Motion 1st by JG, 2nd by VR)

JC	VR	TP	JO	KP	JG	MK	JY	MG
Y	2 nd	Absent	Y	Absent	1 st	Absent	Absent	Y

10. Review and possible approval of contract #608 between Napa County Children and Families Commission and artist partner Favianna Rodriguez, effective May 19, 2025, not to exceed \$5,729.15

a) Motion to approve contract #608 between Napa County Children and Families Commission and artist partner Favianna Rodriguez, effective May 19, 2025, not to exceed \$5,729.15

(Motion 1st by JG, 2nd by JO)

JC	VR	TP	JO	KP	JG	MK	JY	MG
Y	Y	Absent	2 nd	Absent	1 st	Absent	Absent	Y

11. Executive Director Report:

a) Lewis Cellars Grant Award Notification

b) Napa County Imagination Library Updates

c) Community Grant Request Review

d) Ashley will work to invite Avo and Angie to a future meeting

12. Items for next Commission Meeting, M. Koenig

a) Contracts for FY25-26

- b) EOY Program Reports
- 13. Announcements
 - a) Next Commission Meeting: June 23, 2025 from 3-5PM
 - i. Vanessa will be out for June meeting

Adjourn: 4 :10 pm.

Juan Cisneros, Chair

ATTEST:

Ashley Walker, Secretary

Commissioners Voting Key

JC = Juan Cisneros; TP= Torrence Powell; VR = Vanessa Rubio
JO = Jennifer Ocon; JY= Jennifer Yasumoto; KP = Kelsey Petithomme;
JG = Joelle Gallagher; MK= Monica Koenig; MG= Marlena Garcia

Notations under Vote: A = Abstained; C = Conflict; I = ineligible to vote (not sworn in)
Y= Vote in Approval; N= Vote Against
Absent = Commissioner Absent
X= arrived after or left before vote



NAPA COUNTY CHILDREN AND FAMILIES COMMISSION AGREEMENT #609-26

Consultant Services Agreement

This Agreement is made and entered into this June 23, 2025, by and between the First 5 Napa County Children and Families Commission, a political subdivision of the State of California (hereinafter referred to as "COMMISSION"), and Rebecca Webster, an individual hereinafter referred to as "CONSULTANT".

Recitals

WHEREAS, COMMISSION has contracted with CONSULTANT to obtain specialized consulting services including researching funding opportunities for First 5 Napa County and the various programs and initiatives supported or sponsored by First 5 Napa County, as outlined in the strategic plan; and

WHEREAS, CONSULTANT is willing and is qualified to provide such specialized services to the COMMISSION under terms and conditions set forth herein;

Terms

NOW, THEREFORE, said Commission and said Consultant for the considerations hereinafter set forth, mutually agree as follows:

1. **SCOPE OF WORK.** CONSULTANT shall perform consulting services as described on the Scope of Work "Exhibit A" attached to this Contract and as requested by the Executive Director. In the event services requested by the Executive Director are not included on the attached Scope of Work, CONSULTANT shall prepare an amended Scope of Work that sets forth the tasks that will be undertaken and an estimate of the time required to complete the tasks. CONSULTANT shall begin work pursuant to the amended Scope of Work after it has been approved by the Executive Director.
2. **COMPENSATION.** COMMISSION shall pay CONSULTANT as compensation in full, not to exceed \$6,650 for consulting services; at the rate of \$95.00 per hour. CONSULTANT shall submit itemized statements for work satisfactorily performed. COMMISSION shall make any payment due within thirty (30) days after submittal of the invoice by CONSULTANT.
3. **TERM.** The term of this Agreement shall begin July 1, 2025 and end June 30, 2026 or the completion of the work contemplated by this Agreement, whichever is earlier, unless terminated earlier as provided herein.



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4. **NOTICES.** All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval or communication that either party desires to give the other party shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Any notice sent by mail in the manner prescribed by this paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

To: Commissioner

Juan Cisneros
Commission Chair

To: Consultant

Rebecca Webster

First 5 Children & Families Commission
1303 Jefferson Street Suite 100A
Napa, CA 94559

4403 Rockwood Ave
Napa, CA 94558

5. **AMENDMENT OF SCOPE OF WORK.** Commission shall have the right to amend the Scope of Work within the Agreement by written notification to the Consultant. In such event, the compensation and time of performance shall be subject to renegotiation upon written demand of either party to the Agreement. Failure of the Consultant to secure Commission's written authorization for extra or charged work shall constitute a waiver of any and all right to adjustment in the contract price or time due, whether by way of compensation, restitution, quantum merit, etc. for work done without the appropriate Commission authorization.
6. **COMMISSION'S RIGHT TO TERMINATE/SUSPEND CONTRACT.** At any time and for any or no reason, Commission shall have the right to terminate this Agreement, take possession of the Consultant's work, e.g., studies, preliminary drawings, computations, specifications, etc., insofar as they are complete and acceptable to the Commission and use the same, and pay the Consultant any sum due and owing for work satisfactorily

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performed prior to the termination of the Agreement. Notwithstanding the above, Consultant shall not be relieved from liability to Commission for damages sustained by virtue of any breach of this Agreement by Consultant, whether or not the Agreement was terminated for convenience or cause, and Commission may withhold payments not yet made to Consultant until such time as the exact amount of damages due Commission from Consultant is determined. If Commission terminates this contract for reasons other than performance prior to the completion of the consulting engagement, Commission shall compensate Consultant what is due for work already performed and any outstanding expenses at the time of termination.

7. **CORRECTION OF WORK.** The performance of services or acceptance of information furnished by Consultant shall not relieve the Consultant from obligation to correct any inaccurate or incomplete work subsequently discovered and all such work shall be remedied by the Consultant on demand without cost to the Commission.
8. **DELAYS AND EXTENSIONS.** Time is of the essence concerning performance of this Agreement; however, the Consultant will be granted time extensions for delays beyond the Consultant's control. Time extensions will be equal to the length of the delay or as otherwise agreed upon between the Consultant and the Commission.
9. **RECORDS OF PERFORMANCE.** Consultant shall maintain adequate records of contract performance costs, expenses, etc., and make these records available for inspection, audit, and copying by the Commission during the agreement period and for a period of three (3) years from the date of final payment.
10. **SUBCONTRACTING.** Some of the services covered by this contract shall be subcontracted to others as deemed necessary to complete the project and assigned by CONSULTANT and after approval by the COMMISSION Executive Director.
11. **INDEMNIFICATION.** To the full extent permitted by law, CONSULTANT shall indemnify, hold harmless, release and defend COMMISSION, its officers, employees and agents from and against any and all actions, claims, demands, damages, disability, losses, expenses including attorney's fees and other defense costs and liabilities of any nature that may be asserted by any person or entity including CONSULTANT, in whole or in part, arising out of CONSULTANT's activities hereunder, including the activities of other persons employed or utilized by CONSULTANT in the performance of this Agreement

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(including design defects and regardless of COMMISSION's approval, use or acceptance of the work or work product hereunder) excepting liabilities due to the sole negligence or willful misconduct of COMMISSION. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable by or for CONSULTANT under Worker's Compensation, disability or other employee benefit acts or the terms, applicability or limitations of any insurance held or provided by CONSULTANT and shall continue to bind the parties after termination/completion of this Agreement.

12. **INSURANCE**. Without limiting CONSULTANT's indemnification provided herein, CONSULTANT shall take out and maintain, throughout the period of this Agreement, the following policies of insurance placed with insurers with a current A.M. Best's rating of no less than A:VII or its equivalent against injury/death to persons or damage to property which may arise from or in connection with the activities hereunder of CONSULTANT, its agents, employees or subcontractors:
 - A. **Errors and Omissions Insurance**. CONSULTANT shall obtain and maintain in full force and effect during the term of this Agreement an Errors and Omissions policy of not less than Five Hundred Thousand Dollars (\$500,000) combined single limit per occurrence, issued by a company duly and legally licensed to transact business in the State of California.
 - B. **Workers' Compensation Insurance**. CONTRACTOR shall provide, to the extent required by law, workers' compensation insurance in the performance of any of CONTRACTOR's duties under this Agreement; including but not limited to, workers' compensation and disability, and shall provide COMMISSION with certification of all such coverages upon request by COMMISSION.
 - C. **Comprehensive Automobile Liability Insurance**. CONTRACTOR shall obtain and maintain in full force and effect during the term of this Agreement, a comprehensive automobile liability insurance policy (bodily injury and property damage) on owned, hired, leased and non-owned vehicles used in conjunction with CONTRACTOR's business activities under this Agreement of not less than Three Hundred Thousand Dollars (\$300,000) combined single limit per occurrence.
 - D. **Proof of Insurance**. All insurance coverages referenced in subparagraphs A, B, and C,

NAPA COUNTY CHILDREN AND FAMILIES COMMISSION AGREEMENT #609-26

above shall be evidenced by a Certificate of Coverage which shall be filed with the Secretary of the COMMISSION prior to the date hereof, shall name COMMISSION, its officers, employees, and agents as additional insureds, shall be kept current during the term of this Agreement and shall provide that COMMISSION shall be given no less than thirty (30) days prior written notice of any non-renewal, cancellation, or other termination. If the foregoing insurance requirements are satisfied in whole or in part by qualified self-insurance, certification thereof shall be provided to COMMISSION showing the limits of the self-insurance.

E. Deductibles/Retentions. Any deductibles or self-insured retentions shall be declared to, and be approved by, COMMISSION. At the option of and upon request by COMMISSION, either the insurer shall reduce or eliminate such deductibles or self-insurance retentions as respects COMMISSION, its officers, employees and agents or CONTRACTOR shall procure a bond guaranteeing payment of losses and related investigations, claims administration and defense expenses.

13. STANDARD OF CARE. COMMISSION relies upon the professional ability of CONSULTANT and representations regarding the type of work to be performed as a material inducement to entering into this Agreement. CONSULTANT shall perform the professional services hereunder in accordance with the highest professional standards.

14. CONFLICT OF INTEREST. CONSULTANT covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services hereunder. CONSULTANT further covenants that in the performance of this Agreement, no person having any such interest shall be employed.

15. STATEMENT OF ECONOMIC INTEREST. If COMMISSION determines CONSULTANT comes within the definition of CONSULTANT under the Political Reform Act (Government Code §87100), CONSULTANT shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with the Clerk of the COMMISSION of Napa disclosing CONSULTANT and/or such other person's financial interests.

16. MERGER. This Agreement shall constitute the entire Agreement between the parties and shall supersede any previous agreements, whether verbal or written, concerning the same subject matter. No modification of this Agreement shall be effective unless and until evidence by a writing is signed by both parties.

NAPA COUNTY CHILDREN AND FAMILIES COMMISSION AGREEMENT

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17. DEFAULT. If CONSULTANT should fail to perform any of his obligations hereunder, within the time and in the manner herein provided or otherwise violate any of the terms of this Agreement, COMMISSION may terminate this Agreement by giving CONSULTANT written notice of such termination, stating the reason for such termination. In such event, CONSULTANT shall be entitled to receive as full payment for all services satisfactorily rendered and expenses incurred hereunder, an amount which bears the same ratio to the total fees specified in the agreement as the services satisfactorily rendered hereunder by CONSULTANT bear to the total services otherwise required to be performed for such total fee; provided, however, that the COMMISSION may withhold payments not yet made to CONSULTANT until such time as the exact amount of damages due COMMISSION from CONSULTANT is determined.

18. ATTORNEY FEES, APPLICABLE LAW AND FORUM. In the event either party brings an action or proceeding for damages arising out of the other's performance under this Agreement or to establish the right or remedy of either party, the prevailing party shall be entitled to recover reasonable attorney fees and costs as part of such action or proceeding, whether or not such action or proceeding is prosecuted to judgment. This Agreement shall be construed and interpreted according to California law, and any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in the County of Napa.

19. INDEPENDENT CONTRACTOR. The parties intend that CONSULTANT, in performing the services specified herein, shall act as an independent contractor and shall have control of the work and the manner in which it is performed. CONSULTANT is not to be considered an agent or employee of the COMMISSION and is not entitled to participate in any pension plan, insurance, bonus or similar benefits COMMISSION provides its employees. In the event COMMISSION exercises its right to terminate this Agreement, CONSULTANT expressly agrees that he/she shall have neither recourse nor right of appeal under rules, regulations, ordinances or laws applicable to employees.

20. TAXES. CONSULTANT agrees to file tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement and shall be solely liable and responsible to pay such taxes and other obligations, including, but not limited to, state and federal income and FICA taxes. CONSULTANT agrees to indemnify and hold the COMMISSION harmless from any liability which it may incur to the United States or to the State of California as a consequence of CONSULTANT's failure to pay, when due, all such taxes and obligations.

21. EMPLOYMENT PRACTICES. CONSULTANT shall not discriminate in its performance under the Agreement either directly or indirectly on the grounds of race, color, religion, sex, age,

NAPA COUNTY CHILDREN AND FAMILIES COMMISSION AGREEMENT #609-26

national origin, or other prohibited grounds in its employment practices, and shall take affirmative steps to ensure that applicants are employed and employees are treated during employment without regard to race, color, religion, sex, age, national origin, or other prohibited grounds.

22. COMPLIANCE WITH LAW.

A. CONSULTANT shall study and comply with all applicable federal, state and local laws, rules and regulations affecting the CONSULTANT and his/her work hereunder and shall ensure that all subcontractors do the same.

B. CONSULTANT agrees to abide by the requirements of the Immigration and Control Reform Act pertaining to assuring that all newly-hired employees of CONSULTANT performing any services under this Agreement have a legal right to work in the United States of America, that all required documentation of such right to work is inspected, and that INS Form 1-9 (as it may be amended from time to time) is completed and on file for each employee. CONSULTANT shall make the required documentation available upon request to COMMISSION for inspection.

23. TITLE TO DOCUMENTS. Title to all plans, estimates, reports, manuscripts, drawings, descriptions and other final work products compiled by the Consultant under the Agreement, including the unlimited license to use the same for completion and maintenance of the project described in this Agreement, shall be vested in the Commission, none of which shall be used in any manner whatsoever, by any person, firm, corporation, or agency without the expressed written consent of the Commission. Basic notes and sketches, charts, computations, and other data prepared or obtained under the Agreement shall be made available, upon request, to the Commission without restriction or limitations on their use. Consultant may retain copies of the above-described information but agrees not to disclose or discuss any information gathered, discussed or generated in any way through this Agreement without the written permission of Commission during the term of this Agreement or until ninety (90) days after receipt of final payment from Commission.

24. INTERPRETATION. Notwithstanding the fact that one or more provisions of this Agreement may have been drafted by one of the parties to this Agreement, such provisions shall be interpreted as though they were a product of a joint drafting effort, and no provisions shall be interpreted against a party on the ground that said party was solely or primarily responsible for drafting the language to be interpreted



**NAPA COUNTY CHILDREN AND FAMILIES COMMISSION AGREEMENT
#609-26**

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written

NAPA COUNTY CHILDREN
AND FAMILIES COMMISSION

CONSULTANT
Rebecca Webster

By _____
Juan Cisneros
"COMMISSION"

By _____

APPROVED AS TO FORM

By _____
Betsy Strauss, COMMISSION Counsel

Attest:
Secretary of COMMISSION

By _____
Ashley Walker



NAPA COUNTY CHILDREN AND FAMILIES COMMISSION AGREEMENT #609-26

Exhibit A

Compensation and Scope of Services

SCOPE OF WORK: Rebecca Webster (CONSULTANT) shall perform consulting services as described on the Scope of Work “Exhibit A” below and as requested by the First 5 Napa County Executive Director.

COMPENSATION: The CONSULTANT services are offered at a rate of \$95.00 per hour in full, not to exceed \$6,650. CONSULTANT shall submit itemized statements for work satisfactorily performed.

TERM: The term of these services shall begin July 1, 2025, and end June 30, 2026, or the completion of the work contemplated by this scope of service.

At rate of \$95 per hour, contractor shall perform and/or provide the following services:

1. Research funding opportunities for First 5 Napa County and the various programs and initiatives supported or sponsored by First 5 Napa County, as outlined in the strategic plan.
2. Once approved to pursue a grant funding opportunity by the First 5 Napa County Executive Director, develop and prepare grant proposal applications aligned with strategic priorities. This may include engagement of community partners.
3. In partnership with First 5 Napa County staff, prepare and submit required reports, presentations, and communication with funders.
4. Work with evaluators to prepare impact and outcomes reports of grant-funded initiatives as required by funders.
5. Only as requested by the First 5 Napa County Executive Director, perform other related activities that increase grant funding for the organization.



This MEMORANDUM OF UNDERSTANDING (hereinafter “MOU”) is made and entered into this June 23, 2025 **(the “Effective Date”)**, is by and between the First 5 Napa County Children and Families Commission **(hereinafter “Commission”)** and The Eric Jones Foundation **(hereinafter “Foundation”)**. The terms of this MOU will run from July 1, 2025 through June 30, 2026.

The purpose of this MOU is to outline the terms and conditions under which the **Foundation** will contribute \$52,690 to the **Commission** to support the establishment of The Napa County Car Seat Access Program.

Fiscal Agent:

Funds for this program between First 5 Napa County Children and Families Commission (Commission) and the Eric Jones Foundation will be received by 501(c)(3) fiscal agent California Children and Families Foundation (fiscal agent for First 5 Napa County) (hereafter: **“fiscal agent”**).

Foundation Responsibilities:

The **Foudation** agrees to contribute a total of fifty two thousand six hundred ninty dollars (\$52,690) to the **Commission** for use exclusively in connection with the Napa County Car Seat Access program. Funds will be allotted to workflows reflected in the attached 2025-2026 program budget document. The funds shall be disbursed via check, within 30 days from the effective date of this **MOU**, and will be reflected in the fiscal year 2025-2026 for the **Commission**.

Commission Responsibilities:

The **Commission** agrees to use the funds solely for the purposes of the Napa County Car Seat Access Program and adhere to the following:

1. Maintain accurate records of expenditures related to the funding and provide a financial report upon request.
2. Acknowledge the **Foundation** contribution in all relevant communications and materials related to the Project.

Term of MOU:

This **MOU** shall commence on the effective date first written above and remain in effect until the completion of the Project, unless otherwise terminated by mutual agreement in writing.



Termination:

If the **Commission** fails to comply with the terms of this **MOU**, the **Foundation** reserves the right to withdraw funding or request reimbursement of unspent funds.

IN WITNESS WHEREOF, the parties hereto have caused this **MOU** to be executed as of the

Commission

Foundation

Juan Cisneros, Commission Chair
First 5 Napa County Children and Families
Commission

Authorized Representative & Title

Fiscal Agent

Ashley Walker, Executive Director
First 5 Napa County Children and Families
Commission

Avo Makdessian
California Children & Families Foundation

effective date and year first written above.

First 5 Napa County & Eric Jones Foundation Partnership			
Budget Proposal:			
Personnel Admin Proposal:			
Job Title	% FTE	FY 25-26 Salary	Cost
Program Coordinator	20%	80,340	16,068
benefits @18% of salary	20%	14,461	2,892
		Total Personnel Admin:	18,690
Operating Proposal:			
Category			Cost
1) Car Seat Projection Count (Roughly 400 units per year) Convertibles costing ~\$85, Infant ~\$65, and Booster ~\$25			30,000
2) Printed Materials and Advertising			1,000
3) Car Seat Training Certification Estimate			3,000
		Total Operating:	34,000
	Total FY 25-26 Proposal =		52,690



This MEMORANDUM OF UNDERSTANDING (hereinafter “MOU”) is made and entered into this July 1, 2025 (the “Effective Date”), is by and between the First 5 Napa County Children and Families Commission (the “COMMISSION”) and Napa County Office of Education Foundation.

The purpose of this MOU is to outline the terms and conditions under which First 5 Napa County Children and Families Commission will contribute \$13,500 to the Napa County Office of Education Foundation to be 50/50 launch partners in support of the Napa County Imagination Library.

First 5 Napa County Children and Families Commission Responsibilities:

First 5 Napa County Children and Families Commission agrees to contribute a total of thirteen thousand five hundred dollars (\$13,500) to the Napa County Office of Education Foundation for use exclusively in connection with the Dolly Parton Imagination Library project. The funds shall be disbursed via check, within 30 days from the effective date of this MOU.

Napa County Office of Education Foundation Responsibilities:

The Napa County Office of Education Foundation agrees to use the funds solely for the purposes of the Dolly Parton Library Project and adhere to the following:

1. Maintain accurate records of expenditures related to the funding and provide a financial report upon request.
2. Acknowledge the First 5 Napa County Children and Families Commission contribution in all relevant communications and materials related to the Project.

Term of MOU:

This MOU shall commence on the effective date first written above and remain in effect until the completion of the Project, unless otherwise terminated by mutual agreement in writing.

Termination:

If the Napa County Office of Education Foundation fails to comply with the terms of this MOU, the First 5 Napa County Children and Families Commission reserves the right to withdraw funding or request reimbursement of unspent funds.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed as of the effective date and year first written above.



COMMISSION

Napa County Office of Education Foundation

Juan Cisneros, COMMISSION Chair
First 5 Napa County Children and Families
Commission

Authorized Representative & Title

Ashley Walker, Executive Director
First 5 Napa County Children and Families
Commission



FIRST 5
NAPA COUNTY

End of the Year Program Outcomes

Ivett Avina – First 5 Napa

Agenda

1. Florecer
2. Rainbow Family League
3. Rainbow Kits/Safe Spaces Training





Floreecer

Build the capacity of individuals and organizations to center and meet the needs of young children, their families and the providers who serve them.

The goal is to create a supportive early childhood mentorship network that will help future professionals in the ECE field bloom as they find their own path.

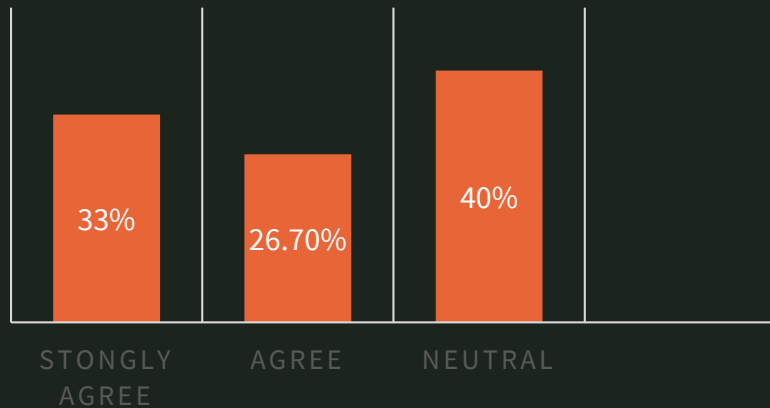
Oct – April (11 mentors and 25 students)

Key Achievements

- **25** students enrolled
- **15** completed the full program
- **6** joined the **NVC cohort-style classes (Fall and Spring)**
- **New Tech** now integrates **CFS classes** into the school day 9 students were enrolled in the classes during the school day at New Tech.

Student Career Interest (ECE Field)

PLAN TO WORK IN ECE FIELD



Student Beliefs & Confidence



“I see myself working to support young children and families”:

73.3% Strongly Agree

13.3% Agree

13.3% Neutral

“I understand the importance of the first 5 years of a child's life”:

86.7% Strongly Agree

13.3% Agree

“Hands-on experience with ECE experts shaped my career goals”:

66.7% Strongly Agree

33.3% Agree




"I loved how I got to connect to all the kids and truly feel like I got to help them."

"The community exposure let us learn about resources and new volunteer opportunities."

"Florecer made me feel empowered — after each dinner, I felt inspired to chase my dreams."

"Hearing mentors' stories gave me new insight into the child care world."



"My internship with Milli and being paired with my mentor Aura were amazing experiences."

What Students enjoyed most:



Hands On Experience

“I liked to see what kids learned”
“My internship placement with Milli”
Internship



Mentorship & Relationships

“Meeting mentors”
“Getting paired with my mentor Aura”



Community & Exposure

“Community exposure”
“Dinners and site visits”
“Partner presentations”



Personal Growth & Empowerment

“How empowered Florecer made me feel”
“Meeting others”
everything

What students Appreciated Most



This helped me know more about
ECCE networks and leadership

91% Passion Talks

**91% Community Partner
Presentation**

This got me **more interested** in ECCE careers

74% Meeting a Mentor
78% NVC Presentation
from Early Childhood
Department



Rainbow Family League

Build the capacity of individuals and organizations to center and meet the needs of young children, their families and the providers who serve them.

Goal: reach more families in partnership with McPherson & Napa Junction Family Resource Center – (TK-Kinder families/ families with children 0-5)



Program Overview

November,
December

McPherson in person. Nov 14 families attended. December 12 families attended.

February,
March

Napa Junction 16 families in person, and the McPherson 12 families participated via Zoom

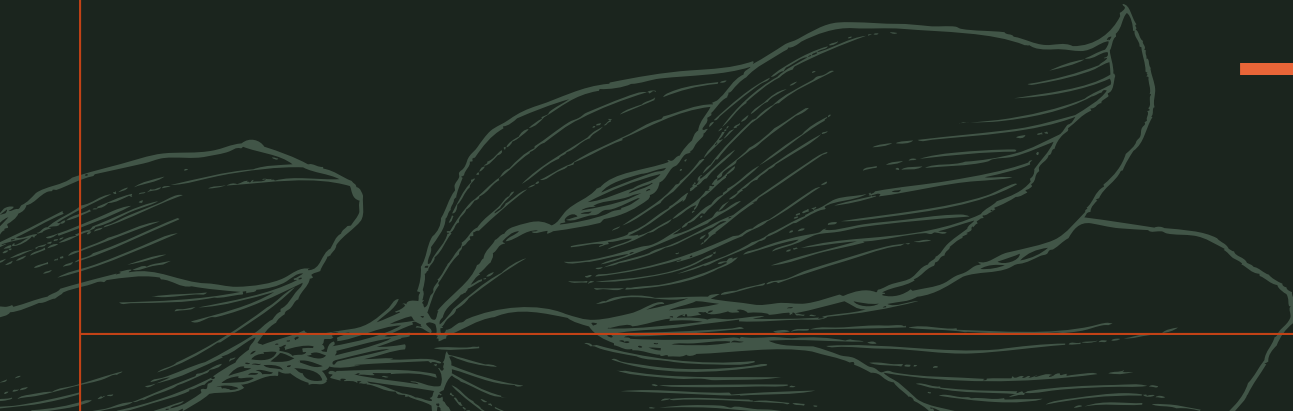
April

McPherson 14 families

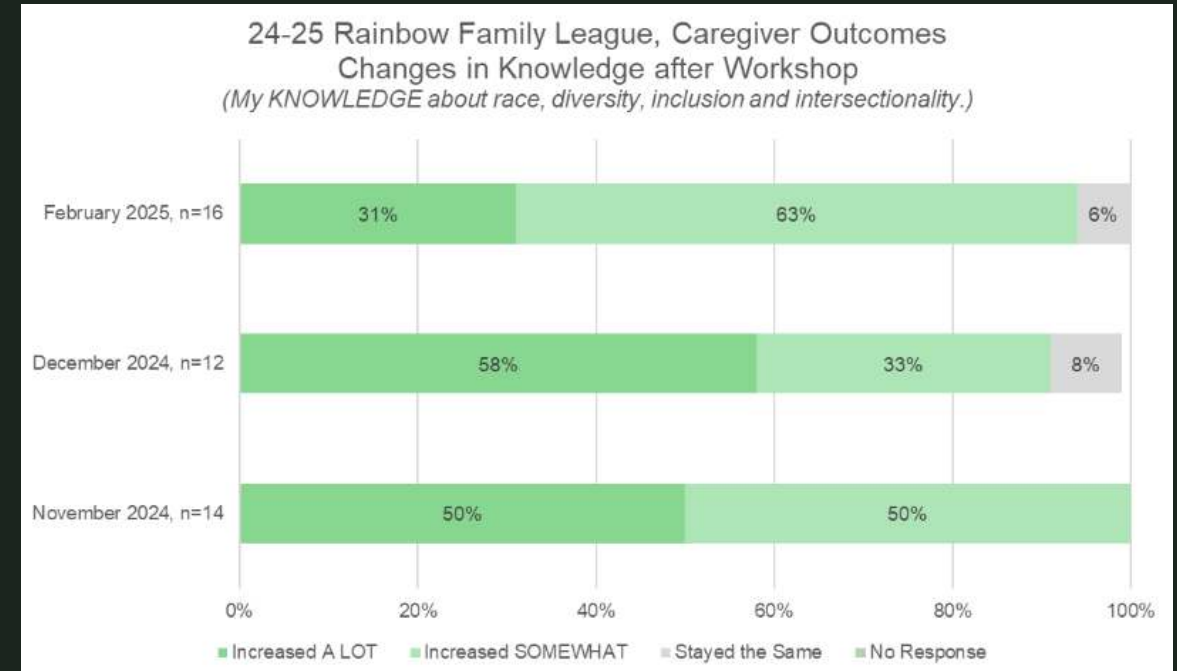
May

Napa Junction 16 families

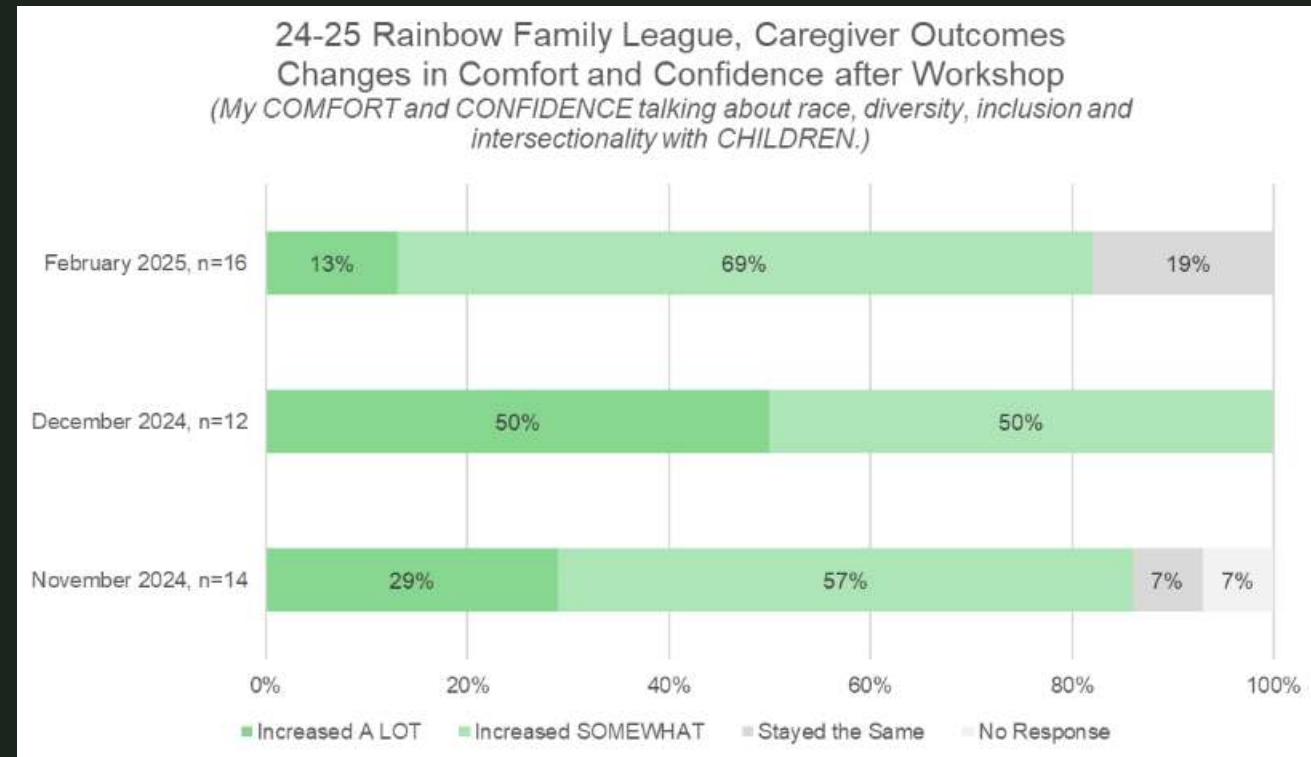
**A total of 112 families distributed
224 children's books.**



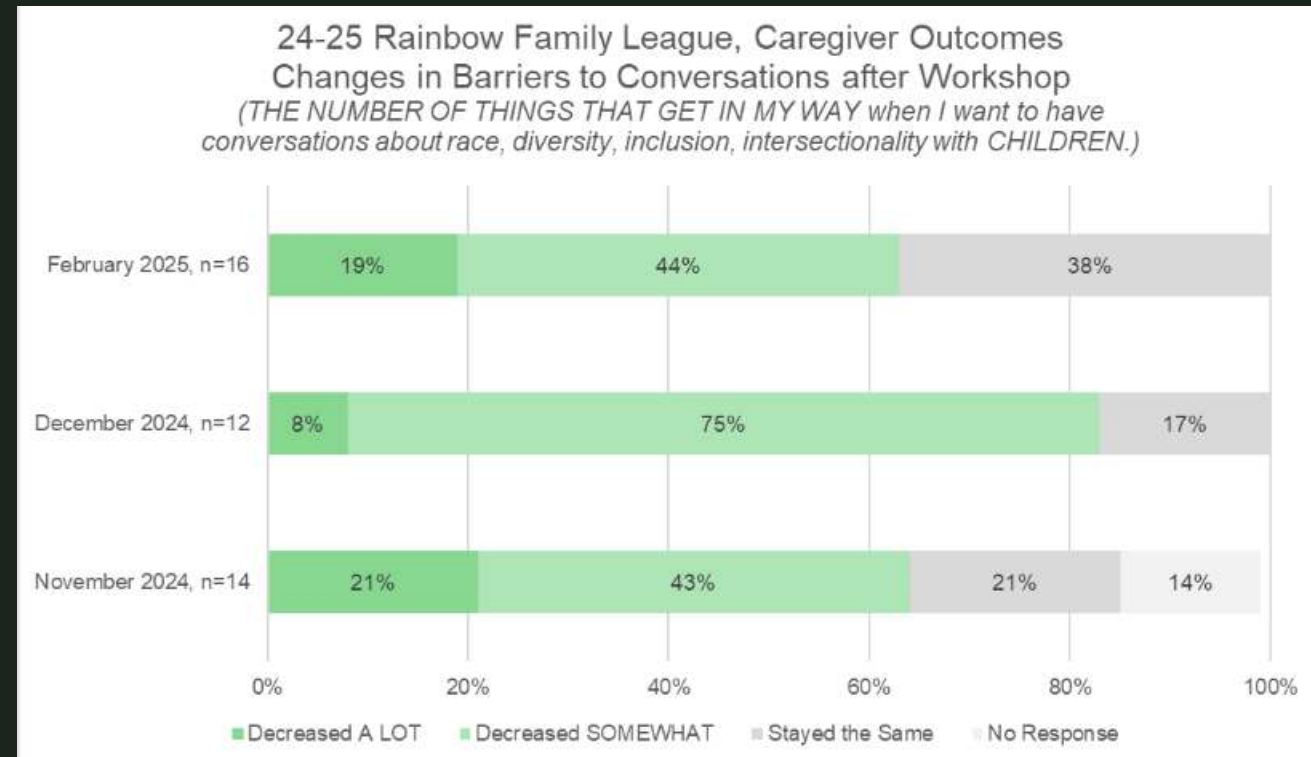
My Knowledge about race, diversity, inclusion, and intersectionality:



Comfort and Confidence talking to their children about race, diversity, inclusion, and intersectionality



The number of things that get in the way when I want to have conversations about race, diversity, inclusion, and intersectionality with my children has decreased:

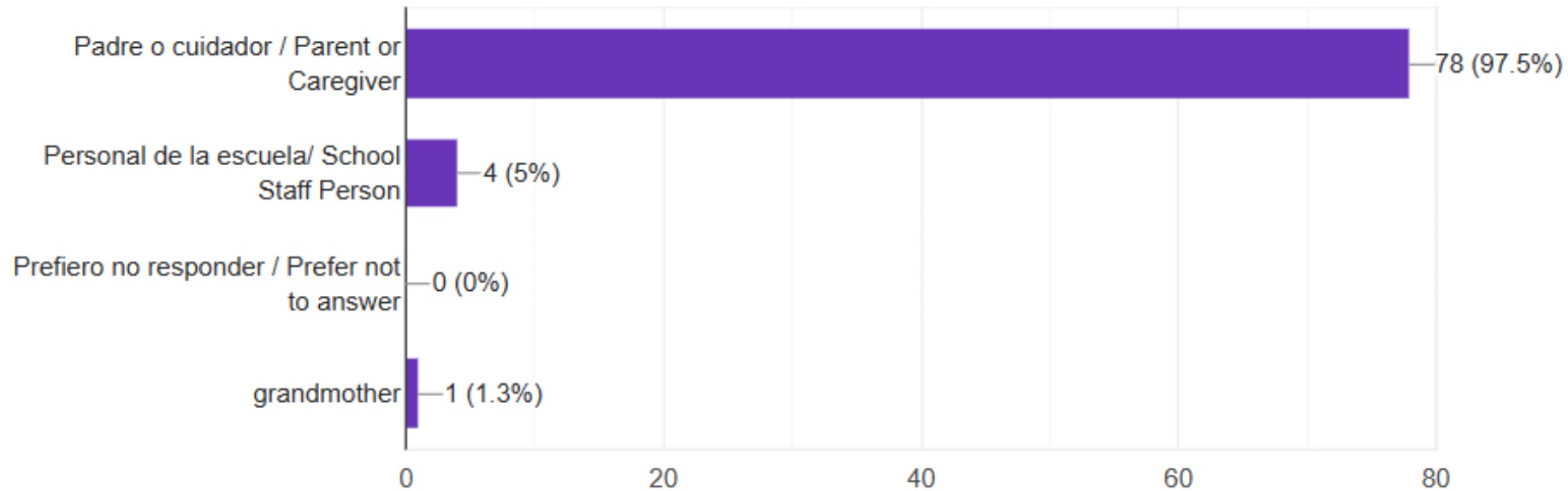


Demographics

Soy un/I am (Check all that apply)

 [Copy chart](#)

80 responses



Children Attended Nov- May

Under 3 years old

- **Children Under 3 Years Old – Attending Tonight**
- **Total Children Count: 40**

Age 3-5

- **Children Ages 3-5 – Attending Tonight**
- **Total Children Count: 31**

Ages 6 and older

- **Children Ages 6 and Older – Attending Tonight**
- **Total Children Count: 39**



Rainbow Kits/ Safe Spaces Training

WHAT'S IN A RAINBOW KIT?

- Checklist for LGBTQ Inclusive/Rainbow Classroom/School
- Anti-Bias Introductory Materials
- Gender Inclusion Tips
- Gender Inclusive Language Magnet
- Diverse Families Vocabulary List
- Beginning of the Year Inclusive Parent/Student Survey
- LGBTQ Inclusive Books in Classroom
- LGBTQ Inclusive Toys and Invitations for Toys
- Bulletin Boards/Activities (e.g., "Love Makes a Family", "Be Who You Are")
- Family Night Recommendations (e.g., Panels, Book Readings, Information Sessions)
- Diverse Art Supplies for "Love Makes A Family" Display
- Policies and Procedures Recommendations and Examples
- Rainbow Flag

This Photo by Unknown Author is li



Program Overview

Participation & Reach

100% of respondents work in **Child Care Centers**

The majority serve **Preschoolers** (ages 3–5) and **School-Age Children**

Locations: Primarily **Napa County**

Languages spoken: **English, Spanish**, some **Filipino**

Use & Comfort with Materials

90 % reported they:

- Know **how to use** the materials
- Are **comfortable using** the materials
- Would **like to and will continue** using them in both general and lesson plan contexts

~70% have **used** the materials in classrooms and/or lesson plans

Key Achievements

Key Strengths (Open-Ended Feedback)

Loved the diverse, inclusive books and dolls

Appreciated bilingual and culturally relevant resources

Valued hands-on, age-appropriate tools for promoting inclusion

15 kits / 1 training

@ Napa Valley College



Anti-Bias Education

for Young Children
& Ourselves

Louise Derman-Sparks
& Julie Olsen Edwards
with Catherine Goins



Impact Highlights

Challenges & Suggestions

Some reported a **lack of time** or **curriculum alignment issues** (Training March and May was the post-evaluation)

Suggestions included:

- More guidance on integrating materials daily
- Sample lesson plans
- More visual examples and usage videos

Looking Ahead:

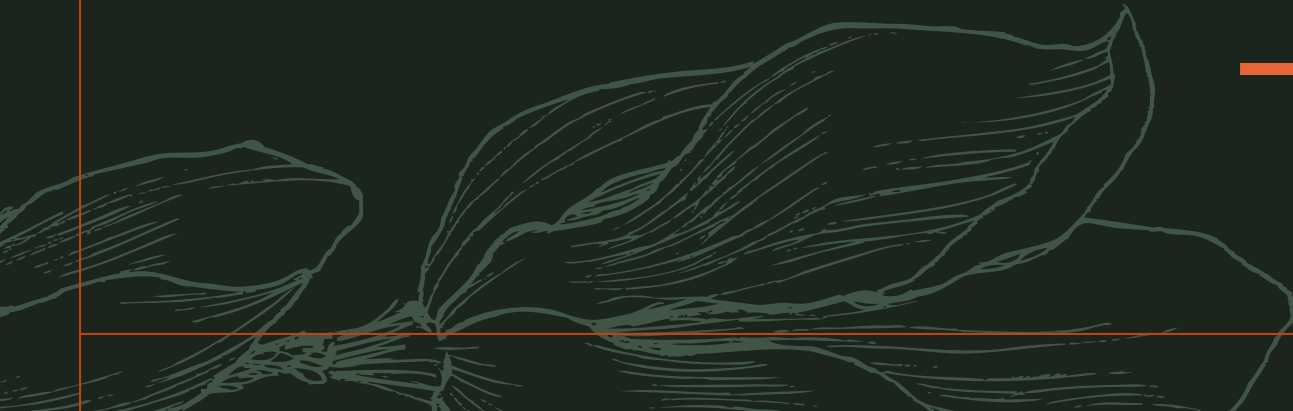
Floreecer

Summer prototype with Napa Valley Education Foundation partnership, 4 students, 2 mentors, site. (Seasons of Wonder and Veritas Academy to host 2 students at each site!

Belonging Through Books

Families shared that the name *Rainbow Family League* didn't fully reflect the heart and purpose of the program. In response, we reached out to the community to vote and contribute new name ideas. We were excited to receive many thoughtful suggestions—and the most popular choice was *Belonging Through Books*.

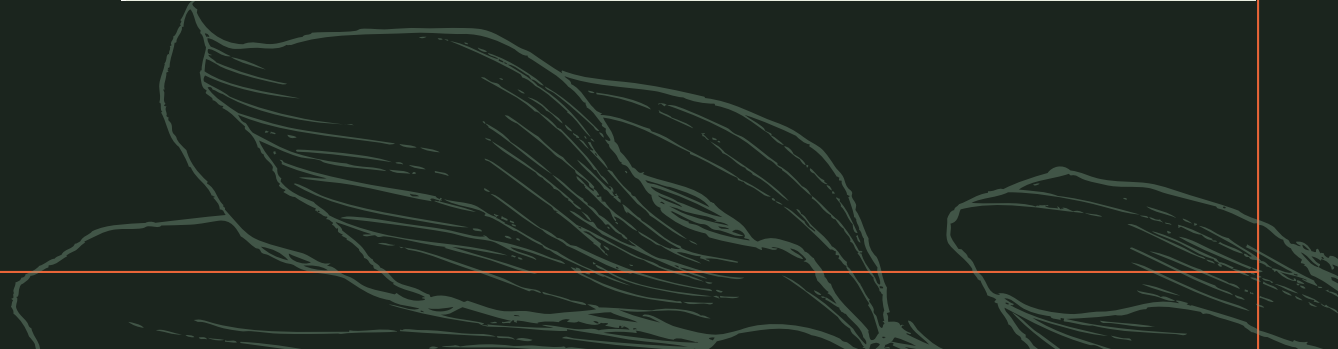
In the upcoming program year, we're expanding to four sites and offering two sessions in partnership with Dr. Lori Watson.



Questions?



FIRST 5
NAPA COUNTY



Dear EDs,

Last Friday the Association's Board met to discuss the thoughtful feedback that you have provided regarding membership dues, the value of the Association, and our [statewide strategy](#). These conversations have uplifted some important themes. First we recognize the difficult context you are in at this time – declining tobacco tax revenues, a state budget deficit, uncertainty with federal actions, and increasing local expectations. We also recognize the need for more conversations about the current and future alignment and direction of our First 5 Network and its strength and sustainability. We are committed to ensuring the membership dues formula fosters unity, not division. The challenge remains to balance multiple, sometimes competing priorities including the need to:

- Sustain a strong, effective statewide association that can advocate, convene, and respond to a rapidly changing policy and funding landscape for our members
- Maintain a clear focus on advancing member priorities and providing strategic, actionable support
- Acknowledge fiscal realities, including the decline in tobacco tax revenue and increasing local demands on First 5s
- Ensure equity in how dues are assessed so that contributions reflect the capacity and needs of diverse counties
- Encourage shared ownership and investment in collective outcomes, reinforcing that every member's contribution supports systemwide impact

With all this in mind, **the Association Board, with my full support, decided to use the next year (FY25-26) as a pilot year for the [new membership dues formula](#)**. What does this mean for you? Members will have two options to invest in the Association:

- **Option 1 / New Formula Pilot Participation for FY25-26:** For members that are ready, able, and willing to invest in the Association at the [new pilot formula level](#).
- **Option 2 / Level Investment for FY25-26:** For members that are not in a position to invest at the new pilot formula level, we ask that you invest in the Association at your **current year's dues and voluntary policy fund (VPF)**. Note that the VPF would still be voluntary and any member is able to invest at any level to augment current year's dues.

This week, I will send you individualized figures for both options to consider. We will ask that you let me and [@Shelby Hill](#) know what amount the Association should assess your county by June 30, 2025, and we will work to submit a corresponding invoice.

Over the next fiscal year we would like to engage you and all of our members in a conversation on your priorities, alignment with the Association, and how we can work together to resource our collective ambitions for children and families. One way that we will continue to solicit your feedback is through our annual member survey that will be released in July. But we won't stop there and commit to one on one, regional, and statewide conversations. This will help us confirm a path forward for future fiscal years with regard to membership dues and its alignment to our collective ambitions.

We will also have an opportunity to discuss these options and next steps at our ED Call tomorrow.

Thank you for your continued support of the Association and your commitment to our statewide network.

Avo

Avo Makdessian
Executive Director
He/Him/His
(510) 327-0008

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First5Association.org

Hi Ashley,

I hope you are doing well! As I shared in the membership dues update last week (attached), the Board and I are committed to providing maximum flexibility for FY25–26 dues assessments. We have provided several options to consider, including:

1. Maintain your current FY24–25 dues level

2. Maintain your current dues and voluntary policy fund contribution **(this is our recommended minimum investment for FY25–26)**
3. Participate in the pilot dues assessment, with one of three tiered investment levels
4. Maintain your current dues and contribute any voluntary policy fund amount of your choosing (not in the chart below)

Options	1.	-	2.	3.		
County	FY24-25 Membership Dues - Minimum Investment for FY25-26 Membership	FY24-25 Voluntary Policy Fund Investment	FY24-25 Total Investment - <i>Recommended</i> Minimum Investment for FY25-26	FY25-26 Pilot Membership Dues Option 1	FY25-26 Pilot Membership Dues Option 2	FY25-26 Pilot Membership Dues Option 3
Napa	\$3,625	\$2,500	\$6,125	\$9,323	\$11,323	\$13,323

Please confirm your preferred investment level by June 30, 2025. Invoices will be issued in early July. The Association will share a summary of member commitments with our Board and utilize them to finalize our FY25–26 operating budget.

For your reference, I've also attached an updated **Membership Benefits document**.

Looking ahead, we plan to engage all members in a deeper conversation about your priorities, alignment with the Association, and how we can work together to fund and advance our shared goals for children and families. If you have any questions or would like to discuss, feel free to reach out to schedule a call or meeting at your convenience.

Thank you for your continued partnership and investment in the Association!

Avo

Avo Makdessian
Executive Director
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