



****UPDATED MEETING DETAILS****
March 23, 2026 3:00 PM-5:00 PM

MEETING IN PERSON ADDRESS: 433 Soscol Ave #B160 Napa CA

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 checked="" type="checkbox"/> Monica Koenig
<input checked="" type="checkbox"/> Kelsey Petithomme	<input checked="" type="checkbox"/> Joelle Gallagher	<input checked="" type="checkbox"/> Jennifer Yasumoto
	<input checked="" type="checkbox"/> Vanessa Rubio	<input checked="" type="checkbox"/> Marlena Garcia

Staff present:

<input checked="" type="checkbox"/> Ashley Walker	
<input checked="" type="checkbox"/> Shannon Wheatley (virtually)	

2. Public Comment
 none
3. Approval of Commission Minutes, M. Koenig
 a) Minutes for January 26, 2026

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

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

4. Shannon Wheatley of Lane 9 Consulting leads the Commission in a strategic plan refresh mini session, through virtual facilitation
5. Commission Business

- a) Review and discussion of applications received to fill vacant commissioner seat. The Commission will vote on their recommendation to be submitted to the Napa County Board of Supervisors.
- i. Motion to submit Dr.Carrillo to the Napa County Board of Supervisors as the commission’s recommendation to fill the vacant seat

a. (Motion 1st by MK, 2nd by KP)

JC	VR	JO	KP	JG	MK	JY	MG
Y	Y	y	2 ND	Y	1 ST	Y	Y

- b) Reminder annual Form 700 is due by April 1st. The form has been included in this commission packet.
- c) Strategic Planning Retreat, Thursday March 26- Gasser Building Conference Room.
 *Reminder to order breakfast by EOD today, (3/23)

- 6. Review and possible approval of the process required for First 5 Napa County to open a 501c3 for the purpose of sourcing additional grant opportunities
 - a) Motion for First 5 Napa County to move forward with opening a 501c3 and covering the cost to do so.

a. (Motion 1st by JG, 2nd by KP)

JC	VR	JO	KP	JG	MK	JY	MG
Y	Y	y	2 ND	1 ST	Y	Y	Y

7. Executive Director Report

- a) First 5 Advocacy Day April 14, 2026
- b) Week of the Young Child April 11-17
- c) Program Updates- StoryWalk, Doula Taskforce, etc.
- d) Community computer donation from Chandon
- e) Car Seat Pick Up Event, Thursday April 9th 10am-1pm at Cope

- 8. Items for next Commission Meeting, M. Koenig
 - Proposed FY26-27 budget review and public hearing
 - other business as it arises

9. Announcements

- a) Calistoga Community partnership meeting this Wednesday
- b) Hearts & Hands preschool raised money to stay open until June, still very tough situation
- c) April 17- Child Start opening of Vallejo Early Learning Center, Ribbon Cutting
- d) ParentsCan Gala upcoming on April 18
- e) HHSA- BHSA focus on parent/early childhood intervention

- f) Next Commission Meeting: April 26, 2026 from 3-5PM

Adjourn: 5 :53

Juan Cisneros, Chair

ATTEST:

Ashley Walker, Secretary

Commissioners Voting Key

JC = Juan Cisneros; VR = Vanessa Rubio
 JO = Jennifer Ocon; JY= Jennifer Yasumoto; KP = Kelsey Petithomme;
 JG = Joelle Gallagher; MK= Monica Koenig; MG= Marlana 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

Conflict of Interest Disclosure

Section 4 of Commission Resolution No. 2012 – 2 states:

Because a perception of bias may damage the public’s confidence in the impartiality and fairness of the Commission’s decisions, Commissioners shall perform their duties in an impartial manner, free from bias caused by financial or personal interest. In order to enhance the public’s confidence in the impartiality and fairness of the Commission’s decisions, the following practice shall be followed:

A. When assuming office, a Commissioner shall disclose in writing their activities that relate to the 0 – 5 population. For Commissioners in office as of the date of adoption of this resolution, disclosure shall occur on or before September 30, 2012.

B. A Commissioner shall amend the written disclosure described in paragraph A to add or subtract activities from the statement. The amendment shall occur in conjunction with the filing of Form 700 in April.

C. A Commissioner shall explain verbally why they are choosing to participate in the deliberation of an agenda item that involves an interest or activity that has been disclosed pursuant to paragraph A.

D. After a disclosure pursuant to paragraph C, other Commissioners may ask questions or make comments.

Name of Commissioner: _____

Date of Disclosure: _____

Activities relating to the 0-5 population involving personal or financial interest:

Name of Organization	Activity
_____	_____
_____	_____
_____	_____
_____	_____

Signature of Commissioner: _____

**First 5 Financials Fiscal Year 2025-26
As of March 31, 2026**

		Total Fund	Prop 10		Car Seat Access Program	Storywalk	Quality Counts	Total Fund
		2025-26 Budget	Prog/Eval 2025-26 Actuals	Admin 2025-26 Actuals	2025-26 Actuals	2025-26 Actuals	IMPACT Legacy 2025-26 Actuals	2025-26 Actuals
Revenues								
45100	Interest Income	15,000	10,238	10,238	-	-	-	20,476
43605	State: Children & Families First (Prop 10)	450,000	232,262	58,065	-	-	-	290,327
43790	State: Prop 56	190,000	-	-	-	-	-	-
43790	State: IMPACT Legacy	1,507,448	-	-	-	-	866,254	866,254
43790	State: IMPACT Legacy through SCOE	15,635	842	-	-	-	-	842
43790	State: CECET	-	5,149	-	-	-	-	5,149
47150	Other Grants	-	-	-	-	2,771	-	2,771
47500	Donations and Contributions	82,690	3,000	13,779	84,490	-	-	101,269
47900	Miscellaneous	-	-	106	-	-	-	106
Total Revenues		2,260,773	251,491	82,188	84,490	2,771	866,254	1,287,194
Expenditures								
51xxx	Salaries/Benes - All	470,690	153,194	75,454	18,199	2,792	16,518	266,157
52100	Administration Services	1,800	-	170	1,800	-	-	1,970
52125	Accounting and Auditing Services	32,000	-	21,670	-	-	-	21,670
52140	Legal Services	4,000	-	-	-	-	-	-
52305	Training Services	2,000	1,999	-	-	-	-	1,999
52310	Consulting Services	62,500	34,778	-	-	-	14,000	48,778
52320	Interpreting Services	5,000	400	-	40	-	720	1,160
52345	Janitorial Services	1,000	-	1,191	-	-	-	1,191
52490	Other Professional Services	15,000	-	9,084	-	1,199	-	10,283
52600	Rents/Leases - Equipment	6,000	1,813	1,812	-	-	-	3,625
52605	Rents/Leases - Building & Improvements	34,208	14,240	14,241	-	-	-	28,481
52705	Insurance - Premiums	18,000	8,240	8,240	-	-	-	16,480
52800	Communications	2,000	778	777	-	-	-	1,555
52810	Advertising/Marketing	9,200	659	-	-	137	-	796
52820	Printing and Binding	-	-	170	-	-	-	170
52830	Publications/Legal Notices	250	962	-	-	-	-	962
52900	Training/Conference Expenses	7,500	821	-	-	-	-	821
52905	Business Travel/Mileage	2,000	98	-	766	-	-	864
53100	Office Supplies	2,500	2,422	2,421	-	-	31	4,874
53105	Office Expenses-Furn & Fixture	500	-	-	-	-	-	-
53110	Freight/Postage	100	-	69	-	-	-	69
53115	Books/Media/Periodicals/Subcr	1,000	-	70	-	-	-	70
53120	Memberships/Certifications	10,824	-	3,625	-	-	-	3,625
53410	Computer Equipment/Accessories	1,500	774	774	-	-	-	1,548
53415	Computer Software/Licensing Fees	6,600	1,913	1,914	-	-	-	3,827
53600	Special Department Expense	75,000	2,246	-	60,000	500	6,662	69,408
53650	Business Related Meals & Supplies	4,000	337	336	-	56	-	729
54805	Community Grants: Prop 10	24,658	15,645	-	-	-	-	15,645
54805	Community Grants: Impact Legacy	1,355,709	-	-	-	-	775,759	775,759
54805	Community Grants: Impact Legacy to CRC	88,000	-	-	-	-	44,000	44,000
54805	Community Grants: Impact Legacy through SCOE	15,635	842	-	-	-	-	842
54810	Sponsorship Grants	1,000	-	-	-	-	-	-
	<i>Indirect Costs</i>	-	-	-	-	-	8,564	8,564
Total Expenditures		2,260,174	242,160	142,018	80,805	4,684	866,254	1,335,921
FY25 revenues received in current year		-	1,824	-	-	-	25,317	27,141
Net Surplus (Deficit)		599	11,155	(59,830)	3,685	(1,913)	25,317	(21,586)
<i>Prop 10 intrafund transfers</i>			-	-			-	-
Beginning Fund Balance		925,098	1,555,021	(604,606)	-	-	(25,317)	925,098
Surplus/(Deficit) current Year		599	11,155	(59,830)	3,685	(1,913)	25,317	(21,586)
Ending Fund Balance		925,697	1,566,176	(664,436)	3,685	(1,913)	-	903,512

Percent of admin calculation:

Current

Total Admin	142,018
Total Expenditures	1,335,921
Percentage of admin	11%

Without Impact Legacy- Napa Lead

Total Admin	142,018
Total Expenditures	560,162
Percentage of admin	25%

**First 5 Financials Fiscal Year 2025-26
Budget to Actuals as of March 31, 2026**

Target %
75%

	Total Fund 2025-26 Adopted Budget	Total Fund 2025-26 Budget Adjustments	Total Fund 2025-26 Revised Budget	Total Fund 2025-26 Actuals	Variance 2025-26 Budget vs Actuals	
Revenues						
45100 Interest Income	\$ 15,000		\$ 15,000	\$ 20,476	\$ 5,476	137%
43605 State: Children & Families First (Prop 10)	450,000		450,000	290,327	(159,673)	65%
43790 State: Prop 56	190,000		190,000	-	(190,000)	0%
43790 State: Impact Legacy	1,507,448		1,507,448	866,254	(641,194)	57%
43790 State: IMPACT Legacy through SCOE	-	15,635	15,635	842	(14,793)	5%
43790 State: CECET	-		-	5,149	5,149	0%
47150 Other Grants	-		-	2,771	2,771	0%
47500 Donations and Contributions	-	82,690	82,690	101,269	18,579	122%
47900 Miscellaneous	-		-	106	106	0%
Total Revenues	\$ 2,162,448	\$ 98,325	\$ 2,260,773	\$ 1,287,194	\$ (973,579)	57%
Expenditures						
51xxx Salaries/Benes - All	\$ 452,000	\$ 18,690	\$ 470,690	\$ 266,157	\$ 204,533	57%
52100 Administration Services	-	1,800	1,800	1,970	(170)	109%
52125 Accounting and Auditing Services	32,000		32,000	21,670	10,330	68%
52140 Legal Services	4,000		4,000	-	4,000	0%
52305 Training Services	2,000		2,000	1,999	1	100%
52310 Consulting Services	62,500		62,500	48,778	13,722	78%
52320 Interpreting Services	5,000		5,000	1,160	3,840	23%
52345 Janitorial Services	1,000		1,000	1,191	(191)	119%
52490 Other Professional Services	15,000		15,000	10,283	4,717	69%
52600 Rents/Leases - Equipment	6,000		6,000	3,625	2,375	60%
52605 Rents/Leases - Building & Improvements	34,208		34,208	28,481	5,727	83%
52705 Insurance - Premiums	18,000		18,000	16,480	1,520	92%
52800 Communications	2,000		2,000	1,555	445	78%
52810 Advertising/Marketing	8,500	700	9,200	796	8,404	9%
52820 Printing and Binding	-		-	170	(170)	100%
52830 Publications/Legal Notices	250		250	962	(712)	385%
52900 Training/Conference Expenses	7,500		7,500	821	6,679	11%
52905 Business Travel/Mileage	2,000		2,000	864	1,136	43%
53100 Office Supplies	2,500		2,500	4,874	(2,374)	195%
53105 Office Supplies-Furn & Fixture	500		500	-	500	0%
53110 Freight/Postage	100		100	69	31	69%
53115 Books/Media/Periodicals/Subcr	1,000		1,000	70	930	7%
53120 Memberships/Certifications	9,324	1,500	10,824	3,625	7,199	33%
53410 Computer Equipment/Accessories	1,500		1,500	1,548	(48)	103%
53415 Computer Software/Licensing Fees	6,600		6,600	3,827	2,773	58%
53600 Special Department Expense	15,000	60,000	75,000	69,408	5,592	93%
53650 Business Related Meals & Supplies	4,000		4,000	729	3,272	18%
54805 Community Grants: Prop 10	24,658		24,658	15,645	9,013	63%
54805 Community Grants: Impact Legacy	1,355,709		1,355,709	775,759	579,950	57%
54805 Community Grants: Impact Legacy to CRC	88,000		88,000	44,000	44,000	50%
54805 Community Grants: Impact Legacy through SCOE	-	15,635	15,635	842	14,793	5%
54810 Sponsorship Grants	1,000		1,000	-	-	0%
Indirect Costs	-	-	-	8,564	-	100%
Total Expenditures	\$ 2,161,849	\$ 98,325	\$ 2,260,174	\$ 1,335,921	\$ 931,817	59%
FY25 revenues received in current year			\$ -	\$ 27,141		
Net Surplus (Deficit)	\$ 599	\$ -	\$ 599	\$ (21,586)		
Beginning Fund Balance			\$ 925,098	\$ 925,098		
Surplus/(Deficit) current year			\$ 599	\$ (21,586)		
Ending Fund Balance			\$ 925,697	\$ 903,512		
			Cash Balance	\$ 549,821		

First 5 Napa County Planning and Evaluation Support

May to June 2026

Purpose

As First 5 Napa County develops a new strategic plan for FY 26-27 through FY 29-30, staff request support with the data collection and data summaries as well as assistance with the ongoing program evaluation.

Tasks

Task One: Begin FY 25-26 Reporting

As data is available, the FY 25-26 program evaluation report will be prepared for staff. This includes

- Summarizing the findings from the Belonging Through Books program, and the Outreach and Engagement programs.
- Updating the IMPACT Provider Survey and moving it to Google Forms for ease of monitoring and access to the findings.
- Summary of the IMPACT Provider Survey findings.

The full FY 25-26 report will *not* be completed by June 2026 given that program services continue through the end of the fiscal year and program reporting timelines extend into the next fiscal year.

PREDICTED Status of the FY 25-26 Program Reports in June 2026

Program	Predicted Status as of June 2026
Belonging Through Books (formerly RFL)	<i>Complete</i>
Outreach and Engagement	<i>Complete</i>
IMPACT	<i>In Progress</i>

This task includes drafted FY 25-26 program evaluation reports for two programs: Belonging Through Books and Outreach and Engagement. It also includes a summary of the FY 25-26 IMPACT provider survey. One meeting with staff will be held to review the summaries.

Task Two: Begin FY 26-27 Evaluation Planning

The program logic models for the programs funded in FY 25-26 are designed for the current Strategic Plan. Once the plan is updated, the logic models will be reviewed to align the activities and the outcomes with the Commission's focus for the next four years.

Due to varied program timelines, the planning may not be completed by the end of the fiscal year.

This task includes a review of the program logic models, evaluation plans and data collection tools and updates as indicated. It also includes up to two meetings with staff to review the materials.

Timeline

Tasks	May	Jun
Task One: Begin FY 25-26 Reporting		
Task Two: Begin FY 26-27 Evaluation Planning		

Budget

Task	Labor Hours		
Task One: Begin FY 25-26 Reporting	27		
Task Two: Begin FY 26-27 Evaluation Planning	26		
Total Labor Hours			53
Project Costs	Total Hours	Rate	Total Costs
Labor Costs			
Mechele Small Haggard, MBA	53	\$175	\$9,275
Total Labor Costs			\$9,275
Translation Costs			
Translation of Participant Feedback and Translation of Data Collection Tools			\$200
Total Translation Costs			\$200
Total Project Budget			\$9,475

Prepared by
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First 5 Napa County DRAFT Budget for FY 2026-27									
Actuals Area not updated. County will complete late spring. Internal tracker provided to inform discussion									
	2022-23 Audited Actuals	2023-24 Audited Actuals	2024-25 Final Budget	2025-26 Approved Budget	2026-2027 DRAFT Budget	FY 2025-26 Notes			
Revenues									
45100 Interest Income	8,052	16,047	5,000	15,000	15,000				
43605 State: Prop 10 - Children & Families First	572,456	489,850	664,797	450,000	400,000				
43790 State: Prop 56	196,382	192,688		190,000	165,000				
43790 State: Impact Grant	89,178	86,295	1,893,369	1,507,448	1,507,448				
43790 State: Impact Legacy		1,249,732							
43790 State: OCCQRIS Block Grant	41,534	43,153							
43790 State: HV Coordination			56,926						
43790 State: Hub reimbursement	110,891								
43790 State: PDG-R	7,569								
43790 State: Other (CECET, SMIF)									
46800 Charges for Services		60,921							
47150 Other Grants	13,369	16,118	5,000		100,000				
47500 Donations and Contributions	13,609				15,000				
47600 Miscellaneous		75							
Total Revenues	1,053,080	2,154,879	2,625,092	2,162,448	2,202,448				
Expenditures									
51100 Salaries and Employee Benefits	380,441	379,894	437,333	452,000	452,000				
51405 Workers' Comp									
52125 Accounting and Auditing Services	24,169	24,035	30,000	32,000	35,000				
52140 Legal Services	3,525	3,150	4,000	4,000	5,000				
52305 Training Services	119		10,850	2,000	2,000				
52310 Consulting Services	268,144	114,131	255,458	62,500	65,000				
52320 Translation/interpreting Services	954	2,350	3,000	5,000	5,000				
52345 Janitorial Services	3,900	510	1,500	1,000	-				
52490 Other Professional Services	150,587	23,314	28,500	15,000	15,000				
52600 Rents/Leases - Equipment	3,654	(14)	6,000	6,000	6,000				

Includes budget for 3.5 staff. Salary projections include 3% annual COLA increase and estimate health in lieu of \$8,500 per employee

County wants Workers Comp coded here

about 10k for yearly audit, (q1=6,889, q2=3,300 for county accounting services)

Approx 14 hours with legal counsel

F5 network gatherings; (if needed), Staff professional development

grant writer (10k), Dr. Lori (25k), storywalk (5k), MSH (10k), Mat Leave Consultant (15k), HR consultant (5k)

monthly cleanings through September, deep clean for move out in October.

IT: Gamileo (website); Handy person: extra help, moving services

60 month lease, signed Nov of 2022. \$258 per month, plus taxes, plus budget for copy overages

Includes regional county allocations reduced to the projected 90% impact funding final amounts= Local 90% = 127,439, FLA allocations= 24,300, Total for all of Region 1 = 1,507,448



First 5 Association

1115 Atlantic Avenue
Alameda, CA 94501
(510) 244-3032
shelby@first5association.org

Invoice

Invoice 202624
Date Jul 15, 2025
Amount due \$3,625.00

Bill to First 5 Napa County
ashley@first5napa.org
1040 Main Street, Suite 206
Napa, CA 94559-3082

Chase Bank 322271627
Routing:
For Direct Account# 521503578
Deposit/ACH

Item name	Quantity	Price	Amount
2025-2026 First 5 Association Membership Dues	1	\$3,625.00	\$3,625.00

Subtotal \$3,625.00
Total \$3,625.00
Paid \$0.00

Amount due **\$3,625.00**

Use this link to pay online: <https://app01.us.bill.com/p/first5association>

Notes

Thank you for your continued support of the work of the First 5 Association!

Please note: Membership dues are not tax-deductible as charitable contributions.

First 5 Association Member Dues

The First 5 Association member dues formula reflects a \$6,000 base rate plus \$2.60 per birth (based on 2020 Department of Finance projections), with a three percent increase in each of the subsequent two years. Dues are capped at \$95,000.

County	Dues FY26-27	Dues FY27-28	Dues FY28-29	County	Dues FY26-27	Dues FY27-28	Dues FY28-29
Alameda	\$53,013	\$54,604	\$56,242	Orange	\$95,000	\$95,000	\$95,000
Alpine	\$6,016	\$6,196	\$6,382	Placer	\$15,773	\$16,247	\$16,734
Amador	\$6,835	\$7,040	\$7,251	Plumas	\$6,387	\$6,579	\$6,776
Butte	\$11,416	\$11,758	\$12,111	Riverside	\$81,161	\$83,596	\$86,103
Calaveras	\$7,019	\$7,230	\$7,447	Sacramento	\$55,738	\$57,410	\$59,132
Colusa	\$6,658	\$6,858	\$7,063	San Benito	\$8,085	\$8,328	\$8,578
Contra Costa	\$37,197	\$38,313	\$39,463	San Bernardino	\$81,491	\$83,936	\$86,454
Del Norte	\$6,611	\$6,809	\$7,014	San Diego	\$95,000	\$95,000	\$95,000
El Dorado	\$10,100	\$10,403	\$10,715	San Francisco	\$27,700	\$28,531	\$29,387
Fresno	\$43,354	\$44,655	\$45,994	San Joaquin	\$32,478	\$33,453	\$34,456
Glenn	\$7,035	\$7,246	\$7,463	San Luis Obispo	\$12,557	\$12,934	\$13,322
Humboldt	\$9,565	\$9,852	\$10,147	San Mateo	\$27,208	\$28,024	\$28,865
Imperial	\$12,638	\$13,017	\$13,407	Santa Barbara	\$20,186	\$20,791	\$21,415
Inyo	\$6,460	\$6,654	\$6,854	Santa Clara	\$60,525	\$62,340	\$64,211
Kern	\$39,977	\$41,176	\$42,411	Santa Cruz	\$12,305	\$12,674	\$13,054
Kings	\$11,736	\$12,088	\$12,450	Shasta	\$10,878	\$11,204	\$11,540
Lake	\$7,895	\$8,132	\$8,376	Sierra	\$6,052	\$6,234	\$6,421
Lassen	\$6,637	\$6,836	\$7,041	Siskiyou	\$6,863	\$7,069	\$7,281
Los Angeles	\$95,000	\$95,000	\$95,000	Solano	\$19,309	\$19,889	\$20,485
Madera	\$11,504	\$11,849	\$12,205	Sonoma	\$17,266	\$17,784	\$18,317
Marin	\$11,353	\$11,694	\$12,045	Stanislaus	\$25,419	\$26,182	\$26,967
Mariposa	\$6,406	\$6,598	\$6,796	Sutter	\$9,247	\$9,525	\$9,811
Mendocino	\$8,470	\$8,724	\$8,986	Tehama	\$8,088	\$8,330	\$8,580
Merced	\$16,475	\$16,970	\$17,479	Trinity	\$6,281	\$6,469	\$6,663
Modoc	\$6,075	\$6,258	\$6,445	Tulare	\$24,054	\$24,776	\$25,519
Mono	\$6,257	\$6,445	\$6,638	Tuolumne	\$7,206	\$7,423	\$7,645
Monterey	\$21,020	\$21,651	\$22,300	Ventura	\$28,929	\$29,797	\$30,691
Napa	\$9,323	\$9,602	\$9,891	Yolo	\$11,728	\$12,080	\$12,442
Nevada	\$8,153	\$8,397	\$8,649	Yuba	\$9,120	\$9,394	\$9,675

First 5 Napa County 2026 Commissioner Retreat



RETREAT OVERVIEW

Together, we co-designed and facilitated a Commission retreat at The Peter and Vernice Gasser Building Conference Room on Thursday, March 26th, 2026. The retreat brought together Commission members to strengthen relationships, reflect on the organization's progress and challenges, and move the strategic planning process forward.



RETREAT GOALS



1. **CONNECT:** Build and strengthen relationships across the Commission.
2. **LOOK BACK:** Celebrate what we've accomplished, acknowledge what's been hard, and capture our lessons learned.
3. **PLAN AHEAD:** Align on how First 5 Napa's priorities are taking shape and the Commission's role.





Agenda | Thursday, March 26th

Time	Experience	Lead	Details
8:30-9:00 PM	Breakfast	-	Breakfast will be provided from Winston's Cup .
9:00-9:30	Welcome and Introductions	Ashley & lane 9	We'll kick off with a warm welcome, quick intros, and a short team-building exercise.
9:30-10:10	State of First 5 Napa County	Ashley	Ashley will give an update on wins, impact, and what's next for F5N.
10:10-10:25	Break	-	Refresh and take care of your needs.
10:25-12:00	Feedback on the Strategic Framework	Lane 9	Update the organization's mission statement and provide feedback on the draft strategic framework.
12:00-12:45	Lunch	All	A catered meal from a local taco bar will be provided.
12:45-2:30	Future Funding Part 2.	Lane 9	This will be a continuation of the deep dive that we had on funding.
2:30-3:00	Closing & Evaluation	Lane 9	To close the day, we'll reflect together, share retreat feedback, and end in a circle of appreciations.

Looking Ahead

Vision for the Future

UPDATING OUR MISSION STATEMENT



Current Mission Statement:
First 5 Napa County convenes and mobilizes the community to use systems- and design-thinking to center and lift up our community's young children, their families, and the providers who serve them.



WHY CHANGE OUR MISSION STATEMENT



Leadership & Context	Our internal leadership and the broader environment have changed, creating an opportunity to reset and sharpen our focus.
Clarity	Our mission should be easy to understand, remember, and repeat across Napa County.
Focus	Our mission should clearly center children ages 0-5 and the families who raise them.
Alignment	Our mission should reflect the work First 5 Napa is doing today and where we are headed next.
Usefulness	Our mission should ground staff and partners, guide decisions and priorities, and work across our branding, communications, fundraising, and policy efforts.



MISSION STATEMENT EXERCISE: The Draft Statements



At First 5 Napa County...

- | | |
|---|---|
| <p>A. We support Napa County children ages 0-5 to grow, learn, and thrive, because the first five years shape a lifetime.</p> | <p>A. Apoyamos a los niños del condado de Napa de 0 a 5 años para que crezcan, aprendan y prosperen, porque los primeros cinco años marcan toda una vida.</p> |
| <p>A. We provide support that helps Napa children ages 0-5 grow, learn, and thrive.</p> | <p>B. Brindamos apoyo que ayuda a los niños de Napa de 0 a 5 años a crecer, aprender y prosperar.</p> |



Looking Ahead

Funding Journey

OUR FUNDING JOURNEY: Visioning



The year is 2030....

First 5 Napa County has just been recognized as a model for early childhood impact in California. A key reason? We built a funding approach that was sustainable, strategic, and clearly tied to outcomes for children and families.

Now, looking back, what got us here?



OUR FUNDING JOURNEY



1. What made our funding strategy work?
2. What structures, processes or resources did we put in place that helped us stay on track?
3. What challenges did we face and how did we navigate them?
4. Where did the Commission have the greatest impact?



Looking Ahead

Next Steps/Strategic Plan

What is a Strategic Plan?

Where are we going?
(The Destination)

How will we get there?
(Priorities and approach)

How will we know we're making progress?
How will we know we've arrived?
(Measures of success)

- A document no one reads
- A to do list of everything we want to do
- A detailed work plan
- A way to avoid current context or hard decisions
- A report card for staff
- Not static or set in stone



STRATEGIC PLANNING LAUNCH



Milestone	Target Date	Status
Begin Planning Meetings with ED	n/a	Complete ✓
Review a set of Internal Documents based on Guiding Questions	n/a	Complete ✓
Create and deliver a survey for F5N constituents	n/a	Complete ✓
Gather Commission Input	Feb 23, March 23	Complete ✓
Produce draft of key findings from survey & Commission sessions	March 25	Complete ✓
Commission Retreat to review findings	March 26	Complete ✓
Draft Strategic Plan	April 27	Not Started ●
Final Revision Window	late April-early May	Not Started ●
Strategic Plan Process Complete	May 11	Not Started ●

Summary of Feedback





Retreat Feedback Summary

Overall, participants viewed the retreat positively, highlighting strong facilitation, thoughtful discussions, and opportunities to connect. Suggestions included having more context and time to ponder updated mission statements, and more in-depth discussions about the organization's role and mission.

<u>Category</u>	<u>Average</u> <small>(n=6)</small>
Overall Retreat Experience	8.5 / 10
Logistics & Communication	4.7 / 5
Food, Beverages, & Snacks	5 / 5
Facilities	4.7 / 5
Agenda & Flow	4.3 / 5



Wins

Engaging Activities

- The group valued the Funding Journey and visioning exercises.
- *"Exploring how we accomplished something, rather than what we accomplished (The Funding Journey exercise)."*

Facilitation

- Strong facilitation created a respectful, friendly, focused discussion.
- *"Kept us focused and moving along. Appreciated the organization and respect for time being efficient."*

Time & Space to Reflect

- The retreat created space to reflect on the organizations future.
- *"Good mix of individual reflection, small group and large group discussions!"*

Clear Strategic Themes

- Participants collaborated and gave their input on the Commission Strategic Plans.





Areas for Improvement

Mission Statement Process

- Participants were surprised by the mission statement vote and felt more context would have helped before making their decision.
- *"I think that the conversation should have been previewed at a previous meeting. People have big feelings about those statements."*

Role Clarity

- There is ongoing tension regarding the foundational role of First 5 that still feels unresolved for some members.
- *"Are we moving into a direct service relationship to families, or toward influencing policies and systems?"*

Agenda Pacing

- Some participants wanted more time for discussion and reflection.
- *"It was a lot but we got through it! I would have liked more time to discuss the Mission statement."*





Opportunities for Follow Up

- **Clarify Next Steps in Strategic Planning Process:**
Share how retreat insights will shape priorities, timeline, and final decisions.
- **Strengthen Sustainability Planning:**
Use the momentum from the funding discussion to address the impact of declining revenue.
- **Further Clarify the Mission:**
Continue the discussion around F5N's mission and role relative to other non-profits in the region.



“There is always enough time for the right
work.”

adrienne maree brown

