



April 25, 2019

<p><b>SUBJECT</b></p> <p><b>CONSENT CALENDAR</b></p>	<p><input checked="" type="checkbox"/> Action</p> <p><input type="checkbox"/> Information</p>
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**SUMMARY OF REQUEST**

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Approve the following consent agenda items:

1. January 23, 2019, Commission Meeting Minutes
2. January 24, 2019, Commission Meeting Minutes
3. Agreement Ratifications
4. Agreement with the Department of General Services for Human Resources Services

**RECOMMENDATION**

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First 5 California staff recommends the Commission approve the consent calendar.

**ATTACHMENTS**

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- A. Draft of January 23, 2019, Commission Meeting Minutes
- B. Draft of January 24, 2019, Commission Meeting Minutes
- C. Agreement Ratifications
- D. Agreement with the Department of General Services for Human Resources Services



# First 5 California Strategic Planning Retreat

January 23, 2019  
**Meeting Summary**

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On January 23, 2018, First 5 California (F5CA) Commissioners met for a strategic planning retreat. This document presents a summary of the Commission meeting.

## Welcome

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Commission Chair George Halvorson opened the meeting with the following remarks:

- We are in a golden age for children in California.
- Through strategic planning, we seek to optimize the use of resources, and optimize our ability to achieve our goals.
- Strategic plans provide clarity. This clarity allows F5CA staff, policy makers, and the California public to see what F5CA is doing and why.
- F5CA has been recognized as one of the only state agencies with quantifiable goals.
- This strategic planning process builds off the previous plan, and the Commission update to that plan.
- An important aspect of this plan will be a greater focus on equity. F5CA is committed to ensuring that every child has an equitable start.

## Introducing the Strategic Planning Agenda Item

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F5CA's Frank Furtek introduced the strategic planning agenda item by reviewing the process to date, highlighting what is similar and different from 2014 strategic plan, and providing an overview of how stakeholder input and Commissioner feedback contributed to evolution of the plan. Maggie Steakley from GPG presented a brief overview of the stakeholder engagement process and stakeholder input. Molly Munger and Muntu Davis, F5CA Commissioners, shared highlights from the advisory group structure and process. Finally, Moira Kenny of the First 5 Association commented, on behalf of the Association Executive Committee, on their appreciation for being included in the planning process, their support and enthusiasm for such robust inclusion of the First 5 Network Strategy in the F5CA strategic plan, and their offer to support this planning process in whatever ways they can. Moira also shared the Association's commitment to gathering input from local parents and families as the plan is further developed.

The strategic plan agenda item is available [here](#). A summary of stakeholder input is available [here](#). Additionally, the following documents were presented to the Commission:

- [Strategic Plan Framework](#)
- [Draft strategic plan](#)

## Overview, Objectives, and Expectations

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Janelle Kubinec of WestEd facilitated the rest of the strategic planning session, beginning with a review of session objectives, which included:

- Provide Commissioners with overview of activities and outcomes from strategic planning work since April 2018.
- Engage Commissioners to provide constructive feedback regarding the draft strategic plan that staff can use to finalize plan for April 2019 approval.
- Provide Commissioners and staff an opportunity to make connections and build relationships through their work on the strategic plan.

In setting the stage for the day, Camille Maben highlighted the intention to create a two-part plan, with Commissioners reviewing the public facing plan today. The internally-facing plan document will be developed in the coming months and iterated upon in the next year. George Halvorson noted the importance of both moving forward with the strategic planning process, but also taking a moment at the end of the year to look back, review, make any adjustments that maybe needed based on transitions/changes, etc.

## Draft Plan Feedback by Priority Area

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For the bulk of the meeting, Commissioners reviewed each priority area and indicated exciting ideas, questions, and/or concerns on the draft document. Commissioners then offered feedback and had a discussion around each area.

### *GOAL 1: Children thrive by achieving optimal health prenatal through age 5.*

#### **Exciting Ideas:**

- Health is a foundational value, makes life easier, limits obstacles
- Appreciate the inclusion of “ready to enter and succeed in school.” In this goal because it demonstrates that health in and of itself is in service of a larger goal
- Research and evaluation under policy and systems
- Early identification, developmental screens
- The focus on partnerships: We need to partner, not lead, with community partners in this area
- Universal developmental screens
- The First 5 Association and County Commission partners are looking forward to the details in the implementation plan around this goal area. The Association and County Commissions will be looking to F5CA for support around systems building and advocacy support around child health.

#### **Questions:**

- Where is our most appropriate leveraging point? What is our capacity?

- How should we be thinking about state vs. local partnerships around child health?

**Concerns and/or Additions:**

- Include more on informing families about what to look out for around child development
- Frame this section around investing in children to create healthy people over their life span. Currently feels like the idea that investing early is foundational and critical for future / lifetime health is missing. This may be captured in other sections, but would bear repeating
- Essential to reinforce the idea of linguistically and culturally appropriate services/communications/etc.
- Include more on data collection and communications about the data
- When discussing health care coverage, focus on sufficient coverage, not just coverage itself
- Additions
  - Behavioral health
  - “Focus on prevention”
  - A focus on mothers/maternal health

*GOAL 2: Children have equitable access to high-quality, nurturing environments that ensure learning readiness for children from birth through age 5.*

**Exciting Ideas:**

- The focus on communications (under policy and systems) plays to F5CA’s strengths
- Support a process to design and measure learning-readiness. (pg 11)
- Connections to transitional kindergarten and kindergarten
- Workforce development in all early learning settings

**Questions:**

- Where does the F5CA role of convener live in this strategic plan? [Maybe this is a thread across all three priorities, embedded in the partnerships strategy]

**Concerns and/or Additions:**

- Concerned about “equitable access” in the goal. The goal should be bigger than access.
  - Suggest changing the goal to read “**Children have high-quality, nurturing environments and experiences that ensure learning readiness for children from birth through age 5.**”
  - Recommend using targeted strategies to reach universal goals.
- Make the kindergarten/learning readiness section more prominent (not a sub bullet)

- Include informing families about healthy child development (see thread from child health)
- The community partners section has a bullet about local collaboration, but something should also be added about collaboration at the state level
- Make stronger connections between developmental screens and learning readiness assessments as two touchpoints of a continuum of assessment

*GOAL 3: Families have the knowledge, skills, and resources to support their children's optimal development.*

**Exciting Ideas:**

- Great enhancement
- We make it clear that parents are critical, need support, etc.
- Respect the role of parenting
- Paid family leave as part of the learning readiness agenda

Commissioners did not have questions, revisions, or additions to this goal area.

## Using this Plan as a Map for Action

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Towards the end of the meeting, Commissioners discussed using the strategic plan to guide F5CA moving forward.

To begin, the First 5 Association was invited to share some reactions:

- Appreciations and strengths:
  - The Association, its Executive Committee, and County Commissions more broadly appreciate the opportunity between now and April to work with F5CA as the plan is revised, refined, and finalized.
  - Acknowledging the role of the network is fantastic and really appreciated
  - The focus on policy, advocacy, and communications are a strength of F5CA and this plan
- Prioritizing and moving forward
  - It will be important for F5CA to prioritize its efforts, especially as its areas of work expand
  - The following areas are priorities for First 5 County Commissions:
    - Early intervention, developmental screens, Help Me Grow
      - Data
      - Outreach
      - State-level coordination
    - ACEs screening and associated trauma-informed interventions
    - Learning readiness assessments
    - Strong Start Index (launches Feb 4<sup>th</sup>)
    - IMPACT/ QCC

- Family strengthening (launching a refinement process around family strengthening policy sequencing)
- The Association and County Commissions hope to be invited to join F5CA in whatever way is appropriate and are eager to be involved

Commissioners then discussed how the strategic plan should be translated into more detailed implementation guidance and how the changing policy and leadership landscape may influence that process. The following ideas were shared:

- There is a tension between specificity and the looseness/flexibility that is needed in order to be opportunistic
  - This is a new landscape for the field
  - How do we balance “good and accountable implementation” without having a strict implementation plan while some of our partners are still in transition?
  - Suggestion to avoid too much specificity at this time (Molly Munger)
    - Have staff give a series of examples of the kind of work that is included in each area (like the forecast)
    - Create internal manager workplans, continue in F5CA’s work over the next year, then assess at that time when there may be more answers to some of the policy/landscape questions that currently exist
    - Leave room for fluidity. Clarity will emerge gradually. This would be a respectful and iterative way of moving forward.
  - Suggestion to specify priorities and details where possible (Kris Perry)
    - There is still the challenge of figuring out how all F5CA’s plan fits with the new administration, legislature priorities, etc.
    - Suggest being as specific as possible so when winning issues emerge, the community of First 5s can be ready to launch
    - It would also be helpful to prioritize
    - Recommend avoiding repetition of the same examples across the forecast sections

In general, Commissioners agreed on the need for some flexibility in first year implementation plans, and an interest in listing areas that F5CA “intends to explore” in regard to new opportunities. Commissions also noted that an operational management plan was important but does not need to come to the Commission.

## Next Steps

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Before the meeting closed, Commissioners were invited to envision what success looks like after implementing the emerging strategic plan. Commissioners shared the following “2024 Headlines:”

- All over California, children are learning ready

- California comes together for kids
- Families are supported to be their children's first teachers
- California has defined and is measuring learning readiness
- Learning Readiness:
  - California decreases and prevents the achievement and opportunity gaps
  - California has an early benchmark to understand and assess the achievement gap. California uses this to intervene early
  - California has no learning gap
- Kids are smart and happy

At the end of the meeting, the following next steps were identified:

- GPG will summarize Commission meeting notes
- F5CA will revise the strategic plan based on Commissioner Input
- Advisory Committee will review and inform revisions
- Commission will meet in April to approve the strategic plan
- F5CA will continue to work on the implementation document

Commissioners and F5CA staff expressed appreciation for all the work completed to date to develop the plan, including the input from stakeholders, participation from the First 5 Association Executive Committee, and dedication of F5CA staff and Commissioners.



**California Children and Families Commission Meeting**

**January 23, 2019 DRAFT Minutes**

**Agenda Item 1 – Opening Remarks**

George Halvorson called the meeting to order at 1:05 p.m.

Commissioners Present: George Halvorson  
Lupe Jaime-Mileham  
Muntu Davis  
Shana Hazan  
Molly Munger

Commissioners Absent: Monica Fitzgerald

Ex Officio Member Present: Jim Suennen

Announcements: Chair Halvorson welcomed Kris Perry, who will serve as the Ex Officio Member starting January 24, 2019, and is replacing Jim Suennen. He thanked Mr. Suennen for his years of service on the Commission.

**Agenda Item 2 – Public Comment**

Chair Halvorson opened the floor for public comment.

**DISCUSSION:** None

**PUBLIC COMMENT:** None.

**Information Item 3 – 2019 Strategic Plan**

Please see the attached summary.

**Action Item 4 – Adjournment**

Chair Halvorson adjourned the meeting at 4:15 p.m.

The next scheduled Commission meeting is January 24, 2019, in Sacramento.



## California Children and Families Commission Meeting

DRAFT January 24, 2019

### Agenda Item 1 – Opening Remarks

George Halvorson called the meeting to order at 9:30 a.m.

Commissioners Present: George Halvorson  
Lupe Jaime-Mileham  
Muntu Davis  
Shana Hazan  
Molly Munger

Commissioners Absent: Monica Fitzgerald

Ex Officio Member Present: Kris Perry

Announcements: Chair Halvorson welcomed back Kris Perry to the Commission.

Chair Halvorson asked Commissioners if there were any items that presented a conflict of interest. There were none.

### Reports:

#### **First 5 California (F5CA) Executive Director – Camille Maben**

- Personnel – Lisa Moreau was hired as Ms. Maben’s executive assistant. Kathy Ellis transitioned from the Fiscal Services Office to the Administrative Services Office to fill behind Hanan Boyd (personnel liaison).
- Talk. Read. Sing.® Campaign – Three major sports executions are currently running: ESPN Radio, the Los Angeles Dodgers, and the Sacramento Kings. First 5 California’s (F5CA) work with ESPN Radio helped connect them with Los Angeles Rams Punter, Johnny Hekker, who not only is the star punter for the Rams, but also a first-time dad. He welcomed First 5 into his home to film his Top 5 Tips for new parents – with a special emphasis for dads – which lives on the First 5 California website and portions of the audio air daily on the radio in Los Angeles. This video was recently featured on ESPN’s homepage – as a full takeover of ESPN.com – which, in just 24 hours, had the potential

**California Children and Families Commission**

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to generate 4 million impressions. F5CA is going on year three of co-partnership with the Los Angeles Dodgers and its colleagues at First 5 Los Angeles. Some of the elements F5CA is sponsoring are a Talk. Read. Sing.® branded play area within Dodger Stadium, video and audio recordings – in English and Spanish – featuring an active player that airs in-stadium on the scoreboard and on radio during home and away game broadcasts, and the First 5 Express at the stadium during the summer.

The Sacramento Kings have been wonderful partners of F5CA as it looks to build upon its community engagements with them this year. F5CA is planning several community events – starting with February 23 at First 5 Sacramento’s Annual Baby Shower, and March 1 to celebrate Dr. Seuss Day at a local school. This year, the Sacramento Kings also moved their G-League team to Stockton, so in collaboration with First 5 San Joaquin, F5CA is beginning to conduct several smaller-scale school visits with their athletes within the greater Stockton area.

- First 5 IMPACT – To plan for IMPACT 2.0, F5CA staff have begun to take internal conversations to a broader level and include local stakeholder input. F5CA and the Association are partnering to engage county commissions in the planning of IMPACT 2.0. The first opportunity to engage with county commissions occurred in December at the First 5 Association Summit in Palm Springs. Erin Dubey from F5CA and Kathi Guerrero, Executive Director of First 5 El Dorado, led a session that engaged nearly every region in the state in a conversation around the future of IMPACT. Priorities, strengths, and challenges arose, all of which will contribute to future Request for Application development. The input session at the Association Summit will be followed up by two to three days of intensive working sessions with regional representation to gather more input and recommendations around what should be included and improved upon in IMPACT 2.0. F5CA staff will present initial plans to the Commission in the spring.
- Training and Technical Assistance – Through First 5 IMPACT’s Training and Technical Assistance Infrastructure work, University of Florida Lastinger Center and the staff from the School Reform Initiative are helping strengthen local, regional, and state partnerships to ensure Quality Counts California meets the needs of California’s multi-lingual and multi-cultural children, families, and educators. This is happening through training to facilitate Communities of Practice and use tools to more effectively facilitate conversations, and collaboratively problem solve complex issues. So far, more than 60 people around the state have received the training, including some F5CA staff who are already starting to use the tools in their work, with great success. A new training that combines face-to-face, virtual, and job-embedded learning will launch on January 29. These trainings will roll out across the state over the next year to support hundreds of leaders and educators to improve their collaboration skills.
- Data Visioning Process – Last fall, WestEd, with F5CA funding, engaged a contractor to shape data visioning in support of quality rating and improvement systems (QRIS) and

better early childhood data for California. Currently, state partners for Quality Counts California (F5CA and the California Department of Education) expect data needs assessment to take place in 2019 in a multi-stage process. Data visioning will include three strands: 1) QRIS and Registry data systems; 2) the parent portal for child care information under the Child Care and Development Services Act (AB 2960); and 3) an Early Childhood Integrated Data System that can support policy by linking available child and program data across multiple data systems. Governor Newsom has expressed interest in improving early childhood data, so future steps may be shaped by the interests of the new administration.

- Dual Language Learner (DLL) Pilot Study – The American Institutes for Research (AIR) launched the Dual Language Learner Pilot Study. This fall, AIR held webinars and conversations with key agencies (First 5s, county offices of education, and resource and referral agencies) to explain the study and to invite participation. AIR selected 16 counties to participate: the 6 largest counties with the most DLL children plus 10 random counties representative of each region of the state. Following an initial survey of sites to understand the kinds of program and strategies used within each study county, AIR will start the in-depth study that will include approximately 360 sites. F5CA staff are currently planning, with AIR, the process of creating Local Area Agreements by which commission-approved funds can support local pilot activities (e.g., site-level incentives \$2.5M, expansion activities \$10M).
- California Health Interview Survey (CHIS) – Under contract with UCLA, researchers are developing a research policy brief about factors related to parental reading, including exposure to the Talk. Read. Sing.® campaign, based on CHIS survey data. The final brief will be shared with commissioners this spring or summer. UCLA continues to test multi-mode data collection using mail, internet, and phone as a way to possibly reduce future costs of the survey. Currently, data collection is by phone interview. However, fewer people are willing to respond to phone surveys these days.

**DISCUSSION:** None

**PUBLIC COMMENT:** None

#### **First 5 Association of California Executive Director – Moira Kenney**

- Ms. Kenney did not provide a First 5 Association report. She reserved her presentation/comments for the Learning Readiness item.

#### **Advisory Committee Reports – Commissioners**

- Research and Evaluation – Vice Chair Jaime-Mileham reported that the committee met and discussed the Quality Counts California/IMPACT Evaluation Update, which will be heard later in the agenda.

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- Strategic Plan – Commissioner Davis thanked First 5 California staff for their work on the draft 2019 Strategic Plan.
- Legislative – Commissioner Hazan reported on the successful legislative visits that occurred the day prior to the Commission Meeting.
- Executive – Chair Halvorson stated the committee met to discuss the Commission Meeting agenda.

**DISCUSSION:** None

**PUBLIC COMMENT:** None

### **Agenda Item 2 – Public Comment**

Chair Halvorson opened the floor for public comment.

**DISCUSSION:** None

**PUBLIC COMMENT:** Roseann Ibarra, Executive Director of First 5 Mendocino, thanked First 5 California for providing funding to her county commission. The funds support the commission’s Imagination Library.

Jim Suennen announced that CalEITC has new eligibility criteria and now offers \$500 million (with the potential of reaching \$1 billion) to families, providing them funds on a monthly basis instead of them receiving the money once a year as is typical of the tax cycle.

### **Information Item 3 – Learning Readiness**

F5CA and First 5 Association staff, and county commission representatives presented an overview of learning readiness and provided examples of how learning readiness is implemented in various counties across the state.

**DISCUSSION:** Commissioners asked questions about the cost of implementing learning readiness programs and taking them state wide, and if there is any resistance moving forward. Presenters mentioned that the cost varies by county; one county mentioned an approximate cost of \$35 per child. Presenters stated that there has been value in building the momentum and that if it is not mandated, schools are more apt to become a part of the process.

**PUBLIC COMMENT:** Several members of the public spoke about the need to have parents involved in their children’s education prior to entering school. Commenters mentioned engaging parents and educating them on the positive impact of talking, reading, and signing to young children.

**Action Item 4 – State and Federal Budget and Legislative Update**

Erin Gabel, Deputy Director, External and Governmental Affairs Office, provided an update on the revised F5CA Children’s Policy Agenda, year one of the 2019–20 State Legislative Session, the release of the Governor’s 2019–20 Proposed Budget, bills being followed by F5CA, and federal policy engagement activities.

**MOTION/ACTION:** No action was taken on this item.

**DISCUSSION:** Vice Chair Jaime-Mileham asked if the new child care slots restore the state to where it was before the recession. Ms. Gabel mentioned that while the funding has been restored dollar for dollar, there are still 40,000 less spaces available to children. Ms. Jaime-Mileham also asked if there is data from the transitional kindergarten stipends to support AB 212. Ms. Gabel stated there was no standard around data collection.

**PUBLIC COMMENT:** None.

**Information Item 5 – Quality Counts California/IMPACT Evaluation Update**

Camille Maben and Debra Silverman, Education Administrator, Program Management, presented key implementation and evaluation activities for First 5 IMPACT (Improve and Maximize Programs so All Children Thrive) and Quality Counts California (QCC) for Fiscal Year 2017–18.

**DISCUSSION:** Commissioners had questions about the percentage of children served and what it would take to serve more children. Additionally, they had questions about the cost and who contributes to the funding of Quality Counts California and IMPACT. Commissioners requested staff to present at a subsequent meeting with funding details.

**PUBLIC COMMENT:** Bill Sperling, CEO of Child 360, mentioned the positive results of IMACT within counties. He emphasized the need to continue family support programs for those who deal with difficult life situations.

**Information Item 6 – Financial Update**

James Gillies, Director, Fiscal Services Office, provided a financial update of F5CA funds, including updates on revenue and fiscal mapping to the Strategic Plan.

**DISCUSSION:** None.

**PUBLIC COMMENT:** None.

**Action Item 7 – Consent Calendar**

The Commission considered approval of the consent calendar as detailed on the agenda.

**MOTION/ACTION:** Commissioner Munger moved the Commission approve the consent calendar. The motion was seconded by Commissioner Davis.

**DISCUSSION:** None

**PUBLIC COMMENT:** None

**VOTE:** The motion was approved by a unanimous vote of the Commission.

**Action Item 8 – Fiscal Year 2017–18 Annual Report**

**MOTION/ACTION:** Commissioner Munger moved the Commission approve the Fiscal Year 2017–18 Annual Report. The motion was seconded by Commissioner Hazan.

**DISCUSSION:** Member Perry congratulated the staff on a job well done with the Annual Report.

**PUBLIC COMMENT:** None

**VOTE:** The motion was approved by a unanimous vote of the Commission.

**Action Item 9 – Adjournment**

**MOTION/ACTION:** Commissioner Hazan moved for adjournment of the Commission Meeting. The motion was seconded by Vice Chair Jaime-Mileham.

**DISCUSSION:** None

**PUBLIC COMMENT:** None

**VOTE:** The motion was approved by a unanimous vote of the Commission.

**Chair Halvorson adjourned the meeting at 3:30 p.m.**

The next scheduled Commission meeting is April 25, 2019, in Irvine.

**FIRST 5 CALIFORNIA  
 AGREEMENT RATIFICATIONS**

<b>Contract No.</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Account</b>	<b>Authorization/Authority</b>
CFF 5276	Capital Datacorp	Internet security package	\$13,571.18	Administration 0638	<u>Bylaws Article XI Section II:</u> Delegation to enter into contracts for \$150,000 or less, and to enter into contracts deemed necessary to conduct business
CFF 5286	DataPath	E-mail security software and service	\$12,633.00	Administration 0638	<u>Bylaws Article XI Section II:</u> Delegation to enter into contracts for \$150,000 or less, and to enter into contracts deemed necessary to conduct business
CFF 7511	Leading Resources, Inc.	First 5 California leadership staff training	\$35,000.00	Administration 0638	<u>Bylaws Article XI Section II:</u> Delegation to enter into contracts for \$150,000 or less, and to enter into contracts deemed necessary to conduct business
CFF 7513	California Breastfeeding Coalition	Co-sponsorship of the California Breastfeeding Summit on January 29–31, 2019	\$8,000.00	Education 0634	<u>3/17/2007, Item 8:</u> The Commission set aside \$150,000.00 annually for co-sponsorships

CFF 7514	Flourish Agenda, Inc.	First 5 California Commissioner and staff training on creating a more equitable and inclusive culture	\$26,900.00	Administration 0638	<u>Bylaws Article XI Section II:</u> Delegation to enter into contracts for \$150,000 or less, and to enter into contracts deemed necessary to conduct business
CFF LAA-TOWNHALL-2018-01	First 5 Sacramento	Host First 5 Sacramento town hall event	\$9,999.99	Unallocated 0639	<u>1/25/2018 Item 5:</u> Authorization for up to \$100,000 for county commission town hall events
CFF LAA-TOWNHALL-2018-02	First 5 San Joaquin	Host First 5 San Joaquin town hall event	\$9,999.99	Unallocated 0639	<u>1/25/2018 Item 5:</u> Authorization for up to \$100,000 for county commission town hall events
CFF LAA-TOWNHALL-2018-03	First 5 Placer	Host First 5 Placer town hall event	\$9,625.00	Unallocated 0639	<u>1/25/2018 Item 5:</u> Authorization for up to \$100,000 for county commission town hall events
CFF LAA-TOWNHALL-2018-04	First 5 Fresno	Host First 5 Fresno town hall event	\$9,999.99	Unallocated 0639	<u>1/25/2018 Item 5:</u> Authorization for up to \$100,000 for county commission town hall events



April 25, 2019

<p><b>SUBJECT</b></p> <p><b>AGREEMENT WITH THE DEPARTMENT OF GENERAL SERVICES FOR HUMAN RESOURCES SERVICES</b></p>	<p><input checked="" type="checkbox"/> Action</p> <p><input type="checkbox"/> Information</p>
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### **SUMMARY OF THE ISSUE**

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Staff is providing this information to support the request for the Commission's approval of an interagency agreement with the California Department of General Services (DGS) for human resources services.

### **RECOMMENDATION**

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First 5 California (F5CA) staff recommends the Commission approve an interagency agreement with the California Department of General Services (DGS) for human resources services for up to \$155,000.00 for one year (July 1, 2019 through June 30, 2020).

### **BACKGROUND OF KEY ISSUES**

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Since its inception, DGS has provided human resources services to F5CA. These services include, but are not limited to, payroll, labor relations, and establishing or filling positions. F5CA's personnel liaison works closely with DGS staff to ensure all of F5CA's personnel practices adhere to DGS' and the California Department of Human Resources' rules and regulations.

### **SUMMARY OF PREVIOUS COMMISSION DISCUSSION AND ACTION**

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This routine interagency agreement is renewed every year after the expiration of each previous contract. The Commission not has approved any of the previous DGS human resources services contracts due to the approval amount being within F5CA's Executive Director's authority (\$150,000). The increased costs for this contract now require approval from the Commission.

**FISCAL ANALYSIS**

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The DGS human resources contract will be paid with funds from the Administration account (0638).

**ATTACHMENTS**

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None.