
Executive Committee Minutes

Friday, September 18, 2009

9:00 AM – 10:30 AM

1100 San Leandro Blvd.

Conference Room E

COMMISSIONERS PRESENT: Chair: Pamela Simms-Mackey, M.D., Vice Chair: Helen Mendel, CMD (via phone), Alex Briscoe

STAFF PRESENT: Deborrah Bremond, Janis Burger, Mark Friedman, ZeeLaura Page, Patricia Zapanta

Chair Pamela Simms-Mackey called the meeting to order at 9:10 AM.

AGENDA ITEM

1. Public Comment

There was no Public Comment.

2. Approval of Minutes from May 22, 2009 and June 19, 2009 meetings - Action

Executive Committee Action: The Executive Committee approved the minutes from May 22, 2009 and June 19, 2009 upon motion by Commissioner Briscoe, seconded by Chair Simms Mackey and unanimously carried (2 in favor, 0 opposed).

3. Emergency Response Fund Task Force Update – Action

Mark Friedman, Chief Executive Officer presented the Emergency Fund Task Force update to the Executive Committee.

Mr. Friedman stated that First 5 has been communicating with community partners and that it appears many of the programs are finding sufficient funds to continue operations. He stated that several programs are waiting to see what their final budget figures are from the State. These include the Regional Center of the East Bay and the two Adolescent Family Life Programs (AFLP) operated by Brighter Beginnings and Tiburcio Vasquez Health Center. Mr. Friedman stated that based on what the agencies know so far, Brighter Beginnings is requesting \$125,000 in emergency funding and an accelerated payment of \$150,000 that they are due to receive from us in the coming fiscal year in their contract.

Mr. Friedman stated that the proposal is to recommend an allocation of up to \$500,000 for programs that meet the designated criteria.

Vice Chair Mendel joined the meeting (via phone) at 9:19 AM.

Chair Simms-Mackey stated that this would be a good discussion to have with the full Commission at some point to find out what role First 5 plays for the children that are at risk for “falling through the cracks”.

Mr. Friedman stated that programs that are identified for possible receipt of emergency response funds will be asked to submit a request for funding that addresses the specific criteria. An annual audit must also be submitted. Staff and the Commission members of the Emergency Response Task Force will review the submissions and make a recommendation to the full Commission.

Chair Simms-Mackey stated that this should be presented to the full Commission after the First 5 2008-09 Audit Report, so that it is reflected that this will be a one-time only funding opportunity due to First 5’s budget savings from the last fiscal year.

Executive Committee Action: The Executive Committee approved the Emergency Response Fund Task Force recommendation upon motion by Commissioner Briscoe, seconded by Chair Simms Mackey and unanimously carried (3 in favor, 0 opposed).

4. 2009-10 and 2009-11 Contract Authorizations – Action

Patricia Zapanta, Director of Finance and Administration presented the 2009-10 and 2009-11 Contract Authorizations to the Executive Committee. She stated that Commission approval is sought for the following contracts:

- Increase the FY 2009-10 Interactive Parenting Media (Childhood Matters) contract to \$342,240.00 to include funds from the following First 5 County Commissions: Alameda, Contra Costa, Marin, Monterey, San Francisco, San Mateo, Santa Clara, Santa Cruz, Sonoma
- FY 2009-11 Partnering for Change II participants: Alameda Family Services, Brighter Beginnings, City of Fremont, CEID, Kidango, Lotus Bloom and MOCHA at the highest aggregate contract amounts

Executive Committee Action: The Executive Committee approved the 2009-10 and 2009-11 Contract Authorizations upon motion by Commissioner Briscoe, seconded by Chair Simms Mackey and unanimously carried (3 in favor, 0 opposed).

5. 2008-09 Audit Report – Action

Patricia Zapanta, Director of Finance and Administration presented the 2008-09 Audit Report to the Executive Committee.

Ms. Zapanta stated that the annual audit of the financial statements and the compliance audit (Expanded Audit) were completed and the opinion from the auditor is unqualified. There were no audit issues and no material findings. The audit firm of Patel & Associates will present the audit results to the full Commission at their regular meeting on September 24, 2009.

Mr. Friedman stated that the auditor commented that the audit process was seamless and organized and with Ms. Zapanta in charge, the process was smooth.

Executive Committee Action: The Executive Committee approved the 2008-09 Audit Report upon motion by Commissioner Briscoe seconded by Chair Simms Mackey and unanimously carried (3 in favor, 0 opposed).

6. 2008-09 Year End Financial Report – Information

Patricia Zapanta, Director of Finance and Administration presented the 2008-09 Year End Financial Report to the Executive Committee.

Ms. Zapanta stated that fiscal year 2008-09 is the second year of a two-year, 2007-09 Commission approved budget. The 2008-09 budget was initially adopted in May 2008 and was modified and approved in February 2009. It is the fourth and last completed year of the 2005-09 Strategic Plan. She stated that revenue for FY 2008-09 was \$21,387,444, which was very close compared to the budget projections. Expenses were \$24,890,078, 11.2% under the budget projections. Expenses exceeded revenue by \$3,502,634. It was anticipated that approximately \$6,600,000 would be needed from the Sustainability Fund to cover expenses in this fiscal year. However, most of these funds were not needed due to a combination of additional revenue and budgetary savings.

7. 2008-09 Year End Investment Report – Information

Patricia Zapanta, Director of Finance and Administration presented the 2008-09 Year End Investment Report to the Executive Committee.

Ms. Zapanta stated that the report represents twelve months (July 1, 2008 – June 30, 2009) of the money managers' investment earnings (\$1,680,628) and half year's income from the sweep account (\$9,238), plus four quarters of the Alameda County Treasurer's Office earnings (\$217,450).

She stated that the total Investment Income (net of all transactions except fees) is \$1,907,316. Investment Income net of fees is \$1,857,310. The Net Investment Income is \$411,157 less compared to last year's total, which was \$2,268,467. Ms. Zapanta stated that despite the decreased income because of the current tumultuous economic situation, First 5's portfolio performance remained stable mainly due to the money managers' creativity, flexibility and adherence to First 5's investment policy. Ms. Zapanta stated that First 5 has earned approximately \$6 million dollars in the last three and a half years. She stated that the MBIA money manager would be presenting at the Commission meeting on September 24, 2009.

8. Adjournment

Chair Simms-Mackey adjourned the meeting at 9:56 AM.



To: First 5 Alameda County Executive Committee
From: Patricia Zapanta, Finance and Administration Director
Date: December 4, 2009
Subject: 2009-10 and 2009-11 Contract Authorizations

REQUESTED ACTION

To review and recommend the following contract authorizations to the Commission for approval at their meeting on December 10, 2009.

BACKGROUND

Per our Financial Policies, Section VII, the Commission must approve contract amounts in excess of \$25,000. The following contracts require specific authorization from the Commission.

ASIAN COMMUNITY MENTAL HEALTH SERVICES – \$53,600.00

First 5 Alameda County is requesting approval of a contract for FY2009-10 with Asian Community Mental Health Services (ACMHS) to coordinate the Community Consultation Group (CCG), a project of Cultural Access Services (2009-13 Strategic Plan, page 16). The goal of the Community Consultation Group is to provide ethnic specific consultation for providers working with families from diverse backgrounds. Bilingual/bicultural experts offer consultation services monthly for providers who come to the sessions to discuss areas providers think that cultural barriers may be an issue in engaging families. Currently the group focuses on providers who work with Asian families. In January 2010, the group will pilot a model to work with providers who serve Latino immigrant families. ACMHS currently receives a community grant for FY2009-10 in the amount of \$33,600.00. The addition of a \$20,000.00 contract would bring the aggregate contract amount to \$53,600.00 for which Commission approval is needed.

ACTION REQUESTED: Recommend an aggregate contract amount of \$53,600.00 for Asian Community Mental Health Services for FY 2009-10.

FISCAL IMPACT: None. All funds are budgeted.

RECOMMENDATION: Recommend an aggregate contract amount of \$53,600.00 for Asian Community Mental Health Services for FY 2009-10.

CHABOT COLLEGE - \$313,800.00

First 5 is requesting approval of a contract amendment to increase the existing FY 2009-10 contract with Chabot College from \$306,000.00 to \$313,800.00. The amendment includes an adjustment from the contract award to reflect the salary expenditures incurred by First 5 support personnel at Chabot College during position vacancies. The amendment also includes the carry-over of \$53,223.00 in federal grant funds from the previous fiscal year to continue to be used towards the implementation of the English Language Learner Cohort Program at Las Positas College (2009-13 Strategic Plan, page 10).

ACTION REQUESTED: Recommend an amended contract of \$313,800.00 with Chabot College for FY 2009-10.

FISCAL IMPACT: None. All funds are budgeted.

RECOMMENDATION: Recommend an amended contract of \$313,800.00 with Chabot College for FY 2009-10.

MERRITT COLLEGE - \$111,500.00

First 5 is requesting approval of a contract amendment to increase the existing FY 2009-10 contract with Merritt College from \$40,000 to \$111,500.00. The contract amendment will include the hiring and support of the AA Professional Development Coordinator position at Merritt College through June 30, 2010 (2009-13 Strategic Plan, page 10). The AA Professional Development Coordinator will work to increase the number of AA Degree Corps members who complete the AA Degree or become transfer ready, increase the number of students who apply coursework to practice, increase education levels of non Corps AA ECE students or practitioners and improve systems that serve ECE practitioners educational needs.

ACTION REQUESTED: Recommend an amended contract of \$111,500.00 with Merritt College for FY 2009-10.

FISCAL IMPACT: None. All funds are budgeted.

RECOMMENDATION: Recommend an amended contract of \$111,500.00 with Merritt College for FY 2009-10.

EMERGENCY FUND AWARDS**BRIGHTER BEGINNINGS - \$1,059,291.70**

The Emergency Fund will provide one-time support in the amount of \$125,000.00 to allow for continued staffing to support the transition of teen families who will no longer be served through the State de-funded Adolescent Family Life Program (AFLP). Brighter Beginnings will partner with the newly funded Oakland Early Head Start program to provide home visits to eligible Oakland teens including those dropped from AFLP. Funds will allow for ongoing case management services as they make the transition to Early Head Start. Brighter Beginnings currently receives \$934,291.73* from First 5. The addition of \$125,000.00 brings the aggregate contract amount to \$1,059,291.70 for which Commission approval is needed.

*Brighter Beginnings currently has a community grant for \$33,541.73 (2009-10), a Family Support Services teen parenting contract for \$897,750 (2009-11) and a Support Strategies contract for \$3,000 (2009-11) for Partnering for Change.

ACTION REQUESTED: Recommend an aggregate contract amount of \$1,059,291.70 for Brighter Beginnings for FY 2009-11.

FISCAL IMPACT: Funds will be used from FY2008-09 budgetary savings.

RECOMMENDATION: Recommend an aggregate contract amount of \$1,059,291.70 for Brighter Beginnings for FY 2009-11.

Dental Health Foundation - \$125,000.00

The Emergency Fund will provide one-time support of \$50,000.00 to be used to maintain the successful dental health services provided at the Hayward WIC site. Due to state budget reductions, the program would not be able to support the dental hygienist position which is an essential component of the on site dental services which reaches over 500 children per year. First 5 currently funds the Dental Health Foundation for \$75,000 to support a dental health community health outreach worker to implement the dental days at the Hayward WIC program. The addition of this \$50,000 contract brings the aggregate contract amount to \$125,000.00 for which Commission approval is needed.

ACTION REQUESTED: Recommend an aggregate contract amount of \$125,000.00 for the Dental Health Foundation for FY 2009-10.

FISCAL IMPACT: Funds will be used from FY2008-09 budgetary savings.

RECOMMENDATION: Recommend an aggregate contract amount of \$125,000.00 for the Dental Health Foundation for FY 2009-10.

THE REGIONAL CENTER OF THE EAST BAY - \$125,000.00

The Emergency Fund will provide one-time support of \$125,000.00 to address gaps created by the state budget reductions to the Regional Center Early Start Program which serves children 0-2.9 years. Based on the new state requirement, clients must first seek funding from their insurance providers before the Regional Center will pay for any services. Both providers and families are confused about this process and as a result, treatment services are delayed or not received. The Regional Center will use the funds to hire a consultant to develop a comprehensive manual for both providers and families that will facilitate the process and avoid lengthy delays in seeking and receiving treatment. Funds will also be used to support a developmental playgroup pilot program to serve as a potential intervention to address the immediate needs of children being removed from the Regional Center’s services.

ACTION REQUESTED: Recommend a contract of \$125,000.00 with The Regional Center of the East Bay for FY 2009-10.

FISCAL IMPACT: Funds will be used from FY2008-09 budgetary savings.

RECOMMENDATION: Recommend a contract of \$125,000.00 with The Regional Center of the East Bay for FY 2009-10.

Submitted by:

Reviewed by:

 Patricia Zapanta,
 Finance and Administration Director

 Mark Friedman,
 Chief Executive Officer



To: First 5 Alameda County Executive Committee
From: Patricia Zapanta, Finance and Administration Director
Date: December 4, 2009
Subject: Personnel Policies Revisions

REQUESTED ACTION

To review and recommend the following revisions to the Personnel Policies to the Commission for approval at their meeting on December 10, 2009

BACKGROUND

First 5 Alameda County adopted Personnel Policies in May 2004 in preparation for separation from Alameda County. Since then revisions have been made in May 2005, September 2005, June 2006, May 2008, and June 2009. All significant policy revisions are listed on the change log at the end of the document. Revisions are necessary periodically due to changes in practice or law.

PROPOSED REVISIONS TO PERSONNEL POLICIES

The proposed revisions are to:

- Modify the current sick leave policy, amending it with a statement clarifying that, in the event that an employee has exhausted all his/her paid leave and needs additional time due to illness or injury, First 5 will reduce the salary of that employee for that time off (i.e., the time off will be without pay). This policy change is being made to formalize and communicate our practice and is in alignment with principles of public accountability. This policy was reviewed by the employment law firm of Wiley Price & Radulovich, a firm specializing in public sector employment law. The full sick leave policy is attached; the proposed revision is the final paragraph of the policy.
- As part of our cost savings measures, eliminate the Tools and Technology benefit from our benefits package effective January, 2010.

FISCAL IMPACT

Modification of the sick leave policy is not expected to result in any significant fiscal impact, though there are potential salary savings. Elimination of the Tools and Technology benefit will save approximately \$32,500 annually.

RECOMMENDATION

To review and recommend the proposed revisions to the Personnel Policies to the Commission for approval at the meeting on December 10, 2009

Submitted by:

Reviewed by:

Patricia Zapanta,
Finance and Administration Director

Mark Friedman,
Chief Executive Officer



SICK TIME POLICY

Sick time provides regular and introductory full- and part-time employees with paid time off to recover from illness or injury, or to care for seriously ill family members. For purposes of this section "immediate family" means mother, stepmother, father, stepfather, husband, wife, domestic partner (upon submission of an affidavit), son, stepson, daughter, stepdaughter, grandparent, grandchild, brother, sister, foster parent, foster child, mother-in-law, and father-in-law, or any other person sharing the relationship of in loco parentis; and, when living in the household of the employee, a brother-in-law or sister-in-law.

Sick time may also be used for health care appointments that cannot be scheduled outside work hours.

Accrual and Payment

Eligible regular and introductory full-time employees may accrue sick time at the rate of .5 days (4 hours) per pay period of service for a total of thirteen (13) days per year. Regular and introductory part-time employees accrue sick time on a pro-rated basis, based on the number of hours they are regularly scheduled to work.

Accrued, unused sick time may be carried over from one year to the next but accrual caps at 130, 8-hour work days.

No payment is made for accrued, unused sick time upon separation or at any other time.

Sick Time Use

Employees are responsible for directly notifying their supervisor prior to the start of the business day (or no later than one hour following their regularly scheduled start time) when prevented from starting or continuing a workday due to illness or injury. Employees must also keep their supervisor informed about the expected duration of the time away from work.

In most circumstances, a doctor's statement is required when an employee uses more than five (5) consecutive days of sick time or when an accumulation of absences seems to establish (in the supervisor's judgment) a problematic use of sick time. However, First 5 Alameda County may request verification of the reasons for any use of sick time.

Employees may use sick time to care for ill family members, but the same verification requirements apply in these instances.

As a public agency, and pursuant to principles of public accountability, First 5 Alameda County may give time off without pay to an employee, whether exempt or non-exempt, who needs time off due to personal or family illness or injury as allowed above and who has exhausted his/her accrued leave (sick, PTO, and vacation). In this circumstance, First 5 will proportionately reduce the pay of the employee for that time off.



Date: December 4, 2009

To: First 5 Alameda County Executive Committee

From: Janis Burger, Deputy Director
 Malia Ramler, Community Grants Administrator
 Jane Wellenkamp, Evaluation Specialist
 Janice Edwards, Grants Program Manager
 Kevin Bremond, Administrative Associate
 Carla Keener, Program Services Administrator

Subject: Community Grants Initiative 2009-11 Recommendations for Funding

I. BACKGROUND

The F5 Alameda County Community Grants Initiative was designed to improve, expand and enhance services for pregnant women and children 0 to 5 years and their families by making grants to community based and public organizations in Alameda County. In June 2009, the First 5 Alameda County Commission approved an 18 month grant term and the 2009 - 11 funding priorities and desired outcomes described in the table below. The funding priorities and desired outcomes for the Targeted category were selected based on the following criteria.

- The outcome reflects community priorities identified during strategic planning community focus groups.
- The outcome contributes to the reduction of known disparities in the community
- Activities funded to support this outcome through the CGI will not duplicate activities funded through other First 5 programs or allocations
- The outcome will focus the activities of grantees in order to increase the likelihood of impact
- The outcome is understandable to applicants

GRANT CATEGORY	DESIRED OUTCOMES AND FUNDING PRIORITIES
Community Support Grants (up to \$37,500)	Activities that address any of the F5AC strategic plan outcomes. Proposals that creatively address unmet community needs, create new services for the 0-5 population, and/or expand the 0-5 focus of existing services are encouraged

<p>Targeted Grants (up to \$112,500)</p>	<p>Activities that address one of the following F5AC strategic plan outcomes:</p> <ul style="list-style-type: none"> ▪ Improved children’s social and emotional well-being ▪ Improved school readiness and transition to kindergarten ▪ Enhanced parenting support ▪ Increased ability of families to meet basic needs
<p>Neighborhood Partnership Grants (up to \$112,500)</p>	<p>Activities offered by Public Departments of Parks and Recreation and Public Library Systems that address the F5AC strategic plan outcome of:</p> <ul style="list-style-type: none"> ▪ Improved school readiness and transition to kindergarten

II. OUTREACH, TECHNICAL ASSISTANCE TO APPLICANTS AND SCREENING OF PROPOSALS

Application guidelines for the Community Support and Targeted grant categories were released and posted on the First 5 Alameda County website in July 2009. Application guidelines for the Neighborhood Partnership grant category were released and posted on the First 5 Alameda County website in September 2009. Multiple strategies were used to notify potential applicants including a postcard mailing to more than 900 addresses and an e-mail blast to more than 1300 recipients. First 5 Alameda County staff made outreach presentations at numerous community meetings.

In addition, for the Neighborhood Partnership grant category, staff conducted 15 informational interviews and a focus group with staff from eligible applicant agencies. A specific outreach effort to Public Library Systems and Public Departments for Parks and Recreation was made since these organizations are not part of our typical applicant pool. All of the 23 eligible applicants in the Neighborhood Partnership category were sent application packets by mail.

Four optional Applicant Information Sessions were attended by 108 individuals representing 76 agencies. In addition, four optional scope of work/accountability workshops were attended by 92 individuals from 77 agencies.

Grants, evaluation and technical help desk staff were available in person, by phone and by email during the application period to answer application and program-related questions and to assist with accountability worksheets and use of the on-line application.

PROPOSALS RECEIVED

A total of \$3.6 million was allocated by the Commission for the 2009-11 grant cycle.

Below is a summary of the eligible proposals received:

GRANT CATEGORY	NUMBER OF APPLICANTS	AMOUNT REQUESTED
Community Support	15	\$537,768.93
Neighborhood Partnership	8	\$741,356.00
Targeted	69	\$7,200,030.73
Total Eligible	92	\$8,479,155.66

SUBMISSION AND SCREENING OF PROPOSALS

Targeted and Community Support applications were due on September 15, 2009 at 5:00 p.m. Neighborhood Partnership applications were due on October 30, 2009. The online system did not accept incomplete applications or applications submitted after the deadline.

Applications submitted on time were screened by staff in order to determine eligibility for scoring. Two applications were screened out and applicants were notified that they were ineligible for scoring.

III. APPLICATION REVIEW

Targeted and Community Support applications were reviewed by three separate community review panels.

27 individuals agreed to serve as community reviewers. The review panel included individuals with current experience working in community-based organizations, government agencies, faith-based groups, and grantmaking. Five panelists were parents of children ages 0-5.

Community reviewers attended a 2.5 hour training to prepare them for reading the proposals and participating in the deliberation. Panelists received a stipend of up to \$200 for their participation. 9 panelists served as a reviewer in previous grant cycles while the other 18 panelists were newly recruited this year.

Reviewers were asked to provide feedback about their experience. 100% of those who responded to the survey (n= 13) felt that the training provided them with context for their role as a reviewer and prepared them to use the scoring tools and ECC Online. 85% of reviewer respondents felt that the quality of discussion among the reviewers during deliberations was good or excellent and 77% felt that the process provided either good or excellent equity and fairness for applicants.

The Community Review process was skillfully facilitated by Christina Sutherland, a consultant with a specialization in philanthropy who has previously assisted First 5 Alameda County with grant award deliberation facilitation.

Review panels made their recommendations after considering multiple sources of information which included:

- Strengths and weaknesses identified by 3-5 individual panelists’ reviews
- Staff recommendations based on staff review
- The applicants’ past performance if they had received F5AC funding previously
- The geographic and programmatic balance of the application pool

The Review Panels recommended more applications for funding than the allocation can support. Consequently, staff reduced the number of applications forwarded for recommendation in order to accommodate budget limitations. These decisions were guided by considerations of geographic and programmatic balance as well as the preferences of the community review panels.

The Review Panels’ recommendations represent a significant source of community input into the Commission’s funding decision. We wish to acknowledge the passionate, thoughtful and diligent work of the Review Panel and thank them for their service.

FEEDBACK TO APPLICANTS NOT SELECTED FOR FUNDING

Grants staff will be available to offer feedback to agencies not selected for funding. Applicants wishing to discuss the award decisions may contact the Grants staff to make an appointment. Staff will be prepared to share with the applicants the strengths and weaknesses of the application as identified by the review panels.

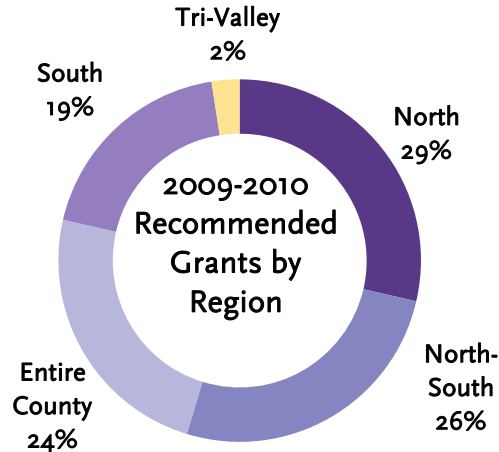
IV. FUNDING RECOMMENDATIONS

GRANT CATEGORY	NUMBER OF AWARDS RECOMMENDED	AMOUNT REQUESTED
Community Support	10	\$365,432.00
Neighborhood Partnership	5	\$473,531.50
Targeted	27	\$ 2,746,480.00
Total Eligible	42	\$3,585,444.00

The panels recommended 10 of 15 agencies for funding in the Community Support category, 27 of 69 agencies for funding in the Targeted category, and 5 of 8 agencies for funding in the Neighborhood Partnership.

GEOGRAPHIC SERVICE AREA OF AGENCIES RECOMMENDED FOR FUNDING

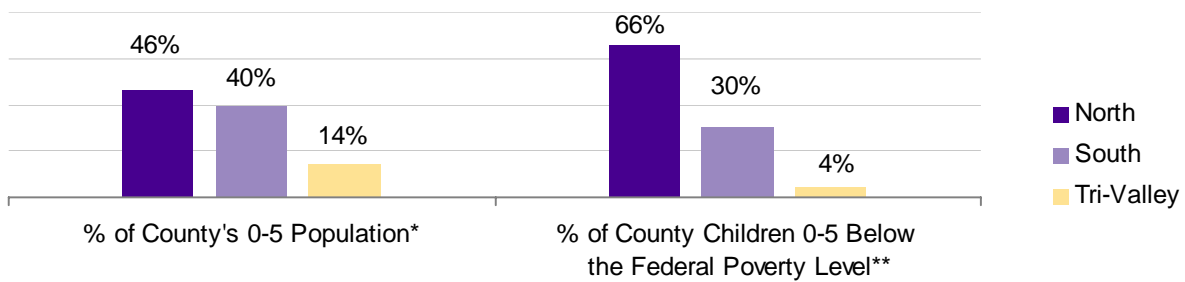
The agencies recommended for funding are distributed throughout the county with 70% of the recommended grants offering services in two or more regions of the county, 29% serving North County, 19% serving South County, and 2% serving a majority in Tri-Valley.



GEOGRAPHIC DISTRIBUTION OF ALAMEDA COUNTY 0-5 POPULATION AND CHILDREN 0-5 LIVING BELOW THE POVERTY LEVEL

The table below shows the geographic distribution of children 0-5 in Alameda County and of children 0-5 living below the poverty level. The distribution of recommended grants takes into consideration both population numbers and poverty rates.

PERCENTAGE OF ALAMEDA COUNTY CHILDREN BY REGION



* US Census, American Community Survey, 2006

** Census 2000

COMMUNITY SUPPORT GRANTS

7 of the 10 applications recommended for funding in the Community Support category are first time First 5 Alameda County Community Grants Initiative recipients. This suggests that the intent of offering small grants as a way to reach out more broadly into the provider community continues to be successful. The Community Support recommendations include a wide variety of strategies for working with diverse groups of families.

Some examples include:

OUTCOME	EXAMPLE
School Readiness	Parent-toddler playgroups staffed by early intervention specialists for families with children who need developmental support.
Basic Needs	Tenant advocacy for renters in order to secure safe and healthy housing for families with children ages 0 to 5.
Health	Nutrition education based in preschool gardens and in-service training to teachers to incorporate gardening and nutrition education into the preschool curriculum.
Parenting	Parent education workshops and community building events for LGBT families with children ages 0-5.

TARGETED GRANTS

The 27 grants recommended for funding in the Targeted Grant category will address a broad range of needs and program areas within one of the four desired outcomes and associated funding priorities. Six of the 27 organizations recommended for funding were not funded partners in the 2007-2009 CGI funding cycle. Of those six, 3 have never been CGI recipients.

ECC OUTCOME	NUMBER OF RECOMMENDED TARGETED GRANTS
Social Emotional	8
Parenting	13
School Readiness	5
Basic Needs	1

NEIGHBORHOOD PARTNERSHIP GRANTS

The 5 grants recommended for funding for the Partnership program will expand access to school readiness activities by offering them in 3 public departments of parks and recreation and 3 public library systems. Participating departments of parks and recreation and library systems will receive consultation and training to support the use of family-centered, strength based, and developmentally specific practices in parent child school readiness activities. Grant funds will enable these organizations to enhance their ability to provide services in languages other than English and to serve families who are unable to participate in fee based parks and recreation programs.

RECOMMENDATION

That the Executive Committee review and recommend the following list of public agency and community-based organization grants as authorized on pages 16 and 17 of the 2009-2013 Strategic Plan in the amounts specified for the term of 2009-11 to the Commission for approval at the meeting on December 10, 2009.

FISCAL IMPACT:

The 2009-11 fiscal impact will be \$3,585,444.00. The funds were allocated to the grants program by the Commission at their regular meeting on May 28, 2009.

Submitted by:

Janis Burger
Deputy Director

Malia Ramler
Community Grants Administrator

Reviewed by:

Mark Friedman
Chief Executive Officer

COMMUNITY GRANTS INITIATIVE 2009-11 GRANT RECOMMENDATIONS

COMMUNITY SUPPORT RECOMMENDATIONS			
AGENCY	SERVICE AREA	TOTAL FUNDING	DESCRIPTION OF FUNDING
1 Bay Area Parent Leadership Action Network (PLAN)	North = 70% South = 30%	\$37,500	Prepare parents to navigate public school systems and advocate for their children's educational success; develop a Training of Trainers curriculum to schools and early childhood agencies to implement "Parents Ready for School" trainings.
2 Community Alliance for Special Education	North = 30% South = 25%	\$36,100	Provide training, technical assistance consultations, advocacy, and representation at IEP and Due Process proceedings to ensure that children with special needs receive education services as required by state and federal law.
3 Housing Rights, Inc.	North = 95% South = 5%	\$34,500	Utilize our "Safe Home Project" staff to verify and document the need for repairs in rental units and assist tenants in securing repairs from landlords.
4 Loved Twice	North = 85% South = 10% East = 5%	\$37,208.64	Create new clothing collection and distribution sites and provide free boxes of baby clothes to newborns in need.
5 Marcus A. Foster Educational Institute	North = 100%	\$37,495	Provide parenting education workshops with literacy rich child care and one-on-one culturally- and linguistically- appropriate parent coaching. Parents develop short-term education plans for their children and families participate in an interactive field trip.
6 Oakland Based Urban Gardens	North = 100%	\$37,492	Offer nutrition and garden-based educational classes linked to active school garden programs at two Oakland-based preschool centers (Lakeview Child Development and Saint Vincent's Day Home).
7 Our Family Coalition	North = 89% South = 10% East = 1%	\$37,500	Provide parent education workshops, information, referrals, support groups, parent-child activities, community-building events and parent leadership trainings to LGBT families with children ages 0-5.
8 Silva Pediatric Clinic	North = 14% South = 71% East = 15%	\$36,800	Provide uninsured toddlers with comprehensive and continuous access to dental care and improve the overall well-being of underserved children and families through outreach, primary prevention and education.
9 Soulciety	South = 100%	\$37,076	Provide weekly parent-child activities focused on reading, music, dancing, and creative arts. Families will work on keepsake journals from the program.
10 St. John's Childcare	North = 85% South = 10% East = 5%	\$33,760	Parent-toddler playgroups and parent education workshops. All children will be screened using the Ages & Stages Questionnaire. An Early Interventionist and therapists will be available to answer questions, tailor individualized intervention plans and provide developmental support.

TARGETED RECOMMENDATIONS			
AGENCY	SERVICE AREA	TOTAL FUNDING	DESCRIPTION OF FUNDING
1 4C's of Alameda County	South = 100%	\$112,50	Provide parent education and support program for Spanish-speaking families. Program encourages parents to complete Ages and Stages Questionnaire (ASQ) and connects them with community resources.
2 Alameda Family Services	North = 100%	\$31,768.13	Build staff capacity to provide in-home, relationship-based mental health services to children and families and to integrate relationship-based principles in Head Start classrooms.
3 Alta Bates Summit Foundation	North = 55% South = 35% East = 10%	\$83,044.31	Expand the current NICU post-discharge parent education initiative to create a phased, coordinated effort by the NICU, the High Risk Infant Follow-up Clinic, and the Small Voice/Outpatient Pediatric Rehabilitation departments at ABSMC.
4 Asian Community Mental Health Services	North = 100%	\$112,500	Offer parenting education/support groups and developmental playgroups for Cambodian and Chinese immigrant parents/caretakers and their children ages 0-4 in their primary language.
5 Asian Health Services	North = 73% South = 25% East = 2%	\$112,500	Provide parenting support for low-income limited English proficient API pregnant women and families through parenting workshops, breastfeeding education, peer support opportunities, and labor/delivery support.
6 B.O.S.S.	North = 85% South = 15%	\$107,812	Early childhood development program for homeless children. An early childhood specialist will conduct assessments of children's health and developmental needs, make referrals based on assessments, offer parent education and play-based children's activities.
7 BANANAS, Inc.	North = 100%	\$112,500	Provide workshops and classes on child development and parenting topics, support groups for fathers, new mothers and single parents, and Family Togetherness Nights. Events include free child care and are offered in English, Spanish, Chinese and Vietnamese.
8 Bay Area Children First	North = 96% South = 4%	\$112,500	Expand and enhance our infant/early childhood mental health services in order to promote attachment, enhance child development, and strengthen family functioning.
9 Bay Area Hispano Institute for Advancement, Inc. (BAHIA)/Centro VIDA	South = 100%	\$111,400	Provide developmental playgroups, parent support and child assessment, and staff training to children from Spanish-speaking families in South Hayward and young children exposed to drugs or alcohol.
10 Berkeley-Albany YMCA	North = 95% South = 5%	\$112,000	Provide specialized infant-toddler mental health and other supportive services to infant/toddlers who do not have coverage for mental health services. Increase capacity to serve monolingual Spanish-speaking families.
11 Black Adoption Placement and Research Center	North = 100%	\$112,500	Provide comprehensive, intensive, social work case management for 35 families using the "Family Matrix Model".

TARGETED RECOMMENDATIONS			
AGENCY	SERVICE AREA	TOTAL FUNDING	DESCRIPTION OF FUNDING
12 Brighter Beginnings	North = 70% South = 20% East = 20%	\$109,968.25	Provide developmental screening of children; parent/child/family psychotherapy; aftercare support; parent education support groups; parent/child therapeutic play groups; staff training and mental health consultation with shelter staff.
13 CALICO Center (Child Abuse, Listening, Interviewing and Coordination Center)	North = 35% South = 55% East = 10%	\$89,811	Provide parent education, peer support, support groups, and training to families of young children who have disabilities or special health care needs. Will serve monolingual Spanish-speaking parents and families of children with autism spectrum disorders.
14 Children's Hospital Oakland - Parent-Infant Program	South = 100%	\$112,500	Provide community-based, culturally-appropriate parent-child playgroups for families of children with special needs, caregiver seminars and support, and volunteer training on child development and playgroup facilitation.
15 City of Fremont, Youth and Family Services	South = 100%	\$112,500	Offer the Family Engagement Project to teen parents, non-parental caregivers, parents of children with special needs, and parents in non-traditional family situations.
16 Emergency Shelter Program, Inc.	North = 28% South = 70% East = 2%	\$112,500	Serving children that have experienced or witnessed domestic violence, children that have been exposed to drugs and/or alcohol, monolingual non-English speaking families and homeless families.
17 Friends of Children with Special Need	North = 5% South = 90% East = 5%	\$112,500	Provide parent support and developmental playgroups for children with special needs (physical & developmental disabilities) and their families. Services are offered in Mandarin.
18 Habitot Children's Museum	North = 85% South = 15%	\$111,805	Will provide hands-on, parent-child activities for teen parents, special needs families, non-parental caregivers, LGBTQ families, and homeless families living in transitional housing. Activities will focus on literacy, health and safety, and diet and nutrition.
19 Jewish Family and Children's Services of the East Bay	North = 36% South = 64%	\$112,493	Provides family support services and mental health treatment to mothers and their young children at one residential recovery program, two emergency shelters and one safe house.
20 Luna Kids Dance	North = 92% South = 8%	\$108,281.70	Provide parent-child dance classes at residential centers, community centers and public libraries and offer professional education and training in early childhood dance education for artists, educators, and social services providers.
21 Museum of Children's Art	North = 70% South = 30%	\$112,500	Engage children 18 months to 5 years in creative arts experiences that promote improved school readiness and transition to kindergarten. Program activities take place on-site and through our residencies.
22 Oakland Parents Together	North = 100%	\$54,832	Expand "Listening to Children – and to Each Other," from 3 to 8 sites to include Washington, Emerson, Manzanita, and Jefferson Child Development Centers in Oakland.

TARGETED RECOMMENDATIONS			
AGENCY	SERVICE AREA	TOTAL FUNDING	DESCRIPTION OF FUNDING
23 Regents of the University of California	North = 100%	\$112,418	Provide parent-child science classes to families with children ages 3-5 enrolled in pre-kindergarten programs at the Alameda Family Literacy Program (AFLP) in Alameda, and De Colores Head Start Center in Oakland.
24 Through the Looking Glass	North = 55% South = 40% East = 5%	\$112,500	Provide developmental, mental health, and family support services for infants and children (0-5) and their families with disability or medical issues who are “falling through the cracks” of the intervention system.
25 Tri-Valley Haven	North = 1% South = 98% East = 1%	\$112,500	Parenting class sessions in English and Spanish (including mini-class sessions for fathers) in conjunction with one-on-one parenting consultations.
26 Tri-Valley YMCA	100% East	\$29,007	Enhance our current Kindergarten Readiness program by offering monthly guardian education workshops with a focus on child development and school readiness skills. Mentoring and coaching will be offered.
27 United Way of the Bay Area	North = 82% South = 18%	\$109,340	Implement early literacy program with low-income and English learning young children and their families in Oakland, Berkeley, Emeryville, San Leandro and San Lorenzo.

NEIGHBORHOOD PARTNERSHIP RECOMMENDATIONS			
AGENCY	SERVICE AREA	TOTAL FUNDING	DESCRIPTION OF FUNDING
1 Alameda Recreation and Park Department	North = 100%	\$109,652.50	Provide socialization opportunities for children with special needs and peer support groups for their parents and caregivers; expand and enhance an early literacy program for multilingual audiences and provide parent education workshops.
2 City of Berkeley, Recreation Division	North = 100%	\$112,279	Provide parent education workshops, a parent-child drop-in play program, and a play-based program for children based on the “Tools of the Mind” curriculum.
3 City of Union City Leisure Services	South = 100%	\$72,250	Offer neighborhood playgroups in Spanish, Chinese and Hindi, parent education classes, and family literacy events.
4 Hayward Public Library	South = 100%	\$101,750	Expand programming to include Spanish or bilingual storytimes, increase outreach to Spanish-speaking families, and enhance Spanish language book collection and outreach materials.
5 Oakland Public Library	North = 100%	\$77,600	Hold a series of Saturday Family Workshops designed for working families which include bilingual storytimes, brief parenting workshops with supervised playtime for children, open community-building time, and take-home storytime kits



TO: First 5 Alameda County Executive Committee

FR: Patricia Zapanta, Finance and Administration Director

DT: December 4, 2009

**RE: 2009-10 First Quarter Financial Report
July 1 – September 30, 2009**

REQUESTED ACTION

To review the 2009-10 First Quarter Financial Report .

BACKGROUND

The following is a narrative report of Revenue and Expenses for the period July 1 – September 30, 2009. Worksheets with Revenue and Expense information are attached.

REVENUE

As of September 30, revenue was significantly under budget projections, for the reasons outlined below.

- First, it is primarily due to the late receipt of the tobacco tax allocation, which typically is received two months in arrears. The revenue reported represents the July 2009 tobacco tax allocation.
- We typically receive income from the Alameda County Child Care Planning Council (AB212 funds for stipends of teachers of school age children) near the end of the fiscal year. These funds are credited as Income from Alameda County Agencies.
- As of the end of the first quarter, we have not received any of the federal grants that we budgeted for in 2009-10. We are currently working on submitting a reimbursement for the Early Care and Education (ECE) federal earmark of approximately \$45,000 and will report the revenue when we receive it. For state grants, \$817,177 represents revenue received for the first half of the 2009-10 School Readiness grant.

- 2009-10 fiscal leveraging revenue for MediCal Administrative Activities (MAA) is generated by submitting invoices annually in March. Revenues for 2008-09 have been received in November 2009 and will be reflected at the next financial report.
- Details of the investment revenue are reported in the Investment Report as of September 30, 2009.

EXPENSES

Total expenses are \$3,980,971, which is 15.05% of the budget amount of 26,449,294. Last year at this time, expenses were similar, approximately \$4.7 million spent or 17.89% of the budgeted expense figure. At one quarter through the fiscal year, if evenly distributed, First 5 expenses should be approximately 25% spent. In most line items, the percentage spent is under 25%. Those that are not are explained below.

- Grant funds are 33.94% spent, primarily due to the 2007-09 payment cycle of the Community Grants Initiative, payable after progress reports are received and reviewed in July 2009.
- ECE grants are 31.38% spent due to five scheduled Child Development Corps stipend payments and as of September 30th, 2 batches of payments have occurred.

It is important to note that General Expense that are allocated to all programs are posted throughout the year to the Administration budget which then appears to be over budget. However, costs are allocated across programs at year-end.

- General Expenses, Insurance is 34.99% spent due to the annual payment of insurance fees.
- General Expenses, Membership and Dues are 51.50% spent due to the payment of the annual First 5 Association dues (\$12,911).
- General Expenses, Professional Services are 29.34% spent due to the Strategic Planning consultation final payment and fees associated with the preparation of the annual audit.
- General Expenses, Space Rental is 29.41% spent due the payment of an increase in operating expenses beyond the base rent (\$27,439) per our lease agreement. The Space Rental budget will be adjusted during the budget modification process to reflect this change.

FISCAL IMPACT

The Revenue and Expenses are appropriate for this time in the fiscal year.

Submitted by:

Reviewed by:

Patricia Zapanta, Finance and
Administration Director

Mark Friedman, Chief Executive Officer

**First 5 Alameda County
Revenue and Available Funds
For the Period July 1 - September 30, 2009**

Agenda Item 7

Revenues	Budget	Actual	Variance	Percentage Received
Prop 10 Tobacco Tax	14,222,218	1,335,693	(12,886,525)	9.4% A
Income from Alameda Co. Agencies	1,159,993	36,422	(1,123,572)	3.1% B
Grants				
Federal	626,000	0	(626,000)	0.0% C
State	1,634,354	817,177	(817,177)	50.0%
	2,260,354	817,177	(1,443,177)	36.2%
Fiscal Leveraging				
Medi-Cal Administrative Activities (MAA)	350,000	0	(350,000)	0.0%
Title IV-E Child Welfare Education	0	0	0	0.0%
	350,000	0	(350,000)	0.0%
Investment Revenue	1,125,000	27,115	(1,097,885)	2.4%
Other Sources	0	0	0	0.0%
Miscellaneous Income	0	3,983	3,983	-100.0%
Total Revenues	19,117,565	2,220,390	(16,897,175)	11.6%

Available Funds				
Sustainability Fund	7,331,729	0	(7,331,729)	0.0%
Carry Over Restricted Funds				
Washington Mutual	0	0	0	0.0%
Total Carry Over Restricted Funds	0	0	0	0.0%
Total Available Funds	7,331,729	0	(7,331,729)	0.0%

TOTAL REVENUES & AVAILABLE FUNDS	26,449,294	2,220,390	(24,228,904)	8.4%
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Notes:

- A - August and September 2009 tobacco tax revenues were received and posted after September 30, 2009.
Tobacco tax revenues from the State are 2 months in arrears.
- B - A major portion of the budget is for AB212 funds from Alameda Co. General Services Agency Childcare Planning Council. This revenue is typically received at the end of the fiscal year.
- C - The budget includes federal earmarks for SART and ECE higher education. There are no revenues to report as of 9/30/09.

**First 5 Alameda County
Budget vs. Actual Expenditures
July 1 - September 30, 2009**

	Family Support Services		Early Care & Education		Community Grants		Support Strategies		Evaluation & Technology		Administration		T o t a l		Variance	Percentage Spent
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual		
Personnel																
Personnel	310,655	89,534	768,160	131,915	352,060	71,601	525,735	95,788	624,526	114,772	979,447	166,331	3,560,584	669,941	2,890,643	18.82%
Service Delivery Personnel	1,324,373	208,914							0	0	0	0	1,324,373	208,914	1,115,459	15.77%
Benefits	817,514	145,930	384,080	65,376	176,030	25,652	262,868	33,087	312,263	51,718	489,723	67,878	2,442,478	389,642	2,052,837	15.95%
Sub-total Personnel	2,452,542	444,378	1,152,241	197,292	528,091	97,253	788,603	128,876	936,789	166,490	1,469,170	234,208	7,327,435	1,268,497	6,058,938	17.31%
Program Contracts/Grants/MOUs																
Contracts	5,840,290	168,596	4,372,518	674,552	103,718	10,898	2,349,021	250,850	294,388	14,696	33,400	5,803	12,993,335	1,125,394	11,867,940	8.66%
Grants		0	947,885	297,491	2,661,222	903,275	0	0	0	0	0	0	3,609,107	1,200,766	2,408,341	33.27%
Professional Services Contracts	61,914	(2,625)	65,854	0	80,000	2,076	232,840	5,740	5,000	0	7,000	0	452,608	5,191	447,417	1.15%
Sub-total Program Contracts/ Grants/MOUs	5,902,204	165,971	5,386,257	972,042	2,844,940	916,249	2,581,861	256,590	299,388	14,696	40,400	5,803	17,055,049	2,331,352	14,723,698	13.67%
Training Expenses																
Copying/Printing	49,000	3,737	21,500	0	1,500	185	24,000	0	1,500	0	2,000	0	99,500	3,922	95,578	3.94%
Equipment Rental	2,500	0	0	0	500	0	3,400	0	400	0	250	0	7,050	0	7,050	0.00%
Food/Hospitality	29,000	4,074	21,650	424	7,000	1,324	47,500	3,391	1,500	367	8,500	1,634	115,150	11,214	103,936	9.74%
Honoraria	13,500	0	8,000	450	1,000	0	46,000	1,250	500	0	0	0	69,000	1,700	67,300	2.46%
Postage	7,250	299	5,150	2,937	1,000	570	3,630	168	2,900	16	3,300	132	23,230	4,122	19,108	17.74%
Professional Services	30,000	0	0	0	500	800	61,000	5,683	1,500	0	11,000	0	104,000	6,483	97,517	6.23%
Space Rental	2,000	(200)	1,500	0	1,000	0	2,250	0	0	0	1,000	148	7,750	(52)	7,802	-0.67%
Supplies	100,000	10,025	110,300	8,759	5,000	0	164,350	19,232	12,600	76	58,700	9,143	450,950	47,235	403,715	10.47%
Travel	38,790	4,106	10,500	670	3,000	0	9,400	315	9,500	0	1,500	37	72,690	5,127	67,563	7.05%
Staff Development/Training	21,550	1,723	13,000	0	4,500	0	8,000	215	9,000	0	12,000	1,376	68,050	3,313	64,737	4.87%
Sub-total Training Expenses	293,590	23,765	191,600	13,240	25,000	2,878	369,530	30,254	39,400	459	98,250	12,469	1,017,370	83,064	934,306	8.16%
General Expenses																
Communications	18,262	1,937	9,880	628	3,272	0	5,450	983	2,836	258	3,782	4,592	43,482	8,398	35,084	19.31%
Copying/Printing	2,161	0	1,524	0	802	0	914	0	311	0	415	0	6,127	0	6,127	0.00%
Equipment Leases/Rentals/Maint.	13,861	11	10,261	0	5,397	0	6,161	0	2,093	0	2,794	7,976	40,567	7,987	32,580	19.69%
Equipment Purchase	8,647	0	6,351	0	3,340	0	3,814	0	1,296	0	1,728	1,926	25,176	1,926	23,250	7.65%
Insurance	27,541	0	20,320	0	10,688	0	12,200	0	4,144	0	5,528	28,136	80,421	28,136	52,285	34.99%
Membership and Dues	8,543	0	6,351	0	3,340	0	3,814	0	1,296	0	1,728	12,911	25,072	12,911	12,161	51.50%
Postage	533	7	381	0	200	0	228	28	78	6	103	55	1,523	96	1,427	6.27%
Professional Services	69,392	0	51,816	0	27,254	1,704	31,111	0	10,567	0	14,096	58,220	204,236	59,923	144,313	29.34%
Space Rental	97,687	29,819	60,139	17,671	25,030	7,354	297,533	86,892	42,120	12,528	86,021	24,684	608,530	178,948	429,582	29.41%
Travel	0	0	0	0	0	0	0	0	0	0	4,000	0	4,000	0	4,000	0.00%
Depreciation	3,423	0	2,540	0	1,336	0	1,525	0	518	0	963	0	10,305	0	10,305	0.00%
Short term gain or loss	0	0	0	0	0	0	0	0	0	0	0	(267)	0	(267)	267	-100.00%
Sub-total General Expenses	250,050	31,773	169,563	18,299	80,659	9,058	362,750	87,903	65,259	12,792	121,158	138,234	1,049,439	298,059	751,380	28.40%
TOTAL	8,898,386	665,887	6,899,660	1,200,872	3,478,690	1,025,439	4,102,744	503,622	1,340,835	194,437	1,728,978	390,714	26,449,293	3,980,971	22,468,321	15.05%



To: First 5 Alameda County Executive Committee

From: Patricia Zapanta, Finance and Administration Director

Date: December 4, 2009

**Subject: 2009-10 First Quarter Investment Report
July 1, 2009 – September 30, 2009**

REQUESTED ACTION

To review the 2009-10 First Quarter Investment report

BACKGROUND OF ACTIVITIES

In 2005-06, First 5 Alameda County transferred \$34,000,000 from the Sustainability Fund held by the Alameda County Treasurer's investment pool to outside money managers. This report is a summary of the activity and status of the investment portfolio as of September 30, 2009.

PORTFOLIO HIGHLIGHTS

The Investment Report shows the performance of funds that are invested in the Alameda County pool and with two money managers, MBIA Asset Management and Chandler Asset Management. At 2008-09 year end, the market value of the funds with MBIA and Chandler was \$ 40,283,900. At the end of the first quarter of 2009-10, the market value of the portfolio was \$40,832,060, an increase of \$548,160.

Based on recent economic indicators, it appears that the U.S. economy is in its early stages of a modest recovery. However, critics note that there are few signs that the economy will be able to sustain that growth once the government stimulus pulls back as unemployment remains high (10.2% as of October 2009) and consumers' faith shaky. This uniquely challenging economic environment may affect the future performance of the portfolio. First 5 Alameda County Finance staff and money managers are monitoring all developments and the money managers provide regular updates and recommendations.

INVESTMENT REPORT

Investment Income

The first section reports on Investment Income, which is primarily determined by the interest or yield payments. For each asset, the payments are received every six months. This is the most important part of the report. Our money managers are purchasing assets that generate the highest possible yield, based on our Investment Policy.

The report represents three months (July 1, 2008 – September 30, 2009) of the money managers' investment earnings (\$448,267) and one quarter of the Alameda County Treasurer's Office earnings (\$16,750).

The reversal of the accrual occurs each year. These are funds received in the first quarter that were actually earned, and thus credited, to the prior quarter. They were recognized as revenue in 2008-09 (\$437,901) so must be deducted from the funds recognized for the first quarter. This makes the report look very low in this period, but this is a typical occurrence. It is important to note that the 2009-10 earnings will include much of the first quarter's earnings for 2010-11.

Total Investment Income after the reversal of the accrual was \$27,115.

Investment Fees

Fees include one quarter's worth of fees of the money managers (MBIA and Chandler) and the fees of the account custodian (Union Bank of California). The total fees paid during this period were \$12,832.

Alameda County Investment Pool Income

The Alameda County Investment income for the first quarter of 2009-10 is \$16,750. This income is net of Alameda County fees.

Investment Activity

The Investment Activity shows all transactions affecting our portfolio. When a money manager purchases assets, it increases the value of the portfolio. When a money manager sells an asset, it decreases the total portfolio value and increases or decreases investment earnings depending on the value of the asset at the time of the sale.

Market Value and Unrealized Gains and Losses

This section reports on Market Value. It shows the value of the portfolio at the beginning of the period, and the value of the portfolio at the end of the period. It is a snapshot of portfolio value, if the portfolio was liquidated.

Yield Benchmarks

The Yield section shows the Yield of the investment earnings, and compares those amounts to several benchmarks. In addition, the Yield helps to evaluate the money manager performance compared to each other. The benchmarks are:

- o Alameda County Treasury Investment Pool
- o Local Agency Investment Fund (LAIF)
- o 1-5 Government Index

Only the Alameda County Treasury Investment Pool is net of fees.

FISCAL IMPACT

The total investment earnings at the end of the first quarter are \$27,115.

Submitted by:

Reviewed by:

Patricia Zapanta, Director
Finance & Administration

Mark Friedman,
Chief Executive Officer

**First 5 Alameda County
Investment Report
For the Period July 1 - September 30, 2009**

	<u>Union Bank</u>	<u>MBIA Municipal Investors</u>	<u>Chandler Asset Management</u>	<u>Total</u>
INVESTMENT INCOME:				
Interest Received	0	287,302	160,965	448,267
Income from Alameda County Treasurer				16,750
Reversal of 2008-09 Accrual				(437,901)
Total Investment Earnings				<u>27,115</u>
Investment Fees Paid	(1,639)	(6,000)	(5,193)	(12,832)
Net Investment Income (Net of Fees)				<u>14,283</u>
INVESTMENT ACTIVITY:				
Portfolios at 7/01/09		22,779,375	16,815,211	39,594,586
Purchases		4,750,282	1,473,287	6,223,569
Sales		0	(795,637)	(795,637)
Maturities		(2,999,473)	(613,822)	(3,613,296)
Full Call		(505,150)	0	(505,150)
Principal Pay Down		0	(8,630)	(8,630)
Gain (Loss) on Disposal		(4,623)	4,890	267
Net Cash Management		(959,231)	99,821	(859,409)
Portfolios at 9/30/09		<u>23,061,179</u>	<u>16,975,119</u>	<u>40,036,298</u>
COST VS. MARKET VALUE:				
Portfolios at Market 9/30/09		23,491,329	17,340,731	40,832,060
Portfolios at Cost 9/30/09		23,061,179	16,975,119	40,036,298
Unrealized Gain (Loss) at 9/30/09		<u>430,150</u>	<u>365,612</u>	<u>795,762</u>
YIELD AND BENCHMARKS:				
MBIA Municipal Investors (current yield)				3.500%
Chandler Asset Management (current yield)				3.620%
Local Agency Investment Fund (LAIF)				0.902%
1-5 Government Index (total rate of return)				4.840%
Alameda County Treasurer (net of fees)				[REDACTED]

**First 5 Alameda County
Investment Holdings
As of September 30, 2009**

Agenda Item 8

<u>Holder</u>	<u>Asset Name</u>	<u>Shares / Units</u>	<u>Cost Basis</u>	<u>Market Value</u>	<u>Asset Type</u>	<u>S&P Rating</u>	<u>Moody's Rating</u>
CHANDLER	BERKSHIRE HATHAWAY 5.000% 8/15/13	110,000.0000	\$117,065.85	\$119,472.10	Corporate Obligations	AAA	AA2
CHANDLER	BK OF AMERICA BDS 3.125% 6/15/12	335,000.0000	\$347,518.95	\$348,426.80	Corporate Obligations	AAA	AAA
MBIA	BOFA CORP NTS 7.400% 1/15/11	300,000.0000	\$321,864.00	\$315,015.00	Corporate Obligations	A-	A3
CHANDLER	CHEVRON CORP NTS 3.950% 3/03/14	35,000.0000	\$36,425.90	\$36,851.85	Corporate Obligations	AA	AA1
MBIA	FFCB BDS 2.250% 1/12/12	1,000,000.0000	\$1,002,500.00	\$1,004,060.00	Government Obligations	AAA	AAA
CHANDLER	FFCB BDS 4.500% 10/17/12	150,000.0000	\$154,407.00	\$162,046.50	Government Obligations	AAA	AAA
CHANDLER	FFCB BDS 4.875% 2/18/11	300,000.0000	\$320,016.90	\$316,782.00	Government Obligations	AAA	AAA
MBIA	FFCB BDS 4.875% 4/04/12	1,000,000.0000	\$1,027,780.00	\$1,081,880.00	Government Obligations	AAA	AAA
MBIA	FFCB BDS 5.000% 8/16/10	1,000,000.0000	\$1,033,580.00	\$1,039,380.00	Government Obligations	AAA	AAA
CHANDLER	FFCB BDS 5.375% 7/18/11	450,000.0000	\$488,335.95	\$484,312.50	Government Obligations	AAA	AAA
MBIA	FFCB GLBL BDS 2.000% 1/17/12	1,000,000.0000	\$1,003,310.00	\$1,013,440.00	Government Obligations	AAA	AAA
CHANDLER	FHLB 3.875% 6/14/13	250,000.0000	\$247,290.00	\$266,015.00	Government Obligations	AAA	AAA
MBIA	FHLB BDS 1.125% 6/03/11	1,000,000.0000	\$992,656.20	\$1,005,310.00	Government Obligations	AAA	AAA
MBIA	FHLB BDS 2.000% 7/27/12	1,000,000.0000	\$1,000,000.00	\$1,003,440.00	Government Obligations		
MBIA	FHLB BDS 3.250% 3/11/11	2,000,000.0000	\$2,001,040.00	\$2,072,500.00	Government Obligations	AAA	AAA
MBIA	FHLB BDS 3.375% 10/06/10	1,000,000.0000	\$999,687.50	\$1,000,310.00	Government Obligations	AAA	AAA
CHANDLER	FHLB BDS 3.625% 5/29/13	350,000.0000	\$342,595.40	\$369,358.50	Government Obligations	AAA	AAA
MBIA	FHLB BDS 3.875% 1/15/10	1,500,000.0000	\$1,513,860.00	\$1,515,465.00	Government Obligations	AAA	AAA
CHANDLER	FHLB BDS 4.625% 2/18/11	500,000.0000	\$531,331.00	\$526,875.00	Government Obligations	AAA	AAA
CHANDLER	FHLB BDS 4.875% 11/18/11	325,000.0000	\$350,857.65	\$350,899.25	Government Obligations	AAA	AAA
MBIA	FHLB BDS S/U 1.500% 8/24/12	500,000.0000	\$500,000.00	\$502,030.00	Government Obligations		
CHANDLER	FHLMC 4.500% 7/15/13	675,000.0000	\$711,770.50	\$733,218.75	Government Obligations	AAA	AAA
MBIA	FHLMC MTN 1.625% 7/22/11	1,000,000.0000	\$1,000,937.50	\$1,000,630.00	Government Obligations	AAA	AAA
MBIA	FHLMC NTS 2.000% 9/25/12	500,000.0000	\$499,950.00	\$501,030.00	Government Obligations	AAA	AAA
CHANDLER	FHLMC NTS 2.500% 1/07/14	600,000.0000	\$593,947.20	\$603,594.00	Government Obligations	AAA	AAA
CHANDLER	FHLMC NTS 3.000% 7/28/14	100,000.0000	\$99,747.90	\$101,938.00	Government Obligations	AAA	AAA
CHANDLER	FHLMC NTS 3.250% 2/25/11	150,000.0000	\$151,762.50	\$155,016.00	Government Obligations	AAA	AAA
MBIA	FHLMC NTS 4.375% 3/01/10	1,000,000.0000	\$1,011,030.00	\$1,016,400.00	Government Obligations	AAA	AAA
CHANDLER	FHLMC NTS 4.500% 1/15/13	395,000.0000	\$402,816.49	\$428,081.25	Government Obligations	AAA	AAA
CHANDLER	FHLMC NTS 4.750% 3/05/12	275,000.0000	\$298,979.45	\$297,772.75	Government Obligations	AAA	AAA
CHANDLER	FHLMC NTS 5.125% 4/18/11	200,000.0000	\$210,335.20	\$213,376.00	Government Obligations	AAA	AAA
MBIA	FHLMC NTS 5.125% 10/23/12	1,000,000.0000	\$1,015,030.00	\$1,002,810.00	Government Obligations	AAA	AAA
MBIA	FHLMC NTS S/U 2.000% 4/01/14	1,000,000.0000	\$990,000.00	\$1,005,030.00	Government Obligations	AAA	AAA
CHANDLER	FNMA NOTES 3.875% 7/12/13	425,000.0000	\$427,212.95	\$452,756.75	Government Obligations	AAA	AAA
CHANDLER	FNMA NTS 2.500% 5/15/14	450,000.0000	\$442,457.55	\$449,014.50	Government Obligations	AAA	AAA
CHANDLER	FNMA NTS 2.875% 12/11/13	650,000.0000	\$654,949.75	\$662,187.50	Government Obligations	AAA	AAA
CHANDLER	FNMA NTS 3.625% 2/12/13	150,000.0000	\$148,160.85	\$158,719.50	Government Obligations	AAA	AAA
CHANDLER	FNMA NTS 3.625% 8/15/11	400,000.0000	\$419,114.80	\$420,624.00	Government Obligations	AAA	AAA
CHANDLER	FNMA NTS 5.000% 2/16/12	150,000.0000	\$163,994.25	\$163,078.50	Government Obligations	AAA	AAA
MBIA	FNMA NTS 6.000% 5/15/11	850,000.0000	\$895,636.50	\$920,388.50	Government Obligations	AAA	AAA
CHANDLER	FNMA NTS 6.000% 5/15/11	235,000.0000	\$241,803.25	\$254,460.35	Government Obligations	AAA	AAA
MBIA	G E CAP CORP MTN 5.250% 10/19/12	1,000,000.0000	\$1,029,100.00	\$1,057,240.00	Corporate Obligations	AA+	AA2
CHANDLER	GECC FDIC TLGP 2.125% 12/21/12	520,000.0000	\$520,494.00	\$524,721.60	Corporate Obligations	AAA	AAA

**First 5 Alameda County
Investment Holdings
As of September 30, 2009**

Agenda Item 8

<u>Holder</u>	<u>Asset Name</u>	<u>Shares / Units</u>	<u>Cost Basis</u>	<u>Market Value</u>	<u>Asset Type</u>	<u>S&P Rating</u>	<u>Moody's Rating</u>
CHANDLER	GECC NTS 5.900% 5/13/14	240,000.0000	\$254,571.10	\$257,349.60	Corporate Obligations	AA+	AA2
CHANDLER	GENL DYNAMICS CORP 4.500% 8/15/10	160,000.0000	\$163,561.60	\$165,078.40	Corporate Obligations	A	A2
CHANDLER	GNR 2004-61-VA 5.000% 5/16/10	22,159.2500	\$21,896.10	\$22,461.50	Government Obligations	N/A	N/A
MBIA	GOLDMAN SACHS 6.875% 1/15/11	120,000.0000	\$125,967.60	\$127,420.80	Corporate Obligations	A	A1
CHANDLER	GOLDMAN SACHS 6.875% 1/15/11	50,000.0000	\$52,615.50	\$53,092.00	Corporate Obligations	A	A1
CHANDLER	GOLDMAN SACHS GR BDS 3.250% 6/15/12	490,000.0000	\$498,407.98	\$511,378.70	Corporate Obligations	AAA	AAA
MBIA	HIGHMARK 100% US TREASURY MONEY MKT	168,597.4000	\$168,597.40	\$168,597.40	Cash & Cash Equivalents		
CHANDLER	HIGHMARK 100% US TREASURY MONEY MKT	658,653.4100	\$658,653.41	\$658,653.41	Cash & Cash Equivalents		
MBIA	HOUSEHOLD FIN NT 6.375% 10/15/11	175,000.0000	\$182,155.75	\$185,624.25	Corporate Obligations	A	A3
CHANDLER	JPMORGAN CHASE & CO 2.125% 12/26/12	515,000.0000	\$507,922.36	\$521,890.70	Corporate Obligations	AAA	AAA
CHANDLER	JPMORGAN CHASE & CO 4.750% 5/01/13	170,000.0000	\$171,691.50	\$179,979.00	Corporate Obligations	A+	AA3
MBIA	NATL CTY BK KEN NTS 6.300% 2/15/11	125,000.0000	\$128,517.50	\$130,258.75	Corporate Obligations	A	A2
CHANDLER	PHILLIPS PETE 8.750% 5/25/10	145,000.0000	\$159,990.10	\$153,070.70	Corporate Obligations	A	A1
CHANDLER	PNC FDG CORP NTS 2.300% 6/22/12	515,000.0000	\$523,018.55	\$524,244.25	Corporate Obligations	AAA	AAA
CHANDLER	TENN VY AUTH SER A 6.790% 5/23/12	640,000.0000	\$700,943.70	\$720,966.40	Government Obligations	AAA	AAA
CHANDLER	TOYOTA MTR CR CORP 5.450% 5/18/11	160,000.0000	\$167,360.00	\$167,380.80	Corporate Obligations	AA	AA1
CHANDLER	TVA SER C 4.750% 8/01/13	600,000.0000	\$638,422.85	\$649,014.00	Government Obligations	AAA	AAA
CHANDLER	U S TREAS NTS 3.375% 11/30/12	450,000.0000	\$451,371.09	\$476,473.50	Government Obligations	AAA	AAA
CHANDLER	U S TREAS NTS 3.500% 2/15/10	450,000.0000	\$453,128.91	\$455,553.00	Government Obligations	AAA	AAA
MBIA	U S TREAS NTS 4.750% 3/31/11	1,370,000.0000	\$1,358,147.67	\$1,453,748.10	Government Obligations	AAA	AAA
CHANDLER	U S TREAS NTS 4.750% 3/31/11	200,000.0000	\$197,492.19	\$212,226.00	Government Obligations	AAA	AAA
CHANDLER	US BANCORP MTN 2.250% 3/13/12	510,000.0000	\$516,846.75	\$519,455.40	Corporate Obligations	AAA	AAA
MBIA	US TREAS NTS 1.000% 7/31/11	750,000.0000	\$746,894.53	\$752,137.50	Government Obligations	AAA	AAA
CHANDLER	US TREAS NTS 3.625% 10/31/09	450,000.0000	\$453,726.56	\$451,282.50	Government Obligations	AAA	AAA
CHANDLER	US TREAS NTS 4.375% 12/15/10	300,000.0000	\$310,417.97	\$314,016.00	Government Obligations	AAA	AAA
CHANDLER	US TREAS NTS 4.500% 4/30/12	300,000.0000	\$298,804.69	\$325,032.00	Government Obligations	AAA	AAA
MBIA	US TREAS NTS 4.500% 11/15/10	925,000.0000	\$931,250.97	\$966,588.00	Government Obligations	AAA	AAA
CHANDLER	US TREAS NTS 4.750% 5/31/12	400,000.0000	\$395,937.51	\$436,532.00	Government Obligations	AAA	AAA
MBIA	US TREAS NTS 4.875% 7/31/11	550,000.0000	\$556,412.10	\$590,326.00	Government Obligations	AAA	AAA
MBIA	US TREAS NTS 5.000% 2/15/11	1,000,000.0000	\$1,025,273.44	\$1,060,270.00	Government Obligations	AAA	AAA
CHANDLER	WACHOVIA CORP BDS 5.500% 5/01/13	175,000.0000	\$183,659.00	\$187,244.75	Corporate Obligations	AA-	A1
CHANDLER	WAL-MART STORES 4.125% 7/01/10	250,000.0000	\$252,412.50	\$256,372.50	Corporate Obligations	AA	AA2
CHANDLER	WELLS FARGO & CO 2.125% 6/15/12	515,000.0000	\$518,866.62	\$522,385.10	Corporate Obligations	AAA	AAA