



**Regular Meeting Agenda**

**March 16, 2026**

**3:00-4:30pm**

In Person at Health & Human Services Conference Room

75 Diamond Valley Rd. Markleeville, CA 96120

ADDITIONAL TELECONFERENCE LOCATION:

Bear Valley Library at 367 Creekside Dr. Bear Valley, Ca 95223

Virtual Access available Microsoft Teams Meeting ID 289 344 945 805 21, Passcode: Wu29PW9A

**Commissioners:** JT Chevallier, *Chair*; Jackie Springer, *Vice Chair*; Terry Woodrow, Jamie Phillips, Dr. Richard Johnson

<p><b>Item 1</b></p>	<p><b>Call to Order</b> <b>Welcome &amp; Introductions</b></p>
<p><b>2</b> (Page #s)  Pg 1-2  Pg 3-4</p>	<p><b>Consent Agenda (Action)</b> These matters that are routine and non-controversial and are usually approved by a single majority vote without discussion. Items can be removed from the consent agenda to be discussed and considered separately. <b>2.1</b> Approve, March 16, 2026, Regular Meeting Agenda  <b>2.2</b> Approve, January 12, 2026, Regular Meeting Minutes</p>
<p><b>3</b></p>	<p><b>Public Comment</b> The Law allows the public to address the First Five Alpine County Commission on any matter, within the subject matter jurisdiction of the Commission, whether or not it is on the agenda, but the laws prohibit discussion or action by the Commission on non-agenda items, except to ask clarifying questions or make clarifying comments. Comments are generally limited to three minutes per speaker; however individual speaker time and overall public comment time may be modified by the Chair.</p>
<p><b>4</b> Pg 5-6  Pg 7-10</p>	<p><b>Financials</b> <b>4.1</b> Income and Expense Summary; FY 2025-26 July 1- March 9, 2026, Budget Tool Report  <b>4.2</b> Authorize Executive Director to purchase custom 10x10 canopy with back wall, 42” side panel counter, 2x2 table and weight plates, for MFRC pop up in the amount of \$2,000.00. <b>(Action)</b></p>
<p><b>5</b> Pg 11-13</p>	<p><b>Report from Executive Director</b> <b>5.1</b> Meetings, Projects, Outreach/Direct Service, Mobile Family Resource Center, First 5 California, Association and Managed Care Plan MOU.</p>
<p><b>6</b> Pg 14-19  Pg 20-28</p>	<p><b>Current Business:</b> <b>6.1</b> Midyear Status Report July 1, 2025- December 31, 2026, this report will be included as the quarterly update at Alpine County Board of Supervisors Meeting on March 17, 2026.  <b>6.2</b> Approve FY 2026-2028 Budget and Scope of Work First 5 California’s Small Populated County Augmentation, SPCFA <b>(Action)</b></p>
<p><b>7</b></p>	<p><b>Public Hearings: NONE</b></p>

<b>8</b>	<b>Commissioner Announcements</b>
<b>9</b>	<b>Adjournment</b> The Commission will adjourn to the next regular meeting May 18, 2026, at 3:00pm.



**First Five Alpine County Commission**  
**Regular Meeting Minutes- DRAFT**  
**January 12, 2026**  
**3:00-4:30pm**

In Person at Health & Human Services Conference Room  
 75 Diamond Valley Rd. Markleeville, CA 96120

**Commissioners:** JT Chevallier, *Chair*; Jackie Springer, *Vice Chair*; Terry Woodrow, Jamie Phillips, Dr. Richard Johnson

<p><b>Item 1</b></p>	<p><b>Call to Order:</b> 3:08pm</p> <p><b>Welcome and Introductions</b></p> <ul style="list-style-type: none"> <li>• J.T. Chevallier</li> <li>• Jackie Springer</li> <li>• Terry Woodrow (Bear Valley library via Teams)</li> <li>• Dr. Richard Johnson</li> </ul> <p><b>Others present:</b></p> <ul style="list-style-type: none"> <li>- Amy Broadhurst- Executive Director</li> </ul>
<p><b>2</b></p>	<p><b>Consent Agenda (Action)</b></p> <p>These matters that are routine and non-controversial and are usually approved by a single majority vote without discussion. Items can be removed from the consent agenda to be discussed and considered separately.</p> <p><b>2.1</b> Approve, January 12, 2026, Regular Meeting Agenda  <b>2.2</b> Approve, November 17, 2025, Regular Meeting Minutes</p> <p><b>Motion:</b> Commissioner Woodrow /2<sup>nd</sup> Vice Chair Springer to approve Consent Agenda.  <b>All Ayes</b>  <b>MOTION CARRIED</b></p>
<p><b>3</b></p>	<p><b>Public Comment: NONE</b></p> <p>The Law allows the public to address the First Five Alpine County Commission on any matter, within the subject matter jurisdiction of the Commission, whether or not it is on the agenda, but the laws prohibit discussion or action by the Commission on non-agenda items, except to ask clarifying questions or make clarifying comments. Comments are generally limited to three minutes per speaker; however individual speaker time and overall public comment time may be modified by the Chair.</p>
<p><b>4</b></p>	<p><b>Financials</b></p> <p><b>4.1</b> Income and Expense Summary; FY 2025-26 July 1- Dec 29, 2026, Budget Tool Report</p> <ul style="list-style-type: none"> <li>• Executive Director noted revenues and expenses on track with approved budget. Correction was noted that under Travel Expenses update amount to \$.725 for mileage reimbursement rate.</li> </ul>

<p>5</p>	<p><b>Report from Executive Director</b></p> <p><b>5.1 Meetings, Projects, Outreach/Direct Service, Mobile Family Resource Center, First 5 California, Association and Managed Care Plan MOU</b></p> <p><i>Executive Director highlighted:</i></p> <ul style="list-style-type: none"> <li>• <i>Appreciation to Community Health Worker (from Zocalo Health) for connecting her to be included in Lake Tahoe Collaborative monthly meetings, attended first one earlier today via zoom.</i></li> <li>• <i>Edits recently made to first5alpine.org site- providing details of MFRC. Kindly encouraged Commissioners to visit and review site, provided edits/changes by January 31, 2026.</i></li> <li>• <i>Upcoming quarterly update to the Alpine County Board of Supervisors will occur in March 2026 providing mid-year report of services offered July 1-Dec 31, 2025 and feedback on first few months of MFRC services in three locations of the County.</i></li> </ul>
<p>6</p>	<p><b>Current Business:</b></p> <p><b>6.1 Elect Chair and Vice Chair of the First Five Alpine County Commission for 2026 (Action)</b></p> <p><b>Motion:</b> Commissioner Woodrow/ 2<sup>nd</sup> Commissioner Johnson to re-elect current positions to continue for 2026; JT Chevallier for Chair and Jackie Springer for Vice Chair of the First Five Alpine County Commission.</p> <p><b>All Ayes</b> <b>MOTION CARRIED</b></p> <p><b>6.2 Approve and authorize Chair to sign an agreement with database system identified by the Commission for a not to exceed amount of \$7,000. 00 in FY 2025-26 to streamline, track and report on Mobile Family Resource Center Services beginning February 2026. (Action)</b></p> <p><b>Motion:</b> Commissioner Woodrow/ 2<sup>nd</sup> Commissioner Springer to authorize Chair to sign agreement with database system for a not to exceed amount of \$7,000.00 in FY 2025-26 to streamline, track and report Mobile Family Resource Center services.</p> <p><b>All Ayes</b> <b>MOTION CARRIED</b></p> <p><b>6.3 Choose Mobile Family Resource Center Logo from two options and provide input for tent artwork (Action)</b></p> <p><b>Motion:</b> Commissioner Woodrow/ 2<sup>nd</sup> Commissioner Johnson to approve option #1 green for MFRC logo.</p> <p><b>All Ayes</b> <b>MOTION CARRIED</b></p>
<p>7</p>	<p><b>Public Hearings: NONE</b></p>
<p>8</p>	<p><b>Commissioner Announcements</b></p> <p><u>Vice Chair Springer</u>: Behavioral Health is now on Facebook</p>
<p>9</p>	<p><b>Adjournment:</b> 3:51pm</p> <p>The Commission will adjourn to the next regular meeting March 16, 2026, at 3:00pm.</p>

# First 5 Alpine FY 2025-26 BUDGET

Created: 3/9/2026

SALARIES & EMPLOYEE BENEFITS						REVENUE STREAM		
TITLE	LINE ITEM	ADMIN	PROGRAM	EVALUATION	TOTAL SPENT	SPCFA	OTHER	2025-26 Budget
<b>Director</b>		<b>25%</b>	<b>50%</b>	<b>25%</b>	<b>\$110,611.39</b>	<b>\$144,076.69</b>	<b>\$22,291.31</b>	<b>\$166,368.00</b>
780-780-501170	Salary	\$14,680.01	29,360.01	\$14,680.01	\$58,720.02	\$88,398.00	\$0.00	\$88,398.00
780-780-501400	Longevity Pay	\$1,468.00	2,936.00	\$1,468.00	\$5,871.99	\$8,900.00	\$0.00	\$8,900.00
780-780-502100	PERS-Retirement	\$5,620.12	11,240.24	\$5,620.12	\$22,480.47	\$4,565.69	\$22,291.31	\$26,857.00
780-780-502800	OPEB-Retiree	\$999.50	1,999.00	\$999.50	\$3,998.00	\$7,999.00	\$0.00	\$7,999.00
780-780-503100	Medical Insurance	\$4,693.68	9,387.35	\$4,693.68	\$18,774.70	\$32,803.00	\$0.00	\$32,803.00
780-780-505000	FICA - Medicare	\$191.55	383.11	\$191.55	\$766.21	\$1,411.00	\$0.00	\$1,411.00
<b>Misc Employment Costs</b>		<b>100%</b>	<b>0%</b>	<b>0%</b>	<b>\$581.72</b>	<b>\$1,170.00</b>	<b>\$0.00</b>	<b>\$1,170.00</b>
780-780-504100	Workers Comp Insurance	\$581.72	0.00	\$0.00	\$581.72	\$1,170.00	\$0.00	\$1,170.00
	<b>Total</b>	<b>\$28,234.57</b>	<b>\$55,305.70</b>	<b>\$27,652.85</b>	<b>\$111,193.11</b>	<b>\$145,246.69</b>	<b>\$22,291.31</b>	<b>\$167,538.00</b>

SERVICES & SUPPLIES						REVENUE STREAM		
TITLE	LINE ITEM	ADMIN	PROGRAM	EVALUATION	TOTAL SPENT	SPCFA	OTHER	2025-26 Budget
<b>Office Materials &amp; Supplies</b>		<b>\$246.01</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$246.01</b>	<b>\$0.00</b>	<b>\$1,600.00</b>	<b>\$1,600.00</b>
780-780-522600	Office Supplies	\$235.57	\$0.00	\$0.00	\$235.57	\$0.00	\$1,550.00	\$1,550.00
780-780-522650	Postage	\$10.44	\$0.00	\$0.00	\$10.44	\$0.00	\$50.00	\$50.00
<b>Program Materials &amp; Supplies</b>		<b>\$0.00</b>	<b>\$5,909.32</b>	<b>\$0.00</b>	<b>\$5,909.32</b>	<b>\$20,000.00</b>	<b>\$0.00</b>	<b>\$20,000.00</b>
780-780-528330	ASR Kindergarten Observation Form KOF	\$0.00	\$300.00	\$0.00	\$300.00			
780-780-528330	Kindermusik License renewal- annual	\$0.00	\$174.00	\$0.00	\$174.00			
780-780-528330	Misc Program Supplies- MFRC	\$0.00	\$5,435.32	\$0.00	\$5,435.32	\$20,000.00	\$0.00	\$20,000.00
<b>Memberships</b>		<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$3,000.00</b>
780-780-520400	Dues & Memberships	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00
<b>Insurance</b>		<b>\$343.90</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$343.90</b>	<b>\$0.00</b>	<b>\$690.00</b>	<b>\$690.00</b>
780-780-515100	Liability Insurance	\$343.90	\$0.00	\$0.00	\$343.90	\$0.00	\$690.00	\$690.00
<b>Building Costs</b>		<b>\$2,700.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,700.00</b>	<b>\$0.00</b>	<b>\$3,600.00</b>	<b>\$3,600.00</b>
780-780-526100	Rent/Lease for Building	\$2,700.00	\$0.00	\$0.00	\$2,700.00	\$0.00	\$3,600.00	\$3,600.00
<b>Professional Services</b>		<b>\$9,181.53</b>	<b>\$0.00</b>	<b>\$22,182.50</b>	<b>\$31,364.03</b>	<b>\$39,315.00</b>	<b>\$0.00</b>	<b>\$39,315.00</b>
780-780-523070	Accounting/Audit Services	\$8,225.00	\$0.00	\$0.00	\$8,225.00	\$8,225.00	\$0.00	\$8,225.00
780-780-523210	Legal/ County Counsel					\$2,000.00	\$0.00	\$2,000.00
780-780-523410	Evaluation Consultant	\$0.00	\$0.00	\$22,182.50	\$22,182.50	\$28,000.00	\$0.00	\$28,000.00
780-780-523410	website design	\$956.53	\$0.00	\$0.00	\$956.53	\$1,090.00	\$0.00	\$1,090.00
<b>Communications</b>		<b>\$225.01</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$225.01</b>	<b>\$0.00</b>	<b>\$720.00</b>	<b>\$720.00</b>
780-780-512700	Cell Phone	\$225.01	\$0.00	\$0.00	\$225.01	\$0.00	\$720.00	\$720.00
<b>Training and Conferences</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$800.00</b>	<b>\$800.00</b>
780-780-528200	Conference Registration and Travel Costs					\$0.00	\$800.00	\$800.00
<b>Travel Expenses</b>		<b>\$623.26</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$623.26</b>	<b>\$0.00</b>	<b>\$1,200.00</b>	<b>\$1,200.00</b>
780-780-529100	Mileage when vehicle used (0.67/mile x 433 miles per month x 12 months)	\$623.26	\$0.00	\$0.00	\$623.26	\$0.00	\$1,200.00	\$1,200.00
<b>CAP Charges</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>
780-780-553100	Indirect/Admin Support Costs					\$0.00	\$30,000.00	\$30,000.00
	<b>Total</b>	<b>\$16,319.71</b>	<b>\$5,909.32</b>	<b>\$22,182.50</b>	<b>\$44,411.53</b>	<b>\$62,315.00</b>	<b>\$38,610.00</b>	<b>\$100,925.00</b>

OTHER CHARGES		TOTAL SPENT	SPCFA	OTHER	2025-26 Budget
<b>Improved Child Development</b>		<b>\$29,873.54</b>	<b>\$64,500.00</b>	<b>\$0.00</b>	<b>\$64,500.00</b>
780-780-523170	Alpine Early Learning Center	\$29,641.12	\$64,000.00	\$0.00	\$64,000.00
780-780-523170	Imagination Library	\$232.42	\$500.00	\$0.00	\$500.00
<b>Improved Child Health</b>					
780-780-523170	Insert				
<b>Total</b>		<b>\$29,873.54</b>	<b>\$64,500.00</b>	<b>\$0.00</b>	<b>\$64,500.00</b>

Budget Category	Budget	Actual	Difference	%
Total Salaries & Benefits	\$167,538.00	\$111,193.11	\$56,344.89	66.36%
Total Services & Supplies	\$100,925.00	\$44,411.53	\$56,513.47	44.00%
Total Other Charges	\$64,500.00	\$29,873.54	\$34,626.46	46.31%
<b>TOTAL EXPENDITURES</b>	<b>\$332,963.00</b>	<b>\$185,478.18</b>	<b>\$147,484.82</b>	<b>55.70%</b>

Revenue	Budget	Actual	Difference	%
SPCFA Expected Revenue	\$271,579.00	\$75,560.65	(\$196,018.35)	27.82%
Other Expected Revenue	\$61,384.00	\$7,907.97	(\$53,476.03)	12.88%
<b>TOTAL REVENUE</b>	<b>\$332,963.00</b>	<b>\$83,468.62</b>	<b>(\$249,494.38)</b>	<b>25.06%</b>

Expense Stream	Budget	Actual	Difference	%
ADMINISTRATION	\$95,687.25	\$44,554.28	\$51,132.97	46.56%
PROGRAM SUPPORT	\$169,230.50	\$91,088.56	\$78,141.95	53.82%
EVALUATION	\$68,045.25	\$49,835.35	\$18,209.90	73.23%
<b>TOTAL EXPENDITURES</b>	<b>\$332,963.00</b>	<b>\$185,478.18</b>	<b>\$147,484.82</b>	<b>55.70%</b>

Received/Submitted but not yet posted on GL:

1. REVENUE: Q2 SPCFA revenue \$73, 886.22
2. EXPENSE:
  - a. Administrative Support Fees to County as fiscal agent and employer- 7.5% of collected revenue July-Dec 2025 = \$5,964.28
  - b. AELC Jan Invoice \$4,769.00
  - c. Evaluation- SEI Jan Invoice \$2,272.50
  - d. Q3 Imagination Library \$115.94- providing a book in the mail to 34 (average) children per month.



**TO:** First Five Alpine County Commissioners

**FROM:** Amy Broadhurst, First 5 Alpine Executive Director

**DATE:** 3/16/2026

**RECOMMENDATION:** Approve purchase of \$2,0000.00 for custom 10x10 canopy with back wall, 42” side panel and counter, 2x2 table, and four weight plates, for MFRC pop ups county wide.

**BACKGROUND:** As a mobile service, having canopy for outdoor programs and events is necessary, by purchasing accessories, walls, table ensure it is compatible and sturdy is essential. The custom artwork/logos brands First 5 Alpine and the Mobile Family Resource Center at every event.

**DISCUSSION:**

**FISCAL IMPACT:** \$5000.00 of the FY 2025-26 MFRC budget of \$20,0000.00 is allocated for reusable items.

**CONTRACTOR(S):** EZ- Up, contact Sara LeBlanc

**CONCLUSION:** Once approved order will be confirmed and in production.

**ATTACHMENT:** Two invoices (\$1,798.67 and \$197.34) totaling \$1,996.01 and tent and back wall mock up.



# International E-Z UP, Inc.

1900 Second Street  
 Norco, CA 92860  
 Phone: (800) 45-SHADE Fax: (951) 279-0888

## Order ORD0658158

Division 70  
 Date 3/6/2026  
 Order Date 3/3/2026  
 Requested Ship Date 3/17/2026  
 Customer In Hand Date

**Sold To:**

First 5 Alpine  
 Amy Broadhurst  
 75 Diamond Valley Rd.  
 Markleeville, CA 96120  
 USA

**Ship To:**

First 5 Alpine  
 Amy Broadhurst  
 75 Diamond Valley Rd.  
 Markleeville, CA 96120  
 USA

PO Number	Customer No	SalesPerson	Shipping Method	Shipping Terms	Payment Terms
F52026-3	0282182	Sara LeBlanc	F02- FEDEX GROUND	FOB Norco	PREPAID

Item Number	Description\Customer Requested Ship Date	Unit	Ordered	Invoice	B/O	Unit Price	Ext Price
PR91010KFBD	Pyramid, 10'(3m) Shelter, Wh Frame, Digital Top 3/17/2026	Each	1			821.10	821.10
SWP310FBD	Sidewall, 10'(3m) Pro, Digital 3/17/2026	Each	1		1	366.80	366.80
WP22BK4PK	Weight Plates, 4 Pack, Black, 22lbs each 3/17/2026	Each	1			162.40	162.40
ITSY22BK	ITSY, Table System 2'x2' Black 3/17/2026	Each	1			182.70	182.70
FREIGHT	Freight 3/17/2026	Each	1		1	154.53	154.53

Remit To: 1900 Second Street, Norco, CA 92860  Important note: All Product will be shipped to the address listed above unless notified at least 72 hours prior to the requested ship date. We will not be responsible for incremental shipping costs, rerouting fees or charges associated with customer's failure to provide accurate shipping information at least 72 hours prior to the "Requested Ship Date" listed above.	<b>Subtotal</b>	<b>1,687.53</b>
	Freight	0.00
	Total Sales Tax:	111.14
	Discount:	0.00
	<b>Order Total</b>	<b>1,798.67</b>
	Less Deposits	1,798.67
<b>Invoice Balance</b>	<b>0.00</b>	



**International E-Z UP, Inc.**  
 1900 Second Street  
 Norco, CA 92860  
 Tel: 800-45-SHADE (800-457-4233)  
 Fax: 800-810-8775

**QUOTE**

AAAQ544472

Date
03/06/26

**Sold To:** First 5 Alpine  
 Amy Broadhurst  
 75 Diamond Valley Rd.  
 Markleeville, CA 96120  
 US  
  
**Phone:** (530) 694-2235  
**Fax:**

**Ship To:** First 5 Alpine  
 Amy Broadhurst  
 75 Diamond Valley Rd.  
 Markleeville, CA 96120  
 US  
  
**Phone:** (530) 694-2235  
**Fax:**

In Hand Date	Acct #	Terms	Rep	P.O. Number	Ship Via
	0282182	PREPAID	sleblanc		FedEx Ground

Qty	Manufacturer SKU	Description	Unit Price	Ext. Price
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**10'x42" Canopy Counter Bar Top, Hardware and fabric, Royal blue, Plain no print**

1	EZEAK10SQRB	E-Z Event Canopy Awning Kit, 10, Square Leg, RB Fabric	\$184.00	\$184.00
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Sales Tax	\$184.00
Shipping	\$13.34
	\$0.00
<b>Total</b>	<b>\$197.34</b>

**Quote is valid for 30 days from issue**



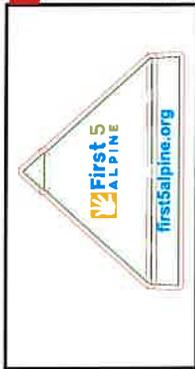
# CUSTOM PRINT VSO

Sales Order #: ORD0658158

Sales Rep: Sara LeBlanc

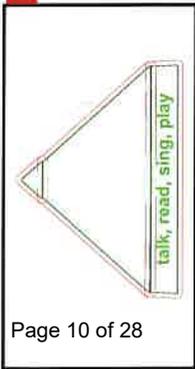
Sales Order #: ORD0658158

ITEM	QTY	DESCRIPTION	FABRIC COLOR	SEWING ONLY	STOCK ITEM
PRT1010FBD	1	Pyramid, 10'(3m) Digital Top	FBD	<input type="checkbox"/>	<input type="checkbox"/>
SWP310FBD	1	Sidewall, 10'(3m) Pro, Digital	FBD	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>



Logo 1

Size: FBD  
 Print Location: Front/Back 10' panels-first 5  
 Logo Colors: FBD  
 Digital  Fusion



Logo 2

Size: FBD  
 Print Location: Left/Right 10' panels-talk-read-si  
 Logo Colors: FBD  
 Digital  Fusion



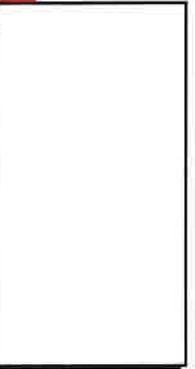
Logo 3

Size: FBD  
 Print Location: 10' sidewall, Roy Bl, 1 side, Interior  
 Logo Colors: FBD  
 Digital  Fusion



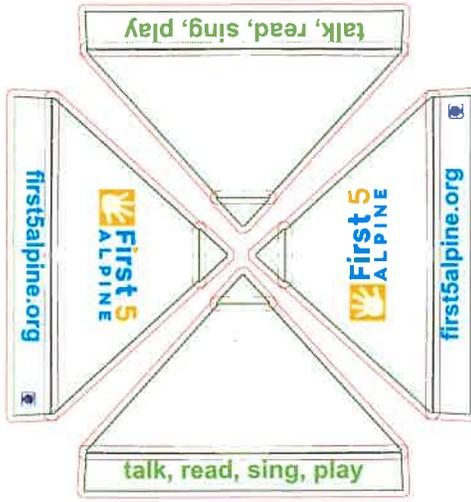
Logo 4

Size: FBD  
 Print Location: 10' sidewall, Roy Bl, 1 side, Interior  
 Logo Colors: FBD  
 Digital  Fusion



Logo 5

Size: FBD  
 Print Location: 10' sidewall, Roy Bl, 1 side, Interior  
 Logo Colors: FBD  
 Digital  Fusion



Fusion Target	
Art	3/4/2026
Fus	3/6/2026
Cut	3/5/2026
Sew	3/11/2026
Pack	3/12/2026

Notes:

Digital Target	
Art	3/4/2026
Dig	3/5/2026
Cut	3/6/2026
Sew	3/10/2026
Pack	3/12/2026

SHIPDATE: 3/17/26 SHIP METHOD: F02



**To:** First Five Alpine County Commissioners

**From:** Amy Broadhurst, Executive Director

**Date:** March 16, 2026

**Re:** 1) Meetings, 2) Projects, 3) Outreach/Direct Service, 4) Mobile Family Resource Center, 5) First 5 Association 6) First 5 California 7) Managed Care plan MOU

## Meetings

- a. REDI- updated monthly 3<sup>rd</sup> Thursdays via zoom
- b. First 5 County Executive Director monthly meetings coordinated by First 5 Association- 21 small Counties on 2<sup>nd</sup> Wednesday and all F5 Executive Directors on the 2<sup>nd</sup> Thursday.
- c. Northeast Regional Meeting, monthly on 4<sup>th</sup> Monday- 1/24/26, 2/23/26, next one 3/23/26
- d. Region 6 Hub Meeting with Inyo & Mono Counties- 1/20/26, next 3/17/26
- e. BEELS (Building Equitable Early Care Systems) led by WestEd Region 6 Meeting- next 3/27/26
- f. Alpine County Health & Wellness Coalition- 3/5/26
- g. Lake Tahoe Collaborative- meets monthly on the 2<sup>nd</sup> Monday 1-2:30pm, (South Lake Tahoe Library & Zoom) attended in person and same day visited Bijou Family Resource Center. Attended in person 3/9/26.
- h. First 5 Leadership Institute (led by First 5 Association) First 5 Alpine Executive Director appointed to the First 5 Leadership Institute Advisory Council, Fall 2025. Quarterly 1/16/26 and attended *Knowing Your Audience and Telling an Effective Story* on 2/3/26
- i. **Alpine Threads** Spring Article “Why the Wiggles Aren’t Bad: Understanding the Vestibular System and Children’s Need for Movement”

## 2) Outreach/Direct Service

- a. February was National Children’s Dental Health Month- in partnership with EDC Oral Health, new kits were distributed to all students at AELC, DVES Kindergarten and MFRC visits. (40 total)
- b. Ride Along with Alpine County Bookmobile- February 25, 2026 to learn how to operations as possible MFRC vehicle.
- c. Quarterly Report at Board of Supervisors Meeting tomorrow March 17, 2026.
- d. Coming up and considering have a booth/table: 1) Catalyst Community hosting Kids Expo 2026 at Lake Tahoe Community College May 30, 2026, and Managed Care Plan’s supporting – Community Baby Shower June 25, 2026, 4-7pm at the new Community Center in South Lake Tahoe, including Alpine County new/to be parents.

## 3) Mobile Family Resource Center Update

- a. Super excited with implementation in January 2026
  - i. Utilizing HHS vehicle Tues- Wednesday for HLT and BV (2<sup>nd</sup> week monthly)
- b. Schedule- (subject to change on short notice due to staffing or severe weather conditions)
  - Hung A LeI Ti Gym 9:00am-10:30pm on the second Tuesday of the month, POW 9-10am; Plan to extend time at this location once weather warms.
  - Bear Valley Library 12:00pm-2:30pm on the second Wednesday of the month, have been bringing produce to six individuals and one family of two children attended in

January & February. Thea has been a great partner at library and Terry assisted during January date to spread the word I was there with food.

- Markleeville Library 10:30am-1:00pm on the third Saturday of the month- literacy activities, movement, art and sensory bin, no food distribution at this location.

c. Raising A Reader-Red Bag program, implemented at Diamond Valey School with T/K and Kindergarten students on March 5, 2026, Children take a bag with 4 books inside home each Thursday and return the bag on Tuesday, this will continue weekly until the first week of June.

**4) First 5 Association**

- Choose Children Resources and Legal Guidance on First 5 Participation- The Choose Children campaign has kicked into high gear and the candidate conversations have moved from 1:1 briefings to public forums.
- Latest brief from the First 5 Center Making CalAIM Work for Community Providers: Lessons and Strategies from California's First 5 Network. First 5s across the state have been leading the charge on the early childhood front engaging in Medi-Cal transformation and become Medi-Cal providers. This brief shares successes from across our network, highlights the challenges that remain to leverage new Medi-Cal benefits, and offers practical policy solutions. They are hosting a webinar on March 26th from 10am to 11:30am. (Amy can send you details if you are interested)

**5) First 5 California**

- Monthly newsletter **Driving Change Together with Jackie Thu-Huong Wong** - <https://mailchi.mp/first5california/summit-call-for-presentations-is-now-open-updates-from-f5ca-executive-director?e=f57c4dd745>
- State Commission Meeting - April 17- agenda will include review of Strategic Plan
- The 2026 First 5 California Summit Aug 31- Sept 2, 2026 in Anaheim, CA

**6) Medical Managed Care Plan MOU** – Executive Director has been communicating with other First 5’s (I Dorado, San Joaquin, Stanislaus) for an aligned template, lots of back-and-forth hope to have signed and completed in quarter 4 FY 2025-26.

**January and February MFRC Visits**







# First 5 Alpine Mid-Year Status Report (FY25-26)

The First 5 Alpine Children and Families Commission uses funds from California's Proposition 10 (Prop 10) to promote early childhood development, health, and education for children from birth through age five and their families. Due to the tiny amount of Prop 10 dollars generated in Alpine County, the Commission is allocated funds through the Small Populated County Funding Augmentation, SPCFA. As a component of the funding provided from First 5 California, First 5 Alpine is required to demonstrate the results of its investments through the collection and analysis of data and evaluation of efficacy of its funded programs.

The intent of this report is to provide First 5 Alpine with mid-year insights into the reach of Commission investments between July 1, 2025, and December 31, 2025. It is meant to provide a snapshot of its funded activities, including services and data collection efforts that could inform Commission decisions and impact FY2025-2026 expected outcomes and evaluation reporting.

## Vision

*All of Alpine's children will thrive from birth and are provided a foundation for lifelong success.*

## Mission

*Serve as a leader and partner to provide children and families of Alpine County an environment which fosters a foundation for physical and emotional health that enhances learning and success.*

## Investment Framework

### Primary Investments

In FY 2025-2026, the following programs are considered primary investments of First 5 Alpine:

The **Alpine Early Learning Center (AELC)** is the only licensed childcare center serving Alpine families and providing early care and education to children six weeks old until entry to pre-kindergarten or traditional kindergarten.

The **Mobile Family Resource Center (MFRC)** is an adaptable, community-focused unit developed and implemented by First 5 Alpine. It is meant to offer a wide range of services and supports to underserved and geographically isolated families.

### Expected Outcomes

**Children achieve optimal health prenatal through age 5.**

**Children birth through age 5 have high-quality, nurturing environments that ensure their learning readiness.**

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

**Systems serving young children and their families are integrated, inclusive, and culturally, linguistically appropriate.**



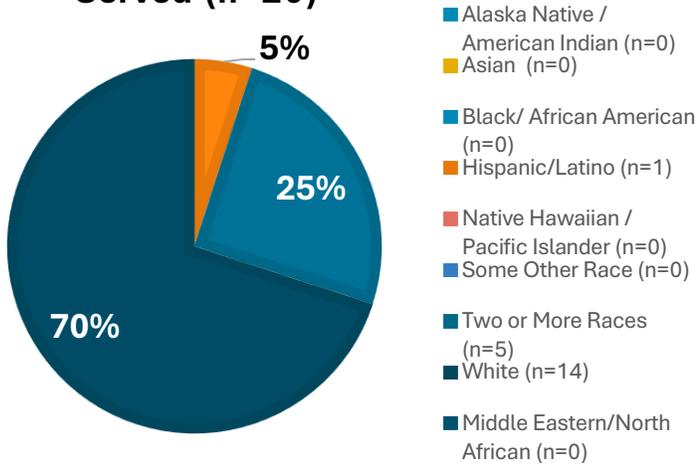
# Alpine Early Learning Center

## Program Description

The Alpine Early Learning Center (AELC) is the only licensed childcare center serving Alpine County families. It provides early care and education to children as young as six weeks old and continues to serve them until they enter pre-kindergarten or traditional kindergarten, allowing their caregivers to go to work knowing their children are in a safe place.

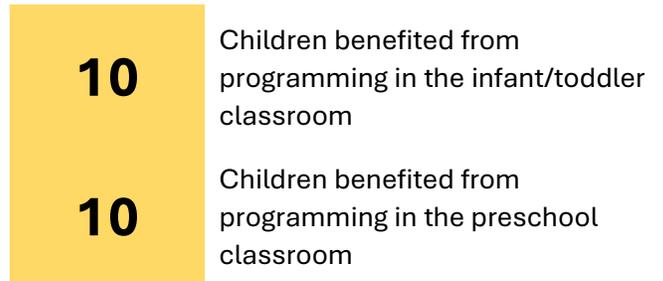
### Profile of Children Served

#### Race/Ethnicity of Children Served (n=20)



### Types of Services Provided

The following are highlights of services that occurred between October 1, 2025, and December 31, 2025.



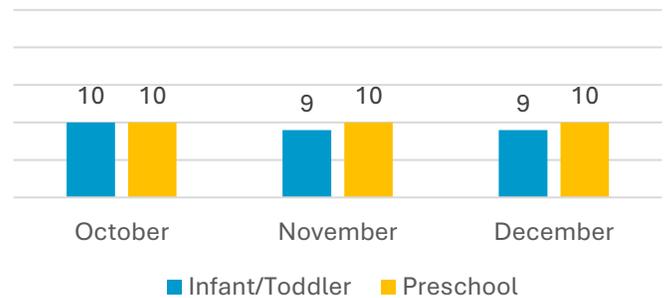
The program provided **53** days of early care and education services (i.e., service days) during this period.

## Attendance at AELC

In order to understand whether or not families have **sustained** access to quality child care and early learning opportunities, the AELC tracks the number of children attending each month in each classroom.

The graph to the right depicts the number of children in attendance in each classroom. Any child who attended at least one day each month is included in the count for that month. The total number of children in the Infant/Toddler Classroom decreased from 10 in October to nine in November and December because one child unenrolled from the AELC in October.

Number of Children in Attendance by Classroom (by Month)



The graphs on the following page demonstrate Alpine families' level of access to and participation in AELC services.

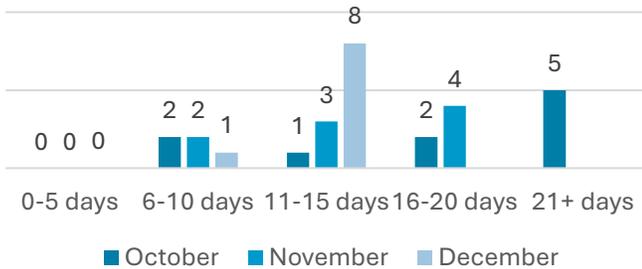
The first two graphs illustrate that the majority of children enrolled in each classroom **attended at least 68% of the time** AELC services were available across each month.



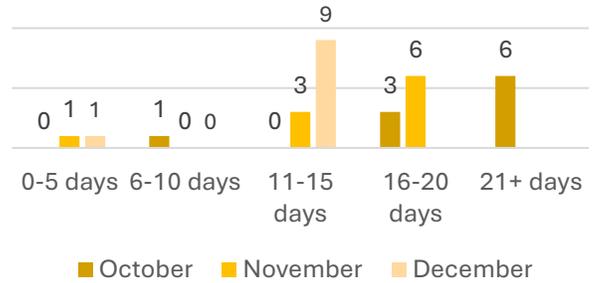
# Alpine Early Learning Center

## Attendance at AELC

Amount of Days Children Attended in the Infant/Toddler Classroom by Month



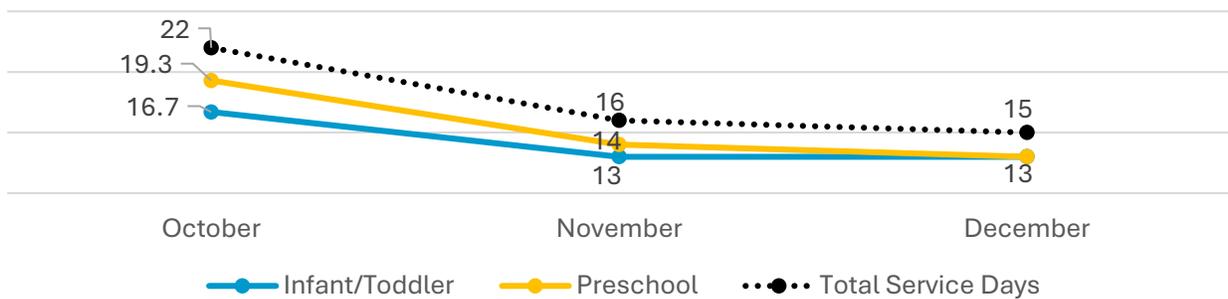
Amount of Days Children Attended in the Preschool Classroom by Month



It is important to note that the number of service days each month varies. Due to planned service closures, November had 16 service days and December had 15 service days. October was the only month in which children could have attended more than 21 days with 22 total service days.

The graph below depicts the average number of days attended by children in each classroom by month. The total number of service days is represented in the graph by a dashed black line.

Average Number of Days Attended by Children by Classroom (by Month)



## Developmental Screenings

To ensure that children receive early screening and intervention for developmental delays and other special needs, the AELC asks parents and caregivers to administer the Ages and Stages Questionnaire (ASQ) and the Ages and Stage Questionnaire: Social-Emotional (ASQ:SE) to their children and submit results to the program. **19 total children received a developmental screening** in the fall.

The Early Learning Director provided electronic access for parents to complete ASQ and ASQ: SE. All 19 responses were recorded by October 31, 2026. An additional child enrolled at the Center after the first of November; the Director is working with them and other new families to complete ASQ and ASQ:SE to be included in Q3 report.

**95%**  
(19 of 20)

of children enrolled in the AELC received an ASQ

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**95%**  
(19 of 20)

of children enrolled in the AELC received an ASQ: SE



# Mobile Family Resource Center

## Program Description

The Mobile Family Resource Center (MFRC) is an adaptable, community-focused unit serving communities across Alpine County. The MFRC brings essential services to families and offers a wide range of resources and supports like resource referrals, book distributions, and developmental screenings for children.



This Status Report focuses on the efforts made between July 1, 2025, and December 31, 2025, by First 5 to develop the MFRC infrastructure and equip the MFRC for services for the go-live date of January 1, 2026.

## Program Implementation Efforts

The following are highlights of the efforts that were made by the Executive Director to develop and implement the MFRC between July 1, 2025, and December 31, 2025.

The First 5 Alpine Executive Director was able to make progress on each anticipated action step while also offering some initial services 2026.

### Collaborations & Partnerships

First 5 Alpine conducted extensive outreach to strengthen collaborative partnerships in preparation for food distribution efforts and Spring outreach events. These efforts focused on increasing awareness of MFRC services and connecting families to broader community resources.

The Executive Director coordinated with the Northern Nevada Food Bank (NNFB) Produce on Wheels (POW) Program and scheduled monthly visits to the Hung A Le Ti community, providing fresh fruits and vegetables to Alpine County residents. Early planning conversations also included expanding distribution by transporting produce to Bear Valley beginning in January.

Additional food distribution and outreach partners include:

- Woodfords Recreation Coordinator
- Suicide Prevention Network
- Community Coordinator
- Washoe Tribal Health Center
- Alpine TANF
- Librarians at both county branches
- BHSA Program Specialists
- First 5 Commissioner / District 4 Board of Supervisors representative

These collaborations assisted in identifying emerging community needs and aligning outreach efforts accordingly.





# Mobile Family Resource Center

## Program Implementation Efforts

The ED remains in regular communication with local partner agencies serving young families to ensure inclusion and coordination for upcoming Spring 2026 events. Through a new partnership, the ED was invited to participate in the Lake Tahoe Collaborative beginning in January. This group is planning a Community Baby Shower event in South Lake Tahoe that will include Alpine County families. Monthly participation in this collaborative has strengthened connections with early care and family service partners in a neighboring county.

## MFRC Vehicle & County Coordination

F5 Alpine assessed feasible options for securing a vehicle to support MFRC operations, considering budget limitations and available county resources.

The ED met with multiple department heads to explore vehicle solutions. A promising discussion with the Behavioral Health Deputy Director included potential use of an existing vehicle or allocation of funds toward a vehicle purchase through the new BHSA plan. Additional conversations with the Library Director explored possible use of the Book-Mobile to support MFRC services.

For January implementation, the HHS Director authorized use of a county vehicle for MFRC operations.

## Data Collection & Database Development

F5 Alpine researched and evaluated data collection tools to support MFRC client tracking and reporting. This process included multiple meetings with three database providers:

- Persimmony
- Bonterra/Apricot
- Salesforce/Cloud Creations

Additional discussions were held with potential external funders to support database acquisition. Both the ACBHS Deputy Director and the Local Child Care Planning Council expressed support for securing a formal data system.

Because a database system had not yet been selected prior to January’s go-live date, MFRC services will launch as scheduled using paper-based intake forms and Google documents to capture client data. It is expected that the Commission will approve moving forward with the Salesforce database system at the January meeting.

## Service Delivery Planning & Implementation

A service delivery calendar for January through June was developed by aligning monthly visits of the MFRC with existing community activities, including Produce on Wheels visits and local library operating hours. The Markleeville Library hosts story time every Saturday at 11am, the Executive Director began hosting one per month in September, as a pilot for MFRC implementation in January (note, in July the library lost the dedicated staff member for story time program).

## Scheduled Locations & Times:

- **Hung A LeI Ti:** 2nd Tuesday, 9:30am–12:00pm (aligned with Northern Nevada Food Bank POW 9:00am–10:00am)
- **Bear Valley:** 2nd Wednesday, 12:00pm–2:30pm (April adjusted to April 3rd due to calendar alignment; goal to transport POW food from prior day)
- **Markleeville:** 3rd Saturday, 10:30am–1:00pm (aligned with weekly Saturday Storytime at 11:00am)



# First 5 Alpine Mid-Year Status Report (FY25-26)

## Summary of Observations

Based on efforts made between July 1, 2025, and December 31, 2025, the following observations are offered:

- **AELC:**
  - Access to quality childcare and early learning opportunities is one of the Commission’s central goals. Attendance data from the AELC suggests that when the program is in service, Alpine families and their children are generally attending and engaging in the services provided.
  - AELC demographics show that the majority of children served are not directly reflective of County demographic data. It is known that there are less than five families with children aged zero to five living at Hung A Lel Ti who are not enrolled at the AELC; instead, they are cared for in their home by a parent or are enrolled at the Tribal HeadStart program in Dresslerville, NV. All these children are expected to attend Diamond Valley Elementary School once they are of age (5 years old) to attend kindergarten.
  - AELC successfully conducted developmental screenings during the fall and have a plan to conduct those as new children are enrolled in the program.
- **MFRC:**
  - Most of the implementation plans for the MFRC have been successfully executed as detailed in the Logic Model and Theory of Change. Food distribution services were offered prior to when that service was anticipated.



**TO:** First Five Alpine County Commissioners

**FROM:** Amy Broadhurst, First 5 Alpine Executive Director

**DATE:** 3/16/2026

**RECOMMENDATION:** Approve SPCFA Scope of Work and Budget FYs 2026-2028

**BACKGROUND:** Most First 5 Alpine funds to operate are provided by First 5 California Small Populated County Augmentation, SPCFA. On February 12, 2026, First 5 California released the SPCFA Request for Application for fiscal years 2026-2028. They hosted a webinar on February 18, 2026, that informed the new format, process and details of the RFA. All applications are due COB March 11, 2026.

**DISCUSSION:** Application was submitted by March 11, 2026, deadline, included in today's meeting for Commissioners to approve the scope of work and budget for oversight and to inform next step of creating a detailed operational budget for FY 2026-27.

**FISCAL IMPACT:** First 5 California has allocated SPCFA budget of \$296,666.00 for FY 2026-27 \$313,845.00 for FY 2027-28 to First 5 Alpine.

**CONTRACTOR(S):** First 5 California

**CONCLUSION:** Once approved, Executive Director will draft a detailed budget FY 2026-27 and to be on next meeting agenda for approval (May 18, 2026).

**ATTACHMENT:** FY 2026-28 Budget and Scope of Work submitted to First 5 California March 2026.

<b>Contact Information</b>		<b>Total Budget</b>	<b>\$</b>	<b>610,511.00</b>
First 5 County Commission	ALPINE	Address	75 Diamond Valley Rd	
Website	<a href="http://first5alpine.org">first5alpine.org</a>	City and Zip Code	Markleeville, CA 96120	
Executive Director (ED)	Amy Broadhurst	Fiscal Contact	Amy Broadhurst	
ED Phone Number	530-721-6872	Fiscal Phone Number	530-721-6872	
ED Email	<a href="mailto:abroadhurst@alpinecountyca.gov">abroadhurst@alpinecountyca.gov</a>	Fiscal Email	<a href="mailto:abroadhurst@alpinecountyca.gov">abroadhurst@alpinecountyca.gov</a>	
<b>Focus Area (Direct Costs)</b>		<b>FY 2026-27</b>	<b>FY 2027-28</b>	<b>Total</b>
A. Family Resiliency	\$	60,546.00	\$ 62,968.00	\$ 123,514.00
B. Child Development	\$	64,000.00	\$ 64,000.00	\$ 128,000.00
C. Child Health	\$	57,796.00	\$ 60,108.00	\$ 117,904.00
D. Systems of Care	\$	93,812.00	\$ 97,564.00	\$ 191,376.00
<b>Focus Areas Total</b>	<b>\$</b>	<b>276,154.00</b>	<b>\$ 284,640.00</b>	<b>\$ 560,794.00</b>
Indirect Costs about 7% FY 26-27 & 10% FY 27-28 (Amount not to exceed 15.00%)	\$	20,512.00	\$ 29,205.00	\$ 49,717.00
<b>Budget Total</b>	<b>\$</b>	<b>296,666.00</b>	<b>\$ 313,845.00</b>	<b>\$ 610,511.00</b>
<b>Certification</b>				
I, the official signed below hereby request SPCFA grant funding in the amounts represented in the budget above. I certify that the information represented on this form is true and correct to the best of my knowledge and compliant with the requirements and conditions in the SPCFA Grant RFA.				
<b>Signature of the Executive Director or other authorized signatory</b>			<b>Date signed</b>	
<b>First 5 CA Staff Only</b>	<b>Grant Manager:</b>			
	<b>Program Supervisor:</b>			

## Scope of Work (SOW) Template SPCFA FYs 2026–28

Download the SOW template on the SPCFA Webpage at: <https://www.cfc.ca.gov/partners/investments.html#spcfa>

The **purpose** of F5CA's SPCFA initiative is to provide funding to the small population counties to ensure local commissions can serve, support, and improve early childhood development for children prenatal through age five and their families. This initiative is in alignment with the purposes of the California Children and Families Act section 130100 which is to promote, support, and improve the early development of children from the prenatal to five years of age.

In alignment with the [Act](#), [F5CA Strategic Plan 2025-2028](#) and [F5CA's North Star and Audacious Goal](#), F5CA structured the SPCFA 2026–28 funding to enable SPCs to meet their local needs in serving families and children 0-5. The funding purpose supports F5CA's Audacious Goal, which states that, within a generation, all children prenatal to age five will have safe, stable, nurturing relationships and environments (SSNRE) necessary to achieve healthy development.

The scope of work (SOW) will inform grantees and F5CA how the SPCs plan to implement the activities according to the scope of work outlined in the SPCFA FYs 2026–28 RFA, timeframes, and performance measures and outcomes of each of the focus areas. The SOW supports grantees with program implementation, track progress, and the deliverables-based budget tracking. The SOW must match the SPCFA budget for each focus area by fiscal year.

**Submit the SPCFA SOW** by uploading in the SPCFA Invoice Portal at <https://apps.cfc.ca.gov/spcfa/Home/848378ec-1daf-4e13-9a06-744bd15b8974> along with FY 2026–28 Budget, by March 11, 2026.

### Instructions on completing the SOW

- Complete the SOW for each fiscal year separately
- Add additional rows in each section as needed
- Grantees will update the SOW as needed and/or in the beginning of a new fiscal year (See SPCFA RFA Exhibit B, Appendix B, Summary of Deliverables and Due dates table)

### Focus Areas

- Provide total of FY budget allocation for each focus area (must match the budget) and Identify activities planned to perform under each focus area
- Complete all details as identified on top of each column



**Scope of Work (SOW) Template  
SPCFA FYs 2026–28**

County: **Alpine**

Contact Name: **Amy Broadhurst**

E-mail: **abroadhurst@alpinecountyca.gov**

**Fiscal Year** (Please complete one template for each fiscal year): **FY 2026-27**

List of tasks under each focus area	Explain what the task is and how it will support the focus area	Responsible party	Estimated Timeframe to perform/complete the activity	Performance Measures (How will you measure the completion/success of the activity?)
<b>Family Resiliency (\$60,546.00)</b>				
Task 1:	<i>Staff Mobile Family Resource Center, (MFRC) popping up at three separate locations monthly</i>	<i>Executive Director &amp; Salesforce Database</i>	<i>Ongoing</i>	<i>Track services offered and participants (families &amp; individuals) at each MFRC pop up. 1. Literacy activities 2. Book giveaways 3. Access to healthy food 4. Developmental Screening 5. Referral to other resource /agency</i>
Task 2:	<i>Fund book distribution through Dolly Parton’s Imagination Library</i>	<i>Executive Director</i>	<i>Ongoing</i>	<i>Track number of children who receive a book each month, noting new sign ups and tracking how many graduated out.</i>
Task 3:	<i>Purchase supplies used during MFRC for families to take home</i>	<i>Executive Director</i>	<i>Ongoing</i>	<i>Logged in Salesforce database system</i>
<b>Child Development (\$64,000.00)</b>				
Task 1:	<i>Continue to support the only licensed child care center in the County, funds allocated towards salaries and program supplies.</i>	<i>Early Learning Director submits quarterly reports to Executive Director</i>	<i>Ongoing</i>	<i>Described in the Alpine Early Learning Center Evaluation Framework - quarterly reports track quality and quantity of efforts, and the effect of the overall program. Key questions</i>

Contact: [SPCFA@first5.ca.gov](mailto:SPCFA@first5.ca.gov)



**Scope of Work (SOW) Template  
SPCFA FYs 2026–28**

				<i>guiding evaluation are: 1) Do children in Alpine County have sustained access to early care and education services? 2) Are services offered by AELC high-quality? 3) Do children enrolled in the AELC receive screenings for developmental delays?</i>
<b>Child Health (\$57,796.00)</b>				
Task 1:	<i>Staff Mobile Family Resource Center, (MFRC) popping up at three separate locations monthly</i>	<i>Executive Director</i>	<i>Ongoing</i>	<i>The Salesforce database system will track services offered and participants (families &amp; individuals) at each MFRC pop up. Ex Conducting ASQ and ASQ SE's with families not enrolled at childcare center and track access to healthy foods.</i>
Task 2:	<i>Supplemental supplies for families that include copies of completed developmental screenings such as ASQ, ASQ SE and parent resources to reference areas that need to be strengthened.</i>	<i>Executive Director</i>	<i>Ongoing</i>	<i>Salesforce Database system will track number of screenings and Brookes Database will calculate all children who received developmental screening.</i>
<b>Systems of Care (\$93,812.00)</b>				
Task 1	<i>Executive Director as Administrator-attending/participating in local, regional and network meetings, preparing all Commission meeting materials and completing statute requirements.</i>	<i>Executive Director and Commission</i>	<i>Ongoing</i>	<i>Executive Director reports required at each Commission Meeting, Quarterly written updates provided to County Board of Supervisors, and requirements of First 5 California that include Annual Report, Audit, ASD- 035 Certification of Compliance, Strategic Plan annual updates and SPCFA requirements, activities and quarterly invoices.</i>



## Scope of Work (SOW) Template SPCFA FYs 2026–28

Task 2	<i>First 5 Alpine will receive ongoing technical assistant and professional development for program administration and providing while carrying out general oversight in implementation of the Commission's Strategic plan goals.</i>	<i>Executive Director</i>	<i>Ongoing</i>	<i>Association connects and leverages the 58-County First 5 Commissions to early childhood and family ecosystem. First 5 Alpine finds great value in being a member of the First 5 Association because of their leadership in multiple collaborative projects, provides regular communications that are collaborative and supportive, while also hosting workgroups and committees that provide professional development for the one staff member of First 5 Alpine who executes all administrative and fiscal duties along with being a direct service provider.</i>
Task 3	<i>Website</i>	<i>Executive Director and website contractor</i>	<i>Ongoing</i>	<i>Public accessible forum for access of First 5 Alpine programs, services and posting required documentation that may include strategic plan, current budget, meeting notifications and materials.</i>
Task 4	<i>Evaluation</i>	<i>Executive Director and Evaluation Consultant</i>	<i>Ongoing</i>	<i>Evaluation Support by outside consultant to assist in tracking new blended service delivery model combining direct service provided by First 5 Alpine staff with contracted partnerships with local providers.</i>



**Scope of Work (SOW) Template  
SPCFA FYs 2026–28**

County: **Alpine**

Contact Name: **Amy Broadhurst**

E-mail: **abroadhurst@alpinecountyca.gov**

**Fiscal Year** (Please complete one template for each fiscal year): **FY 2027-28**

Activities (How will you meet the goals of the focus area?)	Explain what the activity is and how it will support the focus area	Responsible Party	Estimated Timeframe to perform/complete the activity	Performance Measures (How will you measure the completion/success of the activity?)
<b>Family Resiliency (\$62,968.00)</b>				
Task 1:	<i>Staff Mobile Family Resource Center, (MFRC) popping up at three separate locations monthly</i>	<i>Executive Director &amp; Salesforce Database</i>	<i>Ongoing</i>	<i>Track services offered and participants (families &amp; individuals) at each MFRC pop up. 1. Literacy activities 2. Book giveaways 3. Access to healthy food 4. Developmental Screening 5. Referral to other resource /agency</i>
Task 2:	<i>Fund book distribution through Dolly Parton’s Imagination Library</i>	<i>Executive Director</i>	<i>Ongoing</i>	<i>Track number of children who receive a book each month, noting new sign ups and tracking how many graduated out.</i>
Task 3:	<i>Purchase supplies used during MFRC for families to take home</i>	<i>Executive Director</i>	<i>Ongoing</i>	<i>Logged in Salesforce database system</i>
<b>Child Development (\$64,000.00)</b>				
Task 1:	<i>Continue to support the only licensed child care center in the County, funds allocated towards salaries and program</i>	<i>Early Learning Director submits quarterly reports to Executive Director</i>	<i>Ongoing</i>	<i>Described in the Alpine Early Learning Center Evaluation Framework - quarterly reports track quality and quantity of efforts, and the effect of the</i>

Contact: [SPCFA@first5.ca.gov](mailto:SPCFA@first5.ca.gov)



**Scope of Work (SOW) Template  
SPCFA FYs 2026–28**

	<i>supplies.</i>			<i>overall program. Key questions guiding evaluation are: 1) Do children in Alpine County have sustained access to early care and education services? 2) Are services offered by AELC high-quality? 3) Do children enrolled in the AELC receive screenings for developmental delays?</i>
<b>Child Health (\$60,108.00)</b>				
Task 1:	<i>Staff Mobile Family Resource Center, (MFRC) popping up at three separate locations monthly</i>	<i>Executive Director</i>	<i>Ongoing</i>	<i>The Salesforce database system will track services offered and participants (families &amp; individuals) at each MFRC pop up. Ex Conducting ASQ and ASQ SE's with families not enrolled at childcare center and track access to healthy foods.</i>
Task 2:	<i>Supplemental supplies for families that include copies of completed developmental screenings such as ASQ, ASQ SE and parent resources to reference areas that need to be strengthened.</i>	<i>Executive Director</i>	<i>Ongoing</i>	<i>Salesforce Database system will track number of screenings and Brookes Database will calculate all children who received developmental screening.</i>
<b>Systems of Care (\$97,564.00)</b>				
Task 1	<i>Executive Director as Administrator-attending/participating in local, regional and network meetings, preparing all Commission meeting materials and completing statute requirements.</i>	<i>Executive Director and Commission</i>	<i>Ongoing</i>	<i>Executive Director reports required at each Commission Meeting, Quarterly written updates provided to County Board of Supervisors, and requirements of First 5 California that include Annual Report, Audit, ASD- 035 Certification of Compliance, Strategic Plan annual updates and SPCFA requirements, activities and quarterly invoices.</i>



## Scope of Work (SOW) Template SPCFA FYs 2026–28

Task 2	<i>First 5 Alpine will receive ongoing technical assistant and professional development for program administration and providing while carrying out general oversight in implementation of the Commission's Strategic plan goals.</i>	<i>Executive Director</i>	<i>Ongoing</i>	<i>Association connects and leverages the 58-County First 5 Commissions to early childhood and family ecosystem. First 5 Alpine finds great value in being a member of the First 5 Association because of their leadership in multiple collaborative projects, provides regular communications that are collaborative and supportive, while also hosting workgroups and committees that provide professional development for the one staff member of First 5 Alpine who executes all administrative and fiscal duties along with being a direct service provider.</i>
Task 3	<i>Website</i>	<i>Executive Director and website contractor</i>	<i>Ongoing</i>	<i>Public accessible forum for access of First 5 Alpine programs, services and posting required documentation that may include strategic plan, current budget, meeting notifications and materials.</i>
Task 4	<i>Evaluation</i>	<i>Executive Director and Evaluation Consultant</i>	<i>Ongoing</i>	<i>Evaluation Support by outside consultant to assist in tracking new blended service delivery model combining direct service provided by First 5 Alpine staff with contracted partnerships with local providers.</i>