



Imperial County Children and Families First Commission
MINUTES
Meeting of April 2, 2026

I. Call to Order

Commission Chairperson, Karla Sigmond called the April 2, 2026 Regular Meeting of First 5 Imperial to order at 3:30 p.m. The meeting was held at the First 5 Imperial, Training Center, at 1240 State Street, El Centro, CA.

II. Roll Call

Commissioners Present:

Barbara Deol
Rebecca Green
Joong Kim
Karla Sigmond
Danila Vargas

Commissioners Absent:

John Hawk
Yurii Camacho
Fred Miramontes
Paula Llanas

Staff:

Julio C. Rodriguez
Fernando Valenzuela

III. Public Comment

Commissioner Sigmond asked that if there was anyone from the public that wished to make a public comment or address anything on the agenda, then that person is given the opportunity to do so. There was no public comment at this time.

IV. Adoption of Minutes for the Regular Meeting of October 2, 2025 and February 5, 2026

A motion to approve the Minutes of the regular meetings of the Commission for October 2, 2025 and February 5, 2026, was made by Commissioner Deol, seconded by Commissioner Green, and having noted no further discussion or public comment the motion carried with all in favor.

V. Consent Calendar Items

The consent calendar items consisted of the First 5 Imperial monthly financial reports for November 2025 through December 2025. A motion to approve the consent calendar items was made by Commissioner Miramontes, and seconded by Commissioner Deol, and having noted no further discussion or public comment the motion carried with all in favor.

VI. Administrative Report (Julio C. Rodriguez, Executive Director)

1. Request to Select Community Development Mini-Grant Statements of Interest to Apply for FY 2026-2027:
Before discussing the Step 1 mini-grant Statements of Interest to apply, Mr. Rodriguez note that he would first ask if any Commission members present have any conflicts of interest, of which no conflicts of interest were noted by the Commissioners present. He then noted that the selection process could proceed in a number of ways, which would entail a review of each applicant then discussion of the application and selection of the Step 1 applicants that would be approved to submit a complete mini-grant application under Step 2 of the process. He noted that there were 14 Statements of Interest to Apply up for consideration, of which he noted that 8 to 9 applicants would be invited to move on to Step 2. He also noted that the Commission could proceed down the list of applicants, discuss and decide at the moment if they would invite that applicant on to the next step. Commissioner Deol suggested that they proceed to discuss each applicant individually, and Commissioner Sigmond agreed that reviewing them one-by-one would make more sense, since there were 14 applicants to consider.

Mr. Rodriguez then proceeded to provide a review of the Statement of Interest submitted by the Burn Institute. He noted that it is a similar program as the one submitted previously, where they would target

1,000 individuals in the county for scald and burn prevention presentations, and would target children 3 to 5 years of age at preschool sites through puppet shows and provision of information. Commissioner Green asked if they had changed anything. Mr. Rodriguez noted that the only thing they have changed is using a video puppet show, and that the Commission has recommended that they move to the live puppet shows, and if they are awarded this is something the Commission will ask them to change, as the live puppet shows are more effective with the children they are working with. He noted that they may update some information related to fire and burn prevention. Commissioner Green then asked if they were reaching their targets. Mr. Rodriguez noted that they have done a good job of doing that, where targeting 1,000 children and parents seems like a stretch, though they do it effectively through the relationships they have established with preschool sites, and have their presentations scheduled. Commissioner Sigmond then asked if the Commission would want to consider inviting them to move forward to Step 2. Commission members moved to identify the Burn Institute as an applicant that would move on to Step 2.

The Commission then moved to discuss the application submitted by the County of Imperial Airport. Mr. Rodriguez noted that this applicant was asking for \$30,000 to create and distribute literature at the Wally Hale Aviation day event, and would be used to promote literacy and early learning. The applicant notes that they anticipate high attendance for this event. He noted that they intend include three components: 1) promote an age-appropriate early literacy campaign, 2) provide a tip sheet for caregivers, and 3) provide aviation handouts. He noted that it is a one-time event and that perhaps early literacy may not be the strength of the agency, in addition to it may be difficult for the event organizers to ensure that activities will target children 0-5 as the event is open to the general public. Commission members agreed that it may be difficult for them to realize an early literacy activity at the aviation day event and were in favor of not inviting the applicant on to Step 2.

The next applicant is the De Anza Urgent Care Clinic, Camp Joseph Project. Mr. Rodriguez noted that the agency submitted an application that did not follow the Mini-Grant Guidelines, in one of the requirements is that the application must be type-written and should be submitted on the Statement of Interest to Apply form. He noted that the information on the Statement was hand-written and that additional sheets of information were submitted along with the Statement of Interest to Apply. Commissioner Sigmond noted that applicants have to follow the guidelines and that the Commission cannot make an exception even if it is a good project. Commissioner Deol agreed that applicants have to follow the rules of the guidelines. Commission members agreed to not consider inviting the Camp Joseph Project for Step 2 of the process.

Mr. Rodriguez then note that the fourth applicant was the Deborah Whitfield Memorial Foundation, Mobile Early Childhood School Readiness and Family Resource Hum. He stated that they were asking for \$20,000 for a mobile child school readiness program, and that they would target low-income families in the area through the use of early learning kits. These kits consist of a backpack with early literacy book and other learning materials for children under 5 years of age. Through mobile pop-up events the agency will target families through community centers, libraries or other locations where young children and their families may attend. He noted that they do not indicate how many children they would be targeting, and how they would incorporate activities aside for handing out information, in addition to the fact that they may not have a presence in the county. In addition, the mission of the organization is not clearly related to early learning. Commissioner Green noted that she did not see how the foundation was doing work related to early learning, and wondered what type of qualifications they individuals that would be providing these services have. Commission members agreed that they may not have the expertise in early learning and therefore would not consider inviting the applicant for Step 2 of the process

The next Statement of Interest to Apply was for the Little Movers, Big Voices: Early Childhood Movement & Family Connection Project submitted by Harlot Heart. Mr. Rodriguez noted that they were asking for \$30,000 for the project that would focus on early childhood programs where they would provide activities that focus on movement and creative expression through dance and singing, which they identify as a child enrichment program that target certain domain in early childhood development. The agency did indicate

how they would structure the program, which is through weekly sessions through family centered workshops, though they do not indicate where or how they will provide these workshops. He also noted that the agency does not indicate how they will recruit families, such as by going to childcare sites or other locations. He then stated that the mission of the agency was to raise awareness for issues related to sex and human trafficking, and therefore they may not have the experience to implement an early childhood program. Commissioner Green asked if there was any information on the background of this agency as she was not familiar with it and could not find anything. Mr. Rodriguez noted that the information available was limited to an article in one of the local newspapers. Commissioner Green noted that she was concerned that there may not be anyone in the agency that has a background in working with young children. Commission members agreed that it was not clear that they have any background early learning programs and would not invite the agency on to Step 2 of the process.

The sixth applicant is the Imperial County Child Abuse Prevention Council. They are asking for \$30,000 to continue funding 125 parents with children 0-5 years of age through their Little STEPS Project. The project is a parenting program from 8 to 16 weeks depending on the need of the parents, and they would meet once a week for 2 hours. Mr. Rodriguez noted that this is a project the Commission has been funding, and that they do use an age-appropriate parenting curriculum, the *Incredible Years* parenting curriculum, as well as incorporating the Kits for New Parents. He stated that the curriculum has levels for children of different age groups. He noted that staff was recommending the applicant for consideration. Commissioner Green asked if the agency was reaching its targets, of which Mr. Rodriguez confirmed that they were and indicated that it is one of the better parenting programs in the County. Commission members agreed, and noted that it should be invited to submit a Step 2 application.

Next, Mr. Rodriguez then introduced the application submitted by the Imperial County Free Library, for the Read and Move Together Project. He indicated that they were asking for \$30,000 to incorporate the Read and Move Together Program in their county library branches in the cities of Calipatria, Holtville and Heber, and that what they would do is use the funds to purchase the resources necessary to implement the Read and Move Together Project. He stated that topics they would address are literacy, speech development, child development and parenting. He noted that they do not indicate how many children would be targeted, and one important consideration for the Commission is that the Imperial County Free Library had received funding from the Commission during the previous General Grant funding cycle, and that there are still matters pending that need to be cleared up, and historically they have experienced difficulties in getting families to participate in their early literacy programs. He said that they do have the expertise in literacy and that there is no reason they may not have the ability to provide these services, though noted that with the Commission this has not been the case, so that it is considered by the Commission there has to be assurance on the target population and they the library develop a recruitment plan before contracting with the Commission. Commissioner Green noted that they left out some important information in the Statement of Interest to Apply, such as the fact that they indicate that they are going to provide child development training. Commissioner Sigmond noted that she would suggest not inviting the applicant to Step 2 this time around due to the issues experienced with the library. Mr. Rodriguez agreed, and noted that the applicant should have submitted information related to the early literacy program, its structure and the curriculum or model that it would use, in addition to providing how many children it would target, and that the overall focus is too ambitious for a mini-grant to include nutrition, child development training and parenting. Commissioner Green agreed that the applicant was perhaps trying to be too competitive and trying to do too much, instead of focusing on early literacy. Commissioners agreed to not invite the Imperial County Free Library to Step 2 of the mini-grant process, noting that they would need to be more structured in what is presented and should focus on their strength, which is early literacy.

Applicant number 8 being considered by the Commission is the Imperial County Office of Education, for the Early Learning Conference and Family Childcare Series Project. Mr. Rodriguez noted that there were two components to the proposed project, though also stated that one problem in the application is that the agency did not indicate how much they were requesting. Ms. Green noted that they did not meet the requirements of the application due to this omission, and that otherwise it did look like a good

application, though as with the previous application that did not follow the guidelines, the Commission should not consider the application. Mr. Rodriguez noted that the other than that omission, the application was good and the objectives of what the applicant intended were clear and would serve a purpose. He noted that even if the Commission does not fund the mini-grant, there may be some funding that the Commission may be able to provide for the provider conference. Commissioner Sigmond reiterated that the applicant needs to follow the rules and Commissioners agreed to not invite the applicant for Step 2.

Mr. Rodriguez then noted that the ninth application was also submitted by the County Office of Education, the Special Education Local Plan Area or SELPA was submitting the PEERS for Preschoolers Friendship Skill Program Project, and asking for \$10,000. He stated that the request was adequate and that SELPA would use the funds to provide social-emotional support services for children that have disabilities that are referred for these services. The Project intends to train staff working at selected preschool sites, and would serve 48 children 3-5 with disabilities that exhibit delay in their Social Emotional Domain in development. This would be done by implementing the PEERS program. Commissioner Sigmond agreed that this would be a good program to have as these types of services are lacking and noted that they do indicate how many children they want to serve. Mr. Rodriguez stated that they would be using a push-in model, noting that behavioral health support would be in the classroom, and would not pull children out. Commissioner Deol recommended that they support this project and identify it as one that would be invited to Step 2. She noted that the Statement of Interest noted that there were 2 community preschools that they would be targeting, and was curious to know which they were. Mr. Rodriguez indicated that the sites looked like they would be in El Centro, but specific sites were not named. Commissioner Kim indicated his support for these services as well. Commissioner Green noted that the children would not necessarily need to go to a program for special needs children but that they can target children from a general program that qualify and have special needs. Commissioner Kim stated that the Project probably does not have a plan yet as they have not identified which schools they are targeting yet, and that that information may be included in the Step 2 application. Commissioner Sigmond agreed and that right now they were only being selected for the next step, and Commissioner Green thought that 48 children for 2 sites may not be feasible, whereas if they are 2 programs that are targeted, then the project may have no difficulty identifying 48 children.

Applicant number 10 is the Imperial Valley Regional Occupational Program, which submitted Project CARE. Mr. Rodriguez noted that \$30,000 were being asked by the agency to support an increase in Project NENES that is already being funded by the Commission, and provides 30 weeks of home instruction to families with children 2-5 years of age using the Home Instruction for Parents of Preschool-age Youth (HIPPY) Program. These request for Project cares would be to increase the number of parents served by 12. Commissioner Green stated that the project does incorporate a good program model, though she would like for the agency to start including funding from other sources for these services, and where they don't end up in a situation where they are too dependent on Commission funding for these services. Commissioner Deol noted that Project NENES would have to look at that as it seems as they are always asking for additional funds, the regular grant and mini-grant as well. Commissioner Green asked if they have ever included any other funding for these services. Mr. Rodriguez noted that they have not, and the as an institution, IVROP does apply for other funding whenever possible to blend with these services, such as including parenting programs under the Project NENES Coordinator or similar funds, but no direct funding to enhance HIPPY services. Commissioner Deol noted that it would be great if they could begin enhancing services through leveraged funds. Mr. Rodriguez noted that they would be meeting with the HIPPY Coordinator to reiterate the position of the Commission, and that if they could show that they are leveraging funds to increase services, then there is no reason to not support expansion of the program. Commissioner Sigmond asked members to vote to invite the applicant to submit a Step 2 application, of which members agreed.

The next application was from Jefferson Elementary School, which was titled Community Development Mini-Grants, and the school was asking for \$30,000 for this endeavor. Mr. Rodriguez noted that the school wants to bring an art program through the Rainforest Art Project to the school, and include as many as 40

children 3-5 years of age in the process. They would be exposed to developmentally appropriated art activities, and received support from other students at the school through cross-age mentoring. The project includes hands-on art sessions, parent workshops and creative activities, and work to develop and create a mosaic for the school. He noted that the important aspect is for the elementary school to show how children 3-5 years of age are going to participate in this project and the Commission will need to ensure that this is the case before funding. Commissioner Green noted that that is what she wanted, which is to ensure that the activities are focused on the younger children and not mostly focused on the older children, where she did have a concern that it may be focused more on the mentors doing the work, and therefore they would really need to define that and we would need to see how younger children are going to be involved in the project. Mr. Rodriguez indicated that it would be important for the school to realize this and for it to not just be an elementary school project, but that activities are driven through young children. Commissioner Vargas asked if there was a preschool on site at Jefferson Elementary. Mr. Rodriguez noted that that was a good question, and they would look into it. Commissioner Kim stated that when he was on the Calexico Unified School Board, that school was always supporting young children and looking for new grants to implement projects to work with kids. Commissioner Green indicated that the applicant should be invited on to Step 2, and that these questions could be addressed then. Commissioners agreed and voted to invite the applicant on to Step 2 of the process.

The San Diego State University Research Foundation submitted application number 12, the Community-Engaged Research on Infant and Child Nutrition Project. This Project, Mr. Rodriguez indicated, was asking for \$30,000 for the purpose of conducting research under two complementary components that address distinct stages in child development. The first stage was to invite expectant mothers to participate in a prenatal education program designed to promote lactation initiation and duration rates. The second component would focus on increasing positive nutrition practices among preschool-age children by working to increase the consumption of vegetables and decreasing intake of sugar-sweetened beverages. Mr. Rodriguez noted that this application was a little different in that most of the applications being considered were early childhood education, whereas the focus on this application is early childhood nutrition. He indicated the Dr. Rodolfo Cortes Barragan would be heading the research project. He noted that one weakness is that they don't clearly say how they would recruit parents, as this may be difficult given that they do not have a plan, in addition to a benchmark on how many parents/children they would target. Commissioner Deol asked if they had identified who would be providing the lactation education component. Commissioner Vargas also highlighted the importance of how they would reach the target population as this would be a challenge. Commissioner Green noted that the application sounded good, though it was missing some important information. Commissioner Sigmond noted that there may be areas where we could work with them to ensure that issues are addressed if the project is funded. Commissioner Green then asked if there were any requirements that were missing from the application. Mr. Rodriguez noted that there wasn't anything missing, and that they provided a brief description of what they intent to do. He noted that they do address two important areas of the strategic plan, though what they want to do is research, which it will be important for the project to have an adequate number of participants for the research to be meaningful. Commissioner Vargas indicated that it would be important for them to be very clear on how they are proposing to realize the focus of the project, as they will be working in the Community and working to recruit families, and there being a concern that there may not be any individuals that are trained to do this type of work in the area, as the local hospitals have lost staff that provide lactation support to expectant mothers. She indicated that they would really need to specify who they are going to be working with and how they are going to do it, who is going to provide the services. Commissioner Green agreed, and that it will be important to know who will be there providing the services. Commissioner Sigmond noted that they can be invited to submit Step 2, and if these matters are not addressed then, the Commission does not have to award. Mr. Rodriguez agreed that these issues should be addressed in the Step 2 portion of the application, particularly because the focus is research and therefore should have good objectives, measures and have a plan for realizing the objectives, particularly a well laid out plan that shows how families will be recruited and partnerships, because if this is not the case it is possible for the project to want to request extensions due to their inability to target parents and children. Commissioner Sigmond recommended to invite the applicant to submit Step 2 mini-grant application, and members agreed to invited the applicant.

Mr. Rodriguez then provided an overview of applicant number 13, Soroptimist International of El Centro, that submitted the Read to Dream: Early Literacy Initiative and were asking for \$30,000. He indicated that the agency was asking for funding to implement a local chapter of the Dolly Parton Imagination Library in Imperial County. The proposed services would provide access to early literacy materials by providing books to as many as 20% of eligible children in the first year of the project. Commissioner Deol asked if there was a Dolly Parton Library located in the County. Mr. Rodriguez noted that the organization is a non profit and that it is currently working in California to partner with different organizations to provide books to young children, and they sell these books to their partners to distribute to children, with the objective of increasing yearly the number of children that have access to books. He noted that the investment by a local agency to participate in the Dolly Parton Library is costly, and in essence they sell the books to the agency. He noted that they have approached Frist 5s statewide and that they are currently looking for additional partners in the area, such as the County Office of Education. He also noted that there were hearings at the State Legislature regarding the Dolly Parton Imagination Library and funding related to partners working with them. He further noted that the Soroptimists do great work in communities and that it may be more beneficial if they were to implement a more service-oriented child or family literacy project. As the project states they would be targeting 20% of the 13,000 eligible children, and this would entail a much more significant investment than \$30,000, perhaps closer to \$60,000. He noted that the Soroptimist have identified an area of significant concern in the county, which is literacy, and if they submit a good application, the Commission should require that they implement a different child literacy program. He noted that it is not clear if the organization is prepared to provide these types of services, though their mission is altruistic and may fall within child or family literacy, depending on the goals of their local chapter. Commissioner Sigmond asked if there was a First 5 literacy program, and Mr. Rodriguez noted that there were models out there that they can adopt. Commissioner Green indicated that taking out the Dolly Parton component out would leave nothing to the grant as that is the focus. Commission member agreed that is would change too much and voted not to invite the applicant to submit a Step 2 application.

Volunteers of America Southwest California Inc. submitted the Bright Beginnings-Early Learning Kits & Parent Coaching Project, and Mr. Rodriguez noted that they were asking for \$29,870 for an early childhood development project that would promote access to early learning to children 0-5 in the county. Through this project will provide a kit that is developed by the agency, which will include bilingual book, play items, parent activity guides to support child development, and would used these kits to engage families through their ECM, Healthy Start or their Parents as Teachers Program. They indicate that funds will not be supplanted by they would be used to enhance services offered through these programs by having pop-up sessions. Mr. Rodriguez noted that these types of services may be services that they are already providing, and the Commission would need to ensure that they do not duplicate services. Commissioner Green noted that she wanted to make sure that Commission funds are not used to supplant other funds. She indicated that it would be a good idea for them to target other families. Commissioner Sigmond stated that there is a need for these services and they could target other families. Commissioner Green indicated that from the language in the Statement of Interest, it sounds as if these services are something that they should already be doing. Commissioner Deol noted that the First 5 Imperial already has kits, and suggested that they could use those and/or what would they be adding to the kit they propose to provide. She noted that they could be using the Commission's kit and the education provided to parents my be another component. Commissioner Sigmond recommended to invite the agency to submit a Step 2 application and then the Commission would have a better idea what they propose. Mr. Kim agreed that the funds would need to be used to expand services, that they should be able to serve more families with these funds, and it would be good to see what they propose to do. Commission members agreed to invite the agency to submit a Step 2 application.

Mr. Rodriguez noted that applicants selected to apply by Commissioners were the Burn Institute, Imperial County Child Abuse Prevention Council, Imperial County SELPA, Imperial Valley ROP, Jefferson Elementary School, SDSU Research Foundation and Volunteers of America Southwest California Inc. Commissioner Sigmond asked for a motion to approve to invite the 7 applicants that were selected to move on to Step 2

of the Community Development Mini-Grant process. Commissioner Green made a motion to approve inviting the 7 applicants that were selected, and the motion was seconded by Commissioner Deol.

2. Request to Approve the Community Development Mini-Grant Guidelines FY 2026-2027, Step 2: Mr. Rodriguez provided a review of the Community Development Mini-Grant Guidelines. He noted that as part of the process the Commission will approve the Step 2 guidelines for the Mini-Grant process for the FY 2026-2027 funding cycle. He stated that the only changes that were made to the guidelines are the dates in the application, and that all other information would remain relatively the same for the Step 2 application as with the previous years. Commissioner Sigmond asked if there were any questions about the application, and with none noted, asked Commissioners for a motion to approve of the guidelines.

Commissioner Deol then made the motion to approve of the Step 2, Community Development Mini-grant Guidelines for FY 2026-2027. The motion was seconded by Commissioner Green. With no further discussion the motion carried with all in favor.

3. Request to Approve Annual Audit Report of Imperial County Children and Families First Commission's Financial Statements FY 2024-2025: Commissioner Sigmond then asked Mr. Rodriguez if he would provide an update on the annual audit report for FY 2024-2025. He noted that Ms. Jensen completed the report and did a good and thorough job of completing the report given the time line and other issues the Commission had experienced as a result of changes related to contracting a new auditing firm to complete the report. He noted that the highlights of the audit report were provided in the executive summary and if there were any questions related to the report at this time. Commissioner Sigmond asked if there were any findings. Mr. Rodriguez indicated that there were no findings in the report this year, and that our auditor had also noted that the status of the previous findings was noted as being complete, therefore the issues related to the reconciliation of both accounts, particularly the County Auditor's general ledgers were addressed. He noted that the new auditor had indicated that one of the issues that was holding up the accountant was based on the fact that our previous auditor had made some adjustments to the Commission's accounts based on interest earned from the previous year that was not received until the current year. Because of the nature of the transaction, the auditor had to make an adjustment based on that income due in order for our accountants to reconcile the account. Mr. Tubach had made these adjustments, though did not explain them to staff or the Commission's accountants, therefore the adjustment was interfering with our ability to reconcile the account. Our new accountant identified that and worked to make the adjustment.

Commissioner Sigmond asked if the audit was submitted on time, and Mr. Rodriguez noted that the Commission did have to ask for an extension due to the fact that Mr. Tubach, the previous auditor had retired from doing audits and the Commission was left with having to engage these services with a new auditor. He stated that the extension requested was up to February 15, 2026, and that our auditor was able to submit the report by the February 13, 2026. He then proceeded to highlight the financial statements noting the financial highlights, where the Commission had received \$1,202,561 from the State of California for Prop 10 revenues, and that during the fiscal year the Commission had disbursed \$1,610,432 in grants and other direct costs for community programs. In addition he noted that the Commission exceeded its liabilities at the close of the year with a net position of \$6,037,010, compared to that of the previous year, which was \$6,028,256.

He stated that the Commission's fund balance was \$2,498,163 in assigned funds, \$2,551,706 in committed funds and \$1,047,881 in unassigned funds. Total expenses for the year were \$1,873,479 and total revenue was \$1,896,047, and that the proportion for evaluation costs was \$135,622 and administrative costs totaled \$111,998. Then he indicated that on page 31 of the report is where the auditor notes that Financial Statement Findings from the previous years had been addressed, noted as "Current Status: Implemented" and that in the Independent Auditor's Report it is noted that there were no material weaknesses or deficiencies were identified, and that results from their tests disclosed no instances of noncompliance or other matters that are required to be reported. He further indicated that

the audit was submitted and that the Commission had received verification from the State Controller's Office that the audit report had been received by their offices.

With no further remarks, Commissioner Sigmond asked if there was a motion to approve of the annual audit of financial statements for the Imperial County Children and Families First Commission for FY 2024-2025. Commissioner Deol Green then made the motion to approve of the annual audit report. The motion was seconded by Commissioner Green. With no further discussion the motion carried with all in favor.

4. Request to Approve Administrative Costs Expenses for FY 2024-2025: Mr. Rodriguez indicated that Commissions are required to annually approve of the amount that is expenses for Administrative Costs for the given fiscal year. He noted that this information is presented once the audit report is complete so that the information provide coincides with the information in the audit report. He stated that the auditor also reviews this breakdown as well, which is part defined through the Commission's Cost Allocation Plan. He noted that on page 101 of the meeting packet is the Administrative Costs Report on expenses for FY 2024-2025. Mr. Rodriguez indicated that the percent of administrative costs expensed for that year was 6.02% of all expenses or a total of \$111,887, He further noted that the majority of expenses, 86.68% were for program expenses or direct services, and the other 7.3% were for evaluation costs associated with expenses used to evaluate program activities.

Mr. Rodriguez noted that this is the same information on page 28 of the annual audit report, and asked for approval of this document, in addition to any questions related to the information on the report. Commissioner Sigmond asked if there were any questions, and with no further comment by Commissioners, asked for a motion to approve of the administrative cost expenses for FY 2024-2025. Commissioner Deol made a motion to approve of the administrative cost expenses in the report, and the motion was seconded by Mr. Kim. With no further discussion the motion carried with all in favor.

5. Request for Approval of First 5 California Annual Report FY 2024-2025: Commissioner Sigmond Asked staff to provide an update on First 5 California Annual Report for FY 2024-2025. Rodriguez stated that a copy of the First 5 California Annual Report was included in the Commission Packet as Attachment A. He stated that as a requirement of the California Children and Families Act of 1998, the Commission if required to approve on a yearly basis the state's annual report, which is the report that First 5 California publishes based on state funded programs using Proposition 10 allocations, other locally funded programs, and information provided by 58 county commissions on programs funded through the local allocation of Proposition 10 tobacco tax monies. He stated that they release this report and the report is broken down by a number of sections. He provided a brief summary of specific sections of the report, such as a summary of First 5 California's Services, Program's and Research, Key Result Areas, and First 5 County Commission Result Areas which is a general summary of the demographic and fiscal information by program reported by the 58 County Commissions.

He then provided a summary of the County Commission Highlight for Imperial County, on page 63 of the report noting that this year the Commission highlighted the case management project that is funded through the El Centro Elementary School District, Bridges to Bright Futures, which is focused on not just providing case management, but provides these services through home visitation services. He indicated that this has been a project that has been funded for a number of years with the school district, and that recently the Commission had been requiring case managers to ensure that parents served by the project receive home visitation services, which was include in the contract with the school district. Commissioner Deol asked if this change made a difference in the services offered by case managers, as home visits could be difficult. Mr. Rodriguez stated that this year, in particular, case managers were doing a much better job of conducting home visitations, and were working diligently to connect families with services and ensuring that they worked to meet the needs of these families. He noted that they were able to provide a significant number of home visitations and through these services provided a number of appropriate referrals and conducted over 100 developmental screening services. Commissioner Sigmond stated that it was refreshing to know that case managers in the school district were serving families like that, providing

needed services. Mr. Rodriguez noted that as far as First 5 Imperial is concerned, this highlight is an important part of the annual report as it provides a local highlight. Ms. Sigmond thanked Mr. Rodriguez for the presentation and asked if there were any additional questions. With no further discussion, she then asked for a motion to approve for the First 5 California Annual Report for FY 2024-2025. Commissioner Green made a motion to approve of the First 5 California Annual Report, and the motion was seconded by Commissioner Deol. With no further discussion the motion passed with all in favor.

VII. Commissioner Comments

Commissioner Sigmond thanked everyone for participating in the meeting and asked if there were any Commissioner comments. No Commissioner comments were noted at this time.

VIII. Adjournment

Having no further business to discuss, Commissioner Sigmond thanked everyone for coming and Commissioner Green motioned to adjourn the meeting, and the motion was seconded by Commissioner Deol. The meeting was adjourned at 5:34 pm. with all in favor.