



FIRST 5 MARIN

Learn. Grow. Thrive.

October 27, 2021 COMMISSION MEETING

Zoom Meeting*

5:15 to 7:15 pm

I. CALL TO ORDER (5:15)

II. MINUTES OF LAST MEETING (5:20) - Action

Meeting date: September 13th, 2021

III. COMMISSIONER COMMENTS (5:25)

IV. EXECUTIVE DIRECTOR/STAFF REPORT (5:40)

V. COMMISSION DISCUSSION (5:55)

* Partner Spotlight: Community Action Marin – *Dr. Chandra Alexandre & Monique Liebhard* **(Info)**

* First 5 Marin FY20-21 Audit Presentation – *Nathan Edelman* **(Action)**

* New Funding Update (ARP/All in for Kids) - *Dr. Pegah Faed* **(Action)**

* Commissioner Emeritus Role – *Dr. Pegah Faed* **(Action)**

VI. PUBLIC COMMENTS (7:05)

VII. FINAL COMMENTS (7:10)

* Other Business

* Commission Directives/Next Steps for Staff

VIII. ADJOURNMENT (7:15)

Next Meeting: November 17th, 2021 - 5:15 pm (Zoom)

***Members of the public: please contact michelle@first5marin.org for the Zoom link**



Copies of documents used in this meeting are available in accessible formats upon written request.

The agenda is available on the Internet at <http://www.marincfc.org>

In accordance with the Americans with Disabilities Act, if you need special assistance (i.e. auxiliary aids or services) in order to participate in this public meeting, please contact First 5 Marin by calling (415) 257-8555 or email mcfc@marincfc.org **at least five (5) business days** prior to the meeting.



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**Commission Meeting Minutes
September 13, 2021**

I. CALL TO ORDER

Commissioner Chair Kari Beuerman called the online meeting to order at 5:27 p.m.

Commissioners participating online:

Kari Beuerman - Chair
Gabrielle Auguste – *vice chair*
David Bonfilio
Itoco Garcia
Dr. Jessica Hollman
Maria Niggle
Supervisor Dennis Rodoni
Kristen Seatavakin

Commissioner/s Excused

Lucia Martel-Dow – Vice Chair

Staff participating online:

Pegah Faed – executive director
Michelle Fadelli, Manager of Public Policy and Communications

Guests participating online:

Jei Africa, Marin County HHS/Behavioral Health
Kelly Good, EvalCorp
Benita McClaren, Marin County HHS
Allison Wallin, Evalcorp

II. MEETING MINUTES

Commissioner Beuerman asked if there were changes, additions or corrections to the commission minutes for the last meeting on June 16, 2021.

Motion/Second: Seatavakin/Bonfilio

The minutes of June 16, 2021 were unanimously approved.

III. COMMISSIONER COMMENTS

Commissioner Bonfilio shared his experience distributing “Summer Learning Backpacks” at the Novato Library at and Pickleweed. He said there was “an avalanche of kids and families.” All were very excited to pick their favorite color. **Pegah** said the Library is an important partner and it’s great to have good relationships with library staff. She will be joining Raemona Little-Taylor from the Library to present to the Board of Supervisors on September 21st. **Kari** added that there is a new library director, Lana Adlawan. **Jessica** said she wished more of her patients at the Marin Community Clinics had library cards; **Michelle** suggested inviting the library to set up at table at MCC, and it was also suggested that the Library come to a “Health Hub.” **Itoco** said the backpack distribution event in Marin City was incredible. **Maria** said we need to distinguish between city and county libraries, and support alternate (book) distribution, such as the laundry in Olema.

IV. EXECUTIVE DIRECTOR’S REPORT

In addition to the written report from Executive Director Pegah Faed:

Michelle Fadelli reviewed the upcoming events scheduled for the **Marin Communications Forum**: Emergency Preparedness (September 23); Race Counts Marin with The Advancement Project (November 10); Fair and Affordable Housing in Marin (Dec. 8). She noted that the October forum on transitional kindergarten was being postponed until 2022.

Susanne Kreuzer reported that **Help Me Grow Marin** is working on family and partner engagement. They will be working on “Ages and Stages Questionnaires” with a large parent group at the Marin Child Care Council, and conducting screening; Help Me Grow staff will help connect parents to resources as needed and track support needs. She and Maritza Barahona will be participating in the national Help Me Grow forum the week of September 20th. Over the summer, they worked on home visiting and did a data review. They are looking for a new facilitator.

Executive Director Pegah Faed reported that it is audit season, and she is working on document retrieval for the auditors. The audit will be reviewed with the Finance Committee. She is also working with staff from EvalCorp in preparation for our strategic planning process. She is also working on some funding opportunities, including American Rescue Plan dollars from the County and an All in for Kids grant from Genentech and Blue Shield.

V. PRESENTATION

First 5 Marin Strategic Planning Process – presented by EVALCORP

Allison Wallin from EvalCorp, gave a presentation to summarize the plans for the strategic planning process, with a final report to cover 2022 through 2030. EvalCorp has experience with strategic planning for: First 5 Butte, First 5 Sacramento, First 5 San Bernadino and First 5 Ventura. They have also done internal evaluation work at First 5 Los Angeles.

They will be working with a focus on the following values: collaboration; diversity, equity and inclusion; and flexibility. The process will begin with planning and engagement, reviewing documents and interviewing staff and commissioners, funded partners and community partners. EvalCorp will prepare three documents: the strategic plan itself, and

implementation plan and an evaluation framework. They are including “Three R’s”-- a review phase, reflection and refinement.

* **Benita McClaren** asked why this will be an eight year plan; she’s never seen such a long plan. **Pegah** and **Dave** replied that three years is not long enough, and even five years is not long enough to plan, act and review. We will be flexible and make adjustments as needed.

***Jei Africa** asked if partners will be part of the Three R’s. Allison said the process is not finalized, but will be flexible. Pegah added that after gathering data, we will be going back to those we first heard from. Allison added that the “Reflect” phase will include sharing back.

***Kari** asked who are the key stakeholders? Allison said there are six main groups: funded partners, non-funded partners, potential partners, community groups, faith-based organizations and staff.

***Kristen** added that the County’s “Community Health Improvement Plan” is coming up soon with action teams and a community health assessment. She will send materials.

* **Allison** asked about which communities are always asked?

* **Michelle** mentioned that there are several key data websites that have been good resources; and that key partners have information and stories which can humanize the data.

VI. COMMISSION DISCUSSION

A. Commissioner Focus – Our new commissioner, **Dr. Jessica Hollman**, agreed to offer an extended self-introduction; this will be continued each month.

Commissioner Hollman said, call me Jessica! She was raised in Wisconsin without much diversity, but traveled in Spain with a Spanish class and became passionate about culture and diversity. She studied Spanish and pre-med at the University of Wisconsin, and focused on “medical anthropology” at the School of Medicine and Public Health at UW-Madison. Jessica started an international health group in med school, and traveled to Cuba. Her specialty is pediatrics and under-served populations. Jessica did her residency at Children’s Hospital Oakland, where she enjoyed serving a diverse population of patients as well as working with diverse colleagues.

Sixteen years ago, she began working at Marin Community Clinics, when they operated out of a double-wide trailer near Marin General Hospital. She lived in San Francisco, but later married and moved to Marin. She said that having her own children made her a better pediatrician. Watching her own kids grow up, she sees the importance of social-emotional development. She was not trained in positive discipline strategies, and has more insight with her “spirited” daughters!

When her oldest child attended transitional kindergarten, she saw many kinds of segregation which prompted her to start a grassroots program at Bacich Elementary School. Now a community liaison is being hired there.

Jessica has a passion for helping young families to help their children thrive.

* **Kari** said she loved the travel stories.

* **Kristen** said thanks for sharing; she has lots of inspiration to offer.

B. Website Launch – **Michelle Fadelli** presented First 5 Marin’s new website: www.First5Marin.org. Michelle and Pegah have been working with our consultant Howry for many months on development and review of the content. Michelle noted that the website is clear and simple while also being thorough and informative. Due to our small staff, we tried to avoid a structure that would require significant staff time for

updating. Where possible, the website links to valuable sources, such as with parenting information. Michelle also noted there is a Spanish translation button at the upper right corner of the homepage. The tabs at the top provide links to major categories of information:

- * **About Us** – this tab includes links to staff and commissioners, our mission, and funding
- * **Meetings and Events** – links to commission meetings (and packets); Marin Communications Forums; and Help Me Grow Marin.
- * **Data and Reports** – links to our annual report, our strategic plan, evaluation report and audits.
- * **Parenting** – links to the Help Me Grow Marin website, First 5 California, and “Healthy Children.org from the American Academy of Pediatrics.
- * **News and Media** – links to our newsletters, opinion editorials and news stories.

- C. **New Funding Update** – Executive Director **Dr. Pegah Faed** reported that she has been working on American Rescue Plan funding. Early this summer, working with the Marin Child Care Council (MC3), she brought a proposal to County Administrator Matthew Hymel to designate funding for early childhood. They were successful in getting a commitment for a \$1 million set aside to provide vouchers to families and child care providers, as well as funds for Help Me Grow Marin. First 5 Marin will serve as the fiscal agent. In the short term, some dollars will go to child care programs at MC3 for workforce pipeline and licensing build out.

These funds align with the “All in for Kids” countywide early childhood education (ECE) agenda. With funding from Genentech and Blue Shield as well as First 5 Marin and the Marin Community Foundation, we can focus on workforce quality. [Regarding the issue of reviving the MarinKids/“Strong Start” effort, we first need to convene the right people to discuss a sustainable revenue source.] All in for Kids will be \$600,000 over three years.

* Maria said there is an increased opportunity for alignment. This is important for families. She said this will be so helpful, and she is hopeful! Long-term thinking is important.

- D. **Final Comments** – Pegah said we will be monitoring COVID information in determining whether to meet in public next month.

VII. ADJOURNMENT – Commissioner Beuerman adjourned the meeting at 6:55 p.m.

NEXT SCHEDULED COMMISSION MEETING:

Wednesday, October 20, 2021

5:15 p.m. to 7:15 p.m.

Meeting place/format to be determined.



FIRST 5 MARIN
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Executive Director's Report October 2021

Congratulations Commissioner Kari Beurman!

Commissioner Beurman was awarded the Executive Leadership Award at the 2021 County Welfare Directors Association (CWDA) Annual Conference. This is a state-wide recognition and Kari is one of only 2 people receiving this award this year! The Commission is lucky to have your support and guidance as we serve our children and families!



Child care providers were happy and grateful for the distribution of free PPE supplies and diapers/wipes.

Public Policy and Communications

First 5 Marin Website – Our consultant, Howry, has finalized our new website on GoDaddy and we are ready to launch! Great to have photographs and bio's for all our commissioners and staff, and wonderful to have a colorful and current website again. See www.first5marin.org.

Library Partnership – Following up on a suggestion from Commissioner Hollman about connection her patients to the library, Pegah contacted the Marin County Free Library about partnering on book giveaways, free library cards and “library prescriptions” (which would allow doctors and other providers to “prescribe” reading and library time to their patients and families). More information coming soon!

Marin Communications Forum – The Forum is continuing online, and we continue scheduling topics for 2021. Since the Commission last met, there have been two forums; recordings are available.

SAVE-THE-DATES for our future forums:

- **November 10: Race Counts Marin** – Michelle is working with the Advancement Project to present the most recent data for Marin County. Chauncey Smith will present for AP. This will be an online from 9:30 to Noon, with 20-30 minutes reserved for public comment. Please share the Facebook event: <https://www.facebook.com/events/319044322996984>

The agenda includes:

- **Supervisor Katie Rice:** The Restrictive Covenant Project
- **Angela Nicholson OR (incoming) Equity Officer:** Marin County Office of Equity
- **Dr. Lisa Santora, Deputy Public Health Officer** – Health Outcomes
- **Dr. Itoco Garcia, Superintendent:** Sausalito-Marín City School District
- **David Sutton, Marin County Public Defender** – Racism and Justice
- **Barbara Clifton-Zarate,** Director for Economic Opportunity at Marin Community Foundation – Cost of Living and Racial Economics in Marin

ZOOM: <https://us02web.zoom.us/j/81377888364?pwd=Vml2NSSttdDREUtlwd0E5bjJNSjA1QT09>

- **December 8 – Fair and Affordable Housing for Marin** – Michelle is working with the Fair Housing Advocates of Northern California on this event. This will be an online event from 10 am to Noon. Invited speakers include Supervisor Katie Rice, Lee Thomas from Marin County Planning Department, Maria Arroyo from the Marin County District Attorney’s Office, Lucie Hollingsworth from Legal Aid of Marin, and Caroline Peattie from Fair Housing Advocates of Northern California.
- **January 20, 2022** – A Report Card on the Status of Children in Marin – with Children Now and Kidsdata.org.
- **February 17 – Oral Health Month – with Marin County Oral Health Program**
- **March 11 – Climate Solutions for Marin – with DrawDown Bay Area**
- **April 1 & 2 – Transitional Kindergarten**
- **May 6 – Child Care (Policy Breakfast 2022)**

Newsletter – Michelle continues to produce a monthly newsletter to announce our events and programs. (If you have news to share, please email Michelle@First5Marin.org.)

Opinion Editorials – **Commissioner Dennis Rodoni** supported our September forum, Disaster Preparedness and Emergency Communications, with a Marin Voice: “Now is a Great Time to Get Prepared in Case of an Emergency” (Marin Independent Journal, September 13, 2021). <https://www.marinij.com/2021/09/13/marin-voice-now-is-a-great-time-to-get-prepared-in-case-of-an-emergency/> *Thanks Dennis!*

(If other commissioners would like to write an op-ed regarding any “First 5 issues” and would like assistance, please contact Michelle@First5Marin.org.)

Policy Breakfast – Our policy breakfast, previously planned for December 3, 2021, has been postponed to May 6, 2022, at the Embassy Suites Hotel in San Rafael. The topic will be child care; we are working on an agenda and plans for a keynote speaker.



PPE Distribution for COVID Relief – Following earlier distribution of PPE supplies (disinfectant spray, gloves and child-sized masks) and diaper supplies (diapers, wipes, and hand sanitizer), we received an additional shipment of **child-sized masks**. We contacted child care providers, both centers and family providers, to a drive-through pick up at the First 5 offices. (A few cases remain for providers in need; please refer them to Michelle@First5Marin.org.)

Website – What can you find on First 5 Marin’s updated website? Meeting information. Reports and Financials. Parenting information. News and Media. Plus, you can meet the commissioners! Visit www.First5Marin.org.



- **Marin Home Visiting Coordination Collaborative:** A new facilitator has been secured for year 2 of the grant to support The Marin Home Visiting Coordinating Collaborative. Partners will be reviewing the environmental scan data over the next few months. Outcomes of this work will be used to update the workgroups action plan.
- **Fidelity Assessment:** As part of the National HMG network, each HMG affiliate must complete a Fidelity Assessment each year. HMG Marin has completed its assessment for National and the staff have used this assessment as a basis to look deeper at what The HMG Marin program needs to do to be aligned with the National goals. Over the past few weeks, the staff has started a continuous quality improvement analysis of the data to determine the strategic goals for the next couple of years.
- **Outreach & Engagement:**
 - The HMG staff continues to service families and providers who have contacted HMG Marin in person, through the website or by phone. In looking at the data from the website we have learned that we have had over 80 contacts from Central America and a number of those requesting screenings. We are working to refine our website to put limitations by zip code for Marin families only for screenings.
 - The HMG staff continue to outreach to the community and find ways to partner. We are now working with Shoreline Acres Preschool and an Inclusive preschool operated at Marindale School to screen children on the ASQ-3 and review results with the directors, teachers, and parents. In September we presented HMG Marin to the Marin Child Care Commission

- The HMG staff met with lead staff at Petaluma Health Clinic, who now oversees the Coastal Health Clinics in West Marin and a pediatrician from Kaiser North Bay (San Rafael, Novato, Petaluma) regarding developmental screening and ACES screening. At this time HMG Marin will be available to support families out of these clinics as needed. HMG Marin materials have been shared with the clinics. We will continue collaborating and exploring ways to partner.
- **Help Me Grow National Forum:** The HMG staff participated in the National Forum during the week of September 20 - 23, 2021. Networking and learning what other HMG's are doing around the county are valuable in the continued development of HMG Marin. Over the past year, many HMG's have expanded their initial program by finding new ways to support families and providers during covid. Many of the activities they reported on are ones that have been provided by First 5 Marin such as partnering with the libraries to provide back packs and learning materials for children, diaper drives, supplies for preschools and family day care programs needed to maintain operation during covid, such as wipes, hand sanitizer, masks, cleaning supplies, and so on. This information will be helpful for us to consider as we continue to sustain and develop Help Me Grow Marin.

Independent Auditor's Reports, Basic Financial Statements,
Required Supplementary Information,
Other Information and Compliance Section
June 30, 2021

**First 5 Marin Children and Families
Commission**

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**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
FOR THE YEAR ENDED JUNE 30, 2021**

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Independent Auditor's Report

To the Board of Commissioners
First 5 Marin Children and Families Commission
San Rafael, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the general fund, of the First 5 Marin Children and Families Commission (Commission), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of the First 5 Marin Children and Families Commission, as of June 30, 2021, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of proportionate share of the net pension liability, and schedule of pension contributions on pages 3-7 and 31-34 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated DATE on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Commission's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Commission's internal control over financial reporting and compliance.

Menlo Park, California

DATE

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2021**

This section of First 5 Marin Children and Families Commission's (Commission) annual financial report presents our discussion and analysis of the Commission's financial performance for the fiscal year that ended June 30, 2021. Please read it in conjunction with the Commission's financial statements, which immediately follow this section.

FISCAL YEAR 2020-21 FINANCIAL HIGHLIGHTS

Financial highlights of the year include the following, on a full-accrual basis:

At the close of fiscal year 2020-21, the Commission's assets plus deferred outflows exceeded its liabilities plus deferred inflows by \$5,292,355 (net position), a decrease of 4.6% from the previous year amount of \$5,544,970. \$5,292,355 of the net position is classified as unrestricted, which is available to meet the Commission's ongoing obligations. The change in net position is attributed in part to revenues from State sources being slightly lower than projected. The Commission also experienced an increase in cash due to the State's late Proposition 10 payments that were collected during the current fiscal year.

Total Commission revenues for fiscal year 2020-21 are substantially from Marin County's portion of state tobacco tax revenue. Our total revenue, excluding investment income, on a full-accrual basis was \$1,567,726 which is an increase of \$202,912, or 15%, from the prior year's amount of \$1,364,814. This increase in tobacco tax revenue was anticipated when the new tobacco tax was passed in 2016.

Total expenses for fiscal year 2020-21 were \$1,842,622, an increase of \$255,691, or 16%, from prior year expenses of \$1,586,931. General and administrative expenses declined \$35,753, or 30% because of a reduction of professional consulting service. Evaluation expenses declined \$10,383, or 8% because some of the previous evaluation services were considered and categorized as programs and services. These declines were offset by an increase of expenses for programs and services of \$301,827, or 22% because of COVID 19 supports and services for the community and Help Me Grow launch.

OVERVIEW OF THE FINANCIAL STATEMENTS

The Commission's financial report includes:

1. The basic financial statements, which include the *government-wide financial statements* and the *fund financial statements*.
2. Notes to the financial statements.
3. Required supplementary information.

Government-Wide Financial Statements

The *government-wide financial statements* provide a broad overview of the Commission's activities as a whole and are comprised of the *statement of net position* and the *statement of activities*. The *statement of net position* provides information about the financial position of the Commission on the full accrual basis, similar to that used in the private sector. It shows the Commission's assets, deferred outflows of resources, liabilities and deferred inflows of resources, with the difference reported as net position. The *statement of activities* provides information about the Commission's revenues and all its expenses, also on the full accrual basis, and explains in detail the change in net position for the year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the Commission's activities are accounted for in the general fund.

The *fund financial statements* report essentially the same functions as those reported in the government-wide financial statements. However, unlike the government-wide financial statements, the fund financial statements report the Commission's operations in more detail and focus primarily on the short-term activities of the Commission. The fund financial statements are prepared on the modified accrual basis and measure only current revenues, expenditures and fund balances; they exclude capital assets and long-term liabilities.

NOTES TO THE FINANCIAL STATEMENTS

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and general fund financial statements.

FINANCIAL INFORMATION

The following is a summary of the Commission's statement of net position comparing balances at June 30, 2020 and June 30, 2021.

	<u>Governmental Activities</u>		
	<u>2021</u>	<u>2020</u>	<u>Change</u>
<u>Assets</u>			
Current and other assets	\$ 5,624,367	\$ 5,800,119	\$ (175,752)
Noncurrent assets	3,864	3,864	-
Total Assets	<u>5,628,231</u>	<u>5,803,983</u>	<u>(175,752)</u>
<u>Deferred outflows of resources</u>	<u>178,069</u>	<u>215,366</u>	<u>(37,297)</u>
<u>Liabilities</u>			
Current liabilities	305,467	256,217	49,250
Noncurrent liabilities	72,383	41,888	30,495
Total Liabilities	<u>377,850</u>	<u>298,105</u>	<u>79,745</u>
<u>Deferred inflows of resources</u>	<u>136,095</u>	<u>176,274</u>	<u>(40,179)</u>
<u>Net Position</u>			
Restricted for pensions	-	25,006	(25,006)
Unrestricted	5,292,355	5,519,964	(227,609)
Total Net Position	<u>\$ 5,292,355</u>	<u>\$ 5,544,970</u>	<u>\$ (252,615)</u>

The Commission's net position from governmental activities decreased from \$5,544,970 in 2020 to \$5,292,355 on June 30, 2021. The \$252,615 decrease in net position is primarily attributed to a significant increase of expenditures related to the Help Me Grow program, hiring of the new Executive Director and the Commission's response to the COVID Pandemic.

Total assets decreased by \$175,752, or 3%, from the prior year. The most significant portion of the Commission's current assets is its cash and investment balances. Cash is maintained in the Marin County Treasury Investment Pool, where interest earned on the Commission's balance is apportioned to the Commission. The Commission also maintains an investment portfolio managed in accordance with its investment policy, with objectives of capital preservation and maintenance of liquidity, while providing a rate of return.

Current liabilities for the year ending June 30, 2021 increased by \$49,250 to \$305,467. Current liabilities consist primarily of vendor payables, accrued wages and the current portion of accrued vacation. Most of the increase is due to increases in our accounts payables of \$46,833, or 21%.

Noncurrent liabilities on June 30, 2021 consisted of compensated absences of \$27,802 (net of the current portion of \$18,535) and the CalPERS net pension liability of \$44,581. Noncurrent liabilities increased \$30,495, or 42% mostly due to increases in the CalPERS net pension liability.

At June 30, 2021, the Commission reported deferred outflows of resources and deferred inflows of resources in the amounts of \$178,069 and \$136,095, respectively. The deferred outflows (inflows) of resources represent amounts that will increase (decrease) pension expense in subsequent periods. Included with deferred outflows of resources represent amounts that will decrease (increase) pension expense in subsequent periods.

The following is a summary of the Commission’s revenue, expense and change in net position comparing fiscal year 2020-21 with fiscal year 2019-20:

	Governmental Activities		Change
	2021	2020	
<u>Program Revenues</u>			
Proposition 10 tobacco tax	\$ 1,167,072	\$ 939,255	\$ 227,817
Proposition 56 tobacco tax	350,862	346,059	4,803
Foundation Grant	49,792	79,500	(29,708)
Total Program Revenues	<u>1,567,726</u>	<u>1,364,814</u>	<u>202,912</u>
<u>General Revenues</u>			
Investment income	<u>22,281</u>	<u>171,852</u>	<u>(149,571)</u>
Total Revenues	<u>1,590,007</u>	<u>1,536,666</u>	<u>(149,571)</u>
<u>Expenses</u>			
Program and services	1,647,200	1,345,373	301,827
Evaluation	112,412	122,795	(10,383)
General administration	83,010	118,763	(35,753)
Total Expenses	<u>1,842,622</u>	<u>1,586,931</u>	<u>255,691</u>
Change in net position	(252,615)	(50,265)	(202,350)
Net position, beginning of year	5,544,970	5,595,235	(50,265)
Net position, end of year	<u>\$ 5,292,355</u>	<u>\$ 5,544,970</u>	<u>\$ (252,615)</u>

Tobacco tax revenues increased \$232,620, or 18% compared to 2019-20. This increase was anticipated when the Proposition 56 tobacco tax was passed in 2016 and Prop 10 backfill was not slated to be received until fiscal year 2019-20. Foundation grant was given to support the launch of Help Me Grow.

The Commission allocates its expenses based on five strategic results. Four were identified in its 2017-2022 Strategic Plan: Partnership for Change, Grassroots Capacity, Public Education and Public Policy Advocacy. In 2020 the Help Me Grow program was added. In accordance with state law, the Commission also maintains a cost center which reflects our evaluation efforts. The Commission expended \$1,842,622 in fiscal year 2020-21 compared to \$1,586,931 in the previous fiscal year. This is an increase in expenses of \$255,691 or 16%. The increase is primarily due to the roll-out of the new Help Me Grow program and the Commission's response to the COVID Pandemic. Additional costs related to Help Me Grow included the final costs associated with building out the website, which included the development of an instructional video. The Commission additionally funded stipends for local childcare providers to help buffer the additional costs associated with serving our families during the pandemic.

Financial Analysis of the Governmental Fund

The fluctuations in the Commission’s General Fund revenues and expenditures from the year ended June 30, 2020, to June 30, 2021, are like those in the government-wide statement of activities. Differences between the general fund, which reports accounting transactions on the modified accrual basis of accounting, and the governmental activities, which reports accounting transactions on the full accrual basis of accounting, arise

primarily due to timing differences. Specifically, accrued vacation, pension, and tobacco tax revenue are recognized throughout different fiscal years, depending based on the accounting rules.

The general fund's ending balance as of June 30, 2021, decreased by \$225,002 because of higher expense as the roll-out of the new Help Me Grow program and the Commission's response to the COVID Pandemic.

GENERAL FUND BUDGETARY HIGHLIGHTS

Total revenues were greater than budgeted by \$203,805, or 15%, and total expenditures were greater than the budgeted amount by \$457,721 or 20%. Total expenditures were more than budgeted due to the roll out of the new Help Me Grow program and the Commission's response to the COVID Pandemic. The Commission allocates specific pools of funds in anticipation of new projects in each of the priority strategy areas. Because initiatives are community-driven and designed (with First 5 Marin), they often take longer than expected to come to fruition.

ECONOMIC OUTLOOK AND MAJOR INITIATIVES

The state projects a continuing decrease of Proposition 10 Tobacco Surtax revenue and, therefore, in the share allocated to the Commission due to a decline in tobacco consumption. The decrease is projected to be approximately 3-4% for fiscal year 2020-21.

REQUEST FOR INFORMATION

This annual report is intended to provide the community with a general overview of the Commission's finances. Questions about this report should be directed to the Commission's Executive Director at 1050 Northgate Drive, Suite 130, San Rafael, CA 94903.

FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
STATEMENT OF NET POSITION
JUNE 30, 2021

	<u>Governmental Activities</u>
ASSETS	
Current Assets	
Cash and investments	\$ 5,460,962
Accounts receivable	143,681
Interest receivable	12,766
Prepaid expense	6,958
Total current assets	<u>5,624,367</u>
Noncurrent Assets	
Deposit	3,864
Total assets	<u>5,628,231</u>
 DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows related to pensions	<u>178,069</u>
 LIABILITIES	
Current Liabilities	
Accounts payable and accrued expenses	269,398
Accrued wages and benefits	17,534
Compensated absences	18,535
Total current liabilities	<u>305,467</u>
Noncurrent Liabilities	
Compensated absences	27,802
Net pension liability	44,581
Total noncurrent liabilities	<u>72,383</u>
Total liabilities	<u>377,850</u>
 DEFERRED INFLOWS OF RESOURCES	
Deferred inflows related to pensions	<u>136,095</u>
 NET POSITION	
Unrestricted	5,292,355
Total net position	<u><u>\$ 5,292,355</u></u>

The accompanying footnotes are an integral part of these financial statements.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2021**

Functions/Programs	Expenses	Program Revenues Operating Grants and Contributions	Net (Expense) Revenue and Changes in Net Position Governmental Activities
Governmental Activities			
Early childhood development	\$ 1,842,622	\$ 1,567,726	\$ (274,896)
Total governmental activities	<u>\$ 1,842,622</u>	<u>\$ 1,567,726</u>	<u>(274,896)</u>
General Revenues			
Investment income			22,281
Change in net position			<u>(252,615)</u>
Net Position - beginning			5,544,970
Net Position - ending			<u>\$ 5,292,355</u>

The accompanying footnotes are an integral part of these financial statements.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
GOVERNMENTAL FUND BALANCE SHEET
JUNE 30, 2021**

	General Fund
ASSETS	
Cash and investments	\$ 5,460,962
Accounts receivable	143,681
Interest receivable	12,766
Prepaid expense	6,958
Total assets	\$ 5,624,367
 LIABILITIES AND FUND BALANCE	
Liabilities	
Accounts payable	\$ 248,173
Accrued wages and benefits	17,534
Total liabilities	286,932
 Fund Balances	
Nonspendable	\$ 6,958
Committed	2,548,473
Unassigned	2,782,004
Total fund balance	5,337,435
Total liabilities and fund balance	\$ 5,624,367

DRAFT

The accompanying footnotes are an integral part of these financial statements.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
RECONCILIATION OF GOVERNMENTAL FUND BALANCE SHEET
TO THE STATEMENT OF NET POSITION
JUNE 30, 2021**

Fund balance of governmental fund	\$ 5,337,435
<p>Amounts reported for governmental activities in the statement of net position are different because of the following items:</p>	
Deferred outflows of resources related to pensions is not a current financial resource and therefore is not reported on the general fund balance sheet.	178,069
The Commission placed a deposit with the lessor in connection with its leased office facility. The deposit is not a current financial resource and therefore is not reported on the general fund balance sheet.	3,864
Long-term liabilities are not due and payable in the current period and therefore are not reported as fund liabilities:	
Net pension liability	(44,581)
Compensated absences, inclusive of the short-term portion	(46,337)
Deferred inflows of resources related to pensions are not due and payable with current financial resources, and therefore are not reported on the general fund balance sheet.	<u>(136,095)</u>
Net position of governmental activities	<u><u>\$ 5,292,355</u></u>

The accompanying footnotes are an integral part of these financial statements.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
GOVERNMENTAL FUND STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2021**

	<u>General Fund</u>
REVENUES	
Tobacco tax, Proposition 10	\$ 1,167,072
Tobacco tax, Proposition 56	350,862
Investment income	22,281
Total Revenues	1,590,007
EXPENDITURES	
Current	
Partnership for Change	877,088
Grassroot capacity	47,213
Public education	185,337
Public policy advocacy	186,369
Evaluation	110,727
Help Me Grow	326,509
General administration	81,766
Total Expenditures	1,815,009
Net change in fund balance	(225,002)
Fund balance - beginning	5,562,437
Fund balance - ending	\$ 5,337,435

The accompanying footnotes are an integral part of these financial statements.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
RECONCILIATION OF THE CHANGE IN FUND BALANCE
TO THE CHANGE IN NET POSITION
FOR THE YEAR ENDED JUNE 30, 2021**

Net change in fund balance - total governmental funds \$ (225,002)

Amounts reported for governmental activities in the statement of activities differs from the amounts reported in the statement of revenues, expenditures and changes in fund balance because of the following item:

Governmental funds report pension contributions as expenditures. However, in the statement of activities, pension expense is measured as the change in net pension liability and the amortization of deferred outflows and inflows related to pensions. This amount represents the net change in pension related amounts. (27,613)

Change in net position of governmental activities \$ (252,615)

DRAFT

The accompanying footnotes are an integral part of these financial statements.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Marin Children and Families Commission (Commission) is a local commission formed in accordance with Section 130100-130150 of the California Health and Safety Code. The Commission is also known as First 5 Marin.

On December 15, 1998, the Marin County Board of Supervisors passed and adopted Ordinance 3288 amending the Marin County Code to add Chapter 2-41, which created the Marin County Children and Families Commission and the Marin County Children and Families Trust Fund.

A governing board consisting of at least five but not more than nine members, which are appointed by the Marin County Board of Supervisors, administers the Commission. The membership consists of two members from the County's Department of Health and Human Services, one member from the County's Board of Supervisors and the remaining members are selected from one or more of the following categories: tobacco control, recipients of project services, educators specializing in early childhood development, representatives of local resource and referral agencies, representatives from local child care coordinating groups, representatives from local organizations specializing in early intervention for families at risk, representatives from community-based organizations that have the goal of promoting nurturing and early childhood development, representatives from local school districts, and representatives from local medical, pediatric, or obstetric associations or societies.

Basis of Accounting, Basis of Presentation, and Measurement Focus

The basic financial statements of the Commission are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the basic financial statements

Government-Wide Financial Statements

Government-wide financial statements consist of the statement of net position and the statement of activities. These statements are presented on an economic resources measurement focus. All economic resources and obligations of the reporting government are reported in the financial statements.

The government-wide statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the Commission gives (or receives) value without directly receiving (or giving) equal value in exchange, include tobacco taxes, grants, entitlements, and donations. Revenues are recognized in the fiscal year in which all eligibility requirements have been satisfied.

FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

The government-wide financial statements have been prepared on the accrual basis of accounting. Under the accrual basis of accounting all assets, liabilities and deferred outflows and inflows of the Commission are included on the statement of net position. The difference between the Commission's assets, liabilities, deferred outflows of resources and deferred inflows of resources is net position. Net position represents the resources the Commission has available for use in providing services. Net position is reported as restricted when constraints are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation. The Commission's spending priority is to spend restricted resources first, followed by unrestricted. The Commission's net position is classified as follows on June 30, 2021:

Restricted – The restricted component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Generally, a liability relates to restricted assets if the asset results from a resource flow that also results in the recognition of a liability or if the liability will be liquidated with the restricted assets reported.

Net position is reported as restricted when constraints placed on net position use are either:

- a. Externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments.
- b. Imposed by law through constitutional provisions or enabling legislation.

Unrestricted – This category represents neither restrictions nor net investment in capital assets and may be used by the Commission for any purpose within its jurisdiction, though they may not be necessarily liquid.

Fund Financial Statements

The fund financial statements consist of the balance sheet and the statement of revenues, expenditures and changes in fund balance of the Commission's general fund. These statements are presented on a current financial resources measurement focus. Generally, only current assets and current liabilities are included on the balance sheet. The statement of revenues, expenditures and changes in fund balance for the governmental fund generally presents increases (revenues) and decreases (expenditures) in current resources. All operations of the Commission are accounted for in the general fund.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The Commission considers all revenues reported in the General Fund to be available if the revenues are collected within sixty days after fiscal year-end. Expenditures are recorded when the related liability is incurred, except for compensated absences, which are recognized as expenditures to the extent they have matured.

Capital Assets, Net of Accumulated Depreciation

The Commission capitalizes assets with a cost in excess of \$5,000 and a useful life greater than one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation. The Commission has no capital assets as of June 30, 2021.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021**

Compensated Absences

Compensated absence obligations are considered long-term in nature and are reported in the fund financial statements as expenditures in the period paid or when due and payable at year-end under the modified accrual basis of accounting. The compensated absences have been accrued in the government-wide financial statements.

Compensated absences consist of employee earned vacation time and personal holiday time and are accrued by the Commission when earned by the employee. Unused vacation time and personal holiday may be accumulated up to a specified maximum and are paid at the time of termination from Commission employment.

Paid personal time off is available to any permanent employee after successfully completing six months of work. Hours will accumulate according to the schedule and cannot exceed a maximum of 340 hours for any employee.

Years of Service	Hourly Standard Accrual	Maximum Vacation (Days/Year)
Less than 3	0.0385	10
Less than 5	0.0577	15
5 onward	0.077	20

Sick leave benefits are accumulated for each employee. The employees do not gain a vested right to accumulate sick leave. Accumulated employee sick leave benefits are not recognized as a liability of the Commission since payment of such benefits is not probable. Therefore, sick leave benefits are recorded as expenditures in the period the benefits are taken.

The accumulated dollar amount of unpaid employee vacation as of June 30, 2021 was \$46,337.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position of the Commission’s California Public Employees’ Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles in the United States requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021**

Fund Balance

Fund balance is classified based on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The Commission has established the following classifications and definitions of fund balance for the year ended June 30, 2021:

Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted – amounts that can be spent only for specific purposes because constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments. The Commission reported no restricted fund balance on June 30, 2021.

Committed – resources with self-imposed limitations and require both a formal action of the highest level of decision-making authority (Board of Commissioners) and the same formal action to remove or modify the limitations. The formal action for the Board of Commissioners is a majority vote to commit funds for a specific purpose through resolutions. This includes appropriation of a portion of existing fund balance sufficient to eliminate subsequent year's budget deficit, resources assigned to specific programs for which there is an approved budget and amounts for economic stabilization in the event of specific nonroutine events.

Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. The Commission reported no assigned fund balance on June 30, 2021.

Unassigned – all other spendable amounts.

The Commission's spending priority is to spend restricted fund balance first, followed by committed, assigned and unassigned fund balance.

The Commission has formally established a stabilization account, which is reported as a component of the general fund committed fund balance. The Commission's stabilization account policy requires an amount of committed fund balance of not less than six months of annual operating expenditures for a fiscal year. As of June 30, 2021, the Commission has \$866,000 in the stabilization account. Refer to Notes 4 and 6 for more details regarding the Commission's stabilization arrangement.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense) until then. The Commission reports deferred outflows related to pensions.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and will not be recognized as an inflow of resources

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021**

(revenue) until that time. The Commission reports deferred inflows related to pensions.

New Accounting Pronouncements – Effective in Future Fiscal Years

GASB Statement No. 87, *Leases*.

GASB Statement No. 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*

GASB Statement No. 90, *Majority Equity Interest*

GASB Statement No. 91, *Conduit Debt Obligations*

GASB Statement No. 92, *Omnibus 2020*

GASB Statement No. 93, *Replacement of Interbank Offered Rates*

GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*

GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*

GASB Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*

The Commission is evaluating the effect of these pronouncements on its financial statements.

New Accounting Pronouncements – Implemented in the Current Fiscal Year

GASB Statement No. 84 – In January of 2017, GASB issued Statement No. 84, *Fiduciary Activities*. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. Implementation of this Statement did not have a material impact on the Commissions financial statements.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021**

NOTE 2 – CASH AND INVESTMENTS

Cash and investments are classified in the financial statements as follows:

Cash and cash deposits	\$ 49,048
Investments	5,411,914
Total cash and investments	\$ 5,460,962

Investments consisted of the following at June 30, 2021:

Money market mutual funds	\$ 1,802,759
Certificates of deposit	1,207,405
Mutual funds	490,080
Corporate bond	1,478,786
Governmental external investment pools	432,884
Total investments	\$ 5,411,914

The Commission has cash and investment policies including policies for exposure to credit risk (including custodial credit risk and concentration of credit risk) and interest rate risk. The Commission is authorized under California Government Code to make direct investments in the following:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds	5 years	None	None
U.S. Agency Securities	5 years	None	None
Medium-Term Corporate Notes	5 years	60%	None
Money Market Mutual Funds	N/A	20%	10%
Marin County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

The following is a summary of the credit quality of the Commission’s investment portfolio at June 30, 2021:

Investment Type	Fair Value	Nationally Recognized Statistical rating Organizations			
		A+	A-	BBB+	Unrated
Mutual funds	\$ 490,080	\$ -	\$ -	\$ -	\$ 490,080
Corporate Bonds	1,478,786	222,541	748,863	507,382	-
Cash, Money Funds and Bank Deposits ^{1,2}	1,802,759	-	-	-	1,802,759
Certificates of Deposit	1,207,405	-	-	-	1,207,405
Marin County Pool	326,756	-	-	-	326,756
Local Agency Investment Fund (LAIF)	106,128	-	-	-	106,128
Total	\$ 5,411,914	\$ 222,541	\$ 748,863	\$ 507,382	\$ 3,933,128

¹ The Dreyfus Insured Deposit Program employs a “multibank” investment approach to help increase the total FDIC insurance coverage up to \$2.5 million.

² These investments are FDIC insured.

Although certain investments are unrated by Standard & Poors, all investments comply with the risk profile of the Commission’s investment policy.

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the Commission’s investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: the California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

As of June 30, 2021, \$3,176,271 of investment balances were exposed to custodial credit risk by not being insured or collateralized.

Concentration of Credit Risk

Investments in any one issuer that represent five percent or more of total investments are as follows:

Issuer	Reported Amount	
Simon PPTY Group LP	\$ 406,739	8%
Oracle Corp	316,312	6%
Total	\$ 723,051	

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021**

Interest Rate Risk

Interest rate risk is the measurement of how changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. Information about the sensitivity of the fair value of the Commission's investments to market interest rate fluctuations is provided in the following table that shows the distribution of the investment portfolio by maturity.

<u>Investment Type</u>	Fair Value	Weighted Average Maturity	
		Less than 1 year	1 to 5 years
Marin County Pool	\$ 326,756	\$ 326,756	\$ -
Local Agency Investment Fund (LAIF)	106,128	106,128	-
Money Market Mutual Funds	1,802,759	1,802,759	-
Corporate Bonds	1,478,786	406,739	1,072,047
Certificates of Deposit	1,207,405	749,443	457,962
Mutual funds	490,080	490,080	-
	<u>\$ 5,411,914</u>	<u>\$ 3,881,905</u>	<u>\$ 1,530,009</u>

Fair Value Measurements

The Commission categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

Level 1 - Quoted prices in active markets for identical assets that the Commission has the ability to access at the measurement date. Level 1 assets may include debt and equity securities that are traded in an active exchange market and that are highly liquid and are actively traded in over-the-counter markets.

Level 2 - Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, such as interest rates and curves observable at commonly quoted intervals, implied volatilities, and credit spreads. For financial reporting purposes, if an asset has a specified term, a Level 2 input is required to be observable for substantially the full term of the asset.

Level 3 - Unobservable inputs should be developed using the best information available under the circumstances, which might include the Commission's own data.

FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Deposits and withdrawals in the Marin County Treasury Investment Pool and State Local Agency Investment Fund are made on the basis of \$1 and not fair value. Accordingly, the Commission's proportionate share of investments in those funds at June 30, 2021 is an uncategorized input not defined as a Level 1, Level 2, or Level 3 input.

The Commission's fair value measurements are as follows at June 30, 2021:

Investment Type	Fair Value	Fair Value Measurements Using			Uncategorized
		Level 1 Inputs	Level 2 Inputs	Level 3 Inputs	
Mutual funds	\$ 490,080	\$ -	\$ 490,080	\$ -	\$ -
Corporate Bonds	1,478,786	-	1,478,786	-	-
Money Market Mutual Funds	1,802,759	1,802,759	-	-	-
Certificates of Deposit	1,207,405	-	1,207,405	-	-
Marin County Pool	326,756	-	-	-	326,756
Local Agency Investment Fund	106,128	-	-	-	106,128
Total	\$ 5,411,914	\$ 1,802,759	\$ 3,176,271	\$ -	\$ 432,884

All assets have been valued using a market approach, with quoted market prices.

Reported investment income is comprised of the following components as of June 30, 2021:

Interest income	\$ 83,652
Realized and unrealized loss in investments	(61,371)
Total investment income	\$ 22,281

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021**

NOTE 3 – DEFINED BENEFIT PENSION PLAN

General Information about the Pension Plan

Plan Description

All qualified permanent and probationary employees are eligible to participate in the Commission’s Employee Pension Plan, (the Plan) a cost-sharing multiple employer defined benefit pension plan administered by the California Public Employees’ Retirement System (CalPERS). Benefit provisions under the Plan are established by State statute and Commission resolution. CalPERS acts as a common investment and administrative agent for its participating member employers. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website. Copies of the CalPERS annual financial reports may be obtained from the CalPERS Executive Office at 400 P Street, Sacramento, California 95814.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 or 52, depending on hire date, with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: The Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees’ Retirement Law. Benefit provisions and all other requirements are established by State statute and may be amended by the Commission’s contract with the employees.

The Plan provisions and benefits in effect at June 30, 2021, are summarized as follows:

Hire Date	Prior to January 1, 2013	On or After January 1, 2013
Formula	2% at 55	2% at 62
Benefit vesting schedule	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 55	52 - 67
Monthly benefits, as a % of annual salary	2.0% to 2.5%	1.0% to 2.5%
Required employee contribution rates	6.91%	6.75%
Required employer contribution rates	10.484% ⁽¹⁾	7.732% ⁽¹⁾

⁽¹⁾ Percentage does not include the employer payment unfunded liability.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
 NOTES TO BASIC FINANCIAL STATEMENTS
 FOR THE YEAR ENDED JUNE 30, 2021**

Contributions

Section 20814(c) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Commission is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2021, contributions were \$44,075.

Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2021, the Commission’s reported net pension liability for its proportionate shares of the collective net pension liability is \$44,581.

The Commission’s net pension liability is measured as the proportionate share of the collective Plan’s net pension liability. The net pension liability is measured as of June 30, 2020, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2019 using standard update procedures. The Commission’s proportion of the net pension liability was based on the Commission’s share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The Commission’s proportionate share of the net pension liability as of June 30, 2019 and 2020 fiscal periods was as follows:

Proportion - June 30, 2019 measurement date	0.0004%
Proportion - June 30, 2020 measurement date	0.0011%
Increase in proportion	0.0007%

FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

For the year ended June 30, 2021, the Commission recognized a pension expense of \$27,613. On June 30, 2021, the Commission reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Commission contributions subsequent to measurement date	\$ 44,075	\$ -
Differences between the Commission's contributions and proportionate share of contributions	108,039	32,006
Changes in assumptions	-	318
Net difference between projected and actual earnings on plan investments	2,297	-
Change in the Commission's proportion	22,334	103,771
Difference between expected and actual experience	1,324	-
Total	<u>\$ 178,069</u>	<u>\$ 136,095</u>

Reported as deferred outflows of resources related to contributions subsequent to the measurement date is \$44,075, which will be recognized as a reduction of the net pension liability in the fiscal year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year ended June 30,	Deferred Outflows/(Inflows) of Resources
2021	\$ (1,251)
2022	20
2023	(1,505)
2024	635
	<u>\$ (2,101)</u>

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
 NOTES TO BASIC FINANCIAL STATEMENTS
 FOR THE YEAR ENDED JUNE 30, 2021**

Actuarial Assumptions

The total pension liabilities in the June 30, 2018 actuarial valuations were determined using the following actuarial assumptions for the collective miscellaneous plans:

	Miscellaneous
Valuation Date	June 30, 2019
Measurement Date	June 30, 2020
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Investment Rate of Return	7.15%
Inflation	2.50%
Salary Increase	Varies by Entry-Age and Service
Investment Rate of Return	7.15%
Mortality Rate Table	⁽¹⁾ Derived using CalPERS' Membership Data for all Funds Contract COLA up to 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies
Post-retirement benefit increase	Power applies

⁽¹⁾ Changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017.

Discount Rate

The discount rate used to measure the total pension liability was 7.15%. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing of the plans, the tests revealed the assets would not run out. Therefore, the current 7.15% discount rate is appropriate and the use of the municipal bond rate calculation is not deemed necessary. The long-term expected discount rate of 7.15% is applied to all plans in the Public Employees Retirement Fund. The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at CalPERS' website under the GASB 68 section.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS' staff took into account both short-term and long-term market return expectations as well as the expected pension fund (Public Employees' Retirement Fund) cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then

FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. The target allocation shown was adopted by the Board effective on July 1, 2014.

Asset Class	Current Target Allocation	⁽¹⁾ Real Return Years 1 - 10	⁽²⁾ Real Return Years 11+
Global Equity	50.00%	4.80%	5.98%
Fixed Income	28.00%	1.00%	2.62%
Inflation Assets	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Assets	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%
	100.00%		

⁽¹⁾ An expected inflation of 2.0% used for this period.

⁽²⁾ An expected inflation of 2.92% used for this period.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Commission's proportionate share of the net pension liability, as well as what the Commission's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	<u>1% Decrease</u>	<u>Current Discount Rate</u>	<u>1% Increase</u>
Discount Rate	6.15%	7.15%	8.15%
Commission's Net Pension Liability (asset)	\$ 265,145	\$ 44,581	\$ (137,663)

Pension Plan Fiduciary Net Position

Detailed information about the Plan's fiduciary net position is available in the separately issued CalPERS financial report.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021**

NOTE 4 – FUND BALANCE

Fund balance is classified using a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Fund balance at June 30, 2021 consisted of the following:

Nonspendable		
Prepaid expense	\$	6,958
Committed		
Economic stabilization		866,000
Child development programs		
Evaluation		100,000
Grassroots capacity		140,000
Help Me Grow		165,750
Partnerships for Change		936,723
Public education		130,000
Public policy and advocacy		60,000
Strategic Plan		150,000
Total committed for child development programs		1,682,473
Total committed fund balance		2,548,473
Unassigned		2,782,004
Total fund balance	\$	5,337,435

The Commission may use the unassigned fund balance only for activities and costs within its jurisdiction. It is management’s intention to use the unassigned fund balance for programs under the Commission’s Strategic Plan.

NOTE 5 – COMMITMENTS AND CONTINGENCIES

Operating Leases

The Commission leases office space from third parties under long-term noncancelable operating leases. The lease will expire after January 2022. Rent expense was \$48,146 for the year ended June 30, 2021. Future minimum lease payments under the agreement is \$30,629 for fiscal year ended June 30, 2022.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021**

NOTE 6 – STABILIZATION ARRANGEMENT

In October of 2013, the governing board adopted a resolution establishing a stabilization account. Under the resolution, a part of the fund balance of the general fund is committed for stabilization arrangements to satisfy outstanding liabilities and meet contractual financial obligations under the Commission's Strategic Plan. The specific events that will allow access to the stabilization account are actions taken by the California legislature, voters, or other parties to redirect First 5 funding, repeal the proposition establishing First 5 Commissions, or otherwise limit the revenue available to the Commission in a manner that is other than from events that are expected to occur routinely.

At June 30, 2021, \$866,000 of the fund balance of the general fund was reported as committed for economic stabilization.

NOTE 7 – PROGRAM EVALUATION

In accordance with the *Standards and Procedures for Audits of California Counties Participating in the California Children and Families Program*, issued by the California State Controller, the Commission is required to disclose the amounts expended during the fiscal year on program evaluation. Program evaluation costs pertain to those activities undertaken to support the collection, production, analysis and presentation of evaluation information for Commission management, Commissioners and other interested parties.

For the year ended June 30, 2021, the Commission expended \$110,727 for program evaluation.

NOTE 8 – RISK MANAGEMENT

The Commission is exposed to various risks of loss related to the loss of, damage to and destruction of assets caused by accidents, forces of nature, and the requirements of the California Labor Code.

The Commission mitigates its exposure to loss through purchase of private insurance. During the year ending June 30, 2021, the Commission had no settlements exceeding insurance coverage for these categories of risk. For the past three years, settlements or judgment amounts have not exceeded insurance provided for the Commission.

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REQUIRED SUPPLEMENTARY INFORMATION

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2021**

	Budget		Actual Amounts	Variance - Positive (Negative)
	Original	Final		
REVENUES				
Proposition 10 tobacco tax	\$ 1,383,702	\$ 1,383,702	\$ 1,167,072	\$ (216,630)
Proposition 56 tobacco tax	-	-	350,862	350,862
Investment income	2,500	2,500	22,281	19,781
Total Revenues	<u>1,386,202</u>	<u>1,386,202</u>	<u>1,590,007</u>	<u>203,805</u>
EXPENDITURES				
Current:				
Early childhood development:				
Contracts and initiatives	1,262,994	1,262,994	889,598	373,396
Salaries and employee benefits	641,536	641,536	667,064	(25,528)
Professional services	201,400	201,400	158,118	43,282
Rent and occupancy	52,800	52,800	48,146	4,654
Supplies	3,000	3,000	4,133	(1,133)
Software	2,500	2,500	6,175	(3,675)
Equipment purchase	8,500	8,500	15,202	(6,702)
Equipment rental and maintenance	5,700	5,700	4,972	728
Insurance	7,500	7,500	6,794	706
Travel and conferences	13,000	13,000	9	12,991
Telephone and internet	6,000	6,000	4,982	1,018
Printing and postage	7,300	7,300	1,860	5,440
Dues and subscriptions	6,000	6,000	6,833	(833)
Meetings	4,500	4,500	1,000	3,500
Investment Fees	-	-	123	(123)
Contingency fund	50,000	50,000	-	50,000
Total Expenditures	<u>2,272,730</u>	<u>2,272,730</u>	<u>1,815,009</u>	<u>457,721</u>
Net change in fund balance	<u>(886,528)</u>	<u>(886,528)</u>	<u>(225,002)</u>	<u>661,526</u>
Fund Balance, June 30	<u>\$ 4,675,909</u>	<u>\$ 4,675,909</u>	<u>\$ 5,337,435</u>	<u>\$ 661,526</u>

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
LAST 10 YEARS***

Fiscal Year	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Proportion of the net pension liability	0.0026%	0.0061%	0.0064%	0.0069%	0.0070%	0.0004%	0.0011%
Proportionate share of the net pension liability	\$ 162,982	\$ 166,549	\$ 223,501	\$ 270,976	\$ 262,069	\$ 14,086	\$ 44,581
Covered payroll	\$ 258,938	\$ 326,111	\$ 348,199	\$ 220,282	\$ 265,239	\$ 263,263	\$ 359,438
Proportionate Share of the net pension liability as a percentage of covered payroll	62.94%	51.07%	64.19%	123.01%	98.80%	5.35%	12.40%
Plan fiduciary net position as a percentage of the total pension liability	79.82%	78.40%	74.06%	75.39%	75.26%	77.73%	75.10%
Measurement Date	June 30, 2014	June 30, 2015	June 30, 2016	June 30, 2017	June 30, 2018	June 30, 2019	June 30, 2020

* Historical information is required only for measurement periods for which GASB 68 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
SCHEDULE OF PENSION CONTRIBUTIONS
LAST 10 YEARS***

Fiscal Year	2016	2017	2018	2019	2020	2021
Actuarially determined contributions	\$ 26,881	\$ 18,453	\$ 22,227	\$ 23,409	\$ 34,794	\$ 44,074
Contributions in relation to the actuarially determined contribution	(26,881)	(18,453)	(22,227)	(23,409)	(34,794)	(44,074)
Contribution deficiency (excess)	<u>\$ -</u>					
 Covered payroll	 \$ 348,199	 \$ 220,282	 \$ 265,239	 \$ 263,263	 \$ 359,438	 \$ 420,400
Contributions as a percentage of covered payroll	7.72%	8.38%	8.38%	8.89%	9.68%	10.48%

* Historical information is required only for measurement periods for which GASB 68 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2020**

NOTE 1 - BUDGET

The Commission prepares and legally adopts a final budget on or before June 30th of each fiscal year. The Commission operations, commencing July 1st, are governed by the proposed budget, adopted by the board of Commissioners by June of the prior fiscal year.

An operating budget is adopted each fiscal year in accordance with generally accepted accounting principles based on estimates of revenues and anticipated expenditures. Additionally, encumbrance accounting is utilized to assure effective budgetary control. Encumbrances outstanding at year-end represent the estimated amount of the expenditures ultimately to result if the unpaid contracts in process at year-end are fully performed by year-end or purchase commitments satisfied. Unencumbered appropriations lapse at year-end and encumbrance balances that will not be honored are liquidated.

The legal level of budgetary control (the level on which expenditures may not legally exceed appropriations) is at the total fund level. The Commission does not establish a budget for capital outlay.

NOTE 2 - SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY AND SCHEDULE OF CONTRIBUTIONS

A cost-sharing employer is required to recognize a liability for its proportionate share of the net pension liability (of all employers for benefits provided through the pension plan) - the collective net pension liability. A cost-sharing employer is required to recognize pension expense and report deferred outflows of resources and deferred inflows of resources related to pensions for its proportionate shares of collective pension expense and collective deferred outflows of resources and deferred inflows of resources related to pensions. The schedules present information to illustrate changes in the Commission's proportionate share of the net pension liability and employer contributions over a ten-year period when the information is available.

NOTE 3 - SCHEDULE OF PENSION CONTRIBUTIONS

This schedule presents information on the Commission's contribution, the amounts actually contributed, and any excess or deficiency related to the calculated contribution. In the future, as data becomes available, ten years of information will be presented.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Board of Commissioners
First 5 Marin Children and Families Commission
San Rafael, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the general fund information of First 5 Marin Children and Families Commission, (Commission) as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated **DATE**.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Commission's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Menlo Park, California

DATE

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INDEPENDENT AUDITOR'S REPORT ON STATE COMPLIANCE

To the Board of Commissioners
First 5 Marin Children and Families Commission
San Rafael, California

Compliance

We have audited the First 5 Marin Children and Families Commission's (Commission) compliance with the requirements specified in the State of California's *Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, issued by the State Controller's Office, applicable to the Commission's statutory requirements identified below for the year ended June 30, 2021.

Management's Responsibility

Management is responsible for compliance with the requirements of the laws and regulations applicable to the California Children and Families Act.

Auditor's Responsibility

Our responsibility is to express an opinion on the Commission's compliance with the requirements referred to above based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State of California's *Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, issued by the State Controller's Office. Those standards and the State of California's *Standards and Procedures for Audits of Local Entities Administering the Children and Families Act* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the requirements referred to above that could have a direct and material effect on the statutory requirements listed below. An audit includes examining, on a test basis, evidence about the Commission's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance. However, our audit does not provide a legal determination of the Commission’s compliance with those requirements. In connection with the audit referred to above, we selected and tested transactions and records to determine the Commission’s compliance with the state laws and regulations applicable to the following items:

<u>Description</u>	<u>Audit Guide Procedures</u>	<u>Procedures Performed</u>
Contracting and Procurement	4	Yes
Administrative Costs	3	Yes
Conflict-of-Interest	3	Yes
County Ordinance	2	Yes
Long-range Financial Plans	2	Yes
Financial Condition of the Commission	1	Yes
Program Evaluation	3	Yes
Salaries and Benefits Policies	2	Yes

Opinion

In our opinion, the Commission complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on the California Children and Families Program for the year ended June 30, 2021.

Menlo Park, California

DATE

