

BOARD OF COMMISSIONERS MEETING

DATE: August 25, 2025

TIME: 5:30 PM

MAIN LOCATION: 1920 Mariposa Street, Suite 310, Fresno, CA 93721

AGENDA

ITEM	SUBJECT	PRESENTER	ACTION
1.	CALL TO ORDER AND COMMUNITY ACTION PROMISE: Community Action changes people’s lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.		
2. Page 6	ROLL CALL A. Board and Committee Meetings Monthly Attendance Record		
3.	ADDITIONS TO THE AGENDA <i>(The Board may add an item to the agenda if Board finds that there is a need for immediate action on the matter and the need came to the attention of the Board after the posting of this agenda.)</i>		
4.	POTENTIAL CONFLICT OF INTEREST <i>(Any Board Member who has a potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter.)</i>		
5.	PUBLIC COMMENTS <i>(This is an opportunity for the members of the public to address the Board on any matter related to the Commission that is not listed on the Agenda. Limit three minutes per speaker)</i>		
6.	INTRODUCTION OF INCOMING CHIEF EXECUTIVE OFFICER	Baines, Chair	Information
7.	TRANSFORMING AND INSPIRING A. Women, Infants, and Children	Thornton, Staff	Information
8. Pages 12- 376	CONSENT AGENDA – ITEMS 8_1– 8_55 <i>See attached consent agenda.</i> Any Commissioner or member of the public may pull any Consent Item for discussion.	Baines, Chair	Approve
9. Page 377	AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT JUNE 2025 A. Supporting Document - CSBG Organizational Standard 8.7	Heinricy, Charter Impact	Accept
10. Page 383	REVISED 2025 BUDGET A. Supporting Document	Fisher, Charter Impact	Approve
11. Page 386	SIGNATORY RESOLUTION A. 2025 Signatory Authorization Resolution B. 2025 Signatory Authorization Resolution for Cal OES	Baines, Chair	Approve
12. Page 390	CLIENT SATISFACTION SURVEY RESULTS A. Supporting Document	Arredondo, Staff	Information
13. Page 392	INTERIM CHIEF EXECUTIVE OFFICER’S REPORT	Nalia, CEO	Information
14.	COMMISSIONERS’ COMMENT	Baines, Chair	



15.	EXECUTIVE SESSION
16.	ADJOURNMENT
NOTE:	NEXT BOARD MEETING: Monday, September 22, 2025, at 5:30 p.m. at the Fresno EOC Board Room

BOARD OF COMMISSIONERS MEETING

CONSENT AGENDA

(Any Commissioner may pull any Consent Item for discussion)

ITEM	SUBJECT	PRESENTER	ACTION
8_1. Page 12	MAY 19, 2025 BOARD MEETING MINUTES	Baines, Chair	Approve
8_2. Page 18	MAY 29, 2025 BOARD MEETING MINUTES	Baines, Chair	Approve
8_3. Page 20	JUNE 23, 2025 BOARD MEETING MINUTES	Baines, Chair	Approve
8_4. Page 23	FEBRUARY 19, 2025 LOCAL CONSERVATION CORPS ADVISORY BOARD MINUTES	Riggins, Staff	Accept
8_5. Page 26	APRIL 17, 2025 SANCTUARY AND SUPPORT SERVICES ADVISORY BOARD MEETING MINUTES	Gattie-Blanco, Staff	Accept
8_6. Page 29	MAY 21, 2025 LOCAL CONSERVATION CORPS ADVISORY BOARD MINUTES	Riggins, Staff	Accept
8_7. Page 34	MAY 14, 2025, FINANCE COMMITTEE MEETING MINUTES	Garabedian, Committee Chair	Approve
8_8. Page 37	HEAD START 0 TO 5 CONSCIOUS DISCIPLINE A. Supporting Documents	Balderas, Staff	Approve
8_9. Page 61	GENERAL LIABILITY & AUTO INSURANCE A. Supporting Documents	Warnes, Staff	Approve
8_10. Page 110	RFP FOR LEGAL SERVICES A. Supporting Document	Erwin, Staff	Approve
8_11. Page 130	BANKING CHANGE – WELLS TO COMMUNITY WEST BANK A. Supporting Document	Nalia, Staff	Approve
8_12. Page 133	FOOD SERVICES: CONSULTING SERVICES CONTRACT A. Supporting Document	Nalia, Staff	Approve
8_13. Page 164	AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT APRIL 2025 A. Supporting Document - CSBG Organizational Standard 8.7	Riofrio, Staff	Accept
8_14. Page 170	HEALTH INSURANCE REPORT A. Supporting Document	Warnes, Staff	Information
8_15. Page 173	VARIANCE REPORTS A. School of Unlimited Learning (SOUL)	Charter Impact, Consultant	Information
8_16. Page 177	MAY 14, 2025, PROGRAM PLANNING AND EVALUATION COMMITTEE MEETING MINUTES	Pacheco, Committee Chair	Approve
8_17. Page 181	PROGRAM GRANT PROCESS A. Supporting Document	Medina, Staff	Information
8_18. Page 188	GRANT ACTIVITY A. Supporting Document	Medina, Staff	Information

8_19. Page 191	ADVANCE PEACE: CALIFORNIA VIOLENCE INTERVENTION AND PREVENTION GRANT PROGRAM - COHORT 5	Turner, Staff	Approve
8_20. Page 193	ADVANCE PEACE: CITY OF FRESNO SUB-RECIPIENT GRANT AGREEMENT A. Supporting Document	Turner, Staff	Ratify
8_21. Page 247	ADVANCE PEACE: CALIFORNIA ENDOWMENT PROGRAM SUPPORT GRANT	Turner, Staff	Ratify
8_22. Page 249	FOOD SERVICE FY 2025-2026 FOOD SERVICE AGREEMENTS A. Supporting Document	Escobar, Staff	Approve
8_23. Page 251	TRANSIT SYSTEMS: THE ARC OF FRESNO AND MADERA COUNTIES - VEHICLE MAINTENANCE CONTRACT A. Supporting Document	Dulin, Staff	Approval
8_24. Page 261	TRANSIT SYSTEMS: FRESNO COUNTY RURAL TRANSIT AGENCY – LOCAL TRANSPORTATION FUNDS CONTRACT A. Supporting Document	Dulin, Staff	Approve
8_25. Page 272	INFORMATION TECHNOLOGY: CALIFORNIA EMERGING TECHNOLOGY FUND – LETTER OF COMMITMENT A. Supporting Document	Streets, Staff	Ratify
8_26. Page 275	PROGRAM PLANNING & DEVELOPMENT: FUNDING PROPOSALS FOR AMOUNTS UNDER \$150,000	Medina, Staff	Ratify
8_27. Page 276	EVALUATION PROCESS	Arredondo, Staff	Information
8_28. Page 278	PLANNING & EVALUATION ACTIVITY	Arredondo, Staff	Information
8_29. Page 280	WIC PROGRAM EVALUATION	Thornton, Staff	Information
8_30. Page 281	GRANT TRACKER A. Supporting Document	Medina, Staff	Information
8_31. Page 288	JUNE 25, 2025, FINANCE COMMITTEE MEETING MINUTES	Garabedian, Committee Chair	Approve
8_32. Page 292	AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT MAY 2025 A. Supporting Document - CSBG Organizational Standard 8.7	Charter Impact	Accept
8_33. Page 298	VARIANCE REPORTS A. Food Services	Charter Impact	Information
8_34. Page 301	ADVANCE PEACE: BUREAU OF JUSTICE ADMINISTRATION COSTA EARMARK W/CITY OF FRESNO MENTAL HEALTH SERVICES CONTRACT	Turner, Staff	Approve
8_35. Page 302	INSURANCE AND PAPERSAVE UPDATES	Riofrio, Staff	Information
8_36. Page 304	APRIL 7, 2025 HUMAN RESOURCES/PENSION COMMITTEE MEETING MINUTES	McCoy, Committee Chair	Approve
8_37. Page 307	PENSION UPDATES: MUTUAL OF AMERICA	Warnes, Guests	Information
8_38. Page 308	HR UPDATES	Lazzarini, Staff	Information
8_39. Page 309	HR QUARTERLY REPORTS A. Supporting Document	Lazzarini, Staff	Information

8_40. Page 311	JULY 23, 2025, FINANCE COMMITTEE MEETING MINUTES	Garabedian, Committee Chair	Approve
8_41. Page 315	AGENCY INVESTMENT REPORT	Warnes, Staff	Information
8_42. Page 316	HEALTH INSURANCE REPORT A. Supporting Document	Warnes, Staff	Information
8_43. Page 318	MARCH 13, 2025 BYLAWS COMMITTEE MEETING MINUTES	Mitchell, Committee Chair	Approve
8_44. Page 322	BYLAWS PRESENTATION A. CSBG Organizational Standard 5.3	Mitchell, Committee Chair	Information
8_45. Page 323	VACANT SEATING OF COMMISSIONERS	Mitchell, Committee Chair	Information
8_46. Page 324	JUNE 3, 2025 HEAD START 0 TO 5: COUNTY-WIDE POLICY COUNCIL MINUTES	Balderas, Staff	Accept
8_47. Page 331	JULY 1, 2025 HEAD START 0 TO 5: COUNTY-WIDE POLICY COUNCIL MINUTES	Balderas, Staff	Accept
8_48. Page 334	HEAD START 0 TO 5: PROGRAM UPDATE REPORTS (PUR) FOR APRIL, MAY, AND JUNE 2025 A. Supporting Document	Balderas, Staff	Accept
8_49. Page 340	HEAD START 0 TO 5: OPTIONS FOR THE 2025-2026 PROGRAM YEAR A. Supporting Document	Balderas, Staff	Approve
8_50. Page 349	HEAD START 0 TO 5: PROPOSED COUNTY-WIDE POLICY COUNCIL MEETING DATES FOR THE 2025-2026 PROGRAM YEAR A. Supporting Document	Balderas, Staff	Approve
8_51. Page 352	HEAD START 0 TO 5: PROPOSED CARRYOVER- FISCAL YEAR 2025	Balderas, Staff	Approve
8_52. Page 354	HEAD START 0 TO 5: FISCAL YEAR 2026 HEAD START 0 TO 5 CONTINUATION/REFUNDING APPLICATION	Balderas, Staff	Approve
8_53. Page 357	HEAD START 0 TO 5: STANDARDS OF CONDUCT AND PERSONAL RIGHTS POLICY	Balderas, Staff	Approve
8_54. Page 358	HEAD START 0 TO 5: QUALITY IMPROVEMENT PLAN (QIP)- EDUCATION SERVICES AND HUMAN RESOURCES A. Supporting Document	Balderas, Staff	Information
8_55. Page 371	HEAD START 0 TO 5: UPDATED EDUCATION SERVICES PROCEDURES	Balderas, Staff	Information

BOARD OF COMMISSIONERS ROLL CALL 2025

#	Commissioner	Term Expiration	Target Area / Appointing / Nominating Org.	1/13 Special Board meeting	1/27	2/24	3/17	4/21	5/19	5/29 Special Board Meeting	6/23 Special Board Meeting	8/25	9/22	10/27	11/17	12/15
1	ARAMBULA, JOAQUIN	Dec 2027	31st Assembly District	X	T	X	X	T	T	X	O					
2	ARAMBULA-REYNA, KATHLEEN	Dec 2025	Fresno Reel Pride	X	O	O	O	O	O	T	T					
3	BAINES, OLIVER	Dec 2027	16th Congressional District	O	O	O	O	O	X	O	O					
4	BONNER, ALYSIA	Dec.2027	Target Area F	O	O	O	T	O	O	T	T					
5	BROWN, EARL	Dec 2027	Target Area G	O	O	O	O	O	O	O	O					
6	GARABEDIAN, CHARLES	Dec 2025	Board of Supervisors	O	O	O	O	X	O	O	O					
7	KING BRIAN	Dec 2025	Mayor's Appointment	O	O	O	O	O	O	X	O					
8	LEON, REY	Dec 2027	Target Area B	X	X	T	O	T	T	X	X					
9	LIRA, DIANE	Dec 2027	FCSS	N/A	O	O	O	X	O	X	X					
10	MARTINEZ, LUIS	Dec 2025	14th Senatorial District	O	O	O	O	O	X	O	T					
11	MCALISTER, BRUCE	Dec 2025	West Fresno Faith Based Organization	O	O	O	O	O	O	T	T					
12	MCCOY, BARIGYE	Dec 2027	Board of Supervisors	O	O	T	O	T	O	T	T					
13	MCKENZIE, DEBRA	Dec 2027	Target Area H	X	O	O	O	O	O	X	O					
14	MITCHELL, LISA	Dec 2025	Target Area E	X	O	T	X	O	O	T	T					
15	NIKKEL, LAUREN	Dec 2027	Economic Development Corp.	O	O	T	O	O	X	T	T					
16	PACHECO, ALENA	Dec 2025	Target Area A	O	O	O	O	O	O	T	T					
17	PIMENTEL, ROBERT	Dec 2025	SCCCD	O	O	O	O	O	O	T	T					
18	RODGERS, JIMI	Dec 2025	Association of Black Social Workers	O	O	O	O	X	O	T	O					
19	ROGERS, MATT	Dec 2027	Target Area C	N/A	N/A	N/A	O	T	T	T	O					
20	RUIZ, DAVID	Dec 2027	Juvenile Court	O	O	O	O	T	O	O	T					
21	TAYLOR, STEVEN	Dec 2027	NAACP	O	O	O	O	O	O	T	T					
22	VACANT	Dec 2025	Central La Familia Advocacy Services	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A					
23	VACANT	Dec 2027	Head Start CWPC	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A					
24	VACANT	Dec 2025	Target Area D	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A					
	Present = O															
	Absent = X															
	Teleconference = T															

It is the Commissioner's responsibility to check the matrix, verify accuracy and inform the Secretary or designee if any changes are needed.



**Audit Committee Meeting
Monthly Attendance Record
2025**

Daniel Martinez
 Joaquin Arambula
 Kathleen Arambula-Reyna
 Alysia Bonner

	Jan.	4-Feb	27-Feb	Mar	April	May	June	July	Aug.	4-Sep	Oct	Nov	4-Dec	Attended
		T	T											2/2
		T	T											2/2
		O	O											2/2
		T	T											2/2

O-Present X-Absent T-Teleconference



Bylaws Committee Meeting Monthly Attendance Record 2025

Lisa Mitchell
 David Ruiz
 Bruce McAlister
 Luis Martinez
 Earl Brown

Jan.	Feb	13-Mar	April	19-May	June	July	25-Aug	Sep.	Oct.	17-Nov	Dec	Attended	
		T		Canceled								1/1	
		T											1/1
		O											1/1
		X											0/1
		T											1/1

O-Present X-Absent T-Teleconference



**Program Planning and Evaluation Committee Meeting
Monthly Attendance Record
2025**

Alena Pacheco
 Brian King
 Diane Lira
 Robert Pimentel

January	Feb	12-Mar	16-Apr	14-May	11-Jun	9-Jul	Aug	10-Sep	8-Oct	12-Nov	10-Dec	Attended	
		O	O	O	<i>Cancelled</i>	X						3/4	
		O	X	O		O							3/4
		O	O	X		O							3/4
		X	X	X		O							1/4

O-Present X-Absent T-Teleconference



**Finance Committee Meeting
Monthly Attendance Record
2025**

Charles Garabedian
Debra Mckenzie
Alysia Bonner
Rey Leon

January	19-Feb	12-Mar	2-Apr	14-May	27-May	25-Jun	23-Jul	18-Aug	10-Sep	8-Oct	12-Nov	10-Dec	Attended
	O	O	O	O	O	O	O	O					8/8
	O	O	O	O	X	O	O	T					7/8
	O	O	X	T	T	T	T	X					6/8
	T	X	X	X	X	X	X	T					2/8

O-Present X-Absent T-Teleconference



Human Resources Committee Meeting Monthly Attendance Record 2025

Barigye McCoy
 Jimi Rodgers
 Alysia Bonner
 Debra Mckenzie

January	February	13-Mar	7-Apr	May	2-Jun	July	4-Aug	September	6-Oct	November	1-Dec	Attended
		O	T		Canceled		T					3/3
		T	T				T					3/3
		T	X				T					2/3
		O	O				O					3/3

O-Present X-Absent T-Teleconference

BOARD OF COMMISSIONERS MEETING MINUTES

DATE: May 19, 2025

TIME: 5:30 PM

MAIN LOCATION: 1920 Mariposa Street, Suite 310, Fresno, CA 93721

1. **CALL TO ORDER AND COMMUNITY ACTION PROMISE:**

Robert Pimentel, Vice Chair, called the meeting to order at 5:54 p.m.

2. **ROLL CALL**

Present: Kathleen Arambula-Reyna, Alysia Bonner, Earl Brown, Charles Garabedian, Brian King, Diane Lira, Bruce McAlister, Barigye McCoy, Debra McKenzie, Lisa Mitchell, Alena Pacheco, Robert Pimentel, Jimi Rodgers, Manuel Romero, David Ruiz, and Steven Taylor.

Teleconference: Joaquin Arambula, Rey Leon, and Matt Rogers.

Absent: Oliver Baines, Jalyssa Jenkins-McGill, Daniel Martinez, Luis Martinez, and Lauren Nikkel.

3. **ADDITIONS TO THE AGENDA**

Commissioner Arambula asked for an update on the recent federal actions concerning Advance Peace. Brian Angus, Interim Chief Executive Officer, and Patrick Turner, Training & Employment Services Director, stated that Advance Peace received a notice of termination from the Bureau of Justice Administration, indicating that their federal funding was cut, resulting in a loss of \$1.1 million. Turner further mentioned that the Bureau of State and Community Corrections has released a Request for Proposals (RFP) for up to \$5 million, which Advance Peace intends to apply for.

Commissioner Arambula expressed his willingness to provide a letter of support, as he is pleased to support the Advance Peace program with stability going forward.

Commissioner Mitchell asked about the sustainability plan to ensure that Advance Peace continues providing its services. Turner indicated that the program would continue to seek available funds from the City of Fresno, schools, and would accept donations.

Public Comment: None heard.

No action required.

4. **POTENTIAL CONFLICT OF INTEREST**

None heard.

5. **PUBLIC COMMENTS**

Amanda Venegas, Public Information Officer, invited the Board and Staff to the upcoming City of Fresno Brownfields Program Community Meeting taking place on Tuesday, June 3, 2025, from 4:00 p.m. to 5:00 p.m. at the Fresno EOC Local Conservation Corps.

No action required.

6A. **NEW CHIEF EXECUTIVE OFFICER SEARCH UPDATE**

Brenda Budke, Sierra HR Partners Executive Director, and Andres Magos, Senior Human Resources Generalist – Lead Recruiter, presented an update on the new Chief Executive Officer recruitment.

Commissioner Arambula-Reyna inquired about the number of participants who attended the listening sessions. Magos reported that the largest session, which was for staff, had over 100 participants. However, attendance decreased in subsequent sessions, with between 20 to 30 participants in total. Magos also noted that some sessions had zero participants. Commissioner Arambula-Reyna inquired as to why some listening sessions had zero participation. Magos explained that the timeframe was a short turnaround to market the sessions to the community, and Sierra HR Partners aimed to gather feedback from staff and the community relatively quickly.

Commissioner Rogers expressed concerns about the lack of communication between Fresno EOC and Sierra HR Partners. Commissioner Rogers emphasized that if Sierra HR Partners had communicated directly with the Board of Commissioners regarding outreach efforts, the listening session might have had a better turnout with participation.

Commissioner McKenzie asked about the number of survey responses received. Magos replied he doesn't have the final count because the survey is still open.

Public Comment: None heard.

No action required.

6B. **TRANSFORMING AND INSPIRING**

Aaron Foster, Advance Peace Program Manager, introduced Domingo Gonzales, Neighborhood Change Agent, for being recognized as the 2024 Neighborhood Change Agent (NCA) of the year during the Advance Peace National Forum. Gonzales expressed gratitude for the Advance Peace program, which allowed him to assist the community and work towards reducing gun violence.

Commissioners Mitchell and Leon expressed gratitude to the Advance Peace staff for risking their lives for the positive impact and great work they do in the community.

Public Comment: None heard.

No action required.

7 **CONSENT AGENDA – ITEMS 7_1– 7_22**

Public Comment: None heard.

Motion by: Leon **Second by:** Brown

Ayes: All in favor.

Nayes: None heard.

APPROVAL OF PULLED CONSENT AGENDA ITEMS

7_3 SANCTUARY AND SUPPORT SERVICES: HOUSING AND HOMELESSNESS INCENTIVE PROGRAM

Commissioner McKenzie requested clarification about the high fringe benefits. Misty Gattie-Blanco, the Sanctuary Director, explained that these benefits are normal for the liaison position, as it is uncertain whether the applicant will be an internal or external candidate.

Commissioner Pacheco inquired about the difference between fringe benefits and indirect costs. Angus explained that indirect costs refer to administrative fees, while fringe benefits include health insurance, retirement plans, workers' compensation, and paid time off.

Public Comment: None heard.

Motion by: Pacheco **Second by:** McKenzie

Ayes: All in favor.

Nayes: None heard.

7_4 FOOD SERVICE: CHICK-FIL-A TRUE INSPIRATION AWARDS

Commissioner McKenzie inquired about the duration of the Mobile Food Bus's non-operation. Jon Escobar, the Food Services Director, replied that the green bus last operated last summer.

Commissioner McKenzie asked if Chick-fil-A had funded this type of project previously. Escobar explained that Food Services received funding because Fresno's ability to provide services is unique.

Public Comment: None heard.

Motion by: McKenzie **Second by:** Pacheco

Ayes: All in favor.

Nayes: None heard.

7_6 VALLEY APPRENTICESHIP CONNECTIONS: FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD HIGH ROAD CONSTRUCTION CAREERS

Commissioner McKenzie requested clarification regarding the terms of the agreement. Patrick Turner, Training & Employment Services Director, explained that there was a typo in the staff report. The correct term of the agreement is a six-month project period, from April 4, 2025, to September 30, 2025.

Public Comment: None heard.

Motion by: McKenzie **Second by:** Brown

Ayes: All in favor.

Nays: None heard.

8. **AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT MARCH 31 2025**

Angela Riofrio, Finance Director, provided an overview report of the Agency Financial Statements and the Head Start Financial Status Report as of Year-to-Date for March 31, 2025, with a revenue of \$39,274,698 and a total of \$40,237,401 in expenditures, which is 22% of the budget. The staffing changes in the Administration Department and the agency's overall shift in spending habits have led to a reduction in the agency's deficit by \$38,162. The total net difference between operating revenue and expenditure is a (\$962,704) deficit year-to-date. Transit grant asset depreciation is \$20,157, increasing the agency's net deficit to (\$982,861).

This item meets Community Services Block Grant (CSBG) Organization Standards 8.7.

Public Comment: None heard.

Motion by: Bonner **Second by:** McKenzie

Ayes: All in favor.

Nays: None heard.

9. **PERSONNEL POLICIES & PROCEDURES MANUAL**

Angus provided an overview of the proposed changes, highlighting recommendations from the Commissioners' feedback for the Personnel Policy and Procedures Manual.

Commissioner Arambula-Reyna thanked the EOC staff for reaching out to her for clarification on her concerns and inquired if the Human Resources Legal Counsel reviewed the Personnel Policy and Procedures Manual. Angus confirmed that the legal counsel had indeed reviewed the manual's policies.

Commissioner McKenzie expressed concerns about removing the vaccination policy, as employers are required to track and maintain COVID-19 case records until February 3, 2026. Angus mentioned that reporting will continue until it is no longer necessary.

Public Comment: None heard.

Motion by: Arambula-Reyna **Second by:** Taylor

Ayes: All in favor.

Nayes: None heard.

10. **2026-2027 COMMUNITY ACTION PLAN**

Andy Arredondo, Evaluation Director, provided an overview of the 2026-2027 Community Action Plan. Arrendondo stated that this item had been previously presented during the Program Planning & Evaluation Committee Meeting on April 16, 2025, and the Board Meeting on April 21, 2025, to give the Board an opportunity to provide feedback.

Public Comment: None heard.

Motion by: Pacheco **Second by:** Taylor

Ayes: All in favor.

Nayes: None heard.

11. **2025 RISK ASSESSMENT**

Arrendondo provided an overview of the 2025 Risk Assessment report that complies with organizational standards and is to be submitted to the Department of Community Services and Development (CSD) by August 30, 2025.

Public Comment: None heard.

Motion by: Brown **Second by:** McAlister

Ayes: All in favor.

Nayes: None heard.

12. **INTERIM CHIEF EXECUTIVE OFFICER'S REPORT**

Angus provided a comprehensive overview of the agency's financial and operational reviews for both programs and administrative functions, along with a comparison of the agency's financials for 2024-2025.

Public Comment: None heard.

No action required.

13. **COMMISSIONERS' COMMENT**

Public Comment: None heard.

No action required.

14. **EXECUTIVE SESSION**

Jessica Johnson, Legal Counsel, stated there was no action to report out of Executive Session.

15. ADJOURNMENT

The meeting adjourned at 8:30 p.m.

BOARD OF COMMISSIONERS MEETING

Date: May 29, 2025

Time: 5:00 PM

Location: 1920 Mariposa Street, Suite 310, Fresno, CA 93721

MINUTES

- 1. CALL TO ORDER**
Oliver Baines, Chair, called the meeting to order at 5:00 p.m.
- 2. ROLL CALL**
Roll was called and a quorum was established.

Present: Oliver Baines, Earl Brown, Charles Garabedian, Luis Martinez, and David Ruiz.

Teleconference: Kathleen Arambula-Reyna, Alysia Bonner, Jalyssa Jenkins-McGill, Bruce McAlister, Barigye McCoy, Lisa Mitchell, Lauren Nikkel, Alena Pacheco, Robert Pimentel, Jimi Rodgers, Matt Rogers, Manuel Romero, and Steven Taylor.

Absent: Joaquin Arambula, Brian King, Rey Leon, Diane Lira, Daniel Martinez, and Debra McKenzie.

- 3. ADDITIONS TO THE AGENDA**

Public Comment: None heard.

No action required.
- 4. POTENTIAL CONFLICT OF INTEREST**

None heard.
- 5. PUBLIC COMMENTS**

Public Comment: None heard.

No action required.
- 6. MAY 27, 2025 FINANCE COMMITTEE MEETING MINUTES**

Public Comment: None heard.

Motion by: Brown **Second by:** Bonner
Ayes: All in favor.
Nayes: None heard

7. CHARTER IMPACT PROPOSAL

Brian Angus, Interim Chief Executive Officer, provided an overview of the proposal with Charter Impact for Financial Leadership and Support Services.

The Board and staff engaged in a discussion and recommended this item to move forward as presented.

Public Comment: None heard.

Motion by: Bonner **Second by:** Brown
Ayes: All in favor.
Nayes: None heard.

8. COMMISSIONERS' COMMENT

Public Comment: None heard.

No action required.

9. ADJOURNMENT

The meeting adjourned at 5:39 p.m.

SPECIAL BOARD OF COMMISSIONERS MEETING MINUTES

DATE: June 23, 2025

TIME: 5:00 PM

MAIN LOCATION: 1920 Mariposa Street, Suite 300, Fresno, CA 93721

1. **CALL TO ORDER AND COMMUNITY ACTION PROMISE:**

Oliver Baines, Board Chair, called the meeting to order at 5:00 p.m.

2. **ROLL CALL**

Present: Joaquin Arambula, Oliver Baines, Earl Brown, Charles Garabedian, Brian King, Debra McKenzie, Matt Rogers, and Jimi Rodgers.

Teleconference: Kathleen Arambula-Reyna, Alysia Bonner, Luis Martinez, Bruce McAlister, Barigye McCoy, Lisa Mitchell, Lauren Nikkel, Alena Pacheco, Robert Pimentel, Manuel Romero, David Ruiz, and Steven Taylor.

Absent: Rey Leon, Diane Lira, and Daniel Martinez.

3. **POTENTIAL CONFLICT OF INTEREST**

None heard.

4. **PUBLIC COMMENTS**

Public Comment: None heard.

No action required.

5. **CONSENT AGENDA – ITEMS 5_1– 5_7**

Public Comment: None heard.

Motion by: Garabedian **Second by:** Rodgers

Ayes: All in favor.

Nays: None heard.

6. **SANCTUARY AND SUPPORT SERVICES: 2025 SIGNATORY AUTHORIZATION RESOLUTION FOR CAL OES**

Misty Gattie-Blanco, Sanctuary Director, provided an overview of the 2025 Signatory Authorization Resolution for all California Office of Emergency Services (Cal OES) programs to

ensure compliance with the state's requirements for the Homeless Youth (HY) and Human Trafficking Victims (HV) programs.

Public Comment: None heard.

Motion by: Rodgers **Second by:** Rogers

Ayes: All in favor.

Nays: None heard.

7. **ADVANCE PEACE MAYOR'S LETTER**

Brian Angus, Interim Chief Executive Officer, informed the Board about a \$250,000 contingency award received from the City of Fresno for Advance Peace, aimed at continuing efforts to reduce gun violence in the city.

Public Comment: None heard.

No action required.

8. **INTERIM CHIEF EXECUTIVE OFFICER'S REPORT**

Angus mentioned he plans to submit a proposal to the Board Chair to continue working on updating the Commissioner Handbook, revising the agency's policies and procedures, enhancing the committee processes, and rewriting the Agency Bylaws.

Angus informed the Board that their dates of birth and Social Security numbers are required to submit to the CalAIM Medical Managed Care Plans to receive funding. He also stated that the information collected is used by the Managed Care Plans for a background check related to medical criminal fraud charges.

Angus stated that a Request for Proposal (RFP) has been released for Food Services to conduct a comprehensive assessment of cost efficiency and restructuring strategies, ensuring that Food Services remains financially stable and avoids deficits.

Chair Baines reminded the Board of Commissioners about the upcoming interviews for the Chief Executive Officer position, which are scheduled for Monday, June 30, 2025, at 8:00 a.m. He also noted that a follow-up email will be sent to the Board, providing details about the logistics and instructions for the interviews.

The Board engaged in discussion regarding the logistics of the interviews. Upon further discussion, the Board recommended that the final applicant's background and questions be shared with the Board before Monday's interviews for review.

Public Comment: None heard.

No action required.



9. ADJOURNMENT

The meeting adjourned at 5:14 p.m.

**Local Conservation Corps
Advisory Board Meeting
February 19, 2025
MINUTES**

Marc' Bady	P	Luis Martinez	A
David Clark	A	Lauren Nikkel	A
Jennifer Duran	P	Carmen Romero	P
Brian King	P	Sharon Weaver	A
Lisa Mitchell	P	LCC/YouthBuild Senate Council President or Representative	P
Ken McCoy	P		

Staff:

Shawn Riggins, LCC Director
 Michelle L. Tutunjian, EOC Chief Operating Officer
 Sherry Neil, EOC Program Officer
 Elisa Sgambellone, LCC Assistant Director
 Caroline Taito, YouthBuild Program Manager
 Tracy Pierce, Recycling Program Manager
 Alicia Garcia, Administrative & Operations Manager
 Bernard Jackson, Transitional Support Advisor

Corpsmembers/Students: Josiah Franklin
 Angelica Galaviz, LCC Full Time AmeriCorps Member
 Guests: Mary Sosa – Poverello House

1. WELCOME AND CALL TO ORDER

Shawn Riggins, LCC Director, called the meeting to order at 12:00 p.m.

2. ROLL CALL

Roll was called.

3. INTRODUCTION OF NEW MEMBERS

New members were not present.

4. CHAIRPERSON SELECTION

The Advisory Board nominated and approved the Chairperson Position

Chairperson: Lisa Mitchell

Motion by: B. King

Ayes: All in favor.

Second by: M. Bady

Nays: None heard.

5. APPROVAL OF MINUTES

The Advisory Board approved the minutes for August 21, 2024

Motion by: M. Bady

Ayes: All in favor.

Second by: B. King

Nays: None heard.

6. PARTNERSHIP WITH THE POVERELLO HOUSE

Caroline Taito, YouthBuild Program Manager, provided an overview of LCC/YouthBuild AmeriCorps' partnership with Poverello House. Taito then introduced Angelica Galaviz, LCC's Full Time AmeriCorps Community Partnership Team Leader.

Galaviz stated that she is a former LCC corps member and has returned to this position to give back to the community. Since she started last April, she has partnered with the Poverello House and met Mary Sosa. Galaviz stated that she coordinated with Sosa to take students there to volunteer and earn hours toward their AmeriCorps education award. Students are able to volunteer at LCC during the monthly food distributions, and they can continue to volunteer at Poverello House after their term in AmeriCorps is over, as Poverello House is always in need of volunteers.

Galaviz then introduced Mary Sosa, Community Engagement Coordinator at Poverello. Sosa provided an overview of the services offered by Poverello House, a homeless shelter that delivers comprehensive support for individuals experiencing homelessness. She highlighted that Poverello House currently provides 3,500 meals daily, with 1,000 meals served on-site and the rest delivered to eleven off-site partners, including the Marjaree Mason Center, Turning Point, and Journey, which provide breakfast, lunch, and dinner. Poverello operates two kitchens, an outgoing kitchen, and a restaurant kitchen where the corpsmembers and volunteers play a crucial role in feeding the community by taking part in meal preparation, service, and cleaning, as well as helping in the clothing warehouse. Sosa emphasized that Poverello experiences the greatest demand during the summer months, and that corpsmembers are integral to the breakfast service. She expressed appreciation for the corpsmembers who dedicate their time to serve, noting that some volunteers even return on weekends with their families to enjoy the meals.

Josiah Franklin, LCC Corpsmember, also shared his experience while volunteering at Poverello. Franklin stated that he has a personal experience with Poverello, having experienced homelessness last year and that being a corpsmember gave him the opportunity to prove to himself that getting out of the circumstance of desolation is possible. Franklin stated that he made himself a promise last November that he would come back and give back to the community what he received, this allowed him to have the opportunity to become a Dog Kennel Ambassador. This program allows individuals experiencing homelessness to bring their pets to the kennel, enabling them to focus on their rehabilitation. As a Kennel Ambassador, Franklin handles caring for the animals, which includes feeding and walking them around the property. He also volunteers in the kitchen, clothing warehouse, and takes part in holiday events and toy drives. Franklin expressed his gratitude to Mary Sosa for the opportunity to serve as an ambassador.

7. PROGRAM UPDATES

A. Work Training Projects

A detailed list of work training projects was distributed at the meeting with the Advisory Board agenda packet. Several projects were highlighted. Shawn Riggins provided a brief update on LCC's activities/events since the last Advisory Board meeting, as follows:

- Ken McCoy, Counselor/Registrar at YCSC, reported that YSCS has reached full capacity and that an afternoon schedule has been introduced to accommodate all students. McCoy stated that the attendance goal of 80% and the Average Daily Attendance (ADA) goals are being successfully met. Currently ninety-one (91) students are enrolled, and an additional twelve (12) students are scheduled to begin in the coming weeks. Additionally, he mentioned that the Fresno site has won more competitions than any other YCSC locations this year.
- Tracy Pierce, Recycling Program Manager, provided an update on the recycling program. Pierce stated that the program has been busy and is actively working on efforts to increase the e-waste collection, and is currently in the process of hiring staff, while continuing to service customer accounts and the Save Mart Center during events and concerts.

- Riggins announced the promotion of Bernard Jackson to the position of Transitional Support Advisor (TSA), which aligns with LCC's role of case manager. Riggins highlighted that Jackson began his journey with the LCC as a corpsmember in the recycling program twenty-three (23) years ago and returned last year as a Crew Supervisor. Jackson is the first TSA to have started as a corpsmember. Jackson then shared his experience as a corpsmember with LCC, where he earned an AmeriCorps education award. He attended Fresno Pacific University, where he obtained his bachelor's degree, and gained professional experience working for the City of Clovis and the EOC's Transit Department. Jackson has also obtained his Master's Degree.

8. OTHER BUSINESS

The retirement celebration for Greg Washington will be held immediately after this meeting. All members are welcome to attend.

Next meeting is scheduled for May 21, 2025.

9. PUBLIC COMMENTS

None heard.

10. ADJOURNMENT

Meeting adjourned at 12:29 p.m.

Respectfully Submitted,
Shawn Riggins, LCC Director
Fresno EOC Local Conservation Corps

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION
SANCTUARY AND SUPPORT SERVICES ADVISORY BOARD MEETING
Wednesday, April 17, 2025 at 11:00 a.m.**

Minutes

I. CALL TO ORDER

The meeting was called to order by Misty Gattie-Blanco, Director, at 11:05 AM

II. COMMUNITY ACTION PROMISE

Community Action changes people’s lives, embodies the spirit of hope, improves communities, and makes America a better place to live.

We care about the entire community, and we are dedicated to helping people help themselves and each other.

III. ROLL CALL

Arambula-Reyna, Kathleen <i>Fresno EOC Commissioner</i>	A	<i>Social Services</i>	V
Turner, Patrick <i>Business/Civic Organization</i>	X	<i>Law Enforcement</i>	V
Hicks, Tanya <i>Community At Large</i>	X	<i>Current/Former Program Representative</i>	V
Corey, Kirsten <i>Education</i>	X	<i>Current/Former Program Representative</i>	V
Cervantes, Cynthia <i>Health Representative</i>	X		

Present = X, Phone = P, Absent = A, Vacant = V, Excluded = N/A

Staff Present:

Sherry Neil, Programs Officer
Misty Gattie-Blanco, Sanctuary Director
Chrystal Streets, Sanctuary Assistant Director
Amber Secundino, CVAHT Manager
Anita Ponce, Program Assistant III

IV. INTRODUCTION OF MEMBERS

Gattie-Blanco introduced herself and invited Sanctuary staff, Secundino, Streets, and Ponce introduce themselves to the Committee.

Sherry Neil, Program Officer overseeing Sanctuary and Support Services

Patrick Turner, Director for Training Employment Valley Apprenticeship Connections, and Advanced Peace, been with Fresno EOC for 20 years. Planning Commissioner for City of Reedley, Director for the Kings River Conservancy, member of multiple board and local organizations. Has been involved with Sanctuary back in 2000’s and son’s boys scouts assisted with fundraisers.

Tanya Hicks, worked at Sanctuary and Support Services for 26 years, worked under Patrick Turner during COVID.

Kirsten Corey, an attorney in the Fresno area for 25 years and started serving on the Sanctuary Board around the same time. Has three (3) children, two that went through Boy Scouts and committed to the community. CVAHT conducted a presentation on survivors, victims of abuse and trafficking. Currently serves as General Counsel for State Center Community College District. Excited to be back and see the growth.

Cynthia Cervantes introduced herself and shared she's a registered nurse, nurse practitioner and works for Anthem Blue Cross for the medical division. Cervantes shared her teams focus is on preventative care, focus on disparities, look at data, internal, county, all forms of data.

V. **CHAIRPERSON SELECTION**

A motion by Streets was made and nominated Hicks and second by Turner, all in favor.

Motion by: Streets Second by: Turner

Ayes: 3

Nays: 0

VI. **APPROVAL OF MINUTES**

December 12, 2024, No Meeting Held due to lack of Quorum

VII. **PUBLIC COMMENTS**

None heard

VIII. **PROGRAM UPDATES**

A. Activity Reports

Streets provided an overview of Homeless Services and highlighted Outreach noting the difference between Outreach which provides individuals with resources and Street Navigation which assists individuals with going into a shelter or housing.

Corey inquired what the definition is of a positive destination, Streets noted it's an individual not returning to homelessness.

Secundino provided an overview of Central Valley Against Human Trafficking (CVAHT) program activity report and noted there's a revision needed upon running further report in CAP60, new data system, there were 126 human trafficking survivors were identified and served.

Gattie-Blanco provided an overview of LGBTQ Resource Center and noted the center is in the process of moving and have not provided any outside trainings to the community. Gattie-Blanco stated the focus at the moment is on the move, getting them settled in and what our focus is going to be for the remainder of the year.

Gattie-Blanco noted the Accomplishments and Challenges provides a lot of the same information from the Program Activity Reports noting the Homeless Services had National Safe Place week, and CVAHT acclamations.

Secundino shared January was Human Trafficking Awareness month, in that time CVAHT sponsored six (6) proclamations and seven (7) additional were attended by staff members who spoke on the behalf of the agency at those locations because we cover six (6) counties in our region. CVAHT also hosted Congressman Valadao and Vince Fong roundtable in Kings County where we had discussions about current barriers to care for survivors and what are some of the trends being recognizing. Our partner anti-trafficking agencies, within our six (6) counties, were able to speak with representatives about what their needs are for their victims.

CVAHT participated in Pledge to Stop Trafficking which is a collaborative in the Central Valley of other anti-trafficking agencies with the goal of providing education on trafficking as well as raising funds to be given back to anti-trafficking agencies in the form of grants. Secundino shared she currently serves as the chairperson of that pledge and amongst the four (4) locations they were able to raise \$5,208.43.

Secundino circled back to infographic and noted CVAHT has one emergency shelter apartment that is a master lease, and three additional that are transitional shelter. In those spaces a total of five (5) families were housed and are currently full; two (2) clients in the emergency shelter and a total of 10 individuals or three (3) families located in transitional housing spaces. That funding is slated to end in June, we were unable to re-obtain funding through OVC federal grants and are currently working with the families to find safe housing through coordinated entry or on their own.

Streets shared Homeless Services lost two of her longest standing staff, Housing Coordinator who retired and Outreach Coordinator who accepted another position and relocated. Case Manager from transitional shelter was promoted to Outreach Coordinator and Case Manager from Project Phoenix, which is our longest housing program, got promoted to Housing Coordinated and both are doing well.

Gattie-Blanco mentioned LGBTQ's move from their Fulton location to Executive Plaza, they're continuing with support groups and noted in January the Community Outreach Educator was interviewed and featured on ABC 30 after the President issues and Executive Order regarding transgender rights.

B. Funding Activities

Gattie-Blanco shared new funding since we last met is SCAN Health Plan to provide emergency financial assistance to at-risk and/or homeless adults over 55 years old that was slated to go through June however, funds are expended. Streets shared we were scheduled to assist 30 individuals and we served 43 with direct financial assistance.

Project Rise, supportive housing master lease project, expanded from 3 households to 22 households back in November 2024.

Gattie-Blanco reviewed the pending grants with the Committee.

Cervantes inquired on Current Projects and if there's funding requests, Gattie-Blanco clarified Current Projects are grants that have been awarded and we're currently in right now. Pending Projects are grants we've applied for and haven't heard back or waiting for contracts. Gattie-Blanco shared we're constantly applying for additional funding.

IX. PROGRAM ANNOUNCEMENTS

A. Fresno Rainbow Pride Parade and Festival, June 7, 10AM – 6PM.

We decided not to have a float this year because of the strain from moving and highlighted the Community Outreach Educator is one of the Grand Marshall's this year.

Turner inquired about Illuminate Our Pride, Gattie-Blanco stated that it could possibly move to October, depending on funding, because October is LGBTQ history month.

X. OTHER BUSINESS

A. Discussion and vote about fourth meeting

Gattie-Blanco stated the meetings changed to better align with data reports and at the moment there's only three (3) meetings scheduled for the year.

Hicks motion for a fourth meeting, second by Turner, all in favor.

Motion by: Hicks Second by: Turner

Ayes: 4

Nays: 0

A poll will be emailed to the Committee.

B. Next meeting is scheduled for July 17, 2025

XI. ADJOURNMENT

The meeting was adjourned at 11:30 AM

**Local Conservation Corps
Advisory Board Meeting
May 21, 2025
MINUTES**

Marc' Bady	A	Lisa Mitchell	A
David Clark	A	Lauren Nikkel	A
Jennifer Duran	P	Matt Rogers	A
Brian King	A	Carmen Romero	A
Luis Martinez	P	Sharon Weaver	A
Ken McCoy	P	LCC/YouthBuild Senate Council President or Representative	P

Staff:

Shawn Riggins, LCC Director
 Sherry Neil, EOC Program Officer
 Elisa Sgambellone, LCC Assistant Director
 Caroline Taito, YouthBuild Program Manager
 Tracy Pierce, Recycling Program Manager
 Alicia Garcia, Administrative & Operations Manager
 Raquel Padia, Foster Grandparent Program Coordinator
 Tyus Bloom, Access to Technology Program Coordinator
 Noie Lugo, Recycling Supervisor

Corpsmembers/Students: Andre Bowers, Ahmad Dimery, Jacob Echavarria, K'lin Lee
 Guests: Anthony Cantu, Staff Analyst, Fresno Metropolitan Flood Control District and
 Dr. Sonia Hernandez, Principal, YouthBuild Charter School of California

1. WELCOME AND CALL TO ORDER

Shawn Riggins, LCC Director, called the meeting to order at 12:13 p.m.

2. ROLL CALL

Roll was called.

3. APPROVAL OF MINUTES

No quorum was established; the item was tabled to the next meeting.

4. PARTNERSHIP WITH THE FRESNO METROPOLITAN FLOOD CONTROL DISTRICT (FMFCD)

Shawn Riggins, LCC Director, provided an overview of LCC's partnership with the Fresno Metropolitan Flood Control District. Riggins then introduced Anthony Cantu, Staff Analyst at FMFCD.

Mr. Cantu explained that the FMFCD entered into a contract with Fresno EOC/LCC to install 800 inlet markers at the district's drainage inlets. He noted that storm drains connect directly to local water bodies and groundwater, rather than treatment facilities. As a result, pollutants such as oil, trash, and pesticides can flow untreated into the water system, potentially impacting drinking water sources and aquatic ecosystems. The pilot project started in June

2021, during which LCC installed 182 markers across three different drainage areas. The program served as a logistical test, with two crews of three personnel completing the installation of all markers in five days. This pilot allowed the District to evaluate the resources necessary for full implementation.

The goals of the FMFCD storm drain marker program are to educate the public, promote environmental protection, reduce pollutants, and raise awareness about stormwater management, delivering a visible, lasting environmental solution and fostering public engagement. Project crew members then shared their experiences and showed the equipment used to install the markers.

5. PROGRAM UPDATES

A. Work Training Projects

A detailed list of work training projects was distributed at the meeting with the Advisory Board agenda packet. Several projects were highlighted. Shawn Riggins provided a brief update on LCC's activities/events since the last Advisory Board meeting, as follows:

- Ken McCoy, Counselor/Registrar at YCSC, reported that enrollment for the upcoming academic year is in progress, and students are working on their senior portfolios. He stated that approximately 25 students, enrolled in both classroom-based and independent study programs, are expected to graduate. The graduation ceremony is planned to take place at Fresno City College on June 20, 2025, at 2:00 p.m. He also noted the potential for a December graduation ceremony. Dr. Sonia Hernandez, Principal of YCSC, commended the Fresno YCSC site for successfully achieving its enrollment, average daily attendance, and retention goals and highlighted their accomplishments during YCSC board meetings.
- Caroline Taito, YouthBuild Program Manager, provided an update on the YouthBuild AmeriCorps and YouthBuild/DOL construction programs. She reported that the YB/DOL program is now fully enrolled and is no longer accepting new students. Current students will be exited from LCC, as the program concludes, and the remaining slots cannot be filled. Staff will be working with students on post-secondary education and job placement activities. There are approximately six months left in this grant year, followed by a year of post-program follow-up services.
- In addition, Taito reported that the YouthBuild AmeriCorps (YB/AMC) program is currently enrolling the 2024-2025 cohort into the 675 and 900 education award slots and working to fill the full-time slot soon. Approximately 20 corpsmembers remain active in the 2023-2024 program year and will be completing their hours soon and that the 2022-2023 program year is now closed.
- Tracy Pierce, Recycling Program Manager, provided an update on the recycling program. She stated that between January and April, a total of 26 events were successfully held. The volume of electronic waste has increased, and an e-waste collection event is scheduled for Saturday, June 28th, from 8:00 a.m. to 2:00 p.m. Staff are currently working on the outreach flyers, which will be posted on EOC's intranet. Additionally, the number of waste tire pickups has also increased. All corpsmembers have obtained forklift certification, with the exception of the five recent hires.

- Riggins reported that LCC is now offering forklift training as a fee-for-service project for Workforce Connection, and other EOC programs, and may also be providing this service to EOC's SOUL School students in the near future.
- Riggins then introduced Tyus Bloom, Coordinator of the Access to Technology Program (ATP). Bloom explained that Access to Technology is a recent program at EOC, focusing on teaching computer literacy skills to seniors aged 60 and older. The program has made a significant impact within the community. ATP has been operational for nearly two years, having begun in late 2021 with funding from the Department of Social Services. Although that first grant has ended, new funding has been received from the California Public Utilities Commission, which will support the program for an additional two years, serving approximately 1,200 seniors annually. While there is still a lot of work to be done, staff are excited about the opportunities ahead. This program is particularly meaningful because many seniors have been left behind in technology, limiting their ability to navigate the digital world effectively. Unlike younger generations who often grow up immersed in technology, this initiative aims to bridge that gap for seniors, addressing an area that has often been overlooked.
- Raquel Padia, Program Coordinator for the Foster Grandparent Program, provided an update. Ms. Padia shared that the staff is pleased to have received a response from AmeriCorps. The grant was initially sent and remained in submission status for an extended period. It is now in the review process. Leah Stuck is currently in contact with AmeriCorps. The Program expressed its gratitude to EOC Commissioner Luis Martinez, who provided a letter of support promptly. Staff remain hopeful that our seniors will be able to continue their service starting July 1, 2025. Padia reported that the program year is approaching its conclusion. Recently, a recognition event was held at Holland Park West, during which all the foster grandparents enjoyed themselves. It was a meaningful opportunity to celebrate their contributions. One of the foster grandmothers recently completed 25 years of service. She is 94 years old, was particularly excited and continues to serve at MLK Elementary School. Additionally, Padia noted that following the COVID-19 pandemic, program enrollment numbers had not met expectations in recent years. However, she is pleased to report that this is the first year in which enrollment goals have been met, to the extent that she may need to inform some grandparents to reduce their service hours.
- Riggins provided an update on ongoing grant activities and is pleased to share that LCC has found a potential second site for a buyback center. Our team has been actively seeking a suitable location for several years, considering various regulatory requirements, such as finding a willing site that allows the setup of the buyback operation. Many potential storefronts have been approached; however, when the concept of a buyback center is mentioned, it is often associated with concerns about homelessness, which has led some businesses to decline. Despite these challenges, one of our recycling staff members has found a promising location in Fowler. Riggins mentioned that work is underway on two applications, one to be sent to CalRecycle and another to the City of Fowler. The estimated review period for the state application is approximately 60 days, after which certification is expected. The City of Fowler will also need to complete their planning process. Riggins is optimistic about approval, noting that the City of Fowler currently does not have a buyback recycling center and that the identified site is suitable. He expressed hope that, by the next meeting, he will be able to confirm the successful establishment of

this second buyback center. The buyback center provides the program with added revenue to support activities not funded by grants.

- Riggins provided an update on the state's Nature-Based Solutions grant of \$2.7 million. The initial application was sent at the end of last year, and the state requested some revisions. These changes were made and resubmitted. Today, we received an email requesting a few other modifications, which will be addressed and sent within the next couple of weeks. Once these updates are approved, we will hire a program manager and continue with the planning phase for implementation.
- Additionally, Riggins mentioned the potential collaboration with the City of Fresno on the brownfields training program, which aims to revitalize contaminated properties within the city. Specifically, the program focuses on the West Fresno and Elm Avenue areas, where LCC would provide corpsmember labor support for cleanup efforts.
- Riggins stated that the Fresno WIB/CAL FIRE participants completed their first training and obtained all necessary certifications at LCC and Valley ROP four months ago. They are scheduled to return to LCC on June 2nd for their eight-week direct work experience training. This marks the 11th cohort collaborating with the Fresno WIB.
- In addition, Riggins reported that in October, several corpsmembers participated in a training conducted in partnership with CAL FIRE and the Local Conservation Corps Foundation, during which they obtained their S12 chainsaw certification and several other certifications. Riggins has reached out to the trainer who facilitated this program and is currently coordinating the scheduling of a follow-up training session later this summer to train more corpsmembers. This training is expected to be implemented upon approval for the Nature-Based Solutions grant.

B. Corpsmember Development

- Elisa Sgabellone, LCC Assistant Director, stated that she is currently developing the July Summer Education schedule. She is in discussions with Coastline Academy to offer driver's education for selected students, with selections made in collaboration with program managers and TSA representatives, based on merit and need. The program aims to provide students with the opportunity to obtain their learner's permits and, ultimately, their driver's licenses. Additionally, certifications such as First Aid/CPR and Forklift Training will be available, along with activities focused on career exploration and preparation. LCC is also working with CSET from Visalia, to provide ergonomic training to staff and corpsmembers.
- Riggins then introduced Ahmad Dimerey and Jacob Echavarria, LCC corpsmembers, who took part in this year's Government Education Day in Sacramento. The corpsmembers shared their experiences, noting that youth from across the state gathered to network, build connections, and learn about opportunities in different regions. For many, this was their first visit to Sacramento and their first opportunity to engage with policymakers and state officials. The event included team-building activities and a collaborative project in an open field, where participants performed maintenance tasks such as brush trimming and trash removal. Overall, they found the experience to be valuable. They also gained insight into the many services and support offered by different

corps programs, learning that not all corps have recycling centers or engage in construction or landscaping projects. They expressed gratitude for the opportunity. Additionally, Riggins mentioned that two young women from the group had the chance to visit the Capitol and speak with elected officials and staff from various state agencies. Riggins shared that a video documenting the activities of Government Education Day has been produced and will be shared with all attendees.

6. OTHER BUSINESS

The graduation ceremony for the YouthBuild Charter School of California will be held on Friday, June 20, 2025, at 2:00 p.m. in the Old Administration Building at Fresno City College.

Next meeting is scheduled for November 19, 2025.

7. PUBLIC COMMENTS

None heard.

8. ADJOURNMENT

Meeting adjourned at 12:50 p.m.

Respectfully Submitted,
Shawn Riggins, LCC Director
Fresno EOC Local Conservation Corps

FINANCE COMMITTEE MEETING

Date: May 14, 2025

Time: 5:00 PM

Location: 1920 Mariposa Street, Suite 310 Fresno, CA 93721

MINUTES

1. **CALL TO ORDER**

Charles Garabedian, Chair, called the meeting to order at 5:03 p.m.

2. **ROLL CALL**

Roll was called and a quorum was established.

Committee Members:

Charles Garabedian
Debra McKenzie

Teleconference:

Manuel Romero
Alysia Bonner

Absent:

Rey Leon

Staff:

Brian Angus
Salam Nalia
Jack Lazzarini
Greg Streets
Sherry Neil
Angela Riofrio
Steve Warnes
Ana Medina

Patrick Turner
Andy Arredondo
Chris Erwin
Thomas Dulin
Jose Zuniga
Jerry Moreno
Augie Quiroz
Latisha Conway
Elionora Vivanco

3. **APRIL 2, 2025, FINANCE COMMITTEE MEETING MINUTES**

Public Comment: None heard.

Motion by: Bonner **Second by:** Romero

Ayes: All in favor.

Nays: None heard

4. **AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT MARCH 2025**

Angela Riofrio, Finance Director, provided an overview report of the Agency Financial Statements and the Head Start Financial Status Report as of March 31, 2025, with a revenue of \$39,274,698 and a total of \$40,237,401 in expenditures, which is 22% of the budget. The total net difference between operating revenue and expenditure is (\$962,704) deficit year-to-date. Transit grant asset depreciation is \$20,157, increasing the agency net deficit to (\$982,861).

Public Comment: None heard.

Motion by: McKenzie **Second by:** Bonner

Ayes: All in favor.

Nayes: None heard

5. HEALTH INSURANCE REPORT

Steve Warnes, Finance Officer, presented the health insurance fund report. As of March 31, 2025, the health insurance reserve of \$4.4 million will cover approximately 5.0 months of average expenditures. Contributions from programs and employees for 2025 total \$2,932,315 while the Fund paid out \$2,659,886 in expenses.

Committee Chair Garabedian noted that employee premiums remained unchanged, while program premiums increased by 4%, and inquired whether the agency projected an increase for employees in January 2026. Warnes stated, yes, there will be an increase for employees next year.

Public Comment: None heard.

No action required.

6. ACCOUNTING PAYABLE SYSTEM CHANGE: PAPERSAVE

Chris Erwin, Procurement Director, provided an overview of the plan to transition from Coupa to Papersave. This will be a three-year agreement totaling \$149,900. The goal of this transition is to enhance oversight of financial operations by improving efficiency, accuracy, and transparency in Accounts Payable. Additionally, it aims to deliver cost savings and generate potential revenue for the agency.

Public Comment: None heard.

Motion by: Romero **Second by:** McKenzie

Ayes: All in favor.

Nayes: None heard

7. VARIANCE REPORTS

Riofrio presented an overview of projects that have not secured funding, which will be drawn directly from the administrative income. Additionally, Riofrio provided a detailed variance report for the Administration, which included a breakdown of Communications, the Executive Office, Fresno Executive Plaza, the Finance Office, Human Resources, Internal Audit, Information Technology, and Planning & Evaluation.

Commissioner Romero asked whether the purchase of the Fresno EOC property at 925 N. Abby Street, which includes a balloon payment of \$328,500 that is due in June, has already been budgeted. Riofrio replied that the balloon payment will be covered by a portion of the loan the agency received from Self-Help Credit Union.

Thomas Dulin, Transit Systems Director, presented a detailed variance report for the Transit Systems program. No questions were asked by the committee.

Public Comment: None heard.

No action required.

8. AGENCY FUNDING LIST MAY 2025

Riofrio provided an overview of the Agency's Funding list as of May 1, 2025, reflecting the current funding awarded of \$186.8 million, which decreased from \$193.3 million on January 1, 2025.

Commissioner Romero expressed gratitude to the staff for their hard work over the past few months and is excited to see the agency continue to progress.

Public Comment: None heard.

No action required.

9. PUBLIC COMMENTS

Public Comment: None heard.

No action required.

10. COMMISSIONERS' COMMENT

Public Comment: None heard.

No action required.

11. EXECUTIVE SESSION

Public Comment: None heard.

No action required.

12. ADJOURNMENT

The meeting adjourned at 5:34 p.m.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Head Start 0 to 5
Consent Agenda Item #: 8_8	Interim Director: Michael Balderas
Subject: Conscious Discipline	Officer: Brian Angus

Recommended Action

The Finance Committee recommends review and approval of the purchase of Conscious Discipline, to implement into the Fresno EOC Head Start 0 to 5 program.

Background

This item was presented during the June 25, 2025, Finance Committee meeting.

During the recent RAN (Risk Assessment Notification) federal monitoring review, the Head Start 0 to 5 program received an area of non-compliance and a deficiency related to Health and Safety of the children. Child Care Licensing (CCL) also cited the program for a violation of personal rights. This incident allowed us to review the culture and consistency of classroom interactions, especially in cases of challenging behaviors. While behavior incidents have increased, teacher training has not expanded to manage with these increased challenges.

In response, the Head Start 0 to 5 leadership team is planning to implement the Conscious Discipline Program into all facets of the program.

Conscious Discipline is a comprehensive, adult-first, trauma-responsive approach to self-regulation, wellness, and classroom management that is practiced by 20 million adults worldwide. This transformational program is designed to develop awareness, shift mindsets, and build fundamental skills in teachers, program staff, and parents so they can effectively instill these same skills in children. As adults learn to change their perceptions and responses, they can create an environment of safety and connection that fosters learning and problem-solving. Conscious Discipline’s field-tested best practices have been cultivated over more than 25 years to provide lasting results for achievement, self-regulation, community building, and teacher retention.

The plan will focus on 3 key areas of improvement.

1. **Increase Retention:** Teach adults (teachers and administrators) to build a health school family rooted in safety, connection, and problem solving. The school family thrives on being of service to one another and conflict resolution. The school family shifts the program culture into one of healthy relationships and ongoing learning that are the main drivers of retention.
2. **Develop Regulated Leaders:** The adult-first model of Conscious Discipline also helps teachers, leaders, and administrators learn to co-regulate for each other. It helps

administrators create a school family where the teachers are able to feel safe and connected so that they too can thrive. Additionally, over time, as children learn to develop the 7 skills & Powers of Conscious Discipline, they evolve into adults with the soft skills that develop powerful leaders.

3. **Decrease Behavior Incidents:** The school family helps children learn to be helpful instead of hurtful, develop their social skills, and work through problems in a healthy way. This helps children to understand and manage their behavior. The self-regulated adult also learns the skills to guide children through this process, helping them manage their response to behavior incidents. The school family transforms the discipline process to an opportunity to learn.

Fiscal Impact

Action on this item will allow the program to proceed with contracting with Conscious Discipline in the amount of \$438,042.67.

Conclusion

By approving the contract with Conscious Discipline, Fresno EOC Head Start 0 to 5 will be able to better support staff in dealing with challenging child behaviors in appropriate and effective ways, thus increasing staff wellness and teacher retention.

Fresno Economics Opportunity Commission Strategic Plan for Transformation and Sustainability

A customized Conscious Discipline implementation plan to support
your organization's transformational journey

April 10, 2025

648 Trestle Point | Sanford, FL 32771 | 407.366.0233 P | 407.366.4293 F

[ConsciousDiscipline.com](https://www.ConsciousDiscipline.com)

Meeting Notes

During our meeting on April 8, 2025, Michael and his team shared insight into the successes and challenges faced by Fresno Economic Opportunity Commission. The program is new to Conscious Discipline and is ready to begin full implementation. Phase 1 will integrate building leadership capacity and maximum classroom impact.

This plan outlines Conscious Discipline and our four-phase approach to supporting sustainability with a focus on three key areas for phase 1:

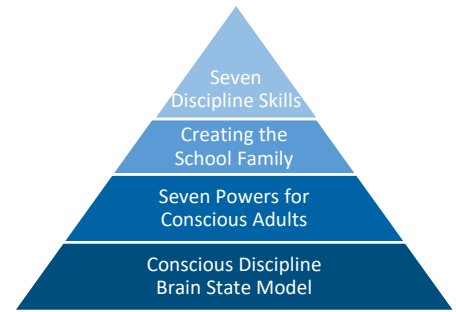
- 1. Increase Retention:** We teach adults (teachers and administrators) to build a healthy school family rooted in safety, connection, and problem solving. This school family thrives on being of service to one another and conflict resolution. The school family shifts the program culture into one of healthy relationships and ongoing learning that are main drivers of retention.
- 2. Develop Regulated Leaders:** The adult-first model of Conscious Discipline also helps teachers, leaders, and administrators learn to co-regulate for each other. It helps administrators create a School Family where the teachers are able to feel safe and connected so that they too can thrive. Additionally, over time, as children learn to develop the 7 Skills & Powers of Conscious Discipline, they evolve into adults with the soft skills that develop powerful leaders.
- 3. Decrease Behavior Incidents:** The School Family helps children learn to be helpful instead of hurtful, develop their social skills, and work through problems in healthy ways. This helps children learn to understand and manage their behavior. The self-regulated adult also learns the skills to guide children through this process, helping them to manage their response to behavior incidents. The school family transforms the discipline process to an opportunity to learn.

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Conscious Discipline Overview

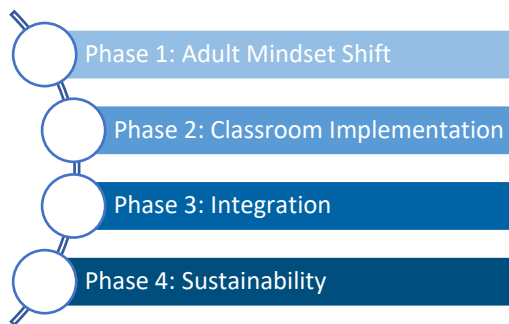
Conscious Discipline is a comprehensive, adult-first, trauma-responsive approach to self-regulation, wellness, and classroom management that is practiced by 20 million adults worldwide. This transformational program is designed to develop awareness, shift mindsets, and build fundamental skills in teachers, program staff, and parents so they can effectively instill these same skills in children. As adults learn to change their perceptions and responses, they can create an environment of safety and connection that fosters learning and problem-solving. Conscious Discipline’s field-tested best practices have been cultivated over more than 25 years to provide lasting results for achievement, self-regulation, community-building, and teacher retention.



Research-based program that transforms school culture, discipline strategies, and self-regulation skills to optimize academic achievement.

Transformation and Sustainability Process

Transformation is a journey, not a destination. Each phase of your plan forges new skills through professional development with leadership, classroom staff, program staff, and parents, including multi-day



experiential events, onsite training and coaching, and eCourse facilitation. Throughout the process, Conscious Discipline Certified Instructors provide coaching and feedback to accelerate your organization’s transformational journey, and help establish self-sustaining policies and practices for continuous growth over time.

Transformation begins with the willing.

Successful implementation begins by sharing Conscious Discipline with leaders, and then selecting those who are willing and passionate about guiding the program launch. These motivated individuals will become your Conscious Discipline Action Team (CDAT). Conscious Discipline will provide this team with in-depth training for implementing the program, overcoming resistance, and coaching others to fidelity. Anchor classrooms will emerge and enable others to observe and experience the impact of Conscious Discipline practices.

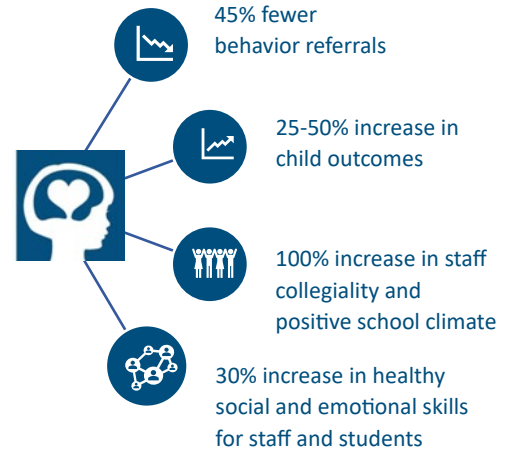


Program leadership defines the desired outcomes and provides guidance, funding, and support to implement Conscious Discipline with the program, staff, and parents. Your Conscious Discipline team will lead quarterly consultation calls with leadership and/or the CDAT to provide support, problem solving and guidance for a successful implementation.

Experienced Conscious Discipline Certified Instructors guide your transformation and fidelity. Our Certified Instructors have many years of experience, first as practitioners, and then in training and coaching teachers, administrators, and parents. Certified Instructors receive continuing education to refine their training and coaching skills and specialize by grade level and in domains such as mental health, counseling, special needs, and parent engagement.

A Program That Facilitates Transformative Results

Conscious Discipline has been helping programs, schools and districts transform their school culture for 25+ years by guiding adults in understanding the relationship between safety, connection and the ability to learn. As educators apply the strategies and mindset shifts fostered by Conscious Discipline, conflict and challenges become opportunities for continuous learning and growth. Incremental but measurable changes begin to occur as practice and self-reflection reinforce the transformative impact of this new way of thinking and responding.



Data from organizations implementing Conscious Discipline report decreases in aggression, impulsivity, and discipline referrals, and increases in teaching time, academic achievement, and teacher retention.

Phases of Implementation

Phase 1: Adult-First Wellness & Implementation

Objectives: Facilitate a mindset shift in the way adults think, add new skills and structures to current practices, and help create a safe environment for children to learn.

Services: Expose the entire program to Conscious Discipline with a focus on safety for staff and children. Create a Conscious Discipline Action Team (CDAT) and provide them with in-depth training to begin building the internal expertise necessary to lead their program to fidelity. Tiered training and support for the leadership staff.

Outcomes: Teachers create optimal learning environments with a focus on safety, achieved through self-regulation and changing their perception of conflict. Children focus on learning routines and composure. Metrics are established to measure program impact.

Phase 2: Implementation with Children

Objectives: Extend the school family from adult shared spaces into individual classrooms and introduce Conscious Discipline to families.

Services: Intensive training and coaching for CDAT, Leadership and Staff to strengthen school family, assess progress, handle resistance, and model Conscious Discipline. Continue training with teachers. Expand training to program support staff, family engagement staff and families.

Outcomes: Teachers let go of ineffective practices as they experience success with Conscious Discipline. The focus moves through safety and into establishing a connected School Family culture. Reductions in behavior referrals, increased instructional time and improved school climate begin to become apparent.

Phase 3: Transformation & Expansion

Objectives: Extend the practice of Conscious Discipline across the program and integrate it into academic curricula. Strengthen internal program support systems and policies to ensure long-term sustainability.

Services: Deepen training for all stakeholders, including support staff and parents. Embed Conscious Discipline into every program practice and system, from playground to parent nights to center time. Celebrate areas of success and seek opportunities for improvement.

Outcomes: Downward trend in behavior referrals continues. Decreased staff absenteeism, increased teacher retention, and increased academic and social emotional outcomes emerge. Children and staff are more adept with social skillsets, emotional expression and self-regulation, and exhibit resilience under stress.

Phase 4: Long-Term Sustainability

Objectives: Implementation responsibilities shift to CDAT, with Conscious Discipline Certified Instructors serving as secondary support rather than a primary source.

Services: CDAT-led coaching, mentoring and trainings maintain program fidelity and support continuous improvement through reflection, empathy and deepening practices for staff. Conscious Discipline Certified Instructors support and consult as needed.

Outcomes: Increased teacher satisfaction, child attendance and sustained academic and social emotional outcomes become evident in addition to existing gains. Stronger home/school connection. Self-sustaining infrastructure ensures long-term success.

Customized Implementation Plan for Fresno Economic Opportunity Commission

Phase 1: Adult-First Wellness & Implementation

Objectives: Facilitate a mindset shift in the way adults think, add new skills and structures to current practices, and help create a safe environment for students to learn.

Services: Expose the entire program to Conscious Discipline with a focus on safety for staff and children. Create a Conscious Discipline Action Team (CDAT) and provide them with in-depth training to begin building the internal expertise necessary to lead their program to fidelity. Tiered training and support the Leadership Staff.

Outcomes: Teachers create optimal learning environments with a focus on safety, achieved through self-regulation and changing their perception of conflict. Children focus on learning routines and composure. Metrics are established to measure program impact.

Adult First Wellness and Implementation

This phase is all about facilitating a mindset shift with adults to see behavior, discipline, and conflict differently. Once adults see behavior differently, they can respond differently. There are two parts to Conscious Discipline. The slow building of relationships and connection and the quick strategies in the moment to manage conflict/problems. Phase 1 is the beginning of a structured plan to support fidelity, build internal capacity through the creation of a CDAT Team, and facilitate a mindset shift among willing staff. This phase begins the pathway to self-regulation with a focus on safety.

On-Site Professional Development Support for Leadership Team

(Leadership team encompasses all leadership positions including program, service area and center directors, managers, coordinators, and applicable specialists. Executive Leadership team includes Chief Executive Officer, Director, Assistant Director and Education Services Directors.)

- **Introduction to Conscious Discipline: Two-day, onsite, instructor-led training for all leadership team staff**

HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.34 (b,2), 1302.45 (a-b), 1302.92 (b)(3), 1302.93(a)(d), 1302.101(a)(b)

This training introduces participants to the foundational principles and practices of Conscious Discipline, a research-based approach to social-emotional learning, self-regulation, and classroom management. Participants will explore how Conscious Discipline integrates the Seven Powers for Conscious Adults and the Seven Skills of Discipline to create safe, connected, and cooperative environments for children and adults.

Outcomes:

1. Learners will explore the Brain State Model
2. Learners will practice using the Seven Powers for Conscious Adults to self-regulate
3. Learners will identify how the Seven Skills of Discipline can be applied to teach self-regulation, connection, and problem-solving

- ***Introduction to Conscious Leadership: Two-day, onsite, instructor-led training for all leadership team staff***

HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.34 (b,2), 1302.45 (a-b), 1302.92 (b)(3), 1302.93(a)(d), 1302.101(a)(b)

This training introduces the principles of Conscious Leadership for educators seeking to create emotionally intelligent, connected, and resilient organizations. Participants will learn how to lead with empathy, composure, and intentionality to inspire trust and collaboration.

Outcomes:

1. Learners will explore the Power of Intention to create a vision for Conscious Leadership.
2. Learners will identify leadership strategies that foster emotional safety and trust.
3. Learners will develop skills to model composure and guide teams with connection and clarity.

Public Event Support for Leadership

- ***Institutes recommended for Phase 1: Conscious Discipline Birth-Five Institute***

HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.34 (b,2), 1302.45 (a-b), 1302.92 (b)(3), 1302.93(a)(d), 1302.101(a)(b)

Send four of your most willing leadership staff to this immersive event that enriches your heart and mind while aiming to cultivate the lives of infants, toddlers and little ones at home, in classrooms, and throughout your community.

- ***Institutes recommended for Phase 1: Conscious Discipline Foundations Institute***

HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.34 (b,2), 1302.45 (a-b), 1302.92 (b)(3), 1302.93(a)(d), 1302.101(a)(b)

Send four of your most willing leadership staff to this immersive event that breathes life into the concepts and principles of Conscious Discipline with proven strategies for breaking down barriers and experiencing lasting change.

- ***2-day events recommended for Phase 1: Head Start with Heart: Becoming a More Conscious Leader in Head Start***

HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.34 (b,2), 1302.45 (a-b), 1302.92 (b)(3), 1302.93(a)(d), 1302.101(a)(b)

Send six of your most willing leadership staff to this event specifically designed to support Head Start leaders implementing Conscious Discipline.

Virtual Support for Leadership

- Conscious Coaching for Leaders Session: One-hour virtual instructor led coaching for executive leadership team***
HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.45 (a-b), 1302.92(C), 1302.93(a)(d), 1302.101(a)(b)

Conscious Discipline’s virtual coaching model is designed to support ongoing learning in a structured and cyclical coaching process that establishes a continuous cycle of support through regular touchpoints. ‘Conscious Coaching’ virtually supports leaders to strengthen attuned relationships, and enhance the connections between learners, site leaders, and partners to foster a supportive and collaborative educational environment.
- Conscious Coaching for Leaders Session: One-hour virtual instructor led coaching for center directors***
HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.45 (a-b), 1302.92(C), 1302.93(a)(d), 1302.101(a)(b)

Conscious Discipline’s virtual coaching model is designed to support ongoing learning in a structured and cyclical coaching process that establishes a continuous cycle of support through regular touchpoints. ‘Conscious Coaching’ virtually supports leaders to strengthen attuned relationships, and enhance the connections between learners, site leaders, and partners to foster a supportive and collaborative educational environment.
- Handling Upset e-Course: Adult First Mindset Shift***
HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.34 (b,2), 1302.45 (a-b), 1302.92 (b)(3), 1302.93(a)(d), 1302.101(a)(b)

This virtual course will provide just in time support maintaining the growth and learning and will address the goal of facilitating the adult mindset shift. This support explains why the adult-first approach to self-regulation is necessary and how to shift to modeling and teaching the behaviors we want children to acquire. Ideally the staff will watch this monthly and debrief to discuss content/application. This e-course is a helpful tool when onboarding new staff.
 *Optional instructor facilitation available
- Premium Resources Membership: Use for internal Conscious Discipline professional development to continue deepening knowledge between CD led training, coaching and events***
HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.34 (b,2), 1302.45 (a-b), 1302.92 (b)(3), 1302.93(a)(d), 1302.101(a)(b)

Provides access to content like Elevate Conscious Discipline and Conscious Discipline with Excellence conference videos, audio series with Dr. Becky Bailey, games, printables, literacy tools, leadership resources, and more. Excellent tool to promote on-going, in-house learning with Conscious Discipline.

On-Site Professional Development Support for Classroom Staff

- **Conscious Discipline Academy: Five-day, onsite, instructor-led private event for all classroom staff**

HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.34 (b,2), 1302.45 (a-b), 1302.92 (b)(3), 1302.93(a)(d)

An academy is a personalized, in-depth venture into the practical application of Conscious Discipline's powers, skills and structures uniquely designed to address one's own program with on-site instruction.

Outcomes:

1. Learners gain a comprehensive understanding of the Seven Powers for Conscious Adults and the Seven Skills of Discipline, the foundational components of Conscious Discipline
2. Learners identify Powers and Skills in various settings to create emotionally supportive environments that promote healthy development.
3. Learners explore strategies for building trust and connection, essential for effective discipline and fostering cooperation among children.
4. 4. Learners apply connection-based practices that promote a sense of safety, belonging, and mutual respect in group or home settings.
5. 5. Practice techniques for maintaining composure and emotional stability, even in challenging situations, to set a positive example for children.

Side by Side Coaching and Support for Classroom Staff

- **Practical Application: Coaching Day: On-site coaching for teachers and center directors**

HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.45 (a-b), 1302.92(C), 1302.93(a)(d)

Conscious Discipline's on-site Coaching model is designed to strengthen the connections within your educational community through a structured and cyclical coaching process.

'Conscious Coaching' offers a robust coaching experience designed to enhance your educational practices through personalized and flexible support. Ideal for educators who have demonstrated a willingness to grow their practice after initial training. It is recommended that center directors shadow the coaching experience.

Outcomes:

1. Learners engage in a goal-driven cycle of reflective coaching
2. Learners develop specific areas of Conscious Discipline practice
3. Learners reflect and internalize learning

Virtual Support Classroom Staff

- ***Conscious Coaching Session: One-hour virtual instructor led coaching for coached teachers***

HSPPS: 1302.30, 1302.31 (a-e), 1302.32, 1302.45 (a-b), 1302.92(C), 1302.93(a)(d)

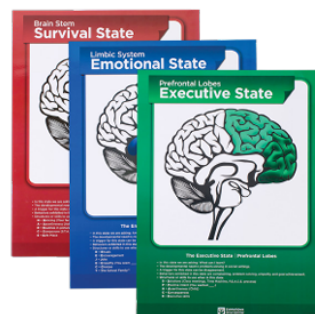
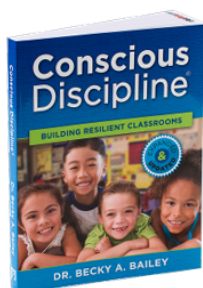
Conscious Discipline's virtual Coaching model is designed to support ongoing learning in a structured and cyclical coaching process. 'Conscious Coaching' virtually supports coaches and other teacher support staff to reflect, connect, and try on something new. Educators engage in 'contrast' to see classroom scenarios differently. Recommended that each coached teacher receives a follow-up virtual coaching session after each on-site coaching session.

Implementation Tools included in plan:



Conscious Discipline: Building Resilient Classrooms

Conscious Discipline: Building Resilient Classrooms presents the foundation of the Conscious Discipline methodology. Available in both English and Spanish. **All Ages.**



Brain State Posters

These posters use the *Conscious Discipline Brain State Model* to identify the child's internal state and pinpoint helpful strategies. 18"x24". **All Ages.**



Seven Skills Poster Set

The one side of these double-sided 11"x17" posters clearly explains how to set up and use class structures. The graphics on the other side are an ideal reminder of the skills of Conscious Discipline. **Ages 0-12.**



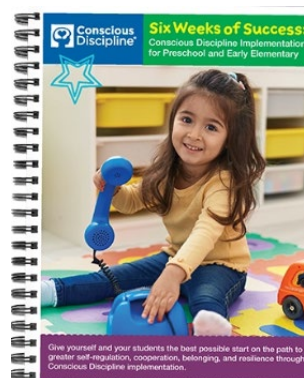
Skills on a String

Empower yourself with the confidence and language to handle any discipline situation with nine cards on a retractable lanyard. **For Adults.**



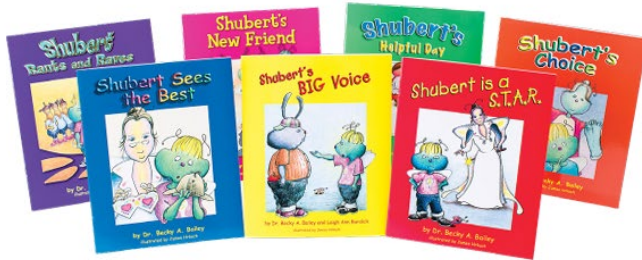
I Love You Rituals Deluxe Pack

The *I Love You Rituals Deluxe Pack* brings together essential brain-based activities that build deep adult-child connections. **Ages 0-8.**



Six Weeks of Success

Take the guess work out of Conscious Discipline implementation with actionable steps. **For Adults.**



Shubert Value Pack (Set of 7 Books)

The *Shubert Value Pack* is an essential classroom tool for storytelling, social-emotional learning, language and literacy. Purchase the Value Pack or individual books. Also available in Spanish. **Ages 6-10.**



Sophie's Super Splendid Box of Books (Set of 7 books)

Sophie demonstrates using the Seven Skills of Conscious Discipline to solve problems. Her family models Conscious Discipline strategies for adults. Also available in Spanish. **Ages 0-5.**

Phase 2 Overview

Phase 2: Implementation with Children
<p>Objectives: Extend the School Family from adult shared spaces into individual classrooms and introduce Conscious Discipline to families.</p>
<p>Services: Intensive training and coaching for CDAT, Administration and Staff to strengthen School Family, assess progress, handle resistance, and model Conscious Discipline. Continue training with teachers. Expand training to program support staff, family engagement staff and families.</p>
<p>Outcomes: Teachers let go of ineffective practices as they experience success with Conscious Discipline. The focus moves through safety and into establishing a connected School Family culture. Reductions in behavior referrals, increased instructional time and improved school climate begin to become apparent.</p>

Implementation with Students
<p>Now that adults have healthier self-regulation practices and a deeper understanding of the “why” behind the Conscious Discipline approach, Phase 2 focuses on classroom implementation and modeling and teaching self-regulation to children. As staff begin observing behavior and attuning to the underlying need of each brain state, they will have in-the-moment strategies to support students. The path to self-regulation continues through building connection and a strong School Family. The coaching component of Phase 2 will support staff confidence in handling upset, as well as embedding classroom structures. Training with families is also introduced in this phase.</p>

Anchor Experiences

Leadership	Conscious Discipline Action Team (CDAT)	Staff
<ul style="list-style-type: none"> ○ Attend two-day event for leadership ○ Virtual Consultation to support planning, goal setting, and problem-solving CD implementation 	<ul style="list-style-type: none"> ○ Virtual Consultations to support building internal capacity for implementation ○ Focus on CONNECTION -Powers, Skills, Structures ○ Facilitate Building Resilient Classrooms eCourse or Start Strong eCourse (I/T) 	<ul style="list-style-type: none"> ○ In-person Training -Beginning & Middle of Year (all staff) ○ Classroom Coaching -Fall & Spring ○ Virtual consultations to support coaches and family engagement staff ○ Attend CD Event -Two-day Workshops -CD1 Institute -Elevate Conference -On-site Academy ○ Host Parent Nights

PHASE 3 Overview

Phase 3: Transformation & Expansion
<p>Objectives: Extend the practice of Conscious Discipline across the program and integrate it into academic curricula. Strengthen internal program support systems and policies to ensure long-term sustainability.</p>
<p>Services: Deepen training for all stakeholders, including program support staff, family engagement and parents. Embed Conscious Discipline into every program practice and system, from playground to parent night to meal time. Celebrate areas of success and seek opportunities for improvement.</p>
<p>Outcomes: Downward trend in behavior reports continues. Decreased staff absenteeism, increased teacher retention, and increased academic and social emotional outcomes emerge. Children and staff are more adept with social skillsets, emotional expression and self-regulation, and exhibit resilience under stress.</p>

Transformation & Expansion
<p>Phase 3 is where the implementation extends across the school and braids together self-regulation with academic learning. The building leadership & CDAT team have systems and processes in place and look at policies and procedures through a Conscious Discipline lens. As we continue the pathway to self-regulation, Phase 3 focuses on problem-solving and supports the scaffolding of executive skills. Continued parent training and support will be offered.</p>

Anchor Experiences

Leadership	Conscious Discipline Action Team (CDAT)	Staff
<ul style="list-style-type: none"> ○ Attend two-day event for leadership ○ Virtual Consultation to support planning, goal setting, problem-solving implementation 	<ul style="list-style-type: none"> ○ Virtual Consultations to support building internal capacity for implementation ○ Focus on PROBLEM-SOLVING <ul style="list-style-type: none"> -Powers, Skills, Structures -Scaffolding Executive Skills ○ Facilitate Powers of Resilience eCourse or Engage with Equity eCourse 	<ul style="list-style-type: none"> ○ In-person Training <ul style="list-style-type: none"> -Beginning & Middle of Year (all staff) ○ Classroom Coaching <ul style="list-style-type: none"> -Fall & Spring ○ Virtual consultations to support coaches and family engagement staff ○ Attend CD Event <ul style="list-style-type: none"> -Two-day Workshops -CD1 Institute -CD 2 Advanced Institute -Elevate Conference -On-site Academy ○ Host Parent Nights

PHASE 4 Overview

Phase 4: Long-Term Sustainability

Objectives: Implementation responsibilities shift to CDAT, with Conscious Discipline Certified Instructors serving as secondary support rather than a primary source.

Services: CDAT-led coaching, mentoring and trainings maintain program fidelity and support continuous improvement through reflection, empathy and deepening practices for staff. Conscious Discipline Certified Instructors support and consult as needed.

Outcomes: Increased teacher satisfaction, child attendance and sustained academic and social emotional outcomes become evident in addition to existing gains. Stronger home/school connection. Self-sustaining infrastructure ensures long-term success.

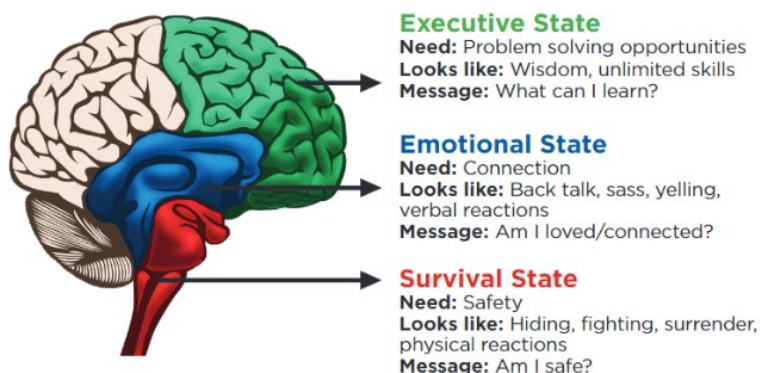
Long-Term Sustainability

Phase 4 involves transitioning the implementation to the program's administration and the Conscious Discipline Advisory Team (CDAT) to ensure long-term sustainability. Policies and procedures will be established to support the ongoing use of the Conscious Discipline approach.

Executive Summary

Conscious Discipline’s strategic transformation plans focus on long-term achievement, sustainability, and fidelity. Educational organizations worldwide are experiencing transformational change using Conscious Discipline’s multi-disciplinary neurodevelopmental approach based on three brain-body states that drive behavior.

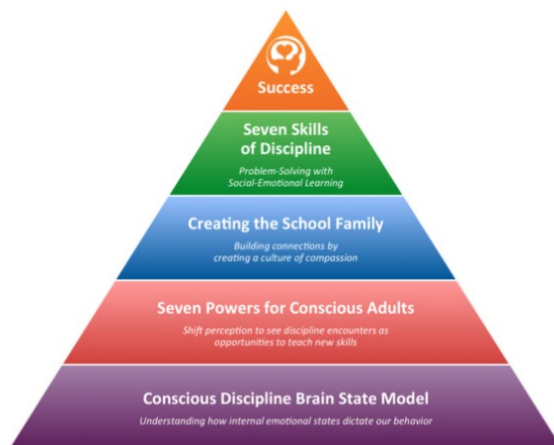
Conscious Discipline® Brain State Model



Conscious Discipline is an adult-first approach, meaning it seeks to improve adult understanding and skillsets first, and children’s second. As adults become conscious of their own brain-body states, they are empowered to manage their thoughts, feelings, and actions, and are better able to model the desired behavior for students in daily interactions.

Ultimately, adults learn how to create an educational environment that fosters an optimal learning state, and help children move through the lower brain states during times of upset so they can return to an optimal learning state. In this optimal state of high challenge/low threat, children can problem solve and utilize their energies for acquiring the executive and academic skills required for achievement and life success. Rather than prescribed curricula, Conscious Discipline practitioners draw from their internal knowledge base to truly meet children where they are, regardless of situation or need.

As each program progresses through the phases of its strategic plan, staff members will develop increasing expertise in both understanding and application of Conscious Discipline. Over time, experienced staff will claim increasing responsibility for leading, encouraging, and supporting new staff in their practice, thus ensuring continuous improvement, sustainability, and fidelity throughout the program.



Begin planning your transformational journey now. Our team is ready to partner with you in customizing a strategic plan tailored to your unique requirements and concerns, and providing the guidance and professional development you need to achieve lasting transformational results.

Fresno Economics Opportunity
Commission
Michael Balderas

Date Apr 09, 2025
Quote Valid Until May 9, 2025

SERVICE NAME	DESCRIPTION	QTY.	UNIT COST	TOTAL*
Training Workshop - 2 Consecutive Days	Leadership team: Intro to Conscious Discipline	1	\$ 9,640.00	\$ 9,640.00
Training Workshop - 2 Consecutive Days	Leadership team: Intro to Conscious Leadership	1	\$ 9,640.00	\$ 9,640.00
Private Academy - 5 Day Level 2	Classroom Staff: 5-day Academy for up to 250 people	1	\$ 200,000.00	\$ 200,000.00
Coaching - 5 Consecutive Days - In-Person	Conscious Coaching: 5-day on-site coaching session held in the fall of 2025, winter of 2025/2026 and spring of 2026	3	\$ 15,900.00	\$ 47,700.00
Coaching Session - 1 Hour - Virtual	Executive Leadership Team: Virtual Coaching 1 session per quarter	4	\$ 540.00	\$ 2,160.00
Coaching Session - 1 Hour - Virtual	Coached Teachers: Follow-up virtual coaching. One session per teacher after each coaching visit for a total of (3) virtual coaching sessions per coached teacher.	120	\$ 540.00	\$ 64,800.00
Coaching Session - 1 Hour - Virtual	Center Directors: Follow-up virtual coaching. One session per director after each on-site coaching visit for a total of (3) virtual	72	\$ 540.00	\$ 38,880.00

Fresno Economics Opportunity
Commission
Michael Balderas

Date Apr 09, 2025
Quote Valid Until May 9, 2025

SERVICE NAME	DESCRIPTION	QTY.	UNIT COST	TOTAL*
	coaching sessions per center director			
Subtotal				\$ 372,820.00

IMPLEMENTATION TOOL	DESCRIPTION	QTY.	UNIT COST	TOTAL*
Conscious Discipline: Building Resilient Classrooms - Book	Conscious Discipline Building Resilient Classrooms Book. 1 per director, manager and coordinator	75	\$ 39.00	\$ 2,925.00
Brain State Poster Set	Brain State Poster Set: 1 per classroom, site and office site	130	\$ 23.00	\$ 2,990.00
Six Weeks of Success - Book	6 Weeks of Success: 1 per classroom and site	128	\$ 40.00	\$ 5,120.00
Team - I Love You Rituals Deluxe Pack (Digital Site License)	I Love You Rituals Deluxe Pack: 1 per classroom	88	\$ 89.00	\$ 7,832.00
Skills on a String	Skills on a String: 1 per classroom	88	\$ 20.00	\$ 1,760.00
Seven Skills Poster Set	Seven Skills Poster Set: 1 per classroom, site and office site	130	\$ 24.00	\$ 3,120.00

Fresno Economics Opportunity
Commission
Michael Balderas

Date Apr 09, 2025
Quote Valid Until May 9, 2025

IMPLEMENTATION TOOL	DESCRIPTION	QTY.	UNIT COST	TOTAL*
Shubert Bundle - Book	Shubert Book Bundle: 1 per classroom	88	\$ 79.00	\$ 6,952.00
Sophie's Super Splendid Box of Books - Book	Sophie Book Bundle: 1 per classroom	88	\$ 77.00	\$ 6,776.00
Shipping Charges		1	\$ 5,621.25	\$ 5,621.25
Subtotal				\$ 43,096.25

EVENT NAME	DESCRIPTION	QTY.	UNIT COST	TOTAL*
Public Event Institute CD1IT - 5 Days	Conscious Discipline: Foundations Institute for Infants and Toddlers - CD1IT	4	\$ 1,500.00	\$ 6,000.00
Public Event Workshop - 2 Days	Leadership Team: Head Start with Heart: Becoming a More Conscious Leader in Head Start 2-day event (2026)	6	\$ 699.00	\$ 4,194.00
Public Event Institute - 5 Days	Leadership Team: Conscious Discipline Foundations Institute	4	\$ 1,849.00	\$ 7,396.00
Subtotal				17590.0

Fresno Economics Opportunity
Commission
Michael Balderas

Date Apr 09, 2025
Quote Valid Until May 9, 2025

DIGITAL PRODUCT NAME	DESCRIPTION	QTY	UNIT COST	TOTAL*
Team - Handling Upset E-Course (3 year; 150 Users)	Leadership, Onboarding, Willing staff: Handling Upset e-Course	1	\$ 4,077.45	\$ 4,077.45
Team - Premium Resources Membership - 3 Year Subscription	Premium Resources Membership - Team	1	\$ 458.97	\$ 458.97
			Subtotal	\$ 4,536.42

TOTAL \$ 438,042.67

Fresno Economics Opportunity
Commission
Michael Balderas

Date Apr 09, 2025
Quote Valid Until May 9, 2025

Terms and Conditions -

COSTS & AVAILABILITY: This pricing is effective for 30 days from the date of this quote. Sales tax will be added to the invoice, if applicable. Training costs include instructor expenses. Implementation tools, events, and workshops are subject to availability.

"SCHEDULING SERVICES: Please note that this is a QUOTE, and none of the services will be scheduled until we have a signed contract. We ask for a minimum of 60 days to ensure we can schedule the best instructor for your services needs. If a request is made less than 60 days prior to the date of the service, we will do our best to accommodate the request but cannot guarantee we will be able to. All contracts must be signed at least 30 days prior to the service date; if less than 30 days, a \$550 fee will be added to the contract total. You will receive a confirmation of scheduled services, dates and instructors based on your organization's availability. Future year prices are subject to change to the prices then in effect at the time of delivery.

SERVICES TIME and GROUP SIZE: On-site coaching and training sessions are 6 hours per day, with a lunch break. On-site training is recommended for groups of up to 150. Virtual consultation is recommended as a one-on-one session with the instructor, or for small groups.

**Please contact Heidi Condrey if you have any questions at
heidi.condrey@consciousdiscipline.com**

Subject: Sole Source Confirmation for Training Services with Conscious Discipline Holdings, LLC dba Loving Guidance LLC

To Whom It May Concern,

We are writing to formally inform you that Conscious Discipline Holdings, LLC, doing business as Loving Guidance LLC, stands as the exclusive source for the unique training services related to Conscious Discipline content. The methodologies we employ as well as our certification process for our trainers set us apart, and no other trainer or company can replicate the comprehensive nature of our offerings.

Loving Guidance is positioned as the sole source for training services due to the exclusive incorporation of the following four components within our Conscious Discipline approach:

1. **Conscious Discipline Brain State Model:** Our training emphasizes understanding how internal emotional states dictate behavior. The Conscious Discipline Brain State Model serves as a foundational aspect, guiding individuals to comprehend and manage their emotional states effectively.
2. **Seven Powers for Conscious Adults:** Shifting perception is crucial in our approach, viewing discipline encounters as opportunities to teach new skills rather than punitive measures. The Seven Powers for Conscious Adults framework is integrated into our training to facilitate this transformative shift in perspective.
3. **Creating the School Family:** Building connections within educational and organizational settings is central to Conscious Discipline. Our training emphasizes creating a culture of compassion and community, fostering an environment where individuals feel connected and supported.
4. **Seven Skills of Discipline:** Our approach integrates problem-solving with Social Emotional Learning through the Seven Skills of Discipline. This component equips individuals with the necessary tools to navigate challenges while promoting emotional intelligence and resilience.

These Sole Source Trainings include the following Conscious Discipline services: Trainings, Coaching, Consultations, Academies, and Events. Given the uniqueness and effectiveness of Conscious Discipline, Loving Guidance is unequivocally established as the sole source for training services in this domain. We are confident that our adult-first approach to Social and Emotional Learning, coupled with the scientific and practical design of the components, will greatly benefit your organization in achieving its training objectives.

If you have any questions or require additional information, please do not hesitate to contact us.

Thank you for your consideration.

Sincerely,

Patrick Branham

Patrick Branham
Chief Financial Officer

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Consent Agenda Item #: 8_9	Director: Steven Warnes
Subject: General Liability & Auto Insurance	Officer: Salam M. Nalia

Recommended Action

The Finance Committee recommends approval for full Board consideration of the renewal of the insurance policies presented below for the period of July 1, 2025 to July 1, 2026.

Background

This item was presented during the June 25, 2025, Finance Committee meeting.

Heffernan Insurance Brokers markets the general liability needs for the Agency to secure quotes from companies interested in issuing our policies. Policies renew annually on July 1. NIAC has been our main provider of these policies for years but they are changing their business plan necessitating our movement of all Property coverage to Philadelphia. Some deductibles and retention amounts have changed. These are the policies currently in force:

- A. Philadelphia - Property. Provides replacement cost coverage on buildings (limit \$84.2 million), personal property (limit \$8.0 million), and business income. Also included is coverage for Contractor Equipment. Philadelphia Indemnity will now cover all buildings due to NIAC limiting their coverage exposure to \$45 million.
- B. Covington (Friant); Evanston (Palmer and Tuft)—Property for Head Start centers in Huron and Mendota and the LCC Buyback Center in Friant.
- C. NIAC – General Liability. Provides \$3 million aggregate and \$1 million for each occurrence. Includes General Liability, Social Service Professional Liability, Improper Sexual Misconduct, Liquor Liability, and Employee Benefits Liability coverage.
- D. NIAC - Automobile. This policy provides automotive insurance for 188 vehicles, with \$1,000,000 of combined single-limit liability coverage and a \$5,000 deductible.
- E. NIAC - Umbrella. Provides \$1 - \$2 million of coverage beyond the limits stated above.
- F. Palomar—D&O/EPL. Provides Directors & Officers Liability, including Employment Practices Liability. It provides \$3 million aggregate and \$1 million for each occurrence. The retention has increased from \$75,000 to \$100,000 per occurrence. This coverage was previously offered by NIAC.
- G. General Star Indemnity Insurance Co.- Medical Malpractice. Provides \$3 million aggregate and \$1 million for each occurrence, as well as abuse and molestation coverage for the innocent insured at \$1 million. Coverage extends to the contracted physician as well as the nurses, dieticians, and lactation consultants on staff.
- H. Hartford – Crime. Provides crime coverage with a \$2,500,000 limit for Employee Theft and \$500,000 for non-employee theft, forgery, counterfeit paper, and electronic

transfers. This policy provides coverage to employees whose duties include cash handling as well as ERISA coverage for the Retirement Plans.

- I. National Union Fire Insurance Co of Pa – AD&D. Provides \$250,000 aggregate and \$25,000 for each Accidental Death or Dismemberment occurrence for registered volunteers, participants, and students.
- J. Houston Casualty Co. – Cyber Liability. Provides \$1,000,000 per claim and aggregate coverage for multimedia, security and privacy, network security, cyber extortion, regulatory actions, and privacy breach coverage.
- K. Pollution Liability coverage included in previous years was deemed unnecessary and dropped. Last year’s premium was \$1,479.

Fiscal Impact

Total annual premiums were expected to increase by 5-15% over those we experienced for the 2024/25 policy year. The final quotes came in 9% higher with annual premiums of \$1,201,770. Heffernan actively negotiates with carriers who would like to secure our business and with the current carriers. However, carriers do not provide competitive quotes more than 30 days from the renewal date. The Auto, Property, and Directors and Officers liability coverages comprise 82% of the total premium.

**Fresno Economic Opportunities Commission
Liability Package Executive Renewal Summary 2025 to 2026**

Over the past few months, Heffernan Insurance Brokers has conducted a thorough market analysis for the Liability, Property, Auto, Medical Malpractice, Accident, Cyber and Directors & Officers/Employment Practices policies of Fresno Economic Opportunities Commission (Fresno EOC). We not only negotiated renewal terms with your incumbent carriers but also approached other carriers to check the pulse of the overall marketplace. This summary encompasses an analysis of your renewal options, claim performance, changes in the marketplace and our carrier recommendations for the 2025-2026 policy year.

State of the Insurance Marketplace:

Hard market insurance conditions continued into 2025. Many lines of coverage continue to experience pricing increases along with coverage limitations. Property premiums continue to increase due to large-scale climate-driven disasters, like the LA fires, and steep reinsurance rates. In addition, carriers are evaluating building limits as the cost to rebuild in 2025 continues to be affected by rising construction costs, economic inflation, and the threat of tariffs. General Liability and Umbrella rates continue to rise due to increased litigation costs and higher jury awards. There are several liability carriers limiting their exposures by adding sublimits and/or implementing deductibles on policies. Umbrella carriers are limiting their exposure by reducing policy limits. In this case, towers of limits may be required, which can drive overall premiums up. Automobile liability continues its decade-long steady increase, spurred by distracted drivers and increased repair costs due to costly technology. The Directors & Officers/Employment Practices (D&O/EPL) marketplace remains challenging as increased claims activity for harassment and discrimination hits companies of all sizes. The Cyber marketplace has softened with carriers being able to keep pricing stable. However, rising threats lead many to believe these favorable terms won't last long. On average, moderate-to-significant premium increases are hitting all lines of coverage. In addition to rate increases, carriers are continuing to increase deductibles on some policies, shifting more of the financial responsibility to policy holders. All factors considered; we do expect the hard market to continue into 2026.

Fresno EOC's Performance:

Fresno EOC's loss performance was fair during the 2024 policy term. There were three (3) property claims, totaling \$5,378 in incurred costs. There were fifteen (15) automobile claims this year, totaling \$57,093 in incurred costs. There were six (6) D&O/EPL claims totaling \$254,579 in incurred costs. The D&O/EPL claims saw another year of a loss ratio over 100%. Although there were a similar number of Automobile claims as the previous year, the claims amounts were much lower with a 14% loss ratio on that specific line thus far. The property performance was another strong year with a handful of small claims.

2025 Insurance Program Renewal:

With the hardening market conditions over the past 6 years, NIAC has tried hard to keep pricing increases and coverage term changes at bay. Unfortunately, 2025 has been a year of massive change for NIAC. They have completely re-underwritten their book of business and have had to non-renew specific lines of coverages or clients who were loss drivers for them. As part of this massive re-underwriting efforts, several coverage changes were implemented along with premium increases to maintain the viability of the company and to continue to have reserves to pay future claims.

The first lines of coverage that saw a large change was General Liability. Fresno EOC currently has a 755% loss ratio on the General Liability. The expiring term saw five (5) total GL claims with one large slip & fall claim

reserved at \$250,000. These factors contributed to a significant premium increase from \$32,787 to \$84,049. NIAC added a \$10,000 deductible to the next policy term because of the tough loss year. Also included within this coverage form is the Professional Liability and Sexual Misconduct liability. Both lines also saw over a 50% renewal increase.

As part of NIAC's re-underwriting effort, the decision was made to non-renew the D&O/EPL coverage. We approached one of the best D&O/EPL wholesalers in the industry to obtain replacement coverage for Fresno EOC. We were able to secure the best terms with Palomar Excess & Surplus Insurance Company, resulting in a nominal 2% premium increase. Palomar's quote has a retention of \$75,000 for D&O and \$100,000 for EPL, and a premium of \$182,629.

The property renewal was the bright spot of this renewal. NIAC's re-underwriting effort led to concerns about their ability to adequately insure Fresno EOC's property values. Last year, due to NIAC's property capacity limitations, we moved half of the property values to Philadelphia Insurance Company. This year, Philadelphia was able to underwrite virtually the entire property schedule, which led to roughly an 18% decrease in overall property premiums as compared to last year. A premium reduction for property insurance in California is tough to accomplish in 2025 and we are thrilled to have delivered this reduction to Fresno EOC.

The Automobile marketplace continues to be a challenge nationwide. As such, NIAC was our best option for competitive coverage in 2025. As part of our marketing efforts, we approached commercial package markets along with monoline carriers. Monoline placements are especially difficult in this marketplace. The auto premium increased significantly, by 39% although the number of vehicles decreased from 208 to 188. NIAC also increased the deductible from \$5,000 to \$10,000. This has been Fresno EOC's largest loss driver with increases in both frequency and severity of claims. The current 5-year loss ratio is 69%. Unfortunately, this large increase was our only option as all other indications for this coverage lines were substantially higher than NIAC's renewal.

NIAC further limited their umbrella offering in 2025, which resulted in several changes this year. First, NIAC reduced the total umbrella limit to \$2 Million, down from \$5 Million. NIAC also excluded the Automobile from the umbrella. Since NIAC non-renewed the D&O/EPL, this line of coverage is also not included within the umbrella. With all of these changes, the overall pricing was significantly reduced to \$24,973. Heffernan is continuing to source options for additional excess limits and/or excess auto coverage. The premium indications we have received thus far have been very expensive and not realistic options for Fresno EOC.

Fresno EOC's 2024-2025 written premium \$1,108,764 and the renewal for 2025-2026 is \$1,201,770 which is an increase of 7%. With the difficult market conditions, we are pleased the overall premium increase is in the single digits.

Market Analysis:

Heffernan Insurance Brokers marketed Fresno EOC to the most viable carriers for this year's renewal. With the difficult market conditions, we had discussions with carriers about writing all or pieces of the overall program. Many declined up front while other carriers were either unable to compete with the current pricing and terms or were uncomfortable with the exposures. We have provided those results in the marketing analysis portion of the proposal.

Upon completion of our market analysis, the best option was the insurance program featuring the carriers NIAC/Philadelphia/Palomar/General Star/Houston Casualty/Hartford/AIG/Lloyd's of London. The pricing, program

structure, and services of these insurers were the best option this year. Throughout negotiations, these carriers expressed the desire to participate in the insurance program for Fresno EOC as long-term partners.

Heffernan Insurance Brokers Recommendation:

After completing our analysis, Heffernan Insurance Brokers recommends Fresno EOC bind coverage with NIAC/Philadelphia/Palomar/General Star/Houston Casualty/Hartford/AIG/Lloyd's of London. The presented carriers are valued partners of Heffernan and Fresno EOC, and we look forward to this continued relationship.

Sincerely,

Brian O'Callaghan
Senior Vice President
Heffernan Insurance Brokers

Jordann Coleman
Senior Vice President
Heffernan Insurance Brokers

Gabriella Garrick
Account Manager
Heffernan Insurance Brokers

PROPOSAL OF INSURANCE

PREPARED FOR
FRESNO ECONOMIC OPPORTUNITIES COMMISSION
EFFECTIVE DATE: JULY 1, 2025



PRESENTED BY

Brian O'Callaghan
Senior Vice President/Producer
(925) 942-4606
BrianOC@heffins.com

ADDRESS

Heffernan Insurance Brokers
1350 Carlback Avenue
Walnut Creek, CA 94596

INFORMATION

WWW.HEFFINS.COM
LICENSE # 0564249
(925) 934-8500
(925) 934-8278

DATE PREPARED

6/11/2025

Jordann Coleman
Senior Vice President/Producer
Commercial Lines Manager
(925) 942-4606
jordannc@heffins.com

Gabby Garrick
Account Manager
(925) 280-2117
gabbyg@heffins.com

YOUR HEFFERNAN SERVICE TEAM

SERVICING OFFICE	1350 CARLBACK AVENUE WALNUT CREEK, CA 94596		
SENIOR VICE PRESIDENT/PRODUCER	Brian O'Callaghan	BrianOC@heffins.com	(925) 942-4606
	Facilitate marketing and carrier negotiations, assess client exposures and analyze coverages. Work closely with Account Manager to assure proper servicing of account. Facilitate marketing and carrier negotiations, assess client exposures, and analyze coverages. Work closely with Account Manager to assure proper servicing of account.		
SENIOR VICE PRESIDENT/ PRODUCER/ COMMERCIAL LINES MANAGER	Jordann Coleman	JordannC@heffins.com	(925) 942-4635
	Facilitate marketing and carrier negotiations, assess client exposures and analyze coverages. Work closely with Account Manager to assure proper servicing of account. Facilitate marketing and carrier negotiations, assess client exposures, and analyze coverages. Work closely with Account Manager to assure proper servicing of account.		
ACCOUNT MANAGER	Gabby Garrick	gabbyg@heffins.com	(925) 280-2217
	Marketing of renewals, including negotiate terms, conditions, coverages and pricing, premium/coverage comparisons, policy changes, invoicing, facilitate premium financing, coverage questions, claim reporting and claim questions, day to day handling of all aspects of your account. Facilitate		

AUTHORIZATION TO BIND COVERAGE

This is a coverage summary, not a legal contract. This summary is provided to assist in your understanding of your insurance program. Please refer to the actual policies for specific terms, conditions, limitations, and exclusions that will govern in the event of a loss.

This proposal for insurance coverage is based on the information submitted by Fresno Economic Opportunities Commission. Please indicate your acceptance of it by marking the appropriate line below.

_____ Proposal accepted as outlined.

_____ Proposal accepted with changes listed below:

PLEASE NOTE:

- Your coverage will not be bound unless and until the indicated binding requirements are met.
- Higher limits of insurance and different types of coverage may be available, please contact us.
- I consent to electronic delivery of insurance policies and disclosures.

Acknowledged and Agreed:

NAME

SIGNATURE

TITLE

DATE SIGNED

EMAIL ADDRESS _____

NAMED INSURED AND LOCATIONS

NAMED INSURED

Fresno County Economic Opportunities Commission

MAILING ADDRESS

1920 MARIPOSA STREET SUITE 300, FRESNO, CA 93721

LOCATION SCHEDULE

1	3100 W. Nielsen Fresno, CA 93706	Food Prep /Office
2	3110 W. Nielsen Fresno, CA 93706	Maintenance Yard
3	3110 W. Nielsen Fresno, CA 93706	Transit/Office
4	1545 N. St. Fresno, CA 93721	Sanctuary Youth Shelter (40 beds)
5	1371 Stanislaus Fresno, CA 93706	LiHeap
6	1189 Martin Street Fresno, CA 93706	Franklin HS Center
7	745 N. First St. Fresno, CA 93702	Romain HS Center
8	770 N. San Pablo Fresno, CA 93728	Area II HS Center
9	4676 E. Butler Ave #1-2 Fresno, CA 93702	Mosqueda HS Center
10	5550 North Fresno Street, Fresno CA 93721	Estelle Dailey HS Center
11	1350 E. Annadale Fresno, CA 93706	Ivy HS Center
12	4609 E. Illinois Fresno, CA 93702	Maple Vista HS Center
13	388 S. Brawley Fresno, CA 93706	Madison HS Center
14	2420 W. Clemenceau Caruthers, CA 93609	Caruthers HS Center
15	710 N. Hughes Fresno, CA 93728	Ramacher HS Center
16	2529 Willow Ave. Clovis, CA 93612	College Community HS Center
17	510 Barstow Clovis, CA 93612	Clovis HS Center
18	1725 Saipan Ave Firebaugh, CA 93622-2558	Firebaugh HS Center
19	112 4th St. Orange Cove, CA 93646	Citrus HS Center
20	7171 N. Sugarpine Pinedale, CA 93650	Pinedale HS Center
21	144 S. Sunset Reedley, CA 93654	Reedley HS Center
22	1240 E. Washington #1-2 Reedley, CA 93654	Jefferson HS Center
23	3037 S. Orchid Sanger, CA 93657	Sanger HS Center
24	1101 E. Annadale Sanger #101, CA 93657	Sanger HomeBase
25	8535 S. 9th St. #1-2 San Joaquin, CA 93660	San Joaquin HS Center
26	2121 N. Van Ness Fresno, CA 93704	Sequoia HS Center
27	1325 Stillman Selma, CA 93663	Wilson HS Center
28	2751 Fig Selma, CA 93662	Eric Whilte Early Head Start (EHS)
29	5244 E. Pine Fresno, CA 93727	Head Start Storage
30	1701 Alton St. Selma, CA 93662	Roosevelt HS Center
31	1441 E. Divisidero Fresno, CA 93701	EHS @ CDC
32	1504 N. Weber Ave. Fresno, CA 93705	Brooks HS Center
33	2063 S. Cedar Ave. Fresno, CA 93726	Cedarwood HS Center
34	4156 E. Dakota Ave #4 Fresno, CA 93726	Dakota Circle HS Center
35	4156 E. Dakota Ave #3 Fresno, CA 93726	Dakota Circle HS Center
36	4156 E. Dakota Ave #2 Fresno, CA 93726	Dakota Circle HS Center
37	4156 E. Dakota Ave #1 Fresno, CA 93726	Dakota Circle HS Center
38	1240 E. Washington Reedley, CA 93654	EHS @ Reedley
39	2117 W. McKinley Fresno, CA 93721	EHS @ Addams

LOCATION SCHEDULE

40	1047-49 R St. Fresno, CA 93721	EOC Health Services Clinic
41	1046 T St. Fresno, CA 93721	Sanctuary Trans Livng Cntr
42	719 Madera Ave. Kerman, CA 93630	Kerman HomeBase
43	1805 E. California St. Fresno, CA 93706	Neighborhood Youth Center-Admin Bldg
44	1815 E. California, Fresno, CA 93706	Neighborhood Youth Center- Classrooms
45	1809 E. California, Fresno, CA 93706	Neighborhood Youth Center-Recycling Bldg
46	925 North Abby, Fresno, CA 93701	Medical Support Office - CA Prep
47	3257 E. Shields, Fresno, CA 93705	WIC
48	4979-4995 E. Balch Fresno, CA 93727	Kings Canyon HS Center
49	4979-4995 E. Balch Fresno, CA 93727	Kings Canyon HS Center
50	4979-4995 E. Balch Fresno, CA 93727	Kings Canyon HS Center
51	788 West Shaw Ave, Clovis, 93726	WIC Fresno State
52	4273 West Richert, Suite 107 & 108	Home Base Offices
53	1620 W. Fairmont Ave., Fresno, CA 93705	Richard Keyes Head Start 0-5
54	2056 Second St., Selma, CA 93662	Selma/Fowler- 45029 - Rented Space EHS
55	50 Fresno Street, Fresno, CA 93706	Pride Park (Vacant w/ Fence)
56	13660 E. Manning Ave Parlier, CA 93648	La Colonia HS Center
57	1420 Second St. Selma, CA 93662	Washington HS Center
58	4856 E Kings Canyon Rd #101, 93727	WIC Kings Canyon
59	426 E. Barstow, #204, Fresno, CA 93710	
60	526 E. Barstow, #204, Fresno, CA 93710	
61	526 E. Barstow, #205, Fresno, CA 93710	
62	5434 N. Fresno, #202, Fresno, CA 93710	
63	4721 W. Jennifer, Ste. #10, 11, 15	
64	115 Belmont Ave, Suite 410, Mendota, CA 93640	Early Headstart
65	5104 N. West Ave; Fresno, CA 93711	WIC
66	1900-1920 Mariposa Street Fresno, CA 93721	Corp. Headquarters & Program Services
67	1900-1920 Mariposa Street Fresno, CA 93721	Corp. Headquarters & Program Services
68	2336 Calaveras Fresno, CA 93721	Sanctuary SOUL Youth Center
69	2430 Calaveras, Fresno, CA 93721	Health Services Clinic
70	29288 W. Clarkson, Cantua Creek, CA 93608	Cantua Creek State Preschool
71	16641 Palmer St. Huron, CA 93234	Huron HS Center
72	295 W. Tuft Ave Mendota, CA 93640	Mendota HS Center
73	17108 Friant Road, Friant CA 93626	LCC Recycling

PREMIUM SUMMARY

COVERAGE	CARRIER	2024 PREMIUM	2025 PREMIUM
Property	NIAC/ Philadelphia	\$266,784.00	\$251,549.00
Property: Palmer, Tuft & Clarkson, Friant	Evanston and Covington Insurance Company	\$3,895.10	\$3,624.85
General Liability	NIAC	\$32,787.00	\$84,049.00
Employee Benefits	NIAC	\$500.00	\$535.00
Professional Liability	NIAC	\$9,493.00	\$14,880.00
Improper Sexual Conduct	NIAC	\$17,500.00	\$26,341.00
Automobile	NIAC	\$401,104.00	\$558,509.00
Umbrella	NIAC	\$142,867.00	\$24,973
Management Liability	Palomar Excess and Surplus Lines Insurance	\$179,871.00	\$182,629.60
Medical Malpractice	General Star Indemnity Company	\$13,170.67	\$13,682.45
Crime	Hartford	\$8,016.00	\$9,702.00
Volunteer Accident	National Union Fire Ins. Co. of PA	\$20,549.00	\$20,549.00
Pollution Liability	Lloyd's of London	\$1,479.00	\$0.00
Cyber Liability	Houston Casualty Co.	\$10,747.53	\$10,747.53
Totals:		\$1,108,73.30	\$1,201,770

***Note Premiums Shown for NIAC do not include Terrorism Coverage. Should coverage be elected additional premiums apply. ***

PAYMENT OPTIONS
NIAC Policies: Down Payment due by July 15, directly billed by NIAC. All other policies are due by July 20, billed by HIB.

QUOTE CONDITIONS
Required copy of this proposal with coverage options, changes and deletions shown on the proposal along with the Signed Authorization to Bind Coverage is required prior to binding coverage.

PREMIUM SUMMARY

IMPORTANT INFORMATION
If the insurance carrier issues a Notice of Cancellation, all open items such as sales/payroll reports, premiums due etc., MUST be sent to the insurance carrier PRIOR to the Cancellation date for the policy to be reinstated. MOST insurance carriers now only send out one notice of cancellation and if all items are not met, no further notice is sent to you AND your policy will have cancelled.
Should you (the insured) elect to cancel your policy mid-term, you may be charged a short-rate cancellation penalty as determined by the insurance carrier regardless of the reasons to cancel. Please read your policy and endorsements for cancellation provisions.
Please refer to the policy for a complete list of exclusions, warranties, endorsements, and limitations.
We recommend that you keep a copy of your policy (ies) and endorsements. Heffernan Insurance Brokers' retention policy is five (5) years from the expiration date of the policy as required by The Department of Insurance.
Insurance carriers are rated by AM Best for financial Solvency. AM Best ratings are included in the above as of June 12, 2025. For the most current insurance company rating information, please go to www.ambest.com
It is the policy of the Heffernan Insurance Brokers to discourage the use of carriers whose Best Rating is less than B+. If you are offered a quote with a carrier rated lower than B+, it is typically the only viable option we could obtain. If you are offered a quote for less than B+ rated, then you will be required to sign an authorization to bind with a carrier less than B+ rated except for California State Compensation Insurance Fund for Workers Compensation as they withdrew from AM Best Rating.

MINIMUM EARNED PREMIUM – APPLICABLE TO THE STAND ALONE PROPERTY POLICIES, THE POLLUTION LIABILITY AND CYBER LIABILITY POLICIES.

1. Non Admitted Carrier: The SLAD-1 form states “If you, as the applicant, required that the insurance policy you have purchased be bound immediately, either because existing coverage was going to lapse within two business days or because you were required to have coverage within two business days, and you did not receive this disclosure form and a request for your signature until after coverage became effective, you have the right to cancel this policy within five days of receiving this disclosure. If you cancel coverage, the premium will be prorated, and any broker fee charged for this insurance will be returned to you”.
2. PLEASE be advised that the insurance carrier requires a minimum earned premium of 25% of the premium and the fees are 100% fully earned upon binding coverage. Therefore, if the policy is cancelled within 5 days, the policy will not be prorated and instead you will be responsible for the 25% minimum earned premium and 100% of the Taxes and Fees

Please be advised that this quote will expire on the expiration date of your current coverage.

PREMIUM AND COVERAGE COMPARISON

Coverage	2024	2025	% Change
Property: NIAC/Philadelphia	\$266,784.00	\$251,549.00	-6%
Property: Palmer, Clarkson Tuft	\$3,895.10	\$3,624.85	-7%
General Liability	\$32,787.00	\$84,049.00	156%
Employee Benefits	\$500.00	\$535.00	7%
Professional Liability	\$9,493.00	\$14,880.00	57%
Improper Sexual Conduct	\$17,500.00	\$26,341.00	51%
Automobile	\$401,104.00	\$558,509.00	39%
Directors & Officers/EPLI	\$179,871.00	\$182,629.00	2%
Umbrella	\$142,867.00	\$24,973.00	-83%
Medical Malpractice	\$13,170.67	\$13,682.45	4%
Crime	\$8,016.00	\$9,702.00	21%
Accident	\$20,549.00	\$20,549.00	0%
Pollution Liability	\$1,479.00	\$0.00	-100%
Cyber Liability	\$10,747.53	\$10,747.53	0%
Totals:	\$1,108,763.30	\$1,201,770.83	8%
Annual Budget	\$99,685,600	\$115,141,785	16%
Total Property Values:	\$91,092,025	\$90,450,541	-1%
No. of Locations:	118	117	-1%
Employee Count	1080	1010	-6%
# of Volunteers and Participants	4,994	4,994	0%

LOSS ANALYSIS

Fresno Economic Opportunities Commission 5 Year Loss Analysis											
Property (In Excess of \$5,000 deductible)											
Policy Year	Open Claims	Closed Claims	Expenses			Loss			Total Incurred	Prem	LR
			Reserved	Paid	Total	Reserved	Paid	Total			
2024	0	3	\$0	\$1,384	\$1,384	\$0	\$3,994	\$3,994	\$5,378	\$266,784	2%
2023	0	3	\$0	\$3,667	\$3,667	\$0	\$11,367	\$11,367	\$15,034	\$265,409	6%
2022	0	2	\$0	\$0	\$0	\$0	\$9,560	\$9,560	\$9,560	\$222,405	4%
2021	0	3	\$0	\$15,972	\$15,972	\$0	\$273,930	\$273,930	\$289,902	\$172,455	168%
2020	0	1	\$0	\$4,123	\$4,123	\$0	\$18,307	\$18,307	\$22,430	\$137,705	16%
Total	0	12	\$0	\$25,146	\$25,146	\$0	\$317,158	\$317,158	\$342,304	\$1,064,758	32%
General Liability											
Policy Year	Open Claims	Closed Claims	Expenses			Loss			Total Incurred	Prem	LR
			Reserved	Paid	Total	Reserved	Paid	Total			
2024	1	4	\$500	\$679	\$1,179	\$250,000	\$0	\$250,000	\$251,179	\$33,287	755%
2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$34,010	0%
2022	0	1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$31,301	0%
2021	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,461	0%
2020	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,156	0%
Total	1	5	\$500	\$679	\$1,179	\$250,000	\$0	\$250,000	\$251,179	\$158,215	159%
Automobile											
Policy Year	Open Claims	Closed Claims	Expenses			Loss			Total Incurred	Prem	LR
			Reserved	Paid	Total	Reserved	Paid	Total			
2024	7	8	\$2,302	\$4,678	\$6,980	\$17,000	\$33,113	\$50,113	\$57,093	\$401,104	14%
2023	4	13	\$587	\$6,758	\$7,345	\$325,000	\$68,879	\$393,879	\$401,224	\$363,459	110%
2022	1	23	\$9,318	\$17,812	\$27,130	\$60,000	\$129,622	\$189,622	\$216,752	\$397,991	54%
2021	1	22	\$12,300	\$23,369	\$35,669	\$250,000	\$244,912	\$494,912	\$530,581	\$298,473	178%
2020	0	8	\$0	\$2,907	\$2,907	\$0	\$4,869	\$4,869	\$7,776	\$299,636	3%
Total	13	74	\$24,507	\$55,524	\$80,031	\$652,000	\$481,395	\$1,133,395	\$1,213,426	\$1,760,663	69%
Directors & Officers Liability											
Policy Year	Open Claims	Closed Claims	Expenses			Loss			Total Incurred	Prem	LR
			Reserved	Paid	Total	Reserved	Paid	Total			
2024	6	0	\$64,452	\$22,127	\$86,579	\$160,000	\$8,000	\$168,000	\$254,579	\$179,870	142%
2023	5	2	\$81,847	\$17,438	\$99,285	\$360,000	\$9,436	\$369,436	\$468,721	\$148,646	315%
2022	3	2	\$7,267	\$7,011	\$14,278	\$27,815	\$38,789	\$66,604	\$80,882	\$118,059	69%
2021	0	5	\$0	\$1,281	\$1,281	\$0	\$6,155	\$6,155	\$7,436	\$82,667	9%
2020	4	3	\$0	\$33,108	\$33,108	\$75,631	\$237,774	\$313,405	\$346,513	\$88,824	390%
Total	18	12	\$153,566	\$80,965	\$234,531	\$623,446	\$300,154	\$923,600	\$1,158,131	\$618,066	187%

No losses reported on the following lines:

- 2020-2025 Commercial Umbrella
- 2020-2025 Cyber Liability
- 2020-2025 Crime
- 2020-2025 Professional Liability- Medical Mal Practice
- 2020-2025 Accident Coverage

MARKETING ANALYSIS

2025 Commercial Package Marketing Summary	
Insurance Carrier	Response
NIAC	Presented
Amwins	
Canopy	Declination due to operations
ProRise	Declination due to operations
QBE	Declined due to loss history
Richmond National	Declination due to operations
Applied	Declined due to loss history, auto exposure and operations
CapSpecialty	Declined due to loss history
Hamilton	Declined due to operations and claims
Hiscox	Declination due to operations
Munich Re	Declination due to operations
TMHCC	Declined due to loss history
RPS/Old Republic	
Beazley	Declined due to operations
James River	Declination due to operations
Kinsale	Declined due to loss history
Negley & Associates	Declination due to operations
NSM	Declination due to operations
Berkley Riverport	Declined due to loss history
Church Mutual	Declination due to operations
Great American	Declined due to loss history, auto exposure and operations
Minico	Declined due to loss history
Affinity	Declined due to operations and claims
Hanover	Declination not within appetite
Irwing Siegel	Declined due to operations Sanctuary sites and transit operations
Amtrust	Declination due to losses
Guide One	Declined due to loss history
2025 Commercial Property Marketing Summary	
Insurance Carrier	Response
Philadelphia	Presented
NIAC	In ability to compete Indicated premium of \$220,000 for \$45M TIV
RT Specialty	\$50M Total Insured Values - Indication \$336,000
Lloyds of London - Nick	\$20M Total Insured Values - Indication \$375,000
CRC	Declined - Unable to compete with Philadelphia
Sompo	Declined - due to habitational exposure; minimum deductible starts at \$25k
Irwin Siegel	Declined due to inability to compete.

MARKETING ANALYSIS

2025 Commercial Auto Marketing Summary	
Insurance Carrier	Response
NIAC	Presented
RTS Specialty	Indication of \$700k – inability to compete
Philadelphia	Declined due to loss history
Nonprofits United	Declined due to Exposures
2025 Management Liability Marketing Summary	
Insurance Carrier	Response
Palomar	Presented
Ascot	Indicated around \$60K, but EPL SIR \$250K, with \$350K Class Action SIR. Also, excluding former CEO and COO.
Axis	Indicated around \$50K premium, but EPL SIR is \$250K
RSUI	Min \$100K D & O SIR / \$250K EPL SIR
NIAC	Increasing SIR to \$250k; inability to compete
RLI	Decline due to nature of services
CNA	Decline due to nature of services
SwissRe	Decline due to nature of services
Starr	Decline due to claim history
Falcon	Decline due to claim history
Aegis	Decline due to claim history
MSI/Scale	Decline due to claim history
Nationwide	Decline due to claim history
Zurich	Decline due to claim history
Amtrust	Decline due to claim history
Hudson	Decline due to claim history
IAT	Decline due to claim history
Lexington	Decline due to claim history
Sompo	Decline due to claim history
Westfield	Decline due to claim history
Bowhead	Decline due to claim history
2025 Cyber Liability Marketing Summary	
Insurance Carrier	Response
TMHCC	Presented
At-Bay	Quoted - \$1M/\$25K SIR @ \$30,202 – Not competitive
Beazley	Quoted - \$1M/\$25K SIR @ \$31,004 – Not competitive
CFC	Quoted - \$1M/\$25K SIR @ \$24,060 – Not competitive
Coalition	Quoted - \$1M/\$25K SIR @ \$20,419 – Not competitive
Converge	Quoted - \$1M/\$25K SIR @ \$16,844 – Not competitive
Corvus	Declined due to nature of services
Westchester	Declined due to nature of services

PROPERTY COVERAGES – PALMER, TUFT & CLARKSON LOCATIONS

ISSUING COMPANY: Evanston Insurance Company
AM BEST RATING: A+
POLICY TERM: 7/1/2025 to 7/1/2026

LOCATION SCHEDULE

LOC #	BLDG #	ADDRESS	OCCUPANCY
2	1	16641 Palmer Street , Huron, CA 93234	Schools, Academic
3	1	295 W. Tuft Avenue , Mendota, CA 93640	Schools, Academic
4	1	29288 W. Clarkson , Cantua Creek, CA 93608	Schools, Academic

COVERAGE SCHEDULE

LOC#	BLDG#	SUBJECT OF INSURANCE	AMOUNT	CO-INS	DEDUCTIBLE	VALUATION	CAUSE OF LOSS
2	1	Building	\$160,000	80%	1,000	Actual Cash Value	Basic
2	1	Business Personal Property	\$45,000	80%	1,000	Replacement Cost	Basic
3	1	Business Personal Property	\$40,000	80%	1,000	Actual Cash Value	Basic
4	1	Business Personal Property	\$22,222	80%	1,000	Actual Cash Value	Basic

COMMERCIAL PROPERTY VALUE PLUS ENHANCEMENT

Title	Limit
Electronic Data Processing Equipment	\$25,000
Electronic Data and Media	\$5,000
Electronic Data Extra Expense Including Civil Authority	\$5,000
Duplicate or Back-up of Electronic Data and Media	\$1,250
Accounts Receivables	\$5,000
Money and Securities - On Premises	\$2,500
Money and Securities – Off Premises	\$2,500
Refrigerated Goods Spoilage	\$10,000
Valuable papers and Records (Other Than Electronic Data)	\$5,000
Outdoor Signs	\$5,000
A \$250 deductible shall apply to each coverage provided under this endorsement. If a separate wind/hail deductible is shown, then it will also apply to the above coverages for the perils of wind/hail.	

PROPERTY COVERAGES – FRIANT LOCATION

ISSUING COMPANY: Covington Specialty Insurance Company
AM BEST RATING: A++
POLICY TERM: 7/1/2025 to 7/1/2026

LOCATION SCHEDULE

LOC #	BLDG #	ADDRESS
2	1	17108 Friant Road , Friant, CA 93626

COVERAGE SCHEDULE

LOC#	BLDG#	SUBJECT OF INSURANCE	AMOUNT	CO-INS	DEDUCTIBLE	VALUATION	CAUSE OF LOSS
2	1	Business Personal Property	\$20,000	80%	1,000	Actual Cash Value	Basic

Applicable Policy Forms Schedule

Form Number

Title

Interline

- GBA 901001 Insurance Policy Jacket
- GBA 900001 Common Policy Declarations
- GBA 900002 Schedule of Endorsements
- GBA 909022 State Fraud Statement
- RSG 99019 California Surplus Lines Disclosure Notice
- GBA 904010 Minimum Earned Premium Retained
- GBA 904023 Amendment - Common Policy Conditions (Return Premium)
- GBA 904025 Amendment - Nonpayment Cancellation Condition
- GBA 906015 Exclusion - Marijuana and Cannabis
- IL 0017 Common Policy Conditions
- GBA 902002 California - Service of Suit

Property

- GBA 400001 Commercial Property Coverage Part Declarations
- CP 0010 Building and Personal Property Coverage Form
- CP 0090 Commercial Property Conditions
- CP 1010 Causes of Loss - Basic Form
- GBA 404002 Actual Cash Value Defined

PROPERTY COVERAGES – FRIANT LOCATION

Applicable Policy Forms Schedule

<u>Form Number</u>	<u>Title</u>
• GBA 404012	Total or Constructive Total Loss Clause
• GBA 404030	Construction Type Definitions
• GBA 404031	Conditional Extension - Building
• GBA 404032	Conditional Extension - Business Personal Property
• GBA 404033	Conditional Extension - Tenant's Glass and Other Building Property
• GBA 404042	Appraisal Clause Amendment
• GBA 404045	Warranty Endorsement - Flammable or Explosive Material Storage
• GBA 404050	Warranty Endorsement - Fire Extinguishers
• GBA 406014	Exclusion of Pathogenic or Poisonous Biological or Chemical Material
• GBA 406027	Cyber, Electronic Data and Systems Exclusion
• GBA 406029	Exclusion - Pre-Existing Damage

PROPERTY COVERAGES

ISSUING COMPANY: Philadelphia Indemnity Insurance Company
AM BEST RATING: A++
POLICY TERM: 7/1/2025 to 7/1/2026

LIMITS AND COVERAGES

SUBJECT OF INSURANCE	LIMIT	DEDUCTIBLE	CO-INS	VALUATION
Blanket Building	\$82,127,179	Various Deductible	100%	Agreed Value
Blanket Business Personal Property including Computers	\$8,036,140	Various Deductible	100%	Agreed Value
Business Income with Extra Expense and Rental Value	\$1,260,483	72 Hours	100%	Agreed Value
Blankets Computers	\$478,000	\$1,000		
Contractors Equipment / EV Stations	\$1,007,850	\$1,000		
Laptops	\$493,031	\$1,000		
Tablets	\$243,401	\$1,000		

PROPERTY COVERAGES

LOCATION SCHEDULE

	Location Address	Occupancy	Building Value	Business Personal Property Value	BI Value	Deductible
1	3100 W. Nielsen Fresno, CA 93706	Food Prep /Office	\$2,683,581	\$166,667	\$72,210	\$10,000
2	3110 W. Nielsen Fresno, CA 93706	Maintenance Yard	\$921,300	\$232,222	\$25,789	\$10,000
3	3110 W. Nielsen Fresno, CA 93706	Transit/Office	\$1,912,050	\$216,667	\$15,473	\$10,000
4	1545 N. St. Fresno, CA 93721	Sanctuary Youth Shelter (40 beds)	\$1,669,048	\$126,111	\$31,772	\$10,000
5	1371 Stanislaus Fresno, CA 93706	LiHeap	\$3,760,689	\$60,556	\$13,754	\$10,000
6	1189 Martin Street Fresno, CA 93706	Franklin HS Center	\$4,292,185	\$321,667	\$9,800	\$10,000
7	745 N. First St. Fresno, CA 93702	Romain HS Center	\$0	\$27,222	\$688	\$5,000
8	770 N. San Pablo Fresno, CA 93728	Area II HS Center	\$0	\$66,111	\$1,891	\$5,000
9	4676 E. Butler Ave #1-2 Fresno, CA 93702	Mosqueda HS Center	\$756,114	\$38,333	\$5,501	\$5,000
10	5550 North Fresno Street, Fresno CA 93721	Estelle Dailey HS Center	\$0	\$55,000	\$1,376	\$5,000
11	1350 E. Annadale Fresno, CA 93706	Ivy HS Center	\$0	\$49,444	\$1,376	\$5,000
12	4609 E. Illinois Fresno, CA 93702	Maple Vista HS Center	\$0	\$27,222	\$688	\$5,000
13	388 S. Brawley Fresno, CA 93706	Madison HS Center	\$880,042	\$71,667	\$7,565	\$5,000
14	2420 W. Clemenceau Caruthers, CA 93609	Caruthers HS Center	\$880,042	\$71,667	\$7,565	\$5,000
15	710 N. Hughes Fresno, CA 93728	Ramacher HS Center	\$880,042	\$27,222	\$8,125	\$5,000
16	2529 Willow Ave. Clovis, CA 93612	College Community HS Center	\$0	\$27,222	\$688	\$5,000
17	510 Barstow Clovis, CA 93612	Clovis HS Center	\$464,702	\$27,222	\$1,496	\$10,000
18	1725 Saipan Ave Firebaugh, CA 93622-2558	Firebaugh HS Center	\$880,042	\$71,667	\$8,253	\$5,000
19	112 4th St. Orange Cove, CA 93646	Citrus HS Center	\$880,042	\$71,667	\$7,565	\$5,000
20	7171 N. Sugarpine Pinedale, CA 93650	Pinedale HS Center	\$449,712	\$27,222	\$4,608	\$10,000
21	144 S. Sunset Reedley, CA 93654	Reedley HS Center	\$0	\$27,222	\$688	\$5,000
22	1240 E. Washington #1-2 Reedley, CA 93654	Jefferson HS Center	\$1,633,190	\$138,333	\$15,130	\$10,000
23	3037 S. Orchid Sanger, CA 93657	Sanger HS Center	\$1,145,165	\$93,889	\$9,628	\$10,000

PROPERTY COVERAGES

24	1101 E. Annadale Sanger #101, CA 93657	Sanger HomeBase	\$0	\$21,667	\$515	\$5,000
25	8535 S. 9th St. #1-2 San Joaquin, CA 93660	San Joaquin HS Center	\$446,515	\$38,333	\$5,501	\$10,000
26	2121 N. Van Ness Fresno, CA 93704	Sequoia HS Center	\$0	\$38,333	\$1,032	\$10,000
27	1325 Stillman Selma, CA 93663	Wilson HS Center	\$576,000	\$27,222	\$5,501	\$5,000
28	2751 Fig Selma, CA 93662	Eric Whilte Early Head Start (EHS)	\$880,042	\$20,589	\$5,125	\$5,000
29	5244 E. Pine Fresno, CA 93727	Head Start Storage	\$0	\$71,667	\$2,063	\$5,000
30	1701 Alton St. Selma, CA 93662	Roosevelt HS Center	\$340,800	\$33,611	\$8,323	\$10,000
31	1441 E. Divisidero Fresno, CA 93701	EHS @ CDC	\$2,366,496	\$71,667	\$50,651	\$10,000
32	1504 N. Weber Ave. Fresno, CA 93705	Brooks HS Center	\$823,680	\$33,611	\$8,323	\$5,000
33	2063 S. Cedar Ave. Fresno, CA 93726	Cedarwood HS Center	\$823,680	\$33,611	\$8,323	\$5,000
34	4156 E. Dakota Ave #4 Fresno, CA 93726	Dakota Circle HS Center	\$427,475	\$0	\$25,000	\$5,000
35	4156 E. Dakota Ave #3 Fresno, CA 93726	Dakota Circle HS Center	\$572,945	\$250,000	\$25,000	\$5,000
36	4156 E. Dakota Ave #2 Fresno, CA 93726	Dakota Circle HS Center	\$600,545	\$250,000	\$25,000	\$5,000
37	4156 E. Dakota Ave #1 Fresno, CA 93726	Dakota Circle HS Center	\$664,873	\$250,000	\$25,000	\$5,000
38	1240 E. Washington Reedley, CA 93654	EHS @ Reedley	\$0	\$21,667	\$515	\$5,000
39	2117 W. McKinley Fresno, CA 93721	EHS @ Addams	\$0	\$60,556	\$1,720	\$5,000
40	1047-49 R St. Fresno, CA 93721	EOC Health Services Clinic	\$0	\$116,944	\$3,464	\$5,000
41	1046 T St. Fresno, CA 93721	Sanctuary Trans Livng Cntr	\$2,781,240	\$121,389	\$31,653	\$10,000
42	719 Madera Ave. Kerman, CA 93630	Kerman HomeBase	\$0	\$55,000	\$1,547	\$5,000
43	1805 E. California St. Fresno, CA 93706	Neighborhood Youth Center-Admin Bldg	\$5,000,000	\$60,556	\$156,456	\$10,000
44	1815 E. California, Fresno, CA 93706	Neighborhood Youth Center- Classrooms	\$887,040	\$30,000	\$250,000	\$10,000
45	1809 E. California, Fresno, CA 93706	Neighborhood Youth Center-Recycling Bldg	\$2,141,568	\$355,000	\$0	\$10,000
46	925 North Abby, Fresno, CA 93701	Medical Support Office - CA Prep	\$1,221,060	\$115,000	\$5,000	\$10,000
47	3257 E. Shields, Fresno, CA 93705	WIC	\$0	\$5,000	\$0	\$5,000
48	4979-4995 E. Balch Fresno, CA 93727	Kings Canyon HS Center	\$133,333	\$49,444	\$5,501	\$5,000
49	4979-4995 E. Balch Fresno, CA 93727	Kings Canyon HS Center	\$177,778	\$71,667	\$7,565	\$5,000
50	4979-4995 E. Balch Fresno, CA 93727	Kings Canyon HS Center	\$177,778	\$11,667	\$7,565	\$5,000
51	788 West Shaw Ave, Clovis, 93726	WIC Fresno State	\$0	\$44,050	\$5,000	\$5,000
52	4273 West Richert, Suite 107 & 108	Home Base Offices	\$0	\$95,000	\$0	\$5,000

PROPERTY COVERAGES

53	1620 W. Fairmont Ave., Fresno, CA 93705	Richard Keyes Head Start 0-5	\$0	\$94,000	\$0	\$5,000
54	2056 Second St., Selma, CA 93662	Selma/Fowler- 45029 - Rented Space EHS	\$0	\$25,000	\$0	\$5,000
55	50 Fresno Street, Fresno, CA 93706	Pride Park (Vacant w/ Fence)	\$0	\$75,000	\$0	\$5,000
56	13660 E. Manning Ave Parlier, CA 93648	La Colonia HS Center	\$56,667	\$13,889	\$2,028	\$5,000
57	1420 Second St. Selma, CA 93662	Washington HS Center	\$128,889	\$27,222	\$4,676	\$10,000
58	4856 E Kings Canyon Rd #101, 93727	WIC Kings Canyon	\$0	\$30,000	\$5,000	\$5,000
59	426 E. Barstow, #204, Fresno, CA 93710		\$0	\$5,000	\$0	\$5,000
60	526 E. Barstow, #204, Fresno, CA 93710		\$0	\$5,000	\$0	\$5,000
61	526 E. Barstow, #205, Fresno, CA 93710		\$0	\$5,000	\$0	\$5,000
62	5434 N. Fresno, #202, Fresno, CA 93710		\$0	\$5,000	\$0	\$5,000
63	4721 W. Jennifer, Ste. #10, 11, 15		\$0	\$55,000	\$0	\$5,000
64	115 Belmont Ave, Suite 410, Mendota, CA 93640	Early Headstart	\$0	\$150,000	\$0	\$5,000
65	5104 N. West Ave; Fresno, CA 93711	WIC	\$0	\$40,000	\$0	\$5,000
66	1900-1920 Mariposa Street Fresno, CA 93721	Corp. Headquarters & Program Services	\$15,199,230	\$2,166,667	\$251,017	\$25,000
67	1900-1920 Mariposa Street Fresno, CA 93721	Corp. Headquarters & Program Services	\$15,439,262	\$555,556	\$0	\$25,000
68	2336 Calaveras Fresno, CA 93721	Sanctuary SOUL Youth Center	\$6,172,337	\$338,333	\$74,790	\$10,000
69	2430 Calaveras, Fresno, CA 93721	Health Services Clinic	\$0	\$50,000	\$0	\$5,000

PROPERTY COVERAGES

FORM SCHEDULE

Form	Edition	Description
BJP-190-1	0221	Commercial Lines Policy Jacket
IL N 177	0912	California Premium Refund Disclosure Notice
PI-FEES-NOTICE 1	1119	Notice Late/Non-Sufficient Funds/Reinstatement Fee
PP2020	0220	Privacy Notice For Commercial Lines
CPD-PIIC-CW	0221	Common Policy Declarations
PI-LOC-SCH	0820	Location Schedule
PI-BELL-1	1109	Bell Endorsement
PI-CME-1	1009	Crisis Management Enhancement Endorsement
IL0017	1198	Common Policy Conditions
IL0102	0220	California Changes - Actual Cash Value
IL0103	0699	California Changes - Actual Cash Value
IL0104	0720	California Changes
IL0270	0720	California Changes - Cancellation And Nonrenewal
IL0952	0115	Cap On Losses From Certified Acts Of Terrorism
PI-ACL-001	1218	Absolute Cyber Liability And Electronic Exclusion
PI-HS-029	0220	Exclusion - Adoption and Foster Care Operations
PI-TER-DN1	0121	Disclosure Notice Of Terrorism Ins Coverage Rejection
Inland Marine Dec	0100	Commercial Inland Marine Coverage Part Declarations
Inland Marine Schedule	0100	Inland Marine Supplemental Schedule
CM0001	0904	Commercial Inland Marine Conditions
PI-CIM-053	1206	Computer Coverage Form
PI-CIM-064	1120	Earthquake Exclusion
PI-CIM-065	1120	Flood Exclusion
PI-ULTD-002	1198	Property Coverage Part Declarations
PI-ULTD-003	1198	Property Coverage Part Extension Of Declarations
PI-ULTD-005	0513	Additional Coverage Summary Declarations
PI-ULTD-006	1198	UltimateCover Program Blanket Limits
CP0090	0788	Commercial Property Conditions
CP0140	0706	Exclusion of Loss Due to Virus or Bacteria
CP0299	1185	Cancellation Changes
PI-ULT-007	1198	Property Coverage Form
PI-ULT-008	1198	Causes of Loss Form
PI-ULT-009	1198	Crime Coverage Form
PI-ULT-010	1198	Business Income with Extra Expense Coverage Form
ULT10COV	1198	Business Income with Extra Expense Coinsurance Sched
ULT10OPT	1198	Business Income with Extra Expense Optional Cov Sched
PI-ULT-015	1198	Agreed Value Endorsement
PI-ULT-023	0313	Equipment Breakdown Protection Endorsement

PROPERTY COVERAGES

FORM SCHEDULE

Form	Edition	Description
PI-ULT-028	1198	Additional Exclusions
PI-ULT-072	0321	Limitations On Fungus,Wet Rot, Dry Rot And Bacteria
PI-ULT-83	0401	Loss of Income due to Workplace Violence
PI-ULT-085	0516	Cap On Losses From Certified Acts Of Terrorism
PI-ULT-088	0419	Changes - Electronic Data
PI-ULT-089	0605	Multiple Deductible Form
PI-ULT-142	0813	Collapse - Exclusion And Additional Coverage Re-Stated
PI-ULT-148 CA	1016	Equipment Breakdown - Separate Deductible Endorsement
PI-ULT-173	0215	Elite Property Enhancement: Human Services
PI-ULT-238	0119	Continuous Or Repeated Water Damage Exclusion
PI-ULT-257	0322	Flood Redefined

GENERAL LIABILITY COVERAGE

ISSUING COMPANY: Nonprofits Insurance Alliance of California
AM BEST RATING: **AIX**
POLICY TERM: 7/1/2025 to 7/1/2026

LIMITS

COMMERCIAL GENERAL LIABILITY – OCCURRENCE	
General Aggregate	\$3,000,000
Products/Completed Operations Aggregate	\$3,000,000
Personal/Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Damage to Premises Rented To You	\$500,000
Medical Expense Per Person	\$20,000
Premises/Products Bodily Injury and Property Damage Deductible	\$10,000

SOCIAL SERVICE PROFESSIONAL LIABILITY – CLAIMS MADE	
Aggregate	\$3,000,000
Each Event	\$1,000,000
Retroactive Date	7/1/2025

IMPROPER SEXUAL CONDUCT – CLAIMS MADE	
Aggregate	\$3,000,000
Occurrence	\$1,000,000
Retroactive Date	7/1/2025

LIQUOR LIABILITY - OCCURRENCE	
Aggregate	\$1,000,000
Common Cause	\$1,000,000
Retroactive Date	7/1/2025

EMPLOYEE BENEFITS LIABILITY – CLAIMS MADE	
Aggregate	\$3,000,000
Each Employee	\$1,000,000
Retroactive Date	9/1/2010

If you enter a contract for an OCIP/CIP (Owner Controlled or Contractor Controlled Insurance Program) during your policy term, please notify Heffernan Insurance Brokers immediately so that your insurance carrier(s) can be notified and your policy endorsed accordingly, if required.

GENERAL LIABILITY COVERAGE

COMMERCIAL GENERAL LIABILITY FORMS	
NIA-636 GL 01-25	Water Hazard Liability - Exclusion - Foster Person(s)
NIA-677 GL 06-24	Habitability - Sublimit
NIA-CG 20 10 12-19	Additional Insured - Owners, Lessees Or Contractors - Scheduled Person Or Organization
NIA-CG 20 11 12-19	Additional Insured - Managers Or Lessors Of Premises
NIA-CG 20 12 04-13	Additional Insured - State Or Governmental Agency Or Subdivision Or Political Subdivision - Permits Or Authorizations
NIA-CG 20 18 04-13	Additional Insured - Mortgagee, Assignee Or Receiver
NIA-CG 20 26 12-19	Additional Insured - Designated Person Or Organization
NIA-CG 20 37 12-19	Additional Insured - Owners, Lessees Or Contractors - Completed Operations
NIA-003 GL NIAC 08-20	Member Criteria
NIA-003 LL NIAC 08-20	Member Criteria
NIA-025 LL 03-16	AI - Food Contributions or Client Referrals
NIA-061 LL 03-25	AI - Primary and Non-Contrib. - Public Entities

EMPLOYEE BENEFITS LIABILITY FORMS	
CG0435 12 07	Employee Benefits Liability Coverage
NIA-033 EBL 09 19	Mold and Fungus - Exclusion
NIA-042 EBL 09 19	Nuclear, Chemical and Biological Hazards - Exclusion
NIA-056 EBL 08 20	Liberalization
NIA-003 EBL NIAC 08 20	Member Criteria

IMPROPER SEXUAL CONDUCT & PHYSICAL ABUSE	
NIA-003 ISC NIAC 08 20	Member Criteria
NIA-020 ISC 04 23	Liability Deductible - Loss and Expense
NIA-033 ISC 09 19	Mold and Fungus - Exclusion
NIA-042 ISC 09 19	Nuclear, Chemical and Biological Hazard - Exclusion
NIA-056 ISC 02 12	Liberalization
NIA-069 ISC 02 19	Fiscal Sponsor Limitation
NIA-081 ISC 01 25	Improper Sexual Conduct and Physical Abuse Liability Coverage Form - CM
NIA-132 ISC 01 25	AI - Designated Person or Organization - CM
NIA-143 ISC 01 25	Foster Family Agency - Exclusion
NIA-180 ISC 01 21	Communicable Disease - Exclusion

GENERAL LIABILITY COVERAGE

SOCIAL SERVICE PROFESSIONAL LIABILITY FORMS	
NIA-002 SSP 03 25	AI - Primary and Non-Contrib. - Designated Person or Org
NIA-003 SSP NIAC 08 20	Member Criteria
NIA-011 SSP 09 19	Fireworks - Exclusion
NIA-015 SSP 09 20	Blood Testing - Exclusion
NIA-026 SSP 11 17	Waiver of Subro with Schedule
NIA-031 SSP 03 25	Social Service Professional Coverage - CM
NIA-033 SSP 09 19	Mold and Fungus - Exclusion
NIA-042 SSP 09 19	Nuclear Chemical and Biological Hazards - Exclusion
NIA-043 SSP 11 23	Biometric and Personal Information - Exclusion
NIA-049 SSP 11 23	Naloxone
NIA-053 SSP 06 24	Construction - Exclusion
NIA-056 SSP 01 17	Liberalization
NIA-069 SSP 02 19	Fiscal Sponsor Limitation
NIA-125 SSP 11 19	Disciplinary Action Coverage
NIA-143 SSP 01 25	Foster Family Agency - Exclusion
NIA-180 SSP 01 21	Communicable Disease - Exclusion
NIA-254 SSP 11 21	Aggressive Dog - Exclusion
NIA-282 SSP 12 21	Cyber Incident - Exclusion
NIA-342 SSP 08 22	Anti-Stacking Condition
NIA-676 SSP 06 24	Habitability - Exclusion

MANAGEMENT LIABILITY COVERAGE

ISSUING COMPANY: Palomar Excess and Surplus Lines Insurance
AM BEST RATING: AIX
POLICY TERM: 7/1/2025 to 7/1/2026

LIMITS

DIRECTORS AND OFFICERS LIABILITY – SHARED LIMIT	
Aggregate Limit	\$3,000,000
Each Wrongful Act Limit	\$3,000,000
Retention	\$70,000
Retro Date:	Full Prior Acts
FIDUCIARY LIABILITY – SHARED LIMIT	
Aggregate Limit	\$3,000,000
Each Wrongful Act Limit	\$3,000,000
Retention	\$5,000
Retro Date:	Full Prior Acts
EMPLOYMENT PRACTICES LIABILITY – SHARED LIMIT	
Aggregate Limit	\$3,000,000
Each Wrongful Act Limit	\$3,000,000
First Party Retention	\$100,000
Third Party Retention	\$100,000
Retro Date:	Full Prior Acts

MANAGEMENT LIABILITY COVERAGE

COVERAGE ENHANCEMENTS

D&O ENHANCEMENTS	LIMIT	RETENTION
Dedicated Limit for Executives	\$ 1,000,000	
Anti-Trust Coverage	\$ 3,000,000	\$150,000
Derivative Demand	\$ 250,000	
Crisis Event Coverage	\$ 50,000	
Employed Lawyers Coverage	\$ 1,000,000	

EPL ENHANCEMENTS	LIMIT	RETENTION
FLSA/Wage & Hour	\$100,000	
IRCA/Immigration	\$100,000	\$100,000
Workplace Violence	\$250,000	
Employee Privacy	\$250,000	

FIDUCIARY ENHANCEMENTS	LIMIT	RETENTION
Voluntary Compliance	\$ 3,000,000	\$ 5,000
HIPAA	\$ 500,000	\$ 5,000
PPACA	\$ 500,000	\$ 5,000
Sec. 502(c)	\$ 500,000	\$ 5,000
Sec. 507	\$ 500,000	\$ 5,000
Sec. 4975	\$ 500,000	\$ 5,000
Settlor Coverage	\$ 3,000,000	\$ 5,000

ENDORSEMENTS

#	FORM	ENDORSEMENT DESCRIPTION
1	PLMR-MLP-0004	Service of Suit
2	PLMR-MLP-0005	FLSA (\$ 100,000 sublimit; match EPL P&P date)
3	PLMR-MLP-0006	IRCA (\$ 100,000 sublimit; \$ 150,000 retention)
4	PLMR-MLP-0010	Specified Matters Exclusion (all open NIAC Claims)
5	PLMR-MLP-0014	EPL Employee Privacy with Sublimit (\$ 250,000)
6	PLMR-MLP-0020	Cyber Exclusion

MANAGEMENT LIABILITY COVERAGE

7	PLMR-MLP-0022	Workplace Violence Defense Costs Only Sublimit (\$250,000)
8	PLMR-MLP-0030	Employed Lawyers Coverage Extension (\$1,000,000)
9	PLMR-MLP-0038	Securityholder Carvebacks Endorsement
10	PLMR-MLP-0040	Website Accessibility Exclusion
11	PLMR-MLP-0043	Anti-Trust carveback with Sublimit (\$3,000,000), Separate Retention (150,000) and Coinsurance (100% Insurer)
12	PLMR-MLP-0055	Cap on Losses from Certified Acts of Terrorism
13	PLMR-MLP-0056	OFAC Notice
14	PLMR-MLP-0057	PPACA Sec 502(c) Sec 507 Sec 4975 Civil Money Penalties (\$500,000)
15	PLMR-MLP-0062	Crisis Event Coverage (\$50,000)
16	PLMR-MLP-0074	Amend Definition of Insured Person to include Scientific and Advisory Board Members
17	PLMR-MLP-0084	Amend Definition of Third Party and Third Party Wrongful Acts (EPL)
18	PLMR-MLP-0096	Amend Retention for High Wage Earners (\$100,000 compensation; \$150,000 retention)
19	PLMR-MLP-0097	Amend Definition of Employment Practices Wrongful Act to include Workplace Bullying
20	PLMR-MLP-0098	Biometrics Privacy Exclusion (Package)
21	PLMR-MLP-0106	Settlor Capacity Endorsement DC Only Sublimit (\$3,000,000)
22	PLMR-MLP-0120	Professional Services Exclusion Management Exception
23	PLMR-MLP-0129	Pre-Determined Run-Off Endorsement (3 years @ 125%, 6 years @ 150%)
24	PLMR-MLP-0155	Pre-Claim Inquiry Costs Coverage Endorsement (\$500,000)
25	PLMR-MLP-0156	Amend IvI Claims Brought By 1 Year
26	PLMR-MLP-0157	Amend Definition of Loss to Include Dodd Frank
27	PLMR-MLP-0158	Amend Definitions of Employment Practices Harassment & Workplace Tort
28	PLMR-MLP-0159	Entity Investigation Coverage Extension (\$500,000)

BUSINESS AUTOMOBILE COVERAGE

ISSUING COMPANY: Nonprofits Insurance Alliance of California
AM BEST RATING: AIX
POLICY TERM: 7/1/2025 to 7/1/2026

COVERED AUTO SYMBOLS		
(1) Any Auto	(4) Owned Autos Other Than Private Passenger	(7) Autos Specified on Schedule
(2) All Owned Autos	(5) All Owned Autos Which Require No-Fault Coverage	(8) Hired Autos
(3) Owned Private Passenger Autos	(6) Owned Autos Subject to Compulsory U.M. Law	(9) Non-Owned Autos

LIMITS

COVERAGE	SYMBOL	LIMIT
Liability - Combined Single Limit	2	\$1,000,000
Medical Payments	7	\$5,000
Hired and Non-owned Auto Liability	8, 9	Included
UNINSURED/UNDERINSURED MOTORISTS	SYMBOL	LIMIT
Uninsured Motorists - Each Accident	7	\$1,000,000
PHYSICAL DAMAGE COVERAGE	SYMBOL	DEDUCTIBLE
Comprehensive Deductible	7	\$1,000
Collision Deductible	7	\$1,000
Liability	2	\$10,000

BUSINESS AUTOMOBILE COVERAGE

SCHEDULE OF VEHICLES

Vehicle #	Year	Make	Model	VIN
1	1994	Ford Econoline	Van	1FTJS34G5RHA74147
2	1995	Ford	F250 Truck	1FTHF25HXSLA28725
3	1995	GMC	Truck	1GDG6HIJ7SJ512642
4	1996	Freightliner	Thomas	1HVBBABNXTH410449
5	1997	Ford	E150 Club Wagon	1FMEE11L9VHA29006
6	1999	International Blue B	48 Passenger	1HVBBABN3XH232499
7	1999	BLUE BIRD	BUS	1BAAECHA5XF085620
8	2001	Chevrolet	Silverado	1GBJC33UX1F101643
9	2001	Chevrolet	Silverado	1GCHC23U51F153489
10	2003	Freightliner	Thomas	4UZAAXAK53CK66462
11	2003	Freightliner	Thomas	4UZAAXAK93CK66464
12	2003	Freightliner	Thomas	4UZAAXAK03CK66465
13	2003	Freightliner	Thomas	4UZAAXAK23CK66466
14	2005	Chevrolet	Silverado	1GCCS136758170619
15	2005	Freightliner	Thomas FS65	4UZAAXCSX5CN15032
16	2006	Ford	F250	1FDNF20526EC54005
17	2006	Ford	F250	1FDNF20546EC54006
18	2006	Chevrolet	Silverado	1GBHC23U26F245543
19	2006	Blue Bird	Bus	1BAKGCKA36F234404
20	2006	Ford	E450	1FDXE45S26DB18811
21	2007	Isuzu	NPR	JALC4B16777007527
22	2007	Chevrolet	Colorado	1GCCS13E078141490
23	2007	Chevrolet	Colorado	1GCCS13E878149935
24	2007	Chevrolet	Silverado 2500	1GCHC23U57F136300
25	2007	Chevrolet	Silverado 2500	1GCHC23UX7F133151
26	2007	Isuzu	NPR	JALC4J16477015336
27	2007	Isuzu	NPR	JALC4J16X77006544
28	2007	Ford	E350 Can	1FBNE31L77DA07553
29	2007	Ford/Starcraft	Paratransit Bus	1FDXE45S86DB18795
30	2007	Ford/Starcraft	Paratransit Bus	1FDXE45S16DB18816
31	2007	Ford	Econoline	1FDXE45S77DB11418
32	2008	Chevrolet	Silverado 2500	1GCHC33628F120418
33	2008	Chevrolet	Silverado 2500	1GCHC33628F121553
34	2008	Isuzu	Truck	4KLC4J1U98J801931
35	2008	Ford	Econoline	1FTSS34L78DA39374
36	2008	Ford	E350	1FTSS34L98DA39375
37	2008	Ford	E350	1FTSS34L08DA39376
38	2008	Ford	E350	1FTSS34L28DA39377
39	2008	Ford	E350	1FTSS34L58DB01807
40	2008	Ford	E350	1FTSS34L98DB01681
41	2008	Ford	E350	1FTSS34L48DB10692
42	2008	Ford	E450 Van	1FD4E45S88DA81012
43	2008	Ford	E450 Van	1FD4E45S48DA74512

BUSINESS AUTOMOBILE COVERAGE

Vehicle #	Year	Make	Model	VIN
44	2008	Ford	E450 Van	1FD4E45SX8DA59755
45	2008	Ford	E450 Van	1FD4E45S18DA78033
46	2009	Ford	Escape	1FMCU49329KA56069
47	2009	Ford	E350	1FTSS34L39DA38434
48	2009	Chevrolet	Express Cargo Van	1GCGG25C791119700
49	2009	Ford	Crown Victoria Polic	2FAHP71V59X101203
50	2010	Ford	F250	1FDNF2A59AEA26462
51	2010	Ford	F250	1FDNF2A57AEA26461
52	2010	Ford	F250	1FDNF2A50AEA31243
53	2010	Toyota	Prius	JTDKN3DU7A0011717
54	2010	Chevrolet	G2500 LT Express Van	1GNZGRDG0A1150255
55	2010	Dodge	Caravan	2D4RN4DE2AR296736
56	2010	Dodge	Caravan	2D4RN4DE6AR296738
57	2010	Dodge	Caravan	2D4RN4DE6AR296741
58	2010	Ford	E350	1FTSS3EL4ADA07289
59	2010	Ford	E350	1FTSS3EL0ADA07290
60	2010	Ford	E450 Van	1FD4E45SADA01416
61	2010	Ford	E450 Van	1FD4E45S9ADA03755
62	2010	Ford	E450 Van	1FD4E45S4ADA03758
63	2010	Ford	Crown Victoria Polic	2FABP7BV2AX138802
64	2010	Dodge	Grand Caravan SE	2D4RN4DE8AR487514
65	2011	Ford	E250 Pickup	1FTBF2A6XBEA36645
66	2011	Chevrolet Colorado	Truck	1GCDSCF9XB8109752
67	2011	Chevrolet Silverado	Truck	1GCRKPEA3BZ108090
68	2011	Chevrolet Silverado	Truck	3GCPKSE32BG269994
69	2011	Ford	E450 Van	1FD4E45S7BDB12409
70	2011	Ford	E450 Van	1FD4E45S5BDB12411
71	2011	Ford	E450 Van	1FD4E45S9BDB07275
72	2011	Ford	E450 Van	1FD4E45S6BDB07279
73	2011	Ford	E450 Van	1FD4E45S3BDB12410
74	2012	Ford	Escape	1FMCU0D7XCKA36131
75	2012	Chevrolet Silverado	Truck	1GC1CVCG6CF176702
76	2013	Chevrolet Silverado	Truck	1GC1CVCG8DF102537
77	2013	Chevrolet Express G1	Van	1GNSGBF46D1126591
78	2013	Ford	E450	1FDXE4FS9DDA61583
79	2013	Ford	EcoLine	1FD4E45S9DDA51034
80	2013	Ford	E-450	1FD4E45S4DDA51037
81	2013	Ford	E-450	1FD4E45S1DDA56969
82	2013	Ford	E-450	1FD4E45S8DDA56970
83	2013	Ford	E-450	1FD4E45S1DDA56972
84	2013	Ford	E-450	1FD4E45S7DDA56975
85	2013	Ford	E-450	1FD4E45S0DDA56977
86	2013	Ford	E-450	1FD4E45S5DDA56974

BUSINESS AUTOMOBILE COVERAGE

Vehicle #	Year	Make	Model	VIN
87	2013	Ford	E-350 Super Duty	1FTSS3EL1DDA61119
88	2013	Ford	E-350 Super Duty	1FTSS3EL0DDA49088
89	2013	Ford	E-350 Super Duty	1FTSS3EL0DDA61130
90	2013	ICCRP		4DRBWAARXDB150701
91	2014	Ford	Escape	1FMCU0F70EUE00965
92	2014	Ford	Escape	1FMCU0F77EUC09740
93	2014	Ford	E150 Club Wagon	1FMNE1BW8EDB03872
94	2014	Ford	Grand Caravan	2C7WDGBG8ER432272
95	2015	Ford	F-250	1FTBF2A6XFEC64473
96	2015	Ford	E-450	1FDFE4FS9FDA07604
97	2015	Ford	E-450 Starcraft Shut	1FDFE4FS2FDA17746
98	2015	Ford	E-450 Starcraft Shut	1FDFE4FS1FDA17737
99	2015	Ford	E-450 Starcraft Shut	1FDFE4FS3FDA19893
100	2015	Ford	E-450	1FDFE4FSXFDA07594
101	2015	Ford	E-450	1FDFE4FS3FDA07601
102	2015	Ford	E-450	1FDFE4FS3FDA07596
103	2015	Ford	E-450	1FDFE4FS5FDA07597
104	2015	Ford	E-450	1FDFE4FS8FDA07612
105	2015	Ford	E-450	1FDFE4FS8FDA07609
106	2016	Honda	Odyssey SE	5FNRL5H36GB108032
107	2016	Isuzu	NPR	JALC4J16XG7002896
108	2016	Ford	Transit T-350	1FTBW2ZM3GKA96276
109	2016	Ford	Transit T-350	1FTBW2ZM5GKA96277
110	2016	Ford	Transit T-350	1FTBW2ZM7GKA96278
111	2016	Ford	Transit T-351	1FTBW2ZM8GKA96273
112	2016	Ford	Transit T-352	1FTBW2ZMXGKA96274
113	2016	Ford	Transit T-353	1FTBW2ZM1GKA96275
114	2016	Ford	Transit T-354	1FTBW2ZM6GKA96272
115	2016	Starcraft	Allstar 24	1FDFE4FS2GDC51418
116	2016	Starcraft	Allstar 25	1FDFE4FS5GDC51414
117	2016	Starcraft	Allstar 26	1FDFE4FS9GDC50427
118	2016	Starcraft	Allstar 27	1FDFE4FS6GDC51406
119	2017	Ford	Escape	1FMCU0F74HUA23707
120	2017	Kia	Sedona LX	KNDMB5C17H6254214
121	2018	Volkswagen	E-Golf	WVWKR7AU0JW907774
122	2018	Ford	Transit Connect XLT	NM0LS7F79J1343886
123	2018	Ford	F-250	1FTBF2A60JEC46587
124	2018	Isuzu	NPR	JALC4J164J7009253
125	2018	Ford	F150	1FTEW1CP8JKF36719
126	2018	Ford	F150	1FTEW1CP7JKF41538
127	2018	Volkswagen	EGolf	WVWKR7AU0JW907774
128	2018	Volkswagen	E-GOLF SE	WVWKR7AU9JW908776
129	2018	Volkswagen	Egolf	WVWKR7AU6JW907908
130	2018	Volkswagen	Egolf	WVWKR7AU6JW907651

BUSINESS AUTOMOBILE COVERAGE

Vehicle #	Year	Make	Model	VIN
131	2018	Volkswagen	Egolf	WVWKR7AU3JW908305
132	2019	Ford	Transit Connect Carg	NM0LS7E24K1411132
133	2019	Ford	Transit Connect Carg	NM0LS7E23K1398938
134	2019	Ford	Transit T-250	1FTYR2CMXKKB84342
135	2019	Ford	Transit T-250	1FTYR2CM0KKB54654
136	2019	Isuzu	Box Truck	JALC4J16XK7009033
137	2019	Thomas	Built HDX-D	1T7Y84E23K1150083
138	2019	Ford	F-250	1FT7X2A61KED53295
139	2019	Freightliner	Thomas	4UZABRFCXKCY2033
140	2019	Freightliner	Thomas	4UZABRFC1KCY2034
141	2019	Ford	E450	1FD4E4FS4KDC45323
142	2019	Ford	E450	1FD4E4FS1KDC45330
143	2019	Ford	E450	1FD4E4FS3KDC43823
144	2019	Ford	E450	1FD4E4FS6KDC43816
145	2019	Ford	E450	1FD4E4RS3KDC45331
146	2020	Ford	Transit T-250	1FTBR1C86LKA60766
147	2020	Ford	Transit T-250	1FTBR1C8XLKB60868
148	2020	Ford	Transit T-251	1FTBR1C85LKA60712
149	2020	Toyota	Sienna	5TDYZ3DC9LS024846
150	2021	STRC		1FD4E4FN1MDC20666
151	2021	STRC		1FD4E4FN1MDC20649
152	2021	Ford E450	E450	1FD4E4FN8MDC20681
153	2022	Ford	Escape SE	1FMCU0G68NUA27082
154	2023	Mercedes- Benz	Sprinter	W1Y40BHYXPT148491
155	2023	Mercedes- Benz	Sprinter	W1Y40BHY5PT145336
156	2023	Mercedes- Benz	Sprinter	W1Y40BHY6PT147449
157	2023	Mercedes- Benz	Sprinter	W1Y40BHY5PT143909
158	2023	Mercedes- Benz	Sprinter	W1Y40BHY6PT150092
159	2023	Ford	F-250	1FTBF2AA3PEC35001
160	2023	Ford	F-250	1FTBF2AA3PEC61422
161	2023	Ford	Transit	1FTBW9CK5PKA92729
162	2023	Ford	Transit	1FTBW9CK9PKA92832
163	2023	Ford	Transit	1FTBR1C88PKB28765
164	2023	Ford	Transit	1FTBR1C80PKB27531
165	2023	Ford	Transit	1FTBR1C8XPKB30338
166	2023	Ford	Transit	1FTBW9CK1PKA92744
167	2024	Kia	Seltos	KNDEU2AAXR7530512
168	2024	Kia	Seltos	KNDEU2AAXR7502161
169	2024	Isuzu	NPR	JALC4J167R7016953
170	2024	Isuzu	NPR-HD	JALC4J16XR7016624
171	2024	Ford	Escape	1FMCU0MZ8RUA11338
172	2024	Ford	F-350	1FT8W3BA8REF10668
173	2024	Ford	F-350	1FT8W3BA0REF11104

BUSINESS AUTOMOBILE COVERAGE

Vehicle #	Year	Make	Model	VIN
174	2024	Ford	F-350	1FT8W3BA8REF73219
175	2024	Ford	F-350	1FT8W3BA0REF75806
176	2024	Honda	Odyssey	5FNRL6H67RB055845
177	2024	Dodge	BraunAbility	2C7WDGBG1GR388635
178	2024	Ford	E-450	1FDFE4FN6RDD34444
179	2024	Ford	E-450	1FDFE4FN4RDD32465
180	2024	Chevrolet	Express Cargo Van	1GCWGAFFOR1289596
181	2024	Chevrolet	Express Cargo Van	1GCWGBFP9R1243934
182	2024	Chevrolet	Express Cargo Van	1GCWGAFFOR1269977
183	2025	Isuzu	NPR HD	54DC4J1D0SS204003
184	2025	Isuzu	NPR HD	54DC4J1D8SS205271
185	2025	Isuzu	NPR HD	54DC4J1DXSS205272
186	2025	Isuzu	NPR HD	54DC4J1D5SS203526
187	2025	Isuzu	NPR HD	54DC4J1D3SS203525
188	2025	Honda	Odyssey	5FNRL6H62SB052843

UMBRELLA/EXCESS LIABILITY COVERAGE

ISSUING COMPANY: Nonprofits Insurance Alliance of California
AM BEST RATING: AIX
POLICY TERM: 7/1/2025 to 7/1/2026

LIMITS

UMBRELLA LIMIT PER COVERAGE LINE	LIMIT
General Liability	\$2,000,000
Social Service Professional Liability	\$1,000,000
Improper Sexual Conduct	\$1,000,000

COVERAGE	UNDERLYING LIMITS		POLICY # INSURANCE CARRIER	POLICY DATES
General Liability	\$1,000,000 \$3,000,000 \$3,000,000	Each Occurrence General Aggregate Products/Completed Ops Aggregate	Nonprofits Insurance Alliance of California	7/1/2025 to 7/1/2026
Social Service Professional Liability	\$1,000,000 \$3,000,000	Each Occurrence Aggregate		
Improper Sexual Conduct	\$1,000,000 \$3,000,000	Each Occurrence Aggregate		

COMMERCIAL UMBRELLA FORMS	
NIA-003 UMB NIAC 08-20	Member Criteria
NIA-042 UMB 09-19	Nuclear Chemical and Biological Hazards - Exclusion
NIA-100 UMB 03-25	Commercial Umbrella Coverage Form
NIA-133 UMB 05-20	AI - ISC and PA - Exclusion
NIA-140 UMB 08-20	Claims Made and Prior Acts Exclusion
NIA-161 UMB 05-13	Employers' Liability - Exclusion
NIA-180 UMB 01-21	Communicable Disease - Exclusion
NIA-231 UMB 03-25	Privacy Liability and Cyber - Exclusion
NIA-232 UMB 06-16	Med Pay - Exclusion
NIA-235 UMB 03-23	Exclusion of Terrorism
NIA-236 UMB 03-23	Exclusion of Punitive Damages Related to a Certified Act of Terrorism
NIA-253 UMB 08-21	Workers' Compensation - Exclusion
NIA-ILP0 01-04	U.S. Treasury Department's Office Of Foreign Assets Control ("OFAC") Advisory Notice To Policyholders

CRIME COVERAGE

ISSUING COMPANY: Hartford Fire Insurance Company
AM BEST RATING: A+XV
POLICY TERM: 7/1/2025 to 7/1/2026

BASIS FOR COVERAGE: DISCOVERY

LIMITS

	LIMIT	DEDUCTIBLE
Employee Theft	\$2,500,000	\$10,000
Computer and Funds Transfer Fraud	\$500,000	\$5,000
Inside the Premises – Money Securities and Other Property	\$500,000	\$5,000
Outside the Premises – Money Securities and Other Property	\$500,000	\$5,000
Depositors Forgery or Alteration	\$500,000	\$5,000
Money Orders and Counterfeit Currency	\$500,000	\$5,000

ENDORSEMENTS, EXCLUSIONS AND LIMITATIONS

Form Number	Name
CA00H12601	<u>BOND BILLING STATEMENT</u>
CA00H00200	<u>CRIMESHIELD ADVANCED POLICY DECLARATIONS</u>
CA00H00300	<u>THE HARTFORD CRIMESHIELD ADVANCED POLICY</u>
RN00U00100	<u>IN WITNESS PAGE</u>
HG00H00901	<u>AMEND MAILING ADDRESS FOR NOTICE ENDORSEMENT</u>
CA00H05001	<u>AMEND OTHER INSURANCE CLAUSE AND RECOVERIES CLAUSE - ENDORSEMENT</u>
CA00H15500	<u>DECEPTION FRAUD ENDORSEMENT</u>
CA00H15600	<u>INCLUDE COVERAGE FOR VIRTUAL CURRENCY - SUBLIMITED</u>
CA04H00400	<u>CALIFORNIA AMENDATORY ENDORSEMENT</u>
CA04H00500	<u>CALIFORNIA CANCELLATION AND NONRENEWAL ENDORSEMENT</u>
CA04H10500	<u>CALIFORNIA PREMIUM ENDORSEMENT</u>
HG04H00100	<u>NOTICE TO POLICYHOLDERS CALIFORNIA</u>
EL04R11102	<u>IMPORTANT INFORMATION TO POLICYHOLDERS</u>
HG00H12900	<u>U.S. DEPARTMENT OF THE TREASURY, OFFICE OF FOREIGN ASSETS CONTROL ("OFAC")</u>

MEDICAL MALPRACTICE PROFESSIONAL LIABILITY

ISSUING COMPANY: General Star Indemnity
AM BEST RATING: AIX
POLICY TERM: 7/1/2025 to 7/1/2026

Description of Professional Services:
 Community Health Clinic, Family Planning Services, Head Start Nursing

PROFESSIONAL LIABILITY COVERAGES – CLAIMS MADE FORM	
Each Claim Limit of Liability	\$1,000,000
Aggregate Limit of Liability	\$3,000,000
Deductible	\$0
SUBLIMIT FOR ABUSE OR MOLESTATION (INCLUDED, NOT A SEPARATE LIMIT)	
Each Claim Limit of Liability	\$1,000,000
Aggregate Limit of Liability	\$1,000,000
Retroactive Date:	4/15/1985
Full Prior Acts	

FORMS AND ENDORSEMENTS

GSM 06 MHCF 801 1 [Amendment Premium](#)
 (03/2012)
 GS-06-MHCF-462 (04/2012) [Designated Professional Services Limitation](#)

Schedule	(1) Community Health Clinic; (2) Family Planning Services; (3) Head Start Nursing
----------	-----------------------------------------------------------------------------------

GSM 06 MHCF 305 1 (04 [Addl Insured HC Prof](#)
 12)

Schedule	
Named of Health Care Professional(s)	Retroactive Date
Thomas Catalano, Pharm D	01/14/2021

- IC 24 0002 01 25 [SERVICE OF SUIT \(NON-ADMITTED POLICIES ONLY\)](#)
- IL 11 0001 07 22 [Additional Policy Conditions OFAC](#)
- IL 24 0005 01 25 [Exclusion - Human Trafficking](#)
- MHF 00 0001 04 19 [Miscellaneous Healthcare Facilities - Professional Liability Coverage Part \(Cm\)](#)
- MHF 00 0003 01 17 [Miscellaneous Healthcare Facilities - Common Policy Provisions](#)
- MHF 04 0004 03 15 [Departed Professionals As Insureds](#)

MEDICAL MALPRACTICE PROFESSIONAL LIABILITY

FORMS AND ENDORSEMENTS CONTINUED

Schedule		
Name of Professional	Retroactive Date	Termination Date
Lalaine L. Tiu, MD	02/03/2014	03/11/2016
Asma Chattha, MD	05/01/2016	02/28/2018

MHF 04 0006 06 23 [Professionals As Insureds](#)

Schedule		
Name of Professional	Specialty	Retroactive Date
David W. Dowis, MD	Family/General Practice - No Surgery	01/01/2000

MHF 21 0009 07 22 [Exclusion Cyber Privacy Security](#)

MHF 21 0012 06 22 [Miscellaneous Healthcare Facilities Private Citizen Statutory Abortion Liability Exclusion](#)

MHF 21 0013 05 23 [Exclusion - Recording And Distribution Of Material In Violation Of Law](#)

MHF 24 0010 07 16 [Application Attachment Endorsement](#)

ACCIDENT DEATH AND DISABILITY COVERAGE

ISSUING COMPANY: National Union Fire Ins. Co. of the State of PA (AIG)
AM BEST RATING: A+XV
POLICY TERM: 7/1/2025 to 7/1/2026

COVERAGE AND LIMITS

COVERAGE:	LIMITS
Aggregate Limit	\$250,000
Accidental Death Benefit	\$25,000
Accidental Dismemberment Benefit	\$25,000
Accidental Medical Expense Benefit	\$25,000
Deductible	\$250 per accident
Catastrophe Cash Benefit	\$50,000
Dental Maximum Amount per tooth	\$250 per accident

Note: Expenses charged to the maximum for the above Dental services per tooth are also subject to the Overall Accident Medical Expense amount

CYBER COVERAGE

ISSUING COMPANY: HOUSTON CASUALTY COMPANY

AM BEST RATING: **A++XV**

POLICY TERM: 7/1/2025 to 7/1/2026

COVERAGE AND LIMITS

Third Party Liability Insuring Agreements (Claims Made and Reported Coverage)

	Each Claim	Aggregate
Multimedia Liability Coverage	\$1,000,000	\$1,000,000
Security and Privacy Liability Coverage	\$1,000,000	\$1,000,000
Privacy Regulatory Defense and Penalties Coverage	\$1,000,000	\$1,000,000
PCI DSS Liability Coverage*	\$1,000,000	\$1,000,000
Bodily Injury Liability Coverage	\$250,000	\$250,000
Property Damage Liability Coverage	\$50,000	\$50,000
TCPA Defense Coverage	\$50,000	\$50,000

First Party Insuring Agreements (Event Discovered and Reported Coverage)

	Each Claim	Aggregate
Breach Event Costs Coverage	\$1,000,000	\$1,000,000
Post Breach Remediation Costs Coverage	\$25,000	\$25,000
BrandGuard® Coverage	\$1,000,000	\$1,000,000
System Failure Coverage	\$1,000,000	\$1,000,000
Dependent System Failure Coverage	\$1,000,000	\$1,000,000
Cyber Extortion Coverage	\$1,000,000	\$1,000,000
Cyber Crime Coverage		
A. Financial Fraud Sublimit	\$250,000	\$250,000
B. Telecommunications and Utilities Fraud Sublimit	\$250,000	\$250,000
C. Phishing Fraud Sublimits		
1. Your Phishing Fraud Loss Sublimit	\$250,000	\$250,000
2. Client Phishing Fraud Loss Sublimit	\$250,000	\$250,000
3. Phishing Fraud Aggregate Sublimit (C.1. & C.2. combined)		\$250,000
Cyber Crime Aggregate Limit (A., B., & C. combined)		\$250,000
Bricking Loss Coverage	\$1,000,000	\$1,000,000
Property Damage Loss Coverage	\$50,000	\$50,000
Reward Expenses Coverage	\$50,000	\$50,000
Court Attendance Costs Coverage	\$25,000	\$25,000

*PCI DSS is Payment Card Industry Data Security Standard

B. Maximum Policy Aggregate Limit: **\$1,000,000**

C. Additional Defense Costs Limit: **\$1,000,000**

(Not applicable to Bodily Injury Liability, Property Damage Liability or TCPA Defense Coverage)

CYBER COVERAGE

D. Breach Event Costs Outside the Limit Enhancement: INCLUDED
DEDUCTIBLES, WAITING PERIODS, PERIODS OF INDEMNITY AND PERIOD OF RESTORATION

A. Each Insuring Agreement:

Multimedia Liability Coverage Deductible	\$25,000 each Claim
Security and Privacy Liability Coverage Deductible	\$25,000 each Claim
Privacy Regulatory Defense and Penalties Coverage Deductible	\$25,000 each Claim
PCI DSS Liability Coverage Deductible	\$25,000 each Claim
Bodily Injury Liability Coverage Deductible	\$25,000 each Claim
Property Damage Liability Coverage Deductible	\$25,000 each Claim
TCPA Defense Coverage Deductible	\$25,000 each Claim
Breach Event Costs Coverage Deductible	\$25,000 each Claim
Post Breach Remediation Costs Coverage Deductible	\$25,000 each Claim
BrandGuard® Coverage	
Waiting Period:	2 weeks
Period of Indemnity:	6 months
System Failure Coverage	
A. Data Recovery Deductible	\$25,000 each Claim
B. Non-Physical Business Interruption	
Waiting Period:	8 hours
Period of Restoration:	6 months
Dependent System Failure Coverage	
A. Data Recovery Deductible	\$25,000 each Claim
B. Non-Physical Business Interruption	
Waiting Period:	12 hours
Period of Indemnity:	4 months
Cyber Extortion Coverage Deductible	\$25,000 each Claim
Cyber Crime Coverage Deductible	\$25,000 each Claim
Bricking Loss Coverage Deductible	\$25,000 each Claim
Property Damage Loss Coverage Deductible	\$25,000 each Claim
Reward Expenses Coverage Deductible	\$25,000 each Claim
Court Attendance Costs Coverage Deductible	None

B. Aggregate Deductible: NONE

CYBER COVERAGE

FORMS AND ENDORSEMENTS

NGP1012-42020	Amendment of Created or Acquired Subsidiaries Clause Subsidiary acquisition threshold: 10%
NGP1077-122023	Biometric Claims Sublimit A. Biometric Claims Sublimit: \$250,000 Each Biometric Claim / \$250,000 Aggregate B. Biometric Claims Deductible: To match option selected. C. None; Full Unknown Prior Acts.
NGP1115-112023	Dependent System Failure Non-IT Service Provider Sublimit \$1M each claim/\$1M aggregate Waiting Period: To Match DSF Waiting Period hours
NGP1078-52020	Nuclear Incident Exclusion
NGP1076-42020	Policyholder Disclosure Notice of Terrorism Insurance Coverage
NGP1073-112022	RT Specialty Cyber Amendatory Subsidiary acquisition threshold: 30%
NGP1075-42020	Service of Suit
NGP1109-102023	War and Cyber Operation Exclusion
NGP1142-122024	Cyber Crime Amendatory Undelivered Goods or Services
NGP1146-32025	Cyber Extortion Amendatory: Pay on Behalf

HEFFERNAN INSURANCE BROKERS DATA COLLECTION & DISCLOSURE INFORMATION

This notice describes our policy on the collection and disclosure of your information.

Categories of Information Collected and May Be Disclosed:

We obtain most of the information directly from you. We may collect and disclose the following non-public personal information about you for the purpose of obtaining insurance products and services on your behalf:

- Your business dealings with us and other companies.
- Information about your transactions with us, our affiliates, or others such as your policy coverage, premiums, and payment history.
- Information you provide us on applications or other forms such as your name, address, Federal ID Number or Social Security number, assets, drivers' license numbers and drivers' Motor Vehicle Records.

To Whom Information is Disclosed:

We disclose your information to other parties to help us fulfill our obligations to you; this includes disclosure to:

- Insurance carriers, wholesalers, MGAs for the purpose of obtaining insurance for you.
- A third-party partner to assist in administrative tasks and projects on behalf of you and Heffernan.
- A risk and insurance benchmarking organization that aggregates information in their database to give us access to resources so we can better serve you and to fulfill our contractual obligation.
- Opt Out: If you do not want us to disclose any of your information to the benchmarking company, this can be stated on the Authorization to Bind document.

Commissions. The insurer that underwrites your policy generally pays our firm a sales commission. For our efforts, we are compensated primarily by standard commissions. Standard Commissions are based on the commission schedules developed by each insurance company and calculated as a percentage of the premium. This commission percentage is set by the insurance company, not by us, and is included as part of the insurance premium you pay.

Commissions and Incentive Compensation from Insurance Companies. We may also receive compensation through incentive or profit-sharing arrangements with insurance companies with which we place business. Eligibility for and the amount of contingency compensation is based on pre-established thresholds that consider the overall profitability of the business we place with insurers and other factors. This incentive compensation is never tied to any individual policyholder, and there is no meaningful method to determine in advance the impact that any policy has on these payments. If in a given year our firm does not meet the profitability thresholds outlined above, we are not eligible for any incentive compensation.

Additional Services Fees. Heffernan Insurance Brokers may charge fees for additional services in addition to the compensation & commissions described above, for our additional services. Additional Services Fees charged to YOU, if any, have been disclosed to YOU in this proposal, and you will acknowledge by signing our Additional Services Agreement included in this proposal.

HEFFERNAN INSURANCE BROKERS ADDITIONAL SERVICES AGREEMENT

WHOLESALE INTERMEDIARY SERVICE FEE

The amount of all fees that will be charged by wholesale intermediary brokers are \$1,000.00, in connection with placement of Client's insurance. These fees are not retained by Heffernan Insurance Brokers.

Client's Signature

Date

IMPORTANT NOTICE:

1. The insurance policy that you are applying to purchase is being issued by an insurer that is not licensed by the State of California. These companies are called “nonadmitted” or “surplus lines” insurers.
2. The insurer is not subject to the financial solvency regulation and endorsement that apply to California licensed insurers.
3. The insurer does not participate in any of the insurance guarantee funds created by California law. Therefore, these funds will not pay your claims or protect your assets if the insurer becomes insolvent and is unable to make payments as promised.
4. The insurer should be licensed either as a foreign insurer in another state in the United States or as a non-United States (alien) insurer. You should ask questions of your insurance agent, broker, or “surplus line” broker or contact the California Department of Insurance toll-free number 1-800-927-4357 or internet website www.insurance.ca.gov. Ask whether or not the insurer is licensed as a foreign or non-United States (alien) insurer and for additional information about the insurer. You may also visit the NAIC’s internet website at www.naic.org. The NAIC—the National Associations of Insurance Commissioners—is the regulatory support organization created and governed by the chief insurance regulators in the United States.
5. Foreign insurers should be licensed by a State in the United States and you may contact that state’s department of insurance to obtain more information about that insurer. You can find a link to each state from this NAIC internet website: https://naic.org/state_web_map.htm.
6. For non-United States (alien) insurers, the insurer should be a licensed by a country outside of the United States and should be on the NAIC’s International Insurers Department (IID) listing of approved nonadmitted non-United States insurers. Ask your agent, broker, or “surplus line” broker to obtain more information about that insurer.
7. California maintains a “List of Approved Surplus Line Insurers (LASLI).” Ask your agent or broker if the insurer is on that list, or view that list at the internet web site of the California Department of Insurance: www.insurance.ca.gov/01-consumers/120-company/07-lasli/lasli.cfm.
8. If you, as the applicant required that the insurance policy you have purchased be effective immediately, either because existing coverage was going to lapse within two business days or because you were required to have coverage within two business days, and you did not receive this disclosure form and a request for your signature until after coverage became effective, you have the right to cancel this policy within five days of receiving this disclosure. If you cancel coverage, the premium will be prorated and any broker’s fee charged for this insurance will be returned to you.

Date Signed: _____

Client Code: FRESCOU-02

Insured Name: _____

Insured Signature: _____

Title: _____

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Consent Agenda Item #: 8_10	Director: Chris Erwin
Subject: RFP For Legal Services	Officer: Salam M. Nalia

Recommended Action

The Finance Committee recommends approving the proposed Request for Proposal (RFP) for legal services.

Background

This item was presented during the June 25, 2025, Finance Committee meeting.

The current legal services agreement with Baker Manock & Jensen, signed on July 21, 2020, is set to expire on July 21, 2025. The agreement included an option to extend services for up to four additional years. After careful consideration, the Finance Department recommends that Fresno EOC initiate a competitive RFP process to solicit new legal services. This approach ensures transparency, promotes competitive pricing, and allows the agency to evaluate the best legal support for its evolving needs.

Fiscal Impact

Issuing a RFP for legal services may result in cost savings through competitive bidding, allowing Fresno EOC to evaluate more cost-effective or value-added legal support. While there may be minor administrative costs associated with preparing and managing the RFP process, these are expected to be minimal and offset by the potential for improved pricing or service terms. Overall, the fiscal impact is expected to be neutral to positive.

Conclusion

In the interest of due diligence and organizational best practices, the Finance Department recommends issuing an RFP for legal services in anticipation of the expiration of the current agreement. This process will help ensure Fresno EOC continues to receive high-quality, cost-effective legal representation aligned with the agency’s goals.

1920 Mariposa St., Suite 330
Fresno, CA 93721

REQUEST FOR PROPOSAL
RFP # 06.11 2025

Legal Services

June 20, 2025
Fresno, California
Executive Office
1920 Mariposa St, Suite 300
Fresno, CA 93721

Fresno Economic Opportunities Commission (Fresno EOC) is soliciting proposals to establish a contract with one (1) qualified and experienced legal firm to serve as General Legal Counsel for Fresno EOC and to provide legal services as needed.

This Request for Proposal (RFP) specifies all required qualifications, the responsibilities of the selected company and Fresno EOC, the method and terms of compensation, submission instructions, the rating method, and the contract award provisions.

Fresno EOC will consider proposals from qualified and experienced who are regularly established in the business of, and who, in the judgment of Fresno EOC, have a responsible reputation. Through prior work performed, firms must be able to show evidence of reliability, ability, experience, and personnel to perform the services.

You can also find The Request for Proposals (RFP) on the Fresno EOC website homepage at www.fresnoeoc.org/rfp

PROPOSAL SUBMISSION:

Qualified firms must submit both a digital and hard copy of their proposal by 2:00 P.M. (Pacific Time) on July 11, 2025. Proposals received after the deadline will not be considered. Proposers must submit both:

Digital Submission

- Submit one (1) electronic copy in PDF format via email to: chris.erwin@fresnoeoc.org
- Subject Line: Fresno EOC Legal Services 2025

Hard Copy Submission

- Submit two (2) printed copies, with one clearly marked “ORIGINAL”, in a sealed envelope addressed as follows:

Request for Proposal – Fresno EOC Legal Services 2025
Attn: Chris Erwin, Procurement Director
Fresno Economic Opportunities Commission
1920 Mariposa St, Suite 330
Fresno, CA 93721

Proposals not clearly labeled may be inadvertently opened and disqualified. It is the Bidder's responsibility to ensure that proposals are received by the above deadline. Late proposals will not be considered.

QUESTIONS:

Direct all questions regarding this RFP to Salam Nalia, Interim Deputy CEO, via email: salam.m.nalia@fresnoeoc.org. All questions and responses are public and posted in a timely

manner on the Fresno EOC website homepage (www.fresnoeoc.org) under the RFP section at www.fresnoeoc.org/rfp. Fresno EOC will not accept questions after June 27, 2025 2:00 P.M. (Pacific Time).

This Request for Proposal does not commit Fresno EOC to award a contract or pay any costs incurred in the preparation of a proposal in response to this request. Fresno EOC reserves the right to accept the proposal it considers in its best interest. All materials submitted to Fresno EOC in response to this RFP become the sole property of Fresno EOC and may be used at its discretion, unless the proposer identifies any trademarks or patents. Selection of the firm is at the sole discretion of the Fresno EOC Board of Commissioners.

COMPLAINTS:

If a bidder has a complaint relative to the RFP, please send a written statement to:

Brian Angus, Interim CEO
Fresno EOC
1920 Mariposa St, Suite 300
Fresno, CA 93721

With a copy to:

Angela Riofrio, Finance Director
Fresno EOC
1920 Mariposa St, Suite 330
Fresno, CA 93721

APPEALS:

Bidders have seven (7) calendar days from the bid award to appeal the decision. Send written appeal to:

Brian Angus, Interim CEO
Fresno EOC
1920 Mariposa St, Suite 300
Fresno, CA 93721

With a copy to:

Salam Nalia, Interim Deputy CEO
Fresno EOC
1920 Mariposa St, Suite 330
Fresno, CA 93721

Thank you for your interest in working with the Fresno Economic Opportunities Commission.

TABLE OF CONTENTS

DESCRIPTION

KEY ACTION EVENTS

SECTION 1 – GENERAL PROPOSAL REQUIREMENTS

SECTION 2 – QUALIFICATIONS, SPECIFICATIONS, AND RFP REQUIREMENTS

SECTION 3 – COST PROPOSAL

SECTION 4 – RFP RESPONSE CONTENT

SECTION 5 – SUBMISSION FORMS

RFP GRADING CRITERIA

PROPOSAL SUBMISSION

IDENTIFICATION SHEET

PROPOSAL AUTHORIZATION SIGNATURE PAGE

KEY ACTION EVENTS AND DATES:

Listed below are the events and dates for this RFP. All dates are subject to revision.

- Release of RFP: June 18, 2025
- Last day for Proposers to Submit Questions: June 27, 2025 2:00 P.M. (Pacific Time)
- Last Day for Fresno EOC to Answer Questions: June 27, 2025
- Proposal Deadline: July 11, 2025, 2:00 P.M. (Pacific Time)
- **Evaluation Period: July 14 – August 1, 2025**
- Final Selection: August 10, 2025
- Project Start Date: September 1, 2025

SECTION 1 - GENERAL PROPOSAL REQUIREMENTS

SPECIFICATION CHANGES:

Fresno EOC may, during the proposal period, advise the Proposer in writing of additions, omissions, or alterations in the specifications. Changes shall be included in the RFP and become part of the specifications as if originally submitted.

AMENDMENTS:

No one is authorized to amend this proposal in any respect, by an oral statement, or to make any representation or interpretation in conflict with the provisions of this RFP. If necessary, supplementary information in addendum form will be prepared and made available to potential proposers. It is the Proposer's responsibility to obtain, sign, and submit all addendum(s) for the RFP. Failure of the Proposer to submit a signed addendum(s) with their proposal shall be cause for rejection. Any exceptions taken to this RFP shall be clearly stated in writing.

RFP WITHDRAWAL:

Any Proposer may withdraw their proposal, either personally or by written request, at any time before the date and time due.

RIGHT TO REJECT PROPOSALS:

Fresno EOC reserves the right to reject any and all proposals or any part of a proposal, waive minor defects or technicalities, or solicit new proposals on the same project or modified project, which may include portions of the original RFP document, as Fresno EOC may deem necessary and in its best interest. False, incomplete, or unresponsive statements in connection with a submitted proposal may be sufficient cause for rejection. Fresno EOC will be the sole judge in making such determinations.

EXAMINE SPECIFICATIONS:

The proposer should thoroughly examine and be familiar with the specifications. Failure or omission of any Proposer to receive or examine any form, instrument, addendum or other document, or become acquainted with existing conditions, shall in no way relieve Proposer from any obligations with respect to Proposer's offer or to the contract. Submission of a proposal shall be taken as prima facie evidence of compliance with this section.

Should a Proposer find discrepancies in or omissions from proposal documents or other contract documents, or should they be in doubt as to their meaning, he/she shall at once notify Chris Erwin, who is Fresno EOC's representative. All written instructions will be made available to all Proposers on the Fresno EOC website at www.fresnoeoc.org. Neither Fresno EOC nor its representative will be responsible for any oral instructions. No interpretations will be issued later than five (5) calendar (working) days before the proposal date so that all inquiries can be answered in writing and

distributed to all Proposers in the form of an addendum to the contract in ample time before the proposal opening date.

RESPONSIBILITY OF BIDDER:

Proposers shall be responsible for having acquired full knowledge of the job and of all issues affecting it. No variations or allowances from the contract sum will be made because of lack of such an examination.

ALL RFP DOCUMENTS PART OF FINAL CONTRACT:

Any RFP documents, letters, and materials submitted by the Proposer shall be binding and included as part of the final contract. Unauthorized conditions, limitations, or provisions attached to proposals may cause their rejection.

EXCEPTIONS:

Any exceptions to this RFP must be stated in your proposal. It is otherwise assumed that the wording within this document is acceptable and agreed to by the Proposer.

RESULTING CONTRACT:

Through the RFP process, Fresno EOC reserves the right to negotiate a contract based on all factors involved in the written proposal without further discussion or interview. The performance of the contract resulting from this proposal shall be governed, construed, and interpreted according to the laws of the State of California.

NOTICE:

Any notice, demand, request, consent, approval, or communication that either party desires or is required to give the other party shall be in writing and either served personally or sent by pre-paid first-class mail, or the equivalent thereof by private carrier. Any such writing shall be addressed to Fresno EOC, Salam Nalia at 1920 Mariposa St, Suite 330, Fresno, CA 93721

NON-EXCLUSIVE AGREEMENT:

This RFP does not establish an exclusive arrangement between Fresno EOC and the Proposer. Fresno EOC reserves, among others, the following rights:

- The right to use others to perform work and services described in the RFP.
- The right to request future proposals from other Contractors for work described in this RFP without requesting a proposal from the Contractor.
- The unrestricted right to bid on any work or services described herein.

SECTION 2 - QUALIFICATIONS, SPECIFICATIONS AND RFP REQUIREMENTS

DESCRIPTION OF SERVICES:

The selected legal firm will serve as General Legal Counsel for the Fresno Economic Opportunities Commission (Fresno EOC) and provide legal services on an as-needed basis. The firm must demonstrate the ability to perform the following services with a high degree of professionalism, responsiveness, and expertise:

- Serve as General Counsel of Record and be named in official documents as Fresno EOC Legal Counsel.
- Review, and negotiate legal documents, including contracts, leases, and procurement agreements, if and when requested.
- Provide timely legal advice and counsel on emergent and routine matters.
- Advise on corporate governance and tax-exempt organization issues, including matters related to nonprofit compliance and social enterprise development.
- Represent Fresno EOC in legal proceedings, including lawsuits, administrative claims, and other legal disputes.
- Render written legal opinions upon request.
- Advise on responses to subpoenas, court orders, and third-party information requests.
- Provide legal guidance on government grants, contracts, and regulatory compliance.
- Attend Board of Commissioners meetings and committee meetings as needed, serving as the designated legal advisor in accordance with the Head Start Act.
- Advise on labor and employment matters, including personnel issues and compliance with employment laws.
- Collaborate with external legal counsel representing Fresno EOC's interests in areas such as human resources, insurance, pension plans, and benefits.
- Assist with legal matters related to transitional and permanent housing programs, including evictions.
- Support Fresno EOC in appeals and administrative hearings involving government agencies.
- Provide legal assistance with the Head Start/Early Head Start Impasse Policy, if applicable.
- Advise on conflict of interest reporting and other governance-related matters.
- Notify Fresno EOC of relevant changes in federal, state, or local laws and regulations.

- Provide legal assurance statements for audits, bonding, and grant compliance.
- Submit detailed billing statements for services rendered, including time logs and summaries of work performed.

The firm must be licensed to practice law in California and be in good standing with the California State Bar. Experience with nonprofit organizations, community action agencies, and government-funded programs is highly desirable.

LICENSE AND PERMITS:

The proposing firm must be duly licensed to practice law in the State of California and in good standing with the California State Bar. A copy of the firm's current license and proof of good standing must be included with the proposal.

A copy of the following shall be submitted with the Contractor's proposal:

- Certify that all attorneys assigned to Fresno EOC matters are licensed in California and in good standing.
- Provide documentation of any other relevant certifications or permits required to perform legal services in California.
- Disclose any disciplinary actions or pending investigations involving the firm or any of its attorneys by the California State Bar or any other regulatory body.

Failure to provide the required licensing documentation may result in disqualification of the proposal.

BACKGROUND CHECK:

If applicable, the contractor shall certify that all personnel have successfully passed a criminal background check prior to assignment to Fresno EOC.

EDUCATION AND EXPERIENCE:

The proposing firm must demonstrate substantial experience and qualifications in providing legal services to nonprofit organizations, community action agencies or similar entities. Proposals should include:

- A summary of the firm's history, areas of legal specialization, and years in practice.
- A description of the firm's experience working with nonprofit organizations, including Community Action Agencies or similar federally funded entities.
- Resumes or biographies of key personnel who will be assigned to Fresno EOC, including:

- Educational background
 - Bar admissions
 - Areas of legal expertise
 - Years of experience in relevant practice areas
 - Professional affiliations and certifications
- A list of current or recent clients with similar organizational structures and legal needs.
 - Examples of legal matters handled that demonstrate the firm’s capacity to provide comprehensive legal counsel, including litigation, compliance, governance, employment law, and contract review.

The firm must also provide a statement confirming that all attorneys assigned to Fresno EOC matters meet the continuing legal education (CLE) requirements mandated by the California State Bar.

REMEDIES IN THE EVENT OF A DEFAULT:

Should Fresno EOC determine a contractor to be in contract default, the determination shall be final. In such an event, Fresno EOC may proceed, but is not limited to, with the following,

- Instruct the Contractor to immediately correct the deficiency causing the default.
- Demand a Service Guarantee Credit.
- Terminate the contract.

SECTION 3 - COST PROPOSAL

Proposers must submit a detailed cost proposal that clearly outlines the fee structure for all services to be provided under this contract. The cost proposal should include:

- Hourly billing rates for each attorney, paralegal, or other legal staff expected to work on Fresno EOC matters.
- Flat fee options, if available, for routine legal services that do not require extensive research or litigation.
- Retainer fee structure, if applicable, including the scope of services covered under the retainer.
- Itemized list of reimbursable expenses, such as travel, copies, court filing fees, or legal research tools.
- Billing practices, including minimum billing increments and frequency of invoicing.
- Discounts or alternative fee arrangements, if offered, for nonprofit organizations or long-term engagements.
- Rate guarantees, including the duration for which proposed rates will remain in effect.

All pricing must be typed or written in ink. No erasures or correction fluid is permitted. Fresno EOC reserves the right to negotiate the final fee structure with the selected firm. The lowest cost proposal will not necessarily be selected; value, experience, and responsiveness will also be considered.

SECTION 4 - RFP RESPONSE CONTENT

RESPONSE:

Proposers are to respond to all information requested in this RFP. Brochures and advertisements will not be accepted as a substitute for these requirements. A qualified proposal must address all items.

CONTENT:

Proposals shall be organized and submitted in the format prescribed below. When replying to a particular paragraph or question, ensure that your response references the section and paragraph that asks that question. Proposers are required to submit an electronic document and two (2) hard copies of the original of their proposal. The original must be labeled "ORIGINAL".

Proposals submitted must contain the following information to be considered:

- Cover Letter
- Identification Sheet
- Licensing Form
- Proof of Insurance
- W-9 Form
- References Form
- Cost Proposal
- Public Contract Code Section & Non-Collusion Affidavit
- Proposal Authorization Signature Page
- Two (2) hard copies (one marked "ORIGINAL")
- One (1) digital PDF copy emailed to Fresno EOC

GRADING CRITERIA

Following the deadline for receipt of proposals, all proposals submitted will be analyzed and reviewed by a review panel. Fresno EOC reserves the right to negotiate a contract based on all factors involved in the written proposal without further discussion or interview.

Proposals will be evaluated for cost and compliance with all requirements set forth in this RFP, including timely submission and provision of all documents requested, and for the following minimum requirements:

PHASE 1

Proposals will be examined as to whether or not proposers responded in accordance with the following requirements:

- Proper completion and submittal of required proposal documents.
- Proof of a valid business or professional license from the State of California.
- Submission of a valid proof of insurance certificate.

Proposers who do not respond in accordance with any of the above requirements will be immediately disqualified. This is a non-exclusive agreement. Fresno EOC reserves the right to enter into multiple agreements from this RFP.

PHASE 2

Proposals that were not disqualified in PHASE 1 will be evaluated and scored using the table below:

Evaluation Criteria	Maximum Points	Score
QUALIFICATIONS (20 POINTS)		
Firm Structure and Experience	10	Click here to enter text.
Nonprofit Experience / References	10	Click here to enter text.
SERVICE APPROACH (30 POINTS)		
Understanding of Services, Methodology, and Responsiveness	30	Click here to enter text.
CAPACITY / CAPABILITIES (20 POINTS)		
Service Team (Experience, Certifications, Availability)	10	Click here to enter text.
Technological Capabilities and Resources	10	Click here to enter text.
PRICE (30 POINTS)		
Proposed Fee Structure / Pricing	30	Click here to enter text.
TOTAL SCORE PHASE II (100 POINTS)	100	Click here to enter text.

SUBMITTAL OF PROPOSALS

Sealed Proposals will be received at the Fresno Economic Opportunities Commission (EOC) Main Office at 1920 Mariposa St, Suite # 330, Fresno, CA, 93721, until 2:00 P.M., PST, Friday, July 11, 2025.

ALL PROPOSALS SHALL BE ADDRESSED AS FOLLOWS:

Request for Proposal Legal Services 2025
Chris Erwin, Procurement Director
Fresno EOC
1920 Mariposa St, Suite 330
Fresno, CA 93721

The Proposal envelope shall have stated thereon the name and address of the submitting Contractor.

PROPOSALS WILL NOT BE ACCEPTED AFTER 2:00 P.M., (Pacific Time) Friday, July 11, 2025
ALL PROPOSALS RECEIVED AFTER SAID TIME AND DATE WILL BE TIME-STAMPED
AND RETURNED UNOPENED TO THE SUBMITTER.

SECTION 5 – SUBMISSION FORMS

BLANK

**1. IDENTIFICATION SHEET
RESPONDENT TO COMPLETE AND RETURN WITH PROPOSAL**

Type or print the following information:

Company: _____

Address: _____

City State Zip

Name: _____

Title: E-mail: _____

Telephone: _____ Fax: _____

Years in business: _____

Number of employees: _____

Name of Insurance carriers: _____

Public Liability: _____ Expires: _____

Workers' Compensation: _____

2. LICENSING

RESPONDENT TO COMPLETE AND RETURN WITH PROPOSAL

By submission of a proposal, Proposer attests to having possession of a duly issued, valid business license issued by the State of California. Such license authorizes a proposer to contract to perform type of work required by the specifications. Should the Proposer fail to provide the number and classification of their State of California License, Fresno EOC may reject the proposal.

CONTRACTOR: _____

BY: _____

TITLE: _____

MAILING ADDRESS: _____

City State Zip

TELEPHONE NUMBER: _____

STATE OF CALIFORNIA LICENSE NO.: _____

Contractor's Signature Date

3. REFERENCES

RESPONDENT TO COMPLETE AND RETURN WITH PROPOSAL

SIMILAR CONTRACTS/RFPs PERFORMED: List below contracts under which the Proposer has provided similar services during the past three (3) years.

Proposer's financial stability, technical and support capabilities will be verified through reference checking, which may include site visits and contact with other clients or vendors.

FIRM NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

CONTACT PERSON: _____

DATE OF CONTRACT: _____ through _____

FIRM NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

CONTACT PERSON: _____

DATE OF CONTRACT: _____ through _____

FIRM NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

CONTACT PERSON: _____

DATE OF CONTRACT: _____ through _____

**4. SIGNATURE PAGE
RESPONDENT TO COMPLETE AND RETURN WITH PROPOSAL**

The undersigned, having carefully read and examined this RFP, and being familiar with (1) all the conditions applicable to the work for which this proposal is submitted; (2) with availability of the required equipment, materials and labor hereby agrees to provide everything necessary to complete the work for which this proposal is submitted in accordance with the proposal documents for the amounts quoted herein and further agrees that if this proposal is accepted, within five (5) days after the contract is presented for acceptance, will execute, and mail a signed contract to the Fresno Economic Opportunities Commission EOC (EOC).

This Signature/Authorization page must be in Section 1 of your Proposal.

Signature of Authorized Agent Date

Printed Name of Authorized Agent Date

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Consent Agenda Item #: 8_11	Director: Angela Riofrio
Subject: Banking Change – Wells To Community West Bank	Officer: Salam M. Nalia

Recommended Action

The Finance Committee recommends approving the proposed transition of banking services from Wells Fargo Bank to Community West Bank.

Background

This item was presented during the June 25, 2025, Finance Committee meeting.

In response to the evolving landscape of grant funding, the Finance Department proactively sought a line of credit to safeguard the agency’s financial stability in the event of a temporary funding lapse. Multiple financial institutions, including both corporate and local banks, were approached. Corporate banks declined to extend a line of credit to Fresno EOC.

Community West Bank, however, offered a \$2.5 million line of credit contingent upon Fresno EOC transitioning its primary banking services to their institution. Community West Bank is fully capable of providing all current banking services without disruption to operations or impact on staff.

Fiscal Impact

The proposed transition to Community West Bank has a neutral to positive fiscal impact. It provides Fresno EOC with access to a \$2.5 million line of credit—an essential financial safeguard amid uncertain grant funding—at no additional operational cost. This move enhances financial flexibility without incurring new expenses.

Conclusion

Transitioning Fresno EOC’s banking services to Community West Bank is a strategic and fiscally sound decision that ensures access to a \$2.5 million line of credit, enhances financial stability, and maintains uninterrupted operations—all at no additional cost or impact to staff.



April 2, 2025

Fresno Economic Opportunities Commission
Attn: Salam Nalia
1920 Mariposa Street, Suite 300
Fresno, CA 93721

Salam:

Community West Bank (CWB) is pleased to provide a proposal for a real estate secured revolving line of credit to be used for managing short-term working capital needs. The loan will be secured 1st trust deeds on properties owned by Fresno EOC. The specific properties required are TBD. *The proposed terms and conditions are as follows:*

Borrower:	Fresno Economic Opportunities Commission
Loan Amount:	\$2,500,000 Revolving Line of Credit secured by 1 st trust deed on properties TBD
Use of Proceeds:	Manage the short-term working capital
Rate:	Prime plus .35% (initial rate set at time of documentation. Today's rate equates to 7.85%)
Floor:	100 basis points below initial starting rate
Term:	12 months
Repayment:	Monthly interest; principal and accrued interest due at maturity
Loan Fee:	\$10,000
Prepayment:	NA
Third Party Costs:	Appraisal, environmental and title costs
Collateral:	First Trust Deed on commercial real estate owned by Fresno EOC. Properties to be encumbered to be determined.
Guarantor:	N/A

THIS PROPOSAL LETTER SHALL NOT BE CONSIDERED A COMMITMENT TO LEND

Other Requirements:

- Quarterly Internally Prepared Financial Statements and budget comparison required within 45 days of quarter-end.
- All Deposit Accounts and required cash management and electronic services to be established prior to loan advances

At this time, the bank is requesting the following information to further evaluate this credit and may require additional information to fully underwrite the loan. Initially, the following is requested:

- Physical addresses of all Fresno EOC owned properties
- Copy of specific Bank Account Analysis Statements or list of all current banking depository services (i.e. Online Banking, Positive Pay, ACH) as well as any additional ancillary services including merchant card services and corporate credit cards
- 2021, 2022 and 2023 Organization Tax Returns
- Entity documentation including current Statement of Information and board letter authorizing the right to borrow

The issuance of this proposal is based upon the accuracy of (i) the representations and statements of the applicants, (ii) the preliminary collateral appraisal, if any, and (iii) all additional information, representations, exhibits and other matters submitted to CWB. CWB reserves the right not to fund the loan if prior to loan closing there is material adverse change in your financial condition. Additional information may be requested to complete this transaction.

This proposal letter is not meant to be, nor shall it be construed as an attempt to define all of the terms and conditions of the transactions involved in this financing. Rather it is intended only to outline certain basic points of business understanding around which the legal documentation is to be structured. Further negotiations within the general scope of these major terms shall not be precluded by the issuance of this proposal letter and its acceptance by your company.

Your signature and date below will serve as acceptance of these terms and conditions. This proposal is valid through **April 20, 2025**. Should you have any questions please contact me at 559-323-3481. Thank you for the opportunity.

Sincerely,

mark smith

Mark Smith
SVP – Market Manager
Clovis Fresno Commercial Banking

Salam Nalia

Date

THIS PROPOSAL LETTER SHALL NOT BE CONSIDERED A COMMITMENT TO LEND

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Food Services
Consent Agenda Item #: 8_12	Director: Jon Escobar
Subject: Food Services Consulting Services Contract	Officer: Jack Lazzarini

Recommended Action

The Finance Committee recommends approval of Ruck-Schockey Associates, Inc. for the Request for Proposal #125 Food Services Efficiency Consultant.

Background

This item was presented during the June 25, 2025, Finance Committee meeting.

In alignment with Fresno EOC’s mission to end poverty through sustainable and efficient programming, Food Services has been actively pursuing strategies to improve its financial performance and operational resilience. Recognizing the urgency of identifying cost-saving opportunities ahead of the new program year, leadership initiated a Request for Proposal (RFP) in June 2025 to engage a food services efficiency consultant.

The RFP and subsequent contract award to Ruck-Schockey Associates, Inc. were reviewed and approved by the June Finance Committee. Given the time-sensitive nature of the work and the need to observe summer operations, services commenced in late July prior to formal Board approval. The consultants conducted their initial on-site visit during the week of July 28, 2025, and provided a preliminary update on August 22, 2025. The contract is scheduled to conclude at the end of September 2025, with the potential for an additional visit during the school year to assess operations at full capacity.

Ruck-Schockey Associates, Inc. brings extensive experience in institutional foodservice consulting, with its principals completing over 40 operational assignments annually and having exposure to hundreds of facilities nationwide. Their scope of work includes a comprehensive operational review, identification of inefficiencies, labor structure analysis, and recommendations for cost-saving strategies. Additional focus areas include inventory control, waste reduction, data tracking, and improvements to procurement and allocation procedures.

This initiative is a strategic step toward restoring Food Services as a financially sustainable program that contributes positively to Fresno EOC’s overall mission and fiscal health. Board approval at this time will formalize the contract and affirm support for the Finance Committee’s proactive decision.



Fiscal Impact

The total cost of the consulting engagement with Ruck-Schockey Associates, Inc. shall not exceed \$36,000 for the duration of the contract term.



June 20, 2025

Chris Erwin, Procurement Director
Fresno EOC
1920 Mariposa Mall, suite 330
Fresno, CA 93721

Re: Request for Proposal #125
Food Service Efficiency Consultant 2025

Ruck-Shockey Associates, Inc (RSA) is pleased to respond to this RFP. Attached find our proposal to support the Fresno EOC Food Services in assessing means to improve the operational efficiency, sustainability, and cost-effectiveness of your large-scale food service operation.

We have carefully reviewed your requirements, information and our experience to support your effort. We believe we have the depth and experience to successfully execute the deliverables required. The Proposal addresses the scope of work, deliverables, work methodology, our team, fees, resumes, and information regarding our firm. We are happy to work with you and adjust the proposal to ensure a successful project.

At RSA we are facilitators, we work with the organization's team to ensure the philosophy, goal and objectives of the project are met and in keeping with the Fresno EOC operational philosophies. We work to provide direction towards a facility that is not foreign to the operator by utilizing experiences from them and ourselves, our combined forward thinking, and leading-edge technologies and methods. The experience of the two principals covers over 40 foodservice operational assignments per year as well as exposure to 100's of operations of various institutional facilities. Bringing this diversity of experience to you and your team will be a benefit and resource as you consider all the available options.

We look forward to discussing in further detail any aspect of our proposal and approach to this project. Our ability to dedicate resources to this project can begin as early as July 11, 2025. As with other clients we serve, we strive to align the appropriate level of resources to each client's project to ensure timely as well as quality deliverables by our team.

Thank you again for the opportunity to provide this response and hopefully our services.

Warm Regards,

A handwritten signature in black ink that reads 'Carolyn M Ruck'.

Carolyn Ruck
Principal
Ruck-Shockey Associates, Inc.

PROPOSAL FOR FRESNO EOC RFP #125 Food Service Efficiency Consultant 2025



© 2023



Mission

We fight to end poverty.

Vision

A strong Fresno County where people have resources to shape their future free from poverty.

Core Values

Working together to accelerate change.

Centering our work around the community.

The community's voice and direction.

Empathy, compassion, and the human connection.



Background Information

Fresno Economic Opportunities Commission (Fresno EOC) is soliciting proposals from qualified consultants to assess and improve the operational efficiency, sustainability, and cost-effectiveness of our large-scale food service operations. The objective is to identify opportunities to streamline workflows, optimize staffing, reduce waste, and support the strategic goals of quality improvement and program expansion.

Operation Scope includes:

- Food Service Operations includes:
 - Food distributions – Provides food to families residing in rural communities and inner-city areas
 - Food Services Home Delivery – Economical prepared food delivery service designed to fit the needs of anyone who cannot or prefers not to prepare all of their own daily meals
 - Summer Meals for Kids – Provides free meals to kids ages 1 – 18 during summer break
 - WIC – Women, Infants and children – Provides healthy foods, nutrition education, breastfeeding support, health & community referrals to pregnant women, new moms, dads and children (up to age 5).
 - Catering
- Kitchen:
 - 10,000 Square Feet
 - Produces between 4,500 – 6,000 meals per day
- Staff:
 - 55 FTEs
- Areas Served:
 - Provide Meal Service in four (4) counties – Fresno, Madera, Kings and Tulare counties



Fresno
Economic
Opportunities
Commission

Foodservice Efficiency Study



RUCK-SHOCKEY ASSOCIATES, INC.

Ruck-Shockey Associates, Inc. has developed this response confidentially for the use of the Fresno Economic Opportunities Commission. We are dedicated to providing the linking insights into what is available in new systems, strategic plans, new technology and implementation of future improvements in your operation. We utilize technological advancements, efficient processes, and comprehensive implementation programs to achieve bottom line results. We are pleased to provide the following information on our approach, passion, and qualifications.

Introducing Ruck-Shockey Associates, Inc (RSA) – Foodservice Consulting

- RSA is headquartered in Truckee, California with regional offices in Houston, Columbus, New Orleans and New York.
- We partner with NGA Associates (NGA) for design services and assistance with real estate due diligence for foodservice needs for all industry sectors. They are headquartered in San Francisco Bay Area and maintain offices worldwide.
- Our consulting team brings hands-on culinary, nutrition, operations and management experience in its approach to creating workplace and retail foodservice facilities.
- The RSA team brings an objective view to your operations. We are able to identify operational, culinary, quality and facility improvements and make recommendations based on our extensive knowledge of the food and hospitality industry and best practices. This includes assisting clients with accurate cost estimating for budget management, labor efficiencies and workflows; equipment management – purchasing of and maintenance; food/supply management – inventory, product specification, purchasing; menu development and management, production control, food distribution; nutrition and how it is incorporated into the operation as well as providing resources to the customer.
- We focus on the customer’s experience, as well as creating an efficient and attractive work environment for the culinary and operations team
 - We strive to set industry benchmarks and standards for sustainability in kitchen design and operations.
 - We understand the balance and challenges of maintaining quality and service goals while addressing financial challenges and budgetary needs for an operation.

Every organization has unique needs. Our goal for each project is to help organizations realize and surpass their expectations and aspirations. We look forward to working with you on this project.

Please review the following proposal and let us know if we have accurately addressed the needs of the project and/or if you require additional information. We will work with you to ensure the project methodology and actions meet your need.

Carolyn Ruck, Principal
Ruck-Shockey Associates, Inc.

Proposal Authorization Signature Page

4. SIGNATURE PAGE RESPONDENT TO COMPLETE AND RETURN WITH PROPOSAL

The undersigned, having carefully read and examined this RFP, and being familiar with (1) all the conditions applicable to the work for which this proposal is submitted; (2) with availability of the required equipment, materials and labor hereby agrees to provide everything necessary to complete the work for which this proposal is submitted in accordance with the proposal documents for the amounts quoted herein and further agrees that if this proposal is accepted, within five (5) days after the contract is presented for acceptance, will execute, and mail a signed contract to the Fresno Economic Opportunities Commission EOC (EOC).

This Signature/Authorization page must be in Section 1 of your Proposal.

<u>Carolyn M. Ruck</u>	<u>6-20-2025</u>
Signature of Authorized Agent	Date
<u>Carolyn M. Ruck</u>	<u>6-20-2025</u>
Printed Name of Authorized Agent	Date



(559) 263-1000

FresnoEOC.org



RFP - Identification Sheet

Proof of Insurance is
provided in the
Appendix



1. IDENTIFICATION SHEET RESPONDENT TO COMPLETE AND RETURN WITH PROPOSAL

Type or print the following information:

Company: Ruck-Shockey Associates, Inc.

Address: 12813 Caleb Drive

Truckee CA 96161
City State Zip

Name: Carolyn Ruck

Title: E-mail: Principal, carolyn@ruckshockey.com

Telephone: 530-536-3255 Fax: 530-536-3256

Years in business: 28 Years

Number of employees: 4

Name of Insurance carriers: Hartford - - See copy of COI

Public Liability: Hartford Expires: Recurring renewal

Workers' Compensation: Hartford

(559) 263-1000

FresnoOC.org



Business Licensing

2. LICENSING RESPONDENT TO COMPLETE AND RETURN WITH PROPOSAL

By submission of a proposal, Proposer attests to having possession of a duly issued valid business license issued by the State of California. Such license authorizes a proposer to contract to perform type of work required by the specifications. Should the Proposer fail to provide below, the number and classification of Proposer's State of California License, Private Patrol Permit from the City of Fresno, Fresno Economic Opportunities Commission (EOC) may reject this proposal.

CONTRACTOR: Ruck-Shockey Associates, Inc.

BY: Carolyn Ruck

TITLE: Principal

MAILING ADDRESS: 12813 Caleb Drive

Truckee CA 96161
City State Zip

TELEPHONE NUMBER: 530-536-3255

STATE OF CALIFORNIA LICENSE NO. : California Secretary of State entity # 2012649 -

(Private Patrol Operators License): N/A

Private Patrol Permit (City of Fresno): N/A

Carolyn M. Ruck 6/20/2025
Contractor's Signature Date



ABOUT RUCK-SHOCKEY ASSOCIATES, INC.

Ruck-Shockey Associates, Inc. is a market leader in providing support service solutions to augment our client's outcomes in performance, engagement of colleagues as well as customers and quality results.



We are guided by our values of:
Ethics, Neutrality, Quality, Diversity, and Customization.

Ruck-Shockey Associates, Inc.

- Principals: Georgie Shockey & Carolyn Ruck, RD
- Senior Directors: Michael Salvatore, CEC & Donald Sipp, CHESP
- Incorporated as an S-Corp in 1997
- 100% Female owned; Certified WOSB #117699118 | V5HA4GM2JM9
- Manage 50 + projects each year
- Members of: AHF, ACF, AND, ANFP, AHE, IFMA, ISSA, RCA, James Beard Foundation, Chaîne des Rôtisseurs
- Our professional team—Hospitality and Food Service Consultants
- See more about us:
 - Ruckshockey.com
 - Ruck-Shockey Learning.com

RSA Segments



- Acute Care
- Long Term Care
- C & U
- Corp Dining
- Learning
- Consult to Others

Services Provided Related to this Study

Operations

- Traditional to cook-chill to convenience kitchens
- Menu Management
- Recipe and product development
- Food and Supply cost
- Food production
- HACCP and food safety
- Staffing and workflows
- Staff competency reviews
- Quality assessments
- Regulatory
- Training
- Kitchen functional planning, layout and efficiency

Meal Delivery Assessment

- Current and Future Capacity Needs Analysis
- Space Utilization and Flow Requirements
- Capital Investment Recommendations
- Financial Model and Return on Investment Projections
- Customized Meal Delivery System Design
- Plate/Tray Aesthetics & Presentation
- HACCP Standards Implementation
- Meal delivery service for program for home care, schools, etc.

Nutrition and Wellness

Menu Planning

- Recipe Development and Nutritional Analysis
- Guidelines for Healthy Eating
- Professional Education Tools and Resources
- Strategic and Resource Planning
- Clinical Nutrition (Healthcare)



Ruck-Shockey Associates, Inc. will work with Fresno EOC – Food Services to identify opportunities to streamline workflows, optimize staffing, reduce waste, and support the strategic goals of quality improvement and program expansion. We will commit all our resources to this project and work with the team to ensure all deliverables are met as mutually agreed.

The Scope of work is as follows:

- Conduct a comprehensive operational review of all food service process
- Identifying inefficiencies in production, staffing, kitchen layout, and logistics
- Analyze current labor structure (management, production and support staff)
- Recommend labor cost savings strategies
- Review of current inventory control management policies and procedures
- Recommending cost-savings and waste reduction strategies
- Review data collection/tracking
- Review current allocation procedures, with added focus on meal pricing
- Recommend improvements in inventory control and procurement practices

Deliverables:

- Initial Assessment Report (within 30 days – assumes when data is received and site visit scheduled to draft report)
- (Summary) Providing a prioritized action plan for implementation
- (Summary) Efficiency Improvement Plan with timelines and key Performance indicators
- Presentation to leadership team
- Final report including recommendations, budget impacts, cost savings strategies and implementation plan for
 - Food Processing Center organizational and labor structure
 - Inventory control policies and procedures
 - Cost allocation and meal pricing polices and procedures
 - Data collection/tracking systems

Methodology

The methodology and approach would be subject to confirmation and a contract with mutually agreeable deliverables. Ruck-Shockey Associates, Inc. will keep all information and documents shared confidential and used only to support the work of this project.

CONFIDENTIAL



Project Stage	Process, Approach and Methodology	Associated Fee & Expense
Project orientation and needs assessment	<ol style="list-style-type: none"> 1. Confirm the project objective, scope, time frame, phasing, meeting schedules, key contacts and deliverables with the team. 2. Develop the work plan to incorporate the major tasks, individual activities, timeframes for completion and responsibilities. Additionally, it will set essential meeting dates. 3. Request previous studies, and other pertinent hospital statistics, foodservice operational data, kitchen layout, current and future volume requirements, patient floor configurations, current layout of facilities, internal transportation paths, technology and equipment capabilities, staffing patterns, FTE's, and pertinent financial, demographic and volume statistics (in the form of our project questionnaire) for review prior to our on-site visit. 4. [Note: the above is a sample from the questionnaire that will be pre-formatted and organized for ease of completion by the two facilities. An administrative designee will be asked to be responsible to verify any financial and statistical information submitted.] 5. Confirm all other services provided by the Department of Nutrition Services impacted by this project. 	Inc with Site visit fee \$0

Project Stage	Process, Approach and Methodology	Associated Fee & Expense
An on-site review of the operations, current information and data including. 2 Operations Consultants for 2.5 days 1 Design consultant for 1 day	This review will involve the following: <ul style="list-style-type: none"> • Visit the kitchen and locations served to verify and confirm background information, space allocation, operational methods, staffing, logistics and the current annual costs for operating the Department • Conduct select interviews with essential staff (nursing, admissions, volunteer, etc.) of the facilities and within the Department (identify with facility team) • Observe and inspect the existing food services facilities and operations • Understand future expansion needs and goals. Evaluate resources accordingly • Equipment list, preliminary – list recommended equipment by work area and as required to support the proposed system; note new and existing; include meal assembly and transport needs. Look at kitchen layout for efficiencies and future expansion needs • Gather all existing plans for each area at each facility and document existing equipment • Study all current flow of food products throughout the facility and food operation system. The areas of focus will be food production, meal distribution, bulk food movement as well as the return of any soiled items to the kitchen, and kitchen layout • Observe and review staffing workflows and labor structure • Observe food service delivery/logistics • Understand budget and pricing strategies. • Review food cost – purchasing, inventory and usage • Observe and collect data for summaries indicating current foodservices, key operational statistics or characteristics for patient services, production and service systems employed, volumes and quantities, existing kitchens' condition, patient menu related needs, technology status and capabilities. • Summarize current expense and staffing information to establish a baseline and performance indicators/benchmarks • At the conclusion of this phase the CT will discuss findings on site and confirm with the team all food service needs and benchmarks. 	\$11,000 \$3500

Methodology

Continued

Project Stage	Process, Approach and Methodology	Associated Fee & Expense
Analysis phase and Draft Report	<p>The CT will:</p> <ul style="list-style-type: none"> Develop summaries indicating current foodservices, key operational statistics or characteristics for food services provided, production and service systems employed, volumes and quantities, existing kitchens' condition, menu related needs, staffing logistics, technology status and capabilities. Outline strengths and weaknesses Analyze labor and build a zero base staffing plan based on observations and information provided as a comparative and baseline for work flow enhancements Review production and costing data provided Analyze policy and procedures/process for purchasing, inventory, production, costing, allocation, distribution Financial review and budget suggestions based on analysis of costs Outline kitchen layout and structural needs as it relates to current and future status needs. Provide costing for improvements if needed. Summarize current expense and staffing information to establish a baseline and performance indicators/benchmarks and basis for recommendations Note opportunities to improve satisfaction or cost savings/additional expense Develop draft report to include summary or recommendations, efficiency improvement plan with a prioritized action plan for implementation with timeline and key performance indicators 	<p>\$15,600</p> <p>\$0</p>

Project Stage	Process, Approach and Methodology	Associated Fee & Expense
Presentation of Draft Report and follow up for Final Report	<ul style="list-style-type: none"> Present draft report to leadership team Provide additional analysis if needed Update report to include feedback provided Final Report to include recommendations, budget impacts, cost savings strategies and implementation plan for – <ul style="list-style-type: none"> Food Processing Center organizational and labor structure Inventory control policies and procedures Cost allocation and meal pricing policies and procedures Data collection/tracking systems 	<p>\$5000</p> <p>\$500</p>
Implementation Support	<ul style="list-style-type: none"> Determined based on results of report and need by Fresno EOC 	TBD

Timing and Basic Design

RSA will work with the Fresno EOC – Food Services team to develop a timeline that meets the goals of the project. All work will be done in collaboration with the team with methodology and approach confirmed. All activities will call for the involvement of essential staff members to participate and provide information in a timely manner. Timing as known at this time:

Action	30 day period for Initial Assessment								
	Week 1	week 2	week 3	week 4	week 5	week 6	Week 7	Week 8	Week 9
Contract execution and kick-off									
Request and gather data, set on-site schedule and agenda	█	█							
On-site Visit 2.5 days			█	█	█				
Document comparisons (data v observation)			█	█	█				
Analysis and Recommendations including initial prioritized action plan for implementation and efficiency improvement plan with timelines and key performance indicators				█	█	█			
Develop and deliver draft report						█			
Presentation to Leadership							█		
Development of Final report based on feedback								█	
Final report									█

All timing is dependent upon the receipt of information plus time to schedule onsite visits and calls with all participants. The activities would call for the involvement of essential staff members to participate and provide information in a timely manner. One Principal, Carolyn Ruck will lead this project and is supported by our operation subject matter experts and analysts for each of the projects outlined.

HOW WE DELIVER

1. Defining **quality and service goals** based on the organization's performance goals.
2. Understanding the **current customers** that are served and their successes.
3. Using internal knowledge, expertise to draw upon for a **program framework**.
4. Understanding and focusing on the **key drivers of expenses**, drilling down on the relationship between service levels and frequency demands.
5. Generate innovative ideas to **uniquely position** a new program or service.
6. Identifying **ideas and innovations** that align culturally as well as fiscally.
7. Ensuring that service and expense targets are **integrated with organizational plans** and budgets.
8. Facilitating the achievement and sustainability of the program's vision through a highly disciplined, proactive use of **balanced discussions, meetings and processes**.

Consulting Support Approach and Fees

The methodology and approach would be subject to confirmation and a contract with mutually agreed upon deliverables. RSA will keep all information and documents shared confidentially and used only to support the work of the project. Project start date would be mutually agreed upon.

The fee for services as noted in this proposal, will be billed hourly per the fee structure* as used, not to exceed \$32,000 plus expenses** estimated at \$4,000. The amount of time spent will vary depending on the complexity and demands throughout the process. RSA will work closely with the Leadership team to coordinate use of resources. Work will be documented.

Billing periods will be tied to project phase –

- first billing at completion of site visit,
- second billing upon receipt of draft report,
- final billing upon delivery of Final Report.

If further deliverables are desired, RSA will submit an addendum to this proposal for further services and related fees based on the fee structure noted. Fee structure will be guaranteed for 1 year.

*Hourly Rate Fee Structure:

- RSA Principal - \$175/hour
- Designer - \$250/hour
- RSA Sr. Director - \$150/hour
- Design Project Manager - \$225/hour
- CAD/Revit Design Manager - \$200/hour
- Leadership onboarding and training - \$140/hour
- Professional Operator (RD, CEC, Technology) - \$135/hour
- Operations Consultant - \$110/hour

**Expenses:

Defined as costs for parking, automobile mileage, automobile rental, coach air travel, accommodation and meals while on site visits, drawings, reproductions and courier services which are incurred in the interest of the project will be billed separately at cost. **Expenses shall comply with Frenso EOC Travel Policy and are only reimbursable for work performed for the project.**

References

3. REFERENCES RESPONDENT TO COMPLETE AND RETURN WITH PROPOSAL

SIMILAR CONTRACTS/RFPs PERFORMED: List below contracts under which the Proposer has provided similar services during the past three (3) years.

Proposer's financial stability, technical and support capabilities will be verified through reference checking, which may include site visits and contact with other clients or vendors.

FIRM NAME: Marshall Hospital
ADDRESS: 1100 Marshall Way , Placerville, CA 95667
PHONE NUMBER: 530-626-2730
CONTACT PERSON: Mary Beth Fahy , Director Food and Nutrition Services
DATE OF CONTRACT: 7-2022 through 10-2023

FIRM NAME: Santa Clara Valley Medical Center
ADDRESS: 751 Bascom Ave, San Jose, CA 95128
PHONE NUMBER: 408-856-4126
CONTACT PERSON: Elena Gagliardi , Acting Director Food and Nutrition Services while there on project
DATE OF CONTRACT: 11 - 2018 through 10 - 2023

FIRM NAME: Trinity Health system
ADDRESS: 20555 Victor Parkway, Livonia, MI 48152
PHONE NUMBER: 734-343-2417
CONTACT PERSON: George Cranmer, Vice President Support Services
DATE OF CONTRACT: 2015 through current - contract renewal

Note: RSA has done work with

- Meals on Wheels of alameda County – early 2000
- Spectrum Community Services – serving Alameda County in 2007 and 2008

These fall out of the reference range and our contacts are no longer there

(559) 263-1000

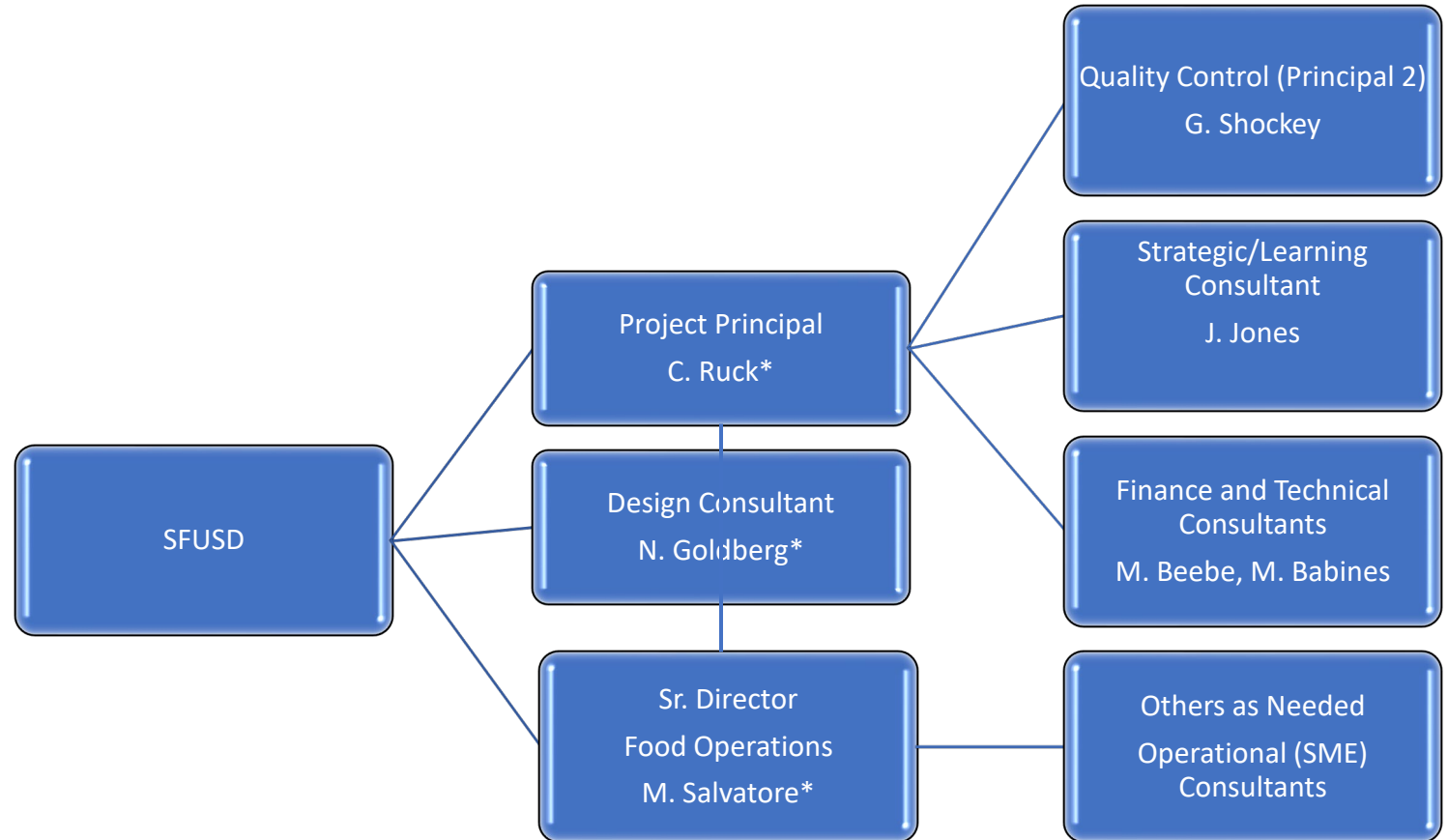
Fresno:OC.org



Our Team

RSA Principal, Carolyn Ruck will lead this project.

Ruck-Shockey Proposed Project Team Structure



*Bios for key participants are provided in the proposal

RSA Leaders

Georgie Shockey, Principal and co-founder, has been in the hospitality business since 1980. Her background includes a progression of hospitality operations and sales positions for contract organizations. Ms. Shockey has managed operations ranging from specialized EVS programs to large cook-chill facilities. Ms. Shockey has a BS degree in nutrition from The Ohio State University as well as advanced financial training from Stanford University.



Carolyn Ruck, Principal and co-founder, has been in the hospitality business since 1982. Her background includes a progression of operation and technical support positions for contract and self-operated facilities. Ms. Ruck has also managed multi-unit operations, directed corporate clinical programs and performed several project management functions. Ms. Ruck has a BS degree from Texas Christian University with honors.



RSA Leaders

Donald Sipp, CHESP, CMIP, Senior Director, has been in the hospitality business since 1997. His background includes a progression of hospitality operations leadership positions for contract organizations and teaching management and hospitality at the university level. Mr. Sipp has a firm knowledge of enhanced disinfection practices, qualitative aseptic cleaning results, technology, linen and laundry, grounds upkeep, and patient transport management service. Mr. Sipp has an MBA from The University of Phoenix, and a BS from Southern Miss University, as well as several certificates and certifications with respect to cleaning and disinfection.



Michael Salvatore, CEC, Senior Director, has been in the hospitality business since 1977. He is a Certified Executive Chef specializing in food service solutions that deliver profitable sales, a positive team atmosphere, and ensure guest delight. He has brought hospitality into the healthcare segment and has applied safe food and personnel practices with self-audit tools that have passed rigorous Federal, State, and Local inspections within large healthcare systems. He holds a Culinary Degree from the Academy of Culinary Arts and is a James Beard Award winner.



RSA Project Team

Julie Jones, MS, RDN, LD, Director of Performance Learning for RSA. Julie has spent years developing high performing teams, talent and strategic vision while delivering outcomes for Nutrition Services at The Ohio State University Wexner Medical Center (WMC), a 7-hospital system located in Columbus, Ohio. Julie was awarded the Silver Plate for Healthcare Foodservice from the International Foodservice Manufacturers Association in 2015, that recognizes the best in operational talent in the industry. Julie has also served as the President of the Association for Healthcare Foodservice (AHF) and was recognized with a Lifetime Achievement Award from the association.

Julie@ruckshockey.com



Mark Beebe, MBA, Director of Finance for RSA. Mark has served as a CFO and Finance Director for a variety of organizations for the last 20 years. His experiences across Retail, Higher Education, Professional Sports, Supply Chain, Real Estate and Manufacturing businesses provide a broad perspective to financial management. Mark has a unique ability to create complex financial models that allow for variety of “what-if” scenarios yet are easy to discuss and interpret for non-financial professionals. Plans created under his leadership typically have a variance of +/- 3% when operationalized. Mark@ruckshockey.com



RSA Project Team

Other RSA Project Team Consultant Expertise

RSA maintains contracts with a variety of subject matter experts based on the project's need, location, and duration of the engagements. The specific areas of Food, EVS, and Patient Transport would have a parallel SME in the functional area. These include:

Operations
Training
Culinary

Dietitians
Technology
Design

Detail Bios of Key Consultants for Project



Carolyn Ruck, *Principal*

530.536.3255 Office | 510.543.4230 Mobile
carolyn@ruckshockey.com

Education

Bachelor of Science
Food and Nutrition
Texas Christian University
Fort Worth, TX

Registered Dietitian

Affiliations

The Academy of
Nutrition and Dietetics

The Food Consultants
Group (FCG)

Association for
Healthcare
Foodservice (AHF)

Association for
Healthcare
Environmental
Services (AHE)

Presentations

AHF
NAFUS
National Restaurant Assoc.
Food and Nutrition Conference,
Academy of Nutrition
and Dietetics
Premier GPO
US Foodservice
Gordon Foodservice
Sysco

Experience

Carolyn has over 35 years of operational and project experience including operational review & assessment studies; service integration (multi-service/multi-unit); regulatory and licensing; food and environmental service management and operations, supply cost, work flow and productivity management, meal deliver service programs; oversight reviews; implementation processes and request for proposal (RFP) leadership. She has extensive knowledge in all aspects of hospitality management, including the management of daily operations, proposal, contract negotiations and RFP processes, cost control and revenue generating programs.

Selected Project Experience

Sutter Health System
California
Various locations

UCLA Medical Center
Los Angeles, CA

UC Davis Medical Center
Sacramento, CA

UC San Francisco Medical Center
San Francisco, CA

FCA/San Francisco General Hospital
San Francisco, CA

University Pittsburg Medical Center
Pittsburg, PA

Geisinger Health System-Department of
Medicine/Clinical Nutrition
Danville, PA

Ohio State University
Medical Center
Columbus, OH

Dignity Health System
California and Arizona
Various locations

The Cleveland Clinic
Cleveland, OH

John Muir Health System
Walnut Creek, CA

Peace Health System
Eugene, OR

Oakland Unified
School District
Oakland, CA

Premera Blue Cross
Mountlake Terrace, WA

Foodservice & Hospitality Consulting | Management | Planning & System Design | ruckshockey.com



Detail Bios of Key Consultants for Project



Michael P. Salvatore, III CEC®
Senior Director

Education

Associate of Science
Culinary Arts
The Academy of Culinary Arts
Mays Landing, NJ

Certified Executive Chef
ACF, St. Augustine, FL

Affiliations

American Culinary Federation

Association of Healthcare
Foodservice (AHF) Culinary
Competition Chair

Chaîne des Rôtisseurs
Vice Conseiller Culinaire

James Beard
Foundation Resident
Professional

Food Bank for NYC
Culinary Council

Research Chefs Association
(RCA) Professional Member

Awards

The Perry Award, James Beard
Foundation

Presentations

Sysco Corporation
Carlson Rezidor
NASFT
RWJUH
Houlihan's
Columbia University

Experience

Chef Salvatore has over thirty-five years of culinary, management, and ownership experience. His strong hospitality background took flight beginning as the youngest Executive Chef hired by Hyatt Hotels and led them for eight years. Chef has owned two fine dining restaurants affording him an owner's fiscal responsibility. Additionally, he possesses extensive product knowledge, R & D, operational transitions, system implementation, procurement, and sourcing expertise after fifteen years as Director of Culinary Resources for Sysco and five years with Ruck-Shockey Associates, Inc.

Chef specializes in food service solutions that deliver profitable sales, a positive team atmosphere, and ensuring guest delight. He has brought hospitality into the healthcare segment and has applied safe food and personnel practices with self-audit tools that have passed rigorous Federal, State and Local inspections within large healthcare systems.

Salvatore's largest undertaking was the rebranding of Sysco Metro NY for Manhattan. This entailed graphic concepts, product alignment, and brand equity enhancement through multiple customer-facing events and management of local Corporate Citizenship.

Selected Project Experience

Loyola University Medical Center
Maywood, IL

Trinity Health, Corporate Resource
Livonia, MI

St. Alphonsus Health System
Boise, ID

Sysco Metro NY Rebranding

NYCWFF 2012-2015
Diamond Sponsor/Multiple activations

NJWFF 2010-2015
Platinum Sponsor/Multiple activations

NTUWS 2013-2015
Presenting sponsor/Multiple activations

Taste of the Nation NYC
Presenting Sponsor/Site Coordinator

Advisory

Food & Finance High School
Board of Directors

Food Bank for NYC
Culinary Council

NYCDOHMH
Good Choice® Pilot Member

Gohan Society
Advisory Council

Greek Chefs' Club
Advisory Council

AHF Culinary Competition
Committee Chair

12813 Caleb Drive
Truckee, CA 96161
908.797.2000
www.ruckshockey.com

Providing sustainable & successful Hospitality Management Services for 20 years.



Detail Bios of Key Consultants for Project



Fresno EOC Benchmarking Study – Fresno, CA – NGAssociates Foodservice Consulting & Design Services

Nahum Goldberg Project Principal and Design Lead



Background

Nahum Goldberg is a project designer and lead consultant for projects in the areas of food service design, concept development, operational consulting, and planning, with regional and international project experience. His primary clientele are organizations, architects, and developers.

Nahum brings over 35 years of experience to the design team in management of foodservice operations, training, innovative design, and kitchen equipment contract management. His past experience as contracts purchasing manager with a major equipment dealer presents particular value for understanding contracts and controlling procurement costs.

Professional Experience

- NG STUDIO/Western Division VP at Next Step Design, San Francisco, CA
- Strategic Advisor at Pantry Retail, Inc. (acquired by Byte Foods), San Francisco, CA
- Senior Associate at Cini-Little International, San Francisco, CA
- Contracts Purchasing Manager at East Bay Restaurant Supply, Oakland, CA
- Project Manager Operational Consultant at Nachshon Food Facilities Consultants, Israel
- Founder - Product Development, Content at Nachshon Software Development, Israel
- Chef and Manager of Dining Services for community kitchens, Israel
- Chef and Service Positions at The Ritz Café, Zapotec Restaurant and Le Grenier, Martha's Vineyard, MA

Professional Affiliations

- Society for College and University Planning (SCUP) - Member
- Foodservice Consultants Society International (FCSI) – Professional Member
- FCSI Educational Foundation – Past President
- Society for Hospitality and Foodservice Management – Member
- California Energy Commission, High-Efficiency Hot Water Systems in Foodservice – Technical Advisory Committee Member

Education/Credentials

- B.Sc., Community Nutrition – University of California, Davis, CA
- Culinary, Nutrition and Foodservice Studies – Laney College, Oakland, CA
- Certificate, LEED AP, Interior Design and Construction – U.S. Green Building Council
- Certificate, Construction Supervision

NGAssociates
Foodservice Consultant

Page 7

Public Contract Code Section and Non- Collusion Affidavit

The original will be provided
in the hard copy



NON-COLLUSION AFFIDAVIT

STATE OF CALIFORNIA
COUNTY OF Fresno

I, Carolyn M Ruck, being first duly sworn, deposes and says that I am
(Typed or Printed Name)
the Principal of Ruck-Shockey Associates, Inc., the party submitting
(Title) (Bidder Name)
the foregoing Bid Proposal (the "Bidder"). In connection with the foregoing Bid Proposal, the undersigned declares, states and certifies that:

1. The Bid Proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation.
2. The Bid Proposal is genuine and not collusive or sham.
3. The Bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any other bidder or anyone else to put in sham bid, or to refrain from bidding.
4. The Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price, or that of any other bidder, or to fix any overhead, profit or cost element of the bid price or that of any other bidder, or to secure any advantage against the public body awarding the contract or of anyone interested in the proposed contract.
5. All statements contained in the Bid Proposal and related documents are true.
6. The Bidder has not, directly or indirectly, submitted the bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Executed this 20 day of June, 20 25 at Truckee, Nevada Co., CA
(City, County and State)

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Carolyn M Ruck
Signature



Carolyn M Ruck
Name Printed or Typed

12813 Caleb Drive
(Address)

Truckee, Nevada Co., CA
(City, County and State)

530-536-3255
(Area Code and Telephone Number)

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT
BID #06-07, INSTALLATION OF ROLL-UP DOOR AND OVERHEAD POWER GRID IN BUILDING 1400 (MACHINE SHOP),
INSTALLATION OF NEW ENTRY DOOR BUILDING 1000 (ART GALLERY), INTERIOR IMPROVEMENTS TO BUILDINGS 1200 AND 1300
(PERFORMING ARTS CENTER) CHABOT COLLEGE.

NON-COLLUSION AFFIDAVIT
Page 1 of 1

Proof of Insurance

A COI will be delivered to upon award with Fresno EOC named



ACORD™ CERTIFICATE OF LIABILITY INSURANCE				DATE (MM/DD/YY) 4/8/25	
PRODUCER Whitney & Baird 15 Niagara Avenue San Francisco, CA 94112			THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.		
INSURED Ruck-Shockey Associates, Inc. 12813 Caleb Drive Truckee, CA 96161			INSURERS AFFORDING COVERAGE INSURER A: Sentinel Insurance Co INSURER B: Gemini Insurance Co INSURER C: Hartford Accident & Indemnity Co INSURER D: INSURER E:		
COVERAGES THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	57SBANL5351	7/16/24	7/16/25	EACH OCCURRENCE \$ 2,000,000 FIRE DAMAGE (Any one fire) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPOP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	57SBANL5351	7/16/24	7/16/25	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ GARAGE LIABILITY <input type="checkbox"/> ANY AUTO AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
A	EXCESS LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$	57SBANL5351	7/16/24	7/16/25	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	57WECAG7BRY	7/1/24	7/1/25	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 \$1,000,000each claim/\$2,000,000 agg limit
B	OTHER Professional Liability	VCPL067666	4/1/25	4/1/26	\$1,000,000each claim/\$2,000,000 agg limit
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENTS/SPECIAL PROVISIONS					
CERTIFICATE HOLDER <input checked="" type="checkbox"/> ADDITIONAL INSURED: INSURER LETTER: A			CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE Robin D Bauer		


ACORD 25-S (7/97)

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IRS Form W-9

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.																				
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Ruck-Shockey Associates, Inc																						
2 Business name/disregarded entity name, if different from above																						
Print or type. See Specific Instructions on page 3.	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.																					
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate																					
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small>																					
	<input type="checkbox"/> Other (see instructions) ▶ _____																					
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3). Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Apply to accounts maintained outside the U.S.)</small>																						
5 Address (number, street, and apt. or suite no.) See instructions. 12813 Caleb Drive		Requestor's name and address (optional)																				
6 City, state, and ZIP code Truckee, CA 96161																						
7 List account number(s) here (optional)																						
Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. <small>Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number to Give the Requester</i> for guidelines on whose number to enter.</small>																						
		Social security number <table border="1" style="width: 100%; text-align: center;"> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>																				
		OR Employer identification number <table border="1" style="width: 100%; text-align: center;"> <tr><td>9</td><td>4</td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>	9	4																		
9	4																					
Part II Certification Under penalties of perjury, I certify that:																						
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.																						
<small>Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.</small>																						
Sign Here	Signature of U.S. person ▶ <i>Carolyn M Ruck</i>	Date ▶ January 29, 2025																				
General Instructions Section references are to the Internal Revenue Code unless otherwise noted.																						
Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9 .																						
Purpose of Form An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.																						
<ul style="list-style-type: none"> • Form 1099-DIV (dividends, including those from stocks or mutual funds) • Form 1099-MISC (various types of income, prizes, awards, or gross proceeds) • Form 1099-B (stock or mutual fund sales and certain other transactions by brokers) • Form 1099-S (proceeds from real estate transactions) • Form 1099-K (merchant card and third party network transactions) • Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition) • Form 1099-C (canceled debt) • Form 1099-A (acquisition or abandonment of secured property) <small>Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN. If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.</small>																						
Cat. No. 10231X		Form W-9 (Rev. 10-2018)																				





“Working with someone of your caliber, with your depth of experience, and wealth of knowledge was an honor. The team learned something from you each and every day. Your dedication to excellence was very evident. Your passion is to assist the operator to exceed expectations, be business savvy, and provide top quality service in an efficient, fiscally prudent manner. You encourage and provide networking opportunities for the operator...and you don't forget about those you have touched. You remain a networking partner and professional contact. Working with you was an extremely rewarding experience for the system, the operation and the entire management team!”

Joan M., Vice President Support Services

RUCK-SHOCKEY ASSOCIATES, INC.

CORPORATE HEADQUARTERS

12813 Caleb Drive

Truckee, California 96161

P: 530.536.3255 | F: 530.536.3256

ruckshockey.com

Thank You for This Opportunity

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Consent Agenda Item #: 8_13	Director: Angela Riofrio
Subject: Agency Financials and Head Start Financial Status Report April 2025	Officer: Salam M. Nalia

Recommended Action

The Finance Committee recommends acceptance of the interim consolidated Agency Financial Statements and Head Start 0 to 5, as of April 30, 2025.

CSBG Organizational Standard

This item was presented during the June 25, 2025, Finance Committee meeting.

The governing board receives financial reports at each regular meeting that include the following per Category 8, Standard 8.7:

1. Organization-wide report on revenue and expenditure that compares budget to actual; and
2. Balance sheet/statement of financial position.

Background

In accordance with the Agency’s bylaws, this item is intended to keep commissioners apprised of the agency’s financial situation and to provide an opportunity to discuss and review financial statements for each meeting of the Board of Commissioners. Enclosed are the monthly financials for Fresno EOC (consolidated) and Head Start for review and approval as of April 30, 2025, (33% of the year).

Fiscal Impact

(A) Agency Statement of Activities and Statement of Financial Position:

The following are key points of the attached financials for context.

Revenue: \$52,970,081 (29% of the budget)

- In-kind Contributions is recorded at \$13,112,377 – Majority of the contributions are the Head Start 0 to 5 parents volunteering in the classroom.
- Donation revenue stands at \$16,884

Expenditure: \$53,551,489 (29% of budget)

Receipt of loan proceeds from Self-Help Federal Credit Union has enabled us to clear the outstanding bills and we are now current on our payments. The change from Wells Fargo Bank to Community West Bank, along with the \$2.5 million line of credit will provide support in case of emergencies created by periodic unforeseen shortfalls.

The staffing changes and the reduction of other expenses including travel for meetings, conferences, etc. continue to improve our financials. Reviewing the following stats year over year and month over month reflect the improvement that new interim management has made to the Agency during 2025:

- Deficit on March 31, 2024, = \$1,356,078 // March 31, 2025 = \$962,704. Diff: \$393,375.
- Deficit on April 30, 2024, = \$2,353,748 // April 30, 2025 = \$581,408. Diff: \$1,771,340.
- Deficit on March 31, 2025 = \$962,704 // April 30, 2025 = \$581,408. Diff: \$381,296

The above improvements are despite the increases in costs of food and other supplies, insurance, fuel and bank charges.

(B) Head Start 0-5 Financial Status Report as of Year-to-Date April 30, 2025

This is also represented in the following percentages.






















Program Area	% of budget	Notes
Head Start - Basic	32%	
Head Start - Training & Technical Assistance (T&TA)	33%	Training planned for later this year.

Program Area	% of budget	Notes
Early Head Start - Basic	25%	
Early Head Start - Training & Technical Assistance (T&TA)	29%	Training planned for later this year.

Conclusion

Acceptance of these financials by the Committee will enable this document to be presented for full Board consideration. The Board's oversight of the financial operations of Fresno EOC is a key aspect of its fiduciary duty.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF ACTIVITIES
Period Ending April 30, 2025 (33% Variance)**

	A	B	A - B	C	D	B - D	
	BUDGET JAN - DEC 2025	ACTUAL April 2025	BUDGET VARIANCE (TARGET 33%)	BUDGET BALANCE REMAINING	ACTUAL JAN - DEC 2024	ACTUAL April 2024	ACTUAL 2025 vs 2024 Differences
REVENUES AND SUPPORT							
GRANT REVENUE <i>(without CBSG)</i>	\$ 106,386,393	\$ 29,160,634	 27%	\$ 77,225,759	\$ 85,230,801	\$ 28,247,885	\$ 912,750
GRANT REVENUE - CSBG	\$ 2,039,380	\$ 1,092,439	 54%	\$ 946,941	\$ 2,077,661	\$ 317,780	\$ 774,659
FEE FOR SERVICE REVENUE	\$ 26,278,082	\$ 8,002,388	 30%	\$ 18,275,694	\$ 25,811,831	\$ 9,104,434	\$ (1,102,046)
OTHER REVENUE	\$ 3,202,765	\$ 1,585,359	 49%	\$ 1,617,406	\$ 6,771,912	\$ 1,444,623	\$ 140,737
DONATION CONTRIBUTIONS	\$ -	\$ 16,884	0%	\$ (16,884)	\$ 73,690	\$ 17,037	\$ (153)
TOTAL CASH REVENUE	\$ 137,906,619	\$ 39,857,705	 29%	\$ 98,048,915	\$ 119,965,895	\$ 39,131,758	\$ 725,946
IN KIND REVENUE	\$ 44,778,191	\$ 13,112,377	 29%	\$ 31,665,814	\$ 49,822,605	\$ 18,635,726	\$ (5,523,349)
TOTAL REVENUE & SUPPORT	\$ 182,684,810	\$ 52,970,081	 29%	\$ 129,714,730	\$ 169,788,500	\$ 57,767,484	\$ (4,797,402)
EXPENDITURES							
PERSONNEL COSTS	\$ 79,013,871	\$ 25,106,469	 32%	\$ 53,907,402	\$ 74,638,227	\$ 25,839,408	\$ (732,939)
ADMIN SERVICES	\$ 8,770,546	\$ 2,653,700	 30%	\$ 6,116,846	\$ 7,751,664	\$ 2,507,441	\$ 146,259
CONTRACT SERVICES	\$ 12,456,815	\$ 4,447,106	 36%	\$ 8,009,709	\$ 11,943,822	\$ 4,327,240	\$ 119,866
FACILITY COSTS	\$ 10,035,412	\$ 2,343,137	 23%	\$ 7,692,275	\$ 6,913,881	\$ 2,310,860	\$ 32,276
TRAVEL, MILEAGE, VEHICLE COSTS	\$ 3,585,864	\$ 624,296	 17%	\$ 2,961,568	\$ 3,304,981	\$ 1,298,949	\$ (674,653)
EQUIPMENT COSTS <i>(minus depreciation)</i>	\$ 6,046,313	\$ 340,154	 6%	\$ 5,706,159	\$ 1,805,239	\$ 312,851	\$ 27,302
DEPRECIATION - AGENCY FUNDED	\$ 296,000	\$ 72,942	 25%	\$ 223,058	\$ 276,375	\$ 103,599	\$ (30,657)
OFFICE EXPENSE	\$ 2,057,100	\$ 1,081,224	 53%	\$ 975,876	\$ 3,338,895	\$ 1,007,553	\$ 73,671
INSURANCE	\$ 1,033,068	\$ 415,940	 40%	\$ 617,128	\$ 1,090,473	\$ 350,309	\$ 65,632
PROGRAM SUPPLIES & CLIENT COSTS	\$ 10,899,300	\$ 3,325,268	 31%	\$ 7,574,032	\$ 9,488,732	\$ 3,177,630	\$ 147,638
OTHER COSTS	\$ 2,877,597	\$ 28,876	 1%	\$ 2,848,721	\$ 706,678	\$ 248,666	\$ (219,790)
TOTAL CASH EXPENDITURES	\$ 137,071,885	\$ 40,439,112	 30%	\$ 96,632,774	\$ 121,258,969	\$ 41,484,506	\$ (1,045,394)
IN KIND EXPENSES	\$ 44,778,191	\$ 13,112,377	 29%	\$ 31,665,814	\$ 49,822,605	\$ 18,635,726	\$ (5,523,349)
TOTAL EXPENDITURES	\$ 181,850,076	\$ 53,551,489	 29%	\$ 128,298,588	\$ 171,081,574	\$ 60,120,232	\$ (6,568,743)
OPERATING SURPLUS (DEFICIT)	\$ 834,734	\$ (581,408)		\$ 1,416,142	\$ (1,293,074)	\$ (2,352,748)	\$ 1,771,340
OTHER INCOME / EXPENSE							
TRANSIT GRANT ASSET DEPRECIATION		(26,876)			(162,965)	(62,460)	
NET SURPLUS (DEFICIT)	\$ 834,734	\$ (\$608,284)		1,443,018	\$ (1,456,039)	\$ (2,415,208)	1,806,924

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF FINANCIAL POSITION
as of April 30, 2025**

	2025	2024	Differences
ASSETS			
CASH & INVESTMENTS	\$ 2,457,651	\$ 6,957,815	\$ (4,500,164)
ACCOUNTS RECEIVABLE	\$ 12,200,237	12,300,810	(100,573)
PREPAIDS/DEPOSITS	\$ 499,192	360,256	138,936
INVENTORIES	\$ 178,211	189,630	(11,420)
PROPERTY, PLANT & EQUIPMENT	\$ 13,316,627	13,505,795	(189,168)
NOTES RECEIVABLE (net)	\$ (0)	331,197	(331,197)
TOTAL ASSETS	\$ 28,651,918	\$ 33,645,504	\$ (4,993,586)
LIABILITIES			
ACCOUNTS PAYABLE	\$ 4,975,987	\$ 4,469,918	\$ 506,070
ACCRUED PAYROLL LIABILITIES	\$ 6,101,561	5,475,820	625,741
DEFERRED REVENUE	\$ 4,040,424	3,858,261	182,163
NOTES PAYABLE	\$ 690,676	2,831,415	(2,140,739)
HEALTH INSURANCE RESERVE	\$ 3,928,207	7,541,762	(3,613,556)
OTHER LIABILITIES	\$ 830,397	950,669	(120,273)
TOTAL LIABILITIES	\$ 20,567,252	\$ 25,127,847	\$ (4,560,596)
FUND BALANCE			
CURRENT OPERATING EARNINGS (YTD)	\$ (581,408)	\$ (2,352,748)	\$ 1,771,340
UNRESTRICTED NET ASSETS	\$ (2,165,959)	225,663	(2,391,622)
REVOLVING LOAN FUND	\$ 556,268	556,268	0
INVESTMENT IN GENERAL FIXED ASSETS	\$ 10,275,764	10,088,473	187,291
TOTAL FUND BALANCE	\$ 8,084,666	\$ 8,517,656	\$ (432,991)
TOTAL LIABILITIES AND FUND BALANCE	\$ 28,651,917	\$ 33,645,504	\$ (4,993,586)

Fresno Economic Opportunities Commission
 Head Start/Early Head Start Financial Status
 Monthly Report
 April 30, 2025

Description	Head Start - Basic				Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$19,633,565	\$1,193,848	\$6,251,960	\$13,381,605	-	-	-	-
Fringe Benefits	7,856,139	\$551,270	\$2,334,643	5,521,496	-	-	-	-
Total Personnel	\$27,489,704	1,745,117.60	\$8,586,603	\$18,903,101	-	-	-	-
Travel	-	-	-	-	71,440	2,059	10,452	60,988
Equipment	200,000	-	24,465	175,535	-	-	-	-
Supplies	473,752	44,470	169,236	304,516	4,000	111	1,577	2,423
Contractual	2,410,983	671,331	779,962	1,631,021	-	-	-	-
Facilities /Construction								
Other:								
Food Cost	858,503	131,019	558,615	299,888				
Transportation	638,844	72,514	215,542	423,302				
Staff Mileage	71,893	14,561	42,998	28,895				
Field Trips, including Transportation	6,045	2,759	4,372	1,673				
Space	716,627	38,940	153,849	562,778				
Utilities / Telephone / Internet	787,680	69,360	274,037	513,643				
Ground Maintenance / Janitorial	745,200	68,552	250,040	495,160				
Security Services	144,000	6,626	19,073	124,927				
Repair/Maintenance Building	100,000	12,214	64,524	35,476				
Repair/Maintenance Equipment	21,078	23,323	10,594	10,484				
Property & Liability Insurance	130,000	21,230	76,706	53,294				
Parent Involvement / CWPC	37,000	6,492	14,238	22,762				
Other Costs*	161,330	10,928	55,877	105,453				
Staff & Parent Training	11,200	6,895	8,052	3,148	218,948	29,947	85,947	133,001
Total Direct Charges	\$35,003,839	2,946,331.19	\$11,308,782	\$23,695,057	294,388	32,116	97,976	196,412
Total Indirect Charges	\$3,500,384	579,963.00	\$1,128,432	\$2,371,952	\$29,439	5,371.00	\$9,798	\$19,641
Total Federal Expenditures	\$38,504,223	3,526,294.19	\$12,437,214	\$26,067,009	\$323,827	37,487	107,774	\$216,053
% of Annual Budget Expended to Date			32%				33%	
Non-Federal Share	\$9,626,056	1,124,887.12	\$1,874,305	\$7,751,751	\$80,957	\$8,832	\$26,943	\$54,013

19%

*Other Costs Include:
 PROPERTY TAXES
 DEPRECIATION EXPENSE
 ADVERTISEMENT - OTHER
 DUES - ORGANIZATIONS
 RECRUITMENT
 MEETING COSTS - INTERNAL
 EMPLOYEE EVENT
 ADVERTISEMENT - RECRUITMENT
 POSTAGE/EXPRESS MAIL
 PRINTING
 CONTRACT SERVICES - PHYSICALS
 FIRST AID (INCLUDES WORKERS COMP)
 FINGERPRINTING / BACKGROUND CHECK
 LINENS / LAUNDRY

Credit Card Expenses: Credit card statement dated 4/1/25-4/30/25			
April 2025 expenses:			
Dues- Organizations	\$	124	Academy of Nutrition - Annual Membership
Program Supplies - Kitchen	\$	193	Walmart - Microwave, Toaster Oven Replacement, Food Processor for Centers
CWPC - Other	\$	788	Apple Spice - Catering for County Wide Meeting
CWPC - Other	\$	259	Mediterranea Grill - Catering for County Wide Meeting
Volunteer Recognition	\$	2,121	Bar-B-Kings - Volunteer Recognition Luncheon
Field Trips	\$	790	Zoo Mobile, Fresno Discovery Center, The Little Gym
Program Supplies - Disposables	\$	585	Costco - Diapers for Inclusion
Staff Training	\$	300	Teachstone - CLASS Recertification
Travel	\$	1,481	Ceasars Palace - Hotel for Child Plus Training Scramble
Parent Training	\$	2,894	Apple Spice, Sam's Club - Catering and Snacks for Parent Conference
Telephone	\$	1,484	Frontier Communication & Comcast - Telephone Service
Internet	\$	474	Frontier Communication & Comcast - Internet Service
	\$	11,492	

Fresno Economic Opportunities Commission
 Head Start/Early Head Start Financial Status
 Monthly Report
 April 30, 2025

Description	Early Head Start - Basic				Early Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$5,152,890	\$276,983	\$1,177,710	\$3,975,180	-	-	-	-
Fringe Benefits	1,529,340	\$108,070	\$403,344	1,125,996	-	-	-	-
Total Personnel	6,682,230	385,052.89	\$1,581,054	\$5,101,176	-	-	-	-
Travel	-	-	-	-	17,160	650	2,790	14,370
Equipment	50,000	-	-	50,000	-	-	-	-
Supplies	131,044	11,175	97,148	33,896	1,000	-	368	632
Contractual	204,519	10,776	25,927	178,592	4,000	-	-	4,000
Facilities / Construction								
Other:								
Food Cost	32,905	6,843	25,945	6,960				
Transportation	7,310	207	1,036	6,274				
Staff Mileage	16,101	6,034	18,075	(1,974)				
Field Trips, including Transportation	455	-	-	455				
Space	174,911	10,557	42,539	132,372				
Utilities / Telephone / Internet	166,920	17,459	56,639	110,281				
Ground Maintenance / Janitorial	148,208	11,258	41,565	106,643				
Security Services	36,000	2,254	5,135	30,865				
Repair/Maintenance Building	50,000	2,538	16,556	33,444				
Repair/Maintenance Equipment	5,787	9	2,527	3,260				
Property & Liability Insurance	47,700	3,923	12,029	35,671				
Parent Involvement / CWPC	7,440	1,889	5,085	2,355				
Other Costs*	33,525	2,723	11,293	22,232				
Staff & Parent Training	2,800	1,705	1,982	818	135,450	13,738	42,655	92,795
Total Direct Charges	7,797,855	89,350	\$1,944,535	5,853,320	157,610	14,388	45,813	\$111,797
Total Indirect Charges	\$779,785	\$47,441	\$194,454	\$585,331	\$15,761	\$1,438	\$4,581	\$11,180
Total Federal Expenditures	\$8,577,640	136,791	\$2,138,989	\$6,438,651	\$173,371	15,826	\$50,394	\$122,977
% of Annual Budget Expended to Date			25%				29%	
Non-Federal Share	\$2,144,410	\$68,654	\$539,376	\$1,605,034	\$43,343	\$3,956	\$12,598	\$30,744

*Other Costs Include:
 PROPERTY TAXES
 DEPRECIATION EXPENSE
 ADVERTISEMENT - OTHER
 DUES - ORGANIZATIONS
 RECRUITMENT
 MEETING COSTS - INTERNAL
 EMPLOYEE EVENT
 ADVERTISEMENT - RECRUITMENT
 POSTAGE/EXPRESS MAIL
 PRINTING
 CONTRACT SERVICES - PHYSICALS
 FIRST AID (INCLUDES WORKERS COMP)
 FINGERPRINTING / BACKGROUND CHECK
 LINENS / LAUNDRY

Credit Card Expenses: Credit card statement dated 4/1/25-4/30/25

April 2025 expenses:

Dues- Organizations	\$	31	Academy of Nutrition - Annual Membership
CWPC - Other	\$	197	Apple Spice - Catering for County Wide Meeting
CWPC - Other	\$	65	Mediterranea Grill - Catering for County Wide Meeting
Volunteer Recognition	\$	530	Bar-B-Kings - Volunteer Recognition Luncheon
Travel	\$	506	Ceasars Palace - Hotel for Child Plus Training Scramble
Parent Training	\$	723	Apple Spice, Sam's Club - Catering and Snacks for Parent Conference
Telephone	\$	159	Frontier Communication & Comcast - Telephone Service
Internet	\$	186	Frontier Communication & Comcast - Internet Service
	\$	2,397	

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Consent Agenda Item #: 8_14	Director: Steven Warnes
Subject: Health Insurance Report	Officer: Salam M. Nalia

Recommended Action

The information is presented to keep the Board apprised on the fiscal status of the Health Plan benefit offered to full-time employees.

Background

This item was presented during the June 25, 2025, Finance Committee meeting.

The health insurance reserve of \$3.9 million will cover approximately 3.8 months of average expenditures. Contributions from programs and employees for 2025 total \$3,882,630 while the Fund paid out \$4,157,747 in expenses

Changes to the health insurance plan in 2022 through 2025 include:

- Effective January 2022: Tele-health service was added and 1% increase in Program premiums and an average 8% increase to Employee premiums.
- Effective January 2023: Restructured the wellness program to include more employees; replaced wellness discounted premium by an incentive program available to all employees. 5.5% increase in Program premiums.
- Effective January 2024: Kaiser HMO plan offered as an alternative to our existing PPO plan. Program and Employee premiums will increase by 8%.
- Effective January 2025: Employee premiums were unchanged, Program premiums were increased by 4%.

This table presents a sample of the monthly health insurance premium rates for 2025. Rates vary depending on the level of coverage selected. Rates for the PPO and HMO options are shown however, a high-deductible option is available at a 40% lower cost to the employee.

	Agency	Employee	Total Premium
Employee Only	\$720	\$162	\$882
EE +Child(ren)	\$1,300	\$291	\$1,591
EE + Family	\$1,725	\$387	\$2,112
EE + Spouse	\$1,445	\$324	\$1,769

Fresno County Economic Opportunities Commission

Health Insurance Fund report

	<u>12/31/2023</u>	<u>12/31/2024</u>	<u>04/30/2025</u>
Beg Fund Balance	\$5,493,910	\$7,066,973	\$4,203,324
Plan Income			
01-2501 HI RESERVE-AGENCY CONTRIBUTIONS	\$8,638,643	\$9,360,639	\$3,145,296
01-2502 HI RESERVE-EMPLOYEE CONTRIBUTIONS	\$1,863,131	\$2,149,144	\$737,334
01-2508 HI STOP LOSS CLAIMS	\$63,636	\$972,913	\$0
Total Plan Income	<u>\$10,565,410</u>	<u>\$12,482,696</u>	<u>\$3,882,630</u>
Plan Expenses			
01-2503 HI HEALTH CLAIMS PAID	(\$4,647,314)	(\$6,661,503)	(\$2,180,721)
01-2504 HI DENTAL CLAIMS PAID	(\$527,020)	(\$540,701)	(\$279,068)
01-2505 HI PRESCRIPTIONS PAID	(\$1,778,042)	(\$1,956,813)	(\$582,366)
01-2506 HI VISION CLAIMS PAID	(\$79,637)	(\$68,392)	(\$12,843)
01-2507 HI STOP LOSS PREMIUMS	(\$1,247,950)	(\$1,160,745)	(\$366,818)
01-2509 HI LIFE INSURANCE PREMIUMS	(\$106,188)	(\$117,630)	(\$20,802)
01-2511 HI CLAIMS ADMINISTRATION	(\$160,775)	(\$146,539)	(\$45,287)
01-2512 HI BLUE CROSS/KAISER PREMIUMS	(\$165,827)	(\$1,396,770)	(\$581,308)
01-2513 HI CONSULTANT SERVICES	(\$145,000)	(\$145,000)	(\$48,333)
01-2514 HI EMPLOYEE ASSISTANCE PROGRAM	(\$56,475)	(\$56,881)	(\$18,960)
01-2515 HI PREFERRED CHIRO PREMIUMS	(\$10,443)	(\$9,159)	(\$2,706)
01-2516 HI TELEDOC FEES	(\$41,326)	(\$47,627)	(\$19,639)
01-2517 HI OTHER EXPENSES	(\$26,351)	(\$3,038,586)	\$1,106
Total Plan Expenses	<u>(\$8,992,347)</u>	<u>(\$15,346,345)</u>	<u>(\$4,157,747)</u>
End Fund Balance	\$7,066,973	\$4,203,324	\$3,928,207

Criteria

Report name: svw-HEALTH INSURANCE staff report

Chart template: svw Health Plan Rpt

Include account levels 1 to 2

Include accounts with zero balances

Do not include inactive accounts

User has access to all accounts

User has access to all projects

Include all Funds

Include all Account Codes

Include these Accounts: 01-2501 to 01-2519

Include all Account Attributes

Include all Projects

Include all Project Attributes

Include all Transaction Attributes

Include all Classes

Include all Journals

Include all Project Types

Include all Project Statuses

Include all Project Divisions

Include all Project Departments

Include all Project Locations

Include all Not Yet Posted Transactions

Include all Cash Flow Codes

Include all Working Capital Codes

Include all Grant/Contract(s)

Column 1 criteria:

Heading:

Definition: Account Number

Column 2 criteria:

Heading:

Definition: Account Description

Column 3 criteria:

Heading: 12/31/2023

Include these dates: 12/31/2023

Definition: {Actual}

Column 4 criteria:

Heading: 12/31/2024

Include these dates: 12/31/2024

Definition: {Actual}

Column 5 criteria:

Heading: 3/31/2025

Include these dates: 3/31/2025

Definition: {Actual}

Column 6 criteria:

Heading: 4/30/2025

Include these dates: 4/30/2025

Definition: {Actual}

Column 7 criteria:

Heading: 9/30/2025

Include these dates: 9/30/2025

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Consent Agenda Item #: 8_15	Director: Angela Riofrio
Subject: Variance Reports	Officer: Salam M. Nalia

Recommended Action

The information is presented to keep the Board apprised on the fiscal status of selected program(s) within the Agency that are routinely shared with Program Directors and Executive staff.

Background

This item was presented during the June 25, 2025, Finance Committee meeting.

The following pages have been prepared by Charter Impact specifically for presentation to the Finance Committee and reflect their analysis, recommendations, and financial reporting in support of the agency’s fiscal oversight.

Conclusion

This item is for informational purposes only.

Fresno EOC

School of Unlimited Learning (SOUL) variance report

April 2025

Fresno EOC's charter high school, the School of Unlimited Learning (SOUL) operates on a July – June fiscal year. Using the Average Daily Attendance as of the P-2 reporting date of 181.26, State Aid (LCFF) is projected to be \$3,156,513 for the year. This is based on the funding determination status for SOUL being restored from 85% to 100%. This retroactive request is currently undergoing review and will be presented to the California State Board of Education for approval July 9-10, 2025. In the unlikely event that this is not approved by SBE, the State Aid revenue will be reduced by approximately \$473,477. Cash payments received to date for LCFF have been reduced to 85% so this funding determination decision is impacting SOUL's cash flow status.

In addition to State Aid (LCFF), SOUL is also forecasted to receive \$362,057 in Federal funding, \$405,915 in State funding, and \$4,657 in local revenue. Total forecasted revenue is \$3,929,141 which is slightly below budgeted revenue of \$4,038,821.

Similarly, SOUL's projected expenditures for the year have decreased from the original budget of \$4,038,821 to \$3,926,469. This results in a small surplus of \$2,672 for the year. However, this forecast is contingent on being able to identify allowable costs to offset the forecasted restricted revenue.

To be eligible for 100% funding in the future years, SOUL will need to submit a funding determination based on its FY2024-25 audit supporting that 80% of revenue was utilized for instructional purposes and at least 40% of revenue supported certificated positions. Careful allocation of all costs incurred between instructional and non-instructional is vital as several of SOUL's significant costs other than personnel have administrative or facilities components (indirect cost rate, FUSD fees, rent, repairs & maintenance).

Impact on Fresno EOC:

- SOUL is projected to have a small surplus and is not budgeted for any CSBG support.
- Cash flow has been significantly delayed due to the pending retroactive request to correct the funding determination submission for FY25 to FY26 from 85% to 100%.
- If any projected utilization of restricted funds in FY25 does not have allocated costs, then those funds will not be realizable, and a loss could occur.
- SOUL has a reserve balance that is over \$2 million to provide protection against economic uncertainty.

Fresno County Economic Opportunities Commission
Program: School of Unlimited Learning
Contract Term: July 2024- June 2025
School of Unlimited Learning
For Internal Purposes: Variance Report

83.33%

Budget Category	Original Budget Preliminary	YTD Actual 4/30/25	Balance as of 4/30/25	% Spent as of 4/30/25	Annual projection as of April 2025
REVENUES:					
Revenue Limit					
Average Daily Attendance Principal Apportionment	\$ 2,236,885	\$ 1,922,606	\$ 314,279	86%	\$ 2,530,679
Education Protection Account	443,454	280,904	162,550	63%	427,216
Property Tax	200,947	200,947	-	100%	198,618
Fed Rev:					
Title I, Part A Grant	87,881	87,881	-	100%	87,881
Title II, Part A Grant	10,040	4,971	5,069	50%	10,040
Title IV, Part A Grant	10,000	5,270	4,730	53%	10,000
Elementary and Secondary School Emergency Relief (ESSER III)	79,754	79,754	-	100%	79,754
Comprehensive Support & Achievement Grant-23/24	174,382	130,604	43,778	75%	174,382
State Rev:					
USDA - Food (Dept. of Education)	10,000	9,264	736	93%	10,000
Lottery	49,850	46,541	3,309	93%	49,484
Mandate Block Grant & One Time Only	11,077	11,077	-	100%	11,077
Learning Recovery Block Grant	286,778	245,527	41,251	86%	286,778
Educator Effectiveness Grant	45,494	21,714	23,780	48%	22,526
Sp. Ed. Mental Health Grant	5,000	1,510	3,490	30%	1,510
Prop 28: Arts/Music Grant	10,000	1,040	8,960	10%	1,040
Arts , Music & Instructional Materials Discretionary Grant	15,000	11,108	3,892	74%	15,000
A-G Completion Improvement Grants	75,000	5,181	69,819	7%	8,500
Local Rev:					
Donations, interest & other	5,000	3,881	1,119	78%	4,657
Reserve	282,279	282,279	-	100%	-
Total Revenue	TOTAL \$ 4,038,821	\$ 3,352,059	686,761	83%	\$ 3,929,141
SALARIES & FRINGES:					
SALARIES/VACATION	\$ 1,733,319	\$ 1,369,419	\$ 363,900	79%	\$ 1,683,681
FRINGE/BENEFITS	525,293	413,822	111,471	79%	494,102
TOTAL	2,258,612	1,783,241	475,371	79%	2,177,783
TEXTBOOKS & CURRICULA					
5510 BOOKS-PUBLICATIONS	1,500	1,018	482	68%	1,500
5520 COMPUTER SUPPLIES	146,550	146,519	31	100%	158,241
5758 PROGRAM SUPPLIES - BOOKS & PUBLICATIONS	7,500	5,557	1,943	74%	6,668
TOTAL	155,550	153,095	2,456	98%	166,409
MATERIALS & SUPPLIES					
5415 EQUIPMENT Under \$5,000	1,000	-	1,000	0%	-
5450 EQUIPMENT OVER \$5,000	50,000	47,483	2,517	95%	49,857
5515 BOTTLED WATER	1,100	714	386	65%	857
5535 OFFICE SUPPLIES	20,000	16,224	3,776	81%	19,469
5722 FOOD - OTHER	5,500	4,555	945	83%	7,450
5724 FOOD - SNACKS	500	247	253	49%	296
5725 FOOD - SNACK BAR	250	-	250	0%	-
5732 MEETING COSTS - INTERNAL	3,500	1,643	1,857	47%	1,972
5764 PROGRAM SUPPLIES - ARTS & CRAFTS	1,000	691	309	69%	830
5766 PROGRAM SUPPLIES - CLASSROOM SUPPLIES	12,490	4,682	7,808	37%	5,619
5784 RECREATION EXPENSE	500	-	500	0%	500
TOTAL	95,840	76,240	19,600	80%	86,849
FOOD:					
5115 CONTRACT SERVICES - MEALS	10,000	7,686	2,314	77%	13,000
TOTAL	10,000	7,686	2,314	77%	13,000
TRAVEL & CONFERENCES:					
5310 FIELD TRIPS	4,500	3,340	1,160	74%	7,650
5315 FUEL - OIL & GAS	2,500	1,431	1,069	57%	2,050
5330 MILEAGE	750	97	653	13%	750
5335 OUT - OF - COUNTY TRAVEL	25,000	18,441	6,559	74%	19,364
5340 OUT - OF - STATE TRAVEL	14,000	7,136	6,864	51%	8,207
5708 CONFERENCE FEES (NON - TRAVEL)	3,500	-	3,500	0%	-
5792 STAFF TRAINING	25,000	17,847	7,153	71%	20,525
5810 TRAINING OTHER	500	25	475	5%	30
TOTAL	75,750	48,318	27,432	64%	58,575

Budget Category	Original Budget Preliminary	YTD Actual 4/30/25	Balance as of 4/30/25	% Spent as of 4/30/25	Annual projection as of April 2025
INSURANCE:					
5605 INSURANCE - AUTO	1,815	1,513	302	83%	1,815
5620 INSURANCE - GENERAL LIABILITY	6,466	5,400	1,066	84%	6,480
5621 INSURANCE - CYBER LIABILITY	238	199	39	84%	239
5630 INSURANCE - EXCESS LIABILITY	1,907	1,593	314	84%	1,911
5635 INSURANCE - PROPERTY	18,260	15,214	3,046	83%	18,257
TOTAL	28,686	23,919	4,767	83%	28,702
RENT, LEASE, REPAIR & IMPROVEMENTS:					
5110 CONTRACT SERVICES - JANITORIAL	500	-	500	0%	-
5240 RENTAL - OFFICE	134,584	117,325	17,259	87%	140,818
5255 REPAIRS / MAINTENANCE - BUILDING	155,000	139,900	15,100	90%	150,392
5260 SECURITY SERVICES	7,000	5,646	1,354	81%	6,776
5270 UTILITIES - GAS / ELECTRIC	30,000	21,154	8,846	71%	25,914
5280 WATER/SEWER/GARBAGE	7,350	5,310	2,040	72%	6,505
5350 REPAIRS & MAINTENANCE - VEHICLES	1,350	770	580	57%	770
5457 REPAIRS & MAINTENANCE - EQUIPMENT	500	63	438	13%	75
5425 LEASED - RENTAL OFFICE EQUIPMENT	750	414	336	55%	753
5435 LEASED - COPIERS	8,250	6,266	1,984	76%	7,519
TOTAL	345,284	296,847	48,437	86%	339,522
PROF/CONSULT SRVCS & OPERATING EXP:					
5060 ADVERTISEMENT-RECRUITMENT	6,000	5,026	974	84%	6,032
5108 Oversight/Special Ed fee	352,468	352,468	-	100%	352,468
5125 CONTRACT SERVICES - OTHER	500	500	-	100%	500
5160 PROFESSIONAL SERVICES - AUDIT	19,860	19,860	-	100%	19,860
5165 PROFESSIONAL SERVICES - COMPUTER	500	-	500	0%	-
5170 PROFESSIONAL SERVICES - CONSULTING	260,000	256,681	3,319	99%	300,830
5185 PROFESSIONAL SERVICES - EVALUATION	7,500	5,000	2,500	67%	6,000
5190 PROFESSIONAL SERVICES - LEGAL	15,000	12,479	2,521	83%	14,975
5195 PROFESSIONAL SERVICES - MEDICAL	250	-	250	0%	-
5205 JANITORIAL SERVICES	18,500	15,380	3,120	83%	18,456
5210 LICENSES FEES	2,500	1,230	1,270	49%	1,476
5220 PEST CONTROL SERVICES	3,650	3,076	574	84%	3,691
5345 REGISTRATION-Vehicles	500	186	314	37%	223
5512 SUBSCRIPTION EXPENSE	7,500	5,889	1,611	79%	7,066
5522 SOFTWARE LICENSES	89,068	65,109	23,959	73%	70,000
5550 POSTAGE/EXPRESS MAIL	950	415	535	44%	498
5555 PRINTING	750	248	502	33%	297
5560 SUPPLIES-OTHER	250	-	250	0%	-
5701 ADVERTISEMENT - OTHER	250	-	250	0%	-
5706 BUS TOKENS	3,500	2,625	875	75%	3,150
5721 RECRUITMENT	150	-	150	0%	-
5730 LICENSE - PREMISE	500	-	500	0%	-
5733 EMPLOYEE APPRECIATION	2,150	1,275	875	59%	1,530
5737 OUTREACH	2,500	750	1,750	30%	900
5743 PARENT INVOLVEMENT	3,500	2,555	945	73%	3,066
5757 PROGRAM - MISCELLANEOUS	7,000	6,253	747	89%	7,504
5760 PROGRAM SUPPLIES - KITCHEN	500	10	490	2%	12
5762 PROGRAM INCENTIVES	3,000	2,061	939	69%	2,473
5768 FOOD DISPOSABLES SUPPLIES	500	-	500	0%	-
5772 JANITORIAL SUPPLIES	3,000	2,417	583	81%	2,901
5774 MEDICAL SUPPLIES	250	-	250	0%	-
5776 PERSONAL ARTICLES SUPPLIES	250	-	250	0%	-
5780 RECREATION SUPPLIES	1,750	1,320	430	75%	1,584
5910 COMMUNITY RELATIONS	250	-	250	0%	-
5915 END OF YEAR RECOGNITION	2,000	1,703	297	85%	2,043
5924 RECOGNITION	4,500	3,521	979	78%	4,225
TOTAL	821,296	768,036	53,260	94%	831,760
COMMUNICATIONS:					
5570 TELEPHONE	23,500	14,465	9,035	62%	18,081
5571 TELEPHONE - CELLULAR	1,650	1,306	344	79%	1,698
5575 HOTSPOTS	4,500	3,979	522	88%	5,172
TOTAL	29,650	19,750	9,900	67%	24,951
INDIRECT COSTS:					
5144 INDIRECT COSTS (5.94%)	218,153	174,930	43,223	80%	198,919
TOTAL	218,153	174,930	174,930	80%	198,919
TOTAL COSTS	\$ 4,038,821	\$ 3,352,059	\$ 818,469	83%	\$ 3,926,469
Surplus (Deficit)	\$ -	\$ -			\$ 2,672

PROGRAM PLANNING AND EVALUATION COMMITTEE MEETING

Date: May 14, 2025

Time: 12:00 PM

Location: 1920 Mariposa Street, Suite 310 Fresno, CA 93721

MINUTES

1. CALL TO ORDER

Alena Pacheco, Chair, called the meeting to order at 12:01 p.m.

2. ROLL CALL

Roll was called and a quorum was established.

Committee Chair Pacheco asked the committee members and staff for their opinion on conducting the PP&E Committee meetings via Zoom or in a smaller conference room, instead of holding them in person, to accommodate everyone's schedules. After further discussion, the committee decided to explore the Zoom option for the next meeting.

Committee Members:

Alena Pacheco
Brian King

Staff:

Brian Angus
Salam Nalia
Sherry Neil
Jack Lazzarini
Greg Streets
Ana Medina
Patrick Turner
Misty Gattie-Blanco

Annette Thornton
Andy Arredondo
Angela Riofrio
Shawn Riggins
Latisha Conway
Elionora Vivanco

Teleconference:

Jalyssa Jenkins-McGill

Absent:

Diane Lira
Robert Pimentel

3. APRIL 16, 2025, PROGRAM PLANNING AND EVALUATION COMMITTEE MEETING MINUTES

Public Comments: None heard.

Motion by: King **Second by:** Pacheco

Ayes: All in favor

Nays: None

4. ADVANCE PEACE: CALIFORNIA VIOLENCE INTERVENTION AND PREVENTION GRANT PROGRAM - COHORT 5

Patrick Turner, Training & Employment Services Director, provided a brief overview of the intent to submit the California Violence Intervention and Prevention Grant Program grant application to the California Board of State Corrections. Turner recommended that this item be tabled as the

budget requires modifications, and to be presented at the June 11, 2025, PP&E Committee Meeting for approval.

Commissioner King inquired about the Advance Peace grant from the U.S. Department of Justice, which led to the unexpected loss of funding, as well as the differences between the funding sources. Turner explained that the two grant applications are different and separate funding sources, as one is through the Bureau of Justice Administration through the federal government Department of Justice, and the other grant is through the State of California.

Committee Chair Pacheco mentioned that it would be helpful for the Commissioner to know whether we are hiring new employees or bringing back former employees in the budget.

Public Comments: None heard.

No action required.

5. SANCTUARY AND SUPPORT SERVICES: HOUSING AND HOMELESSNESS INCENTIVE PROGRAM

Misty Gattie-Blanco, Sanctuary Director, stated that this item was originally presented and approved during the Program Planning & Evaluation (PP&E) Committee meeting on April 16, 2025, and it's being reintroduced to reflect revisions in the agreement. Gattie-Blanco stated that Sanctuary will be contracting with three different entities instead of two and continues to state that Cal Viva/Health Net will fund \$206,809; Anthem Blue Cross will fund \$95,525, and Kaiser Permanente will fund \$3,614.

Committee Chair Pacheco asked how many individuals would be served under this agreement, what the qualifications are, and how participants are selected to apply. Gattie-Blanco responded that this agreement would serve 12 participants and that anyone who has experienced homelessness within the past seven years in Fresno and Madera County is eligible to apply.

Committee Chair Pacheco requested an application. Gattie-Blanco mentioned that the online application is currently being revamped, but will send it once it's updated.

The Committee and staff engaged in a discussion and recommended that this item move forward as presented.

Public Comments: None heard.

Motion by: Jenkins-McGill **Second by:** King

Ayes: All in favor

Nays: None

6. FOOD SERVICE: CHICK-FIL-A TRUE INSPIRATION AWARDS

Jack Lazzarini, Programs Officer, provided an overview of the submission for the Chick-fil-A True Inspiration Awards Grant Program, in the amount of \$200,000 for a one-year project period. If

funded, it will allow Food Services to purchase a new Mobile Food Bus, replacing the currently non-operational green bus used for the Food Services Meals for Kids program.

Committee Chair Pacheco inquired whether services will be provided in Mendota, as they are interested in bringing services back. Lazzarini responded that meals are offered during school breaks, such as summer and winter, and mentioned that they are currently collaborating with the Sanctuary Services Hero Team to provide food outreach to youth throughout the year. However, the availability of additional services throughout the year will depend on funding.

Commissioner Jenkins-McGill asked whether Food Services would buy a new bus or repair the current non-operational bus. Lazzarini confirmed that Food Services will purchase a new bus since the current bus is not fixable.

Public Comments: None heard.

Motion by: King **Second by:** Jenkins-McGill

Ayes: All in favor

Nays: None

7. PLANNING & DEVELOPMENT: FUNDING PROPOSALS FOR AMOUNTS UNDER \$150,000

Ana Medina, Program Planning & Development Director, provided a brief overview of the grant applications under \$150,000. Medina noted that the Fansler Foundation was initially presented and ratified during the Program Planning & Evaluation (PP&E) Committee meeting on April 16, 2025. This grant is being reintroduced to indicate an updated amount, reduced from \$50,000 to \$17,769.

Commissioner Jenkins-McGill asked why the program requested \$50,000 but was reduced to \$17,769. Misty Gattie-Blanco, the Sanctuary Director, explained that this amount is precisely what is needed to fund the Candy Cane Express event. This initiative will support 25 low-income families by providing food, gifts, a Christmas tree, and covering the salary of a program assistant.

Public Comments: None heard.

Motion by: Jenkins-McGill **Second by:** King

Ayes: All in favor

Nays: None

8. VALLEY APPRENTICESHIP CONNECTIONS: FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD HIGH ROAD CONSTRUCTION CAREERS

Turner, provided an overview of the Subaward Agreement with the California Community Colleges for the Fresno Regional Workforce Development Board High Road Construction Careers in the amount of \$139,850 for a six-month project period to provide hands-on work experience. If funded, it will support Valley Apprenticeship Connections (VAC) personnel, facilities cost, mileage, and administration cost.

Commissioner Jenkins-McGill acknowledged the amazing work the VAC program does for the community.

Committee Chair Pacheco asked how many participants this agreement would serve. Turner responded that this particular agreement would serve 59 participants, while the VAC program serves a total of 180 participants each year. Committee Chair Pacheco noted that it would be helpful to include the number of participants served in the budget.

Public Comments: None heard.

Motion by: Jenkins-McGill **Second by:** King

Ayes: All in favor

Nays: None

9. LOCAL CONSERVATION CORPS: SECURITY CONTRACT SELECTION

Public Comments: None heard.

No action required.

10. GRANT TRACKER

Medina provided a brief update on the recommended Grant Tracker changes discussed during the previous PP&E Committee meeting to enhance understanding of the Grant Tracker.

Public Comments: None heard.

No action required.

11. PUBLIC COMMENTS

Public Comments: None heard.

No action required.

12. ADJOURNMENT

The meeting adjourned at 1:03 p.m.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Program Planning & Development
Consent Agenda Item #: 8_17	Director: Ana Medina
Subject: Program Grant Process	Officer: Brian Angus

Recommended Action

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

The information presented in the Program Grant Process power-point is intended to keep the Board apprised of the grant development process for Fresno EOC. It provides detailed guidelines, steps, and roles involved in preparing and submitting strong grant proposals that align with the organization's mission and strategic priorities. The grant writing process aims to ensure that proposals are well-organized, meet timeline requirements, and accurately represent the agency's goals and needs.



Program Grant Process

Presenter: Ana Medina
Program Planning & Development Director

1

Program Planning & Development Team



Ana Medina
Program Planning &
Development Director



Princess Kosinski
Grant Writer II



2

Overview

Program Grant Writing Process

- Go/No Go Decision
- Grant Writing Workflow
- Grant Proposal Roles
- Application Process
- Approvals & Submission



3

Program Grant Writing Process

Preparing a strong proposal is an intensive process which requires significant time and resources. The following guidelines have been developed to ensure that each proposal is as strong as possible, accurately representing Fresno EOC and our strategic priorities.



4

Step 1 - Go/No-Go Decision

The decision to apply for a grant must be rooted in our mission and strategic direction, and dependent on the time and capacity of those involved. To decide whether a grant is a good fit for a program, we consider the following questions:

- ✓ How does the proposed project fight to end poverty for our target population?
- ✓ Does the grant or funders focus areas align with the program's strategic direction and agency's focus areas? (Food Insecurity, Health & Wellness, Community Safety, Educational Achievement, Employment Opportunities, Housing Stability)
- ✓ Is the program able to meet the timeline requirements?
- ✓ Do we have the time to write a strong proposal, including a work plan, budget, and any other necessary components?
- ✓ Is the proposed grant project supported by the agency's Community Needs Assessment?



5

Step 2 - The Grant Writing Workflow



***The Application Lead completes Action Plan and performs all the above steps.

6

Grant Proposal Roles

Reviewers	Signatories	Submitter
<ul style="list-style-type: none">• Includes all that must review and approve proposals• Program Director & Officer	<ul style="list-style-type: none">• List of all signatures required on the proposal.• Program Director, Finance Director, CEO.	<ul style="list-style-type: none">• CEO



9

Step 3 – Application Process

- Narrative Lead/Grant Writer meets with Program Staff to create narrative.
- Program Director presents vision and needs to Program Accountant.
- Application Lead begins to compile documents and initiates tasks that need time to complete (signatures, MOUs from partners, etc.).
- Application Lead organizes grant package for appropriate approvals within the timeline requirements.

10

Final Step - Grant Approval Process & Submission

Proposals that receive approval through the below process should be submitted to the funding agency for consideration:



A submittal confirmation to be saved along with application upon submission of the grant.

11



Questions & Feedback

12



BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Program Planning & Development
Consent Agenda Item #: 8_18	Director: Ana Medina
Subject: Grant Activity	Officer: Brian Angus

Recommended Action

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

The attached information is intended to keep the Board apprised on “In Progress” grant activity.

PP&E SUMMARY

PP&E SUMMARY	
Grant Title	FY-25 Environmental Protection Agency (EPA) Brownfields Assessment - Sub Award Contract
Funder	City of Fresno
Due Date	7/11/2025
Executive Summary	The purpose of this sub-award contract is to assist the city with organizing and facilitating up to 10 Brownfield Advisory Committee (BAC) meetings and 8 community meetings over a four-year period with a focus on engagement, outreach, and fostering inclusive participation from residents in Chinatown, Downtown, and Southwest Fresno.
Community Impact	Fresno EOC is a trusted community partner for responding to identified unmet community needs and carrying out culturally and linguistically competent strategies to address challenges impacting our communities. The involvement of residents in community meetings regarding brownfields offers several benefits, for example, engaging residents promotes open communication, builds trust, and reduces uncertainty about redevelopment plans or environmental concerns. When residents are involved in decision-making, they are more likely to support and participate in cleanup and redevelopment projects, in addition to sharing their needs and priorities, helping to shape projects that benefit the community, such as parks, affordable housing, or commercial development. The participation of residents ensures that vulnerable or historically marginalized groups have a voice, fostering fair development and helping to prevent neglect.
Focus Area	Community Safety
Grant Term	48-months
Amount Requested	\$76,000
Budget Allocation	This funding will support existing personnel in the communications department, as well as cover costs for participant gift cards, event supplies, marketing materials and translation services.
Match Requirement	No

PP&E SUMMARY

Grant Title	Youth Mental Health Fund Anchor Grants
Funder	Decolonizing Wealth Project
Due Date	7/10/2025
Executive Summary	<p>The purpose of this grant is for general operating funds for the LGBTQ+ Resource Center to provide youth ages 12-24 peer-led mental health programming, case management, and referral navigation to 2S/LGBTQ+ affirming practitioners.</p> <p>*2S/LGBTQ+ means Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer or Questioning and additional sexual orientations and gender identities. Two-spirit is an umbrella term used to describe Indigenous individuals who embody both masculine and feminine spirits or qualities.</p>
Community Impact	<p>Funding will support the continuation of culturally and linguistically competent mental health and wellness services currently offered at the LGBTQ+ Resource Center. These services are tailored for 2S/LGBTQ+ youth ages 12-24, ensuring ongoing access to affirming, inclusive, and identity-centered care to reduce stigma, build community, and promote mental health resilience.</p>
Focus Area	Health and Wellness
Grant Term	12 months
Amount Requested	\$227,124
Budget Allocation	<p>This funding will support general operating support including existing personnel in the LGBTQ+ Resource Center, supply costs for mental health programming, and indirect costs.</p>
Match requirement	No

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Advance Peace
Consent Agenda Item #: 8_19	Director: Patrick Turner
Subject: California Violence Intervention and Prevention Grant Program - Cohort 5	Officer: Sherry Neil

Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the California Violence Intervention and Prevention Grant Program (CalVIP) grant application to the California Board of State and Community Corrections (BSCC) in the amount of \$4,723,926 over a three-year period from January 1, 2026, to June 30, 2029.

Background

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

Formerly known as the California Gang Reduction, Intervention & Prevention (CalGRIP) Grant Program, the State Legislature established the California Violence Intervention and Prevention (CalVIP) Grant Program in Fiscal Year (FY) 2017-18. The BSCC has administered four rounds of CalVIP funding, providing more than \$250 million toward local violence intervention and prevention efforts. Eligible applicants for CalVIP Cohort 5 funding are community-based organizations, cities, counties and tribes that are disproportionately impacted by community gun violence.

Advance Peace aims to implement a Large Community Based Organization (CBO) Scope Project for Cohort 5 by expanding our current services beyond the City of Fresno to encompass all of Fresno County. It is projected that a total of 75 Fellows will be served.

Our goal is to transform lives and build healthier, safer, and more equitable communities by addressing and ultimately ending the cycle of retaliatory gun violence in urban neighborhoods and beyond.

If awarded, the program will need to submit a Governing Board Resolution. The grant application is due on August 18, 2025. An informational item was presented to the Committee on March 12, 2025.

Fiscal Impact

This funding will support personnel expenses, operational and fellow costs. No match required.

**ADVANCE PEACE
BOARD OF STATE AND COMMUNITY CORRECTIONS
36 MONTHS
JANUARY 1, 2026 - June 30, 2029**

					BUDGET	
PERSONNEL		FTE YR1	FTE YR2	FTE YR3	AMOUNT	
	DIRECTOR	0.25	0.25	0.25	98,099	
	PROGRAM MANAGER	0.60	0.50	0.50	129,209	
	FIELD COORDINATOR	0.60	0.50	0.50	120,597	
	NEIGHBORHOOD CHANGE AGENTS	11.00	7.80	9.00	1,377,574	
	ACCOUNTANT	0.35	0.35	0.35	72,428	
	QUALITY ASSURANCE MANAGER	0.35	0.35	0.35	85,447	
	FRINGE BENEFITS				672,027	
TOTAL PERSONNEL					2,555,381	
FELLOW COSTS						
	FELLOWSHIP COHORT				645,000	
OPERATIONAL						
	FACILITIES & INSURANCE				104,400	
	PROGRAM & OFFICE SUPPLIES				49,200	
	COMMUNICATIONS				38,820	
	AUTO				2,400	
OTHER						
	SUBCONTRACTORS				857,370	
	STAFF TRAINING/TRAVEL				80,620	
	ADMIN COSTS				390,735	
TOTAL BUDGET					4,723,926	

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Advance Peace
Consent Agenda Item #: 8_20	Director: Patrick Turner
Subject: City of Fresno Sub-Recipient Grant Agreement	Officer: Sherry Neil

Recommended Action

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the Advance Peace Fresno Sub-Recipient Grant Agreement with the City of Fresno for a maximum of \$270,000 for a project period of nine months from June 16, 2025, to March 31, 2026.

Background

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

In 2022, the City of Fresno applied to the United States Department of Justice (DOJ) Office of Justice Programs (OJP) for \$300,000 in earmarked grant funds through the Bureau of Justice Assistance (BJA) FY 22 Byrne Discretionary Community Project Funding/Byrne Discretionary Grants Program. Fresno EOC initially requested funds through this earmark; however, the approval process taking over three years means we now have just nine months to utilize a portion of the awarded funding. The Fresno City Council passed the item on June 12, 2025.

The Advance Peace Fresno program includes street-level outreach and an 18-month fellowship for individuals who are at-risk of violent crime. During the fellowship, Advance Peace fellows receive support to disrupt the cycles of violence and enable a peaceful path toward personal development, employment, education, and stability. This sub-recipient agreement will fund a variety of trauma-informed mental health services for violence impacted individuals to support healing, build conflict resolution skills and develop social-emotional tools.

The goals and objectives for this funding are as follows:

Goals:

- 1. Improve Mental Health and Wellbeing:** Support individuals impacted by violent crime to reduce cyclical and retaliatory violence.
- 2. Interrupt Cycles of Violence:** Provide trauma-informed mental health services and social-emotional skill development to Advance Peace Fellows and at-risk individuals.

Objectives:

1. **Outreach:** Engage at least 90 individuals using a validated risk-needs assessment tool.
2. **Service Delivery:** Provide program services to at least 75% of individuals (approximately 68 or more) receiving outreach, including activities like Healing Circles, Anger Management, Parenting Support, Conflict Mediation, and Cognitive Behavioral Therapy.
3. **Therapeutic Interventions:** Deliver 1,476 hours of group, family, or individual mental health services.
4. **Participation:** Ensure at least 75% of individuals (approximately 68 or more) participating in program services receive at least 1 hour of mental health services.
5. **Skill Development:** Achieve self-reported or demonstrated improvements in areas such as self-awareness, interpersonal skills, community engagement, and emotional wellbeing for at least 75% of participants (approximately 68 or more).

Furthermore, the city is requesting that all mental health services provided to program participants be delivered exclusively by a licensed professional or qualified provider. The services must adhere to the Medicaid allowable rate, not exceeding \$81.25 per hour or \$650 per day. Additionally, the mental health provider is required to complete an evaluation report on the services provided.

Fiscal Impact

This funding will support staff time for program oversight (\$26,535), a licensed mental health services professional or provider (\$120,000), fee for an evaluation report (\$15,000), and outreach activities (\$22,369) to support the Advance Peace Fresno program, in addition to a contingency amount of \$10,000.

**GRANT SUB-RECIPIENT AGREEMENT BETWEEN THE CITY OF FRESNO AND FRESNO
ECONOMIC OPPORTUNITIES COMMISSION REGARDING FUNDING FOR
THE ADVANCE PEACE FRESNO PROGRAM**

THIS GRANT AGREEMENT (AGREEMENT) is made and entered into effective upon execution by both parties on 6/16/2025 (the Effective Date), by and between the CITY OF FRESNO (the CITY), and FRESNO ECONOMIC OPPORTUNITIES COMMISSION (GRANTEE), to provide funding for the ADVANCE PEACE FRESNO PROGRAM (PROJECT).

RECITALS

WHEREAS, the City submitted an application to the United States Department of Justice (DOJ) Office of Justice Programs (OJP) for \$300,000 in earmarked grant funds through the Bureau of Justice Assistance (BJA) FY 22 Byrne Discretionary Community Project Funding/Byrne Discretionary Grants Program; and

WHEREAS, the City desires to provide funds to assist Grantee in providing the ADVANCE PEACE FRESNO PROGRAM as part of the Byrne Discretionary Community Project Funding/Byrne Discretionary Grants Program for a scope of work which entails providing mental health services to Advance Peace Fellows and Violence Impacted Individuals; and

WHEREAS, Violence Impacted Individuals are generally defined by the Centers for Disease Control and Prevention (CDC) as individuals who experience impacts to their mental or physical health as a result of exposure to violence; and

WHEREAS, Violence Impacted Individuals may not engage in healthy behaviors such as walking, bicycling, using parks and recreational spaces, and accessing healthy food due to concerns about violence which further exacerbates the mental, physical, and intergenerational impacts of violence; and

WHEREAS, Grantee represents it desires to and is professionally and legally capable of immediately providing mental health services for the City of Fresno residents; and

WHEREAS, Grantee acknowledges that all mental health services requiring licensure in the state of California shall be provided by a licensed mental health professional, and any services requiring licensure that are found to be provided by an unlicensed provider shall not be eligible for reimbursement under this agreement; and

WHEREAS, Grantee acknowledges that these grant funds being provided under this Agreement will be derived from the FY 22 Byrne Discretionary Community Project Funding/Byrne Discretionary Grants Program, and will be subject to any requirements set forth therein including but not limited to requirements of the DOJ OJP Programs; and

WHEREAS, this Agreement will be administered for the City by its Parks, After School, Recreation and Community Services (PARCS) Director or their designee as part of the Office of Neighborhood Safety and Community Engagement (ONSCE).

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing and of the covenants, conditions, and premises hereinafter contained to be kept and performed by the respective parties, it is mutually agreed as follows:

1. **Scope of Services.** Grantee shall perform to the satisfaction of the City the services described in Exhibit A, including all work incidental to, or necessary to perform, such services even though not specifically described in Exhibit A.

2. **Grant Amount.** The City shall provide Grantee reimbursement for an amount not to exceed \$270,000. Funding shall be distributed on a reimbursement basis for eligible costs incurred as described in section 4 and Exhibit A.

(a) Reimbursement for Program Activities.

i. For the aforementioned services, the City agrees to reimburse Grantee solely from allocated and available the United States Department of Justice (OJP) Office of Justice Programs BJA FY 22 Invited to Apply-Byrne Discretionary Community Project Funding/Byrne Discretionary Grants Program 3. Compensation for satisfactory performance of all services required or rendered pursuant to this agreement for eligible costs incurred by Grantee in pursuit hereof, shall be reimbursed in an amount not to exceed \$270,000.

(b) Detailed itemized invoice statements shall be rendered quarterly by the 15th of the month for services performed in the preceding quarter and will be payable in the normal course of the City's business. An invoice template will be provided and will require supporting documentation for all eligible expenses.

i. Timesheet documentation will be required for all funded staff positions.

ii. Reimbursement payments shall be contingent on the City's receipt of an undisputed invoice and any reports and substantiation materials required by the City and OJP.

iii. All mental health services requiring licensure in the state of California shall be provided by a licensed mental health professional. Any services requiring licensure that are found to be provided by an unlicensed provider shall not be eligible for reimbursement under this agreement.

iv. The City of Fresno reserves the right to require proof of licensure for any mental health services claimed for reimbursement that require licensure.

3. **Term of Agreement and Time for Performance.**

(a) This Agreement shall be effective from the Effective Date through 3/31/2026 subject to earlier termination in accordance with this Agreement. The services as described in **Exhibit A** are to commence upon the Effective Date and shall be completed prior to the expiration of this Agreement and in accordance with any performance schedule set forth in **Exhibit A**.

(b) The City may exercise the option to extend the agreement within the allowable boundaries of the funding agency and at the sole discretion of the City Manager or their designee. Any extensions to the term of the agreement must be approved by the OJP and

made by written amendment to the Agreement signed by an authorized representative for each party.

4. **Budget Modifications and Project Amendments.**

(a) The City may consider budget modification requests. Modification requests may result in a contractual amendment.

Any change in the scope of services must be requested in writing and submitted to PARCSContracts@Fresno.gov prior to making expenditures. The written request for a budget modification or amendment must be signed by an authorized representative of the Grantee.

(b) The written request shall include:

- An explanation of the proposed scope change
- Reason for the proposed scope change
- Impact the proposed scope change will have on the original scope
- Impact the proposed scope change will have on the overall cost of the program

(c) The City will review all written requests and respond with an approval or denial for amendment within 30 calendar days of receipt.

(d) Grantee shall not be entitled to any additional compensation if services are performed prior to an approval notice from the City.

(e) Any request for an amendment to the scope of services and/or funding may result in the termination of the agreement if the proposed amendment is found to be no longer consistent with the goals of the grant program. Funding may be relinquished, and the agreement may be terminated at the discretion of the City Manager.

(f) Agreements must be amended by mutual agreement of the parties but may be administratively amended by the City to increase funding within the scope authorized herein.

(g) If Grantee should fail to comply with any provision of the Agreement, the City shall be relieved of its obligation for further compensation.

5. **Termination, Remedies and Force Majeure.**

(a) This Agreement shall terminate without any liability of the City or to Grantee upon the earlier of: (i) Grantee filing for protection under the federal bankruptcy laws, or any bankruptcy petition or petition for receiver commenced by a third party against Grantee; (ii) thirty (30) calendar days prior written notice with or without cause by the City to Grantee; (iii) the City's non-appropriation of funds sufficient to meet its obligations hereunder during any City fiscal year of this Agreement, or insufficient funding for the Project; or (iv) expiration of this Agreement; (v) upon notice of termination from the Federal Funding Agency.

(b) If GRANTEE should fail to comply with any provision of the Agreement, the City shall be relieved of its obligation for further compensation. Immediately upon any

termination or expiration of this Agreement, Grantee shall (i) immediately stop all work hereunder; (ii) immediately cause any and all of its subcontractors to cease work; and (iii) return to the City any and all unearned payments and all properties and materials in the possession of Grantee that are owned by the City. Subject to the terms of this Agreement, Grantee shall be paid compensation for services satisfactorily performed prior to the effective date of termination. Grantee shall not be paid for any work or services performed or costs incurred which reasonably could have been avoided.

(c) In the event of termination due to failure of Grantee to satisfactorily perform in accordance with the terms of this Agreement, the City may withhold an amount that would otherwise be payable as an offset to, but not in excess of, the City's damages caused by such failure. In no event shall any payment by the City pursuant to this Agreement constitute a waiver by the City of any breach of this Agreement which may then exist on the part of the Grantee, nor shall such payment impair or prejudice any remedy available to the City with respect to the breach.

(d) Upon any breach of this Agreement by the Grantee, the City may (i) exercise any right, remedy (in contract, law or equity), or privilege which may be available to it under applicable laws of the State of California or any other applicable law; (ii) proceed by appropriate court action to enforce the terms of the Agreement; and/or (iii) recover all direct, indirect, consequential, economic, and incidental damages for the breach of the Agreement. If it is determined that the City improperly terminated this Agreement for default, such termination shall be deemed a termination for convenience.

(e) Grantee shall provide the City with adequate written assurances of future performance, upon the Administrator's request, in the event Grantee fails to comply with any terms or conditions of this Agreement.

(f) Grantee shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of Grantee and without its fault or negligence such as, acts of God or the public enemy, acts of the City in its contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. Grantee shall notify the City in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, and shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to the Administrator of the cessation of such occurrence.

(g) Events of Default. When in the opinion of the City, there is an occurrence of any one or more of the following provisions it will represent an Event of Default for purposes of this Agreement.

- i. An illegal or improper use of funds.
- ii. A failure to comply with any term, covenant or condition of this Agreement. Report(s) are submitted to the City which are incorrect or incomplete in any material respect.
- iii. The services required hereunder are incapable of or are improperly being performed by Grantee.
- iv. Refusal of Grantee to accept change under Section 17.
- v. Grantee fails to maintain any required insurance.

vi. There is a loss of third-party funding (see Section 5 above).

vii. Grantee's breach of any other material condition, covenant, warranty, promise or representation contained in this Agreement not otherwise identified within this Section.

(h) Upon the occurrence of an Event of Default, the City shall give written notice to Grantee of the Event of Default by specifying (1) the nature of the event or deficiency giving rise to the default, (2) the action required to cure the deficiency, if, in the sole discretion of the City, any action to cure is possible, and (3) if the Event of Default is curable, a date, which shall not be less than thirty (30) calendar days from the date of the notice, by which such deficiency must be cured.

6. **Confidential Information and Ownership of Documents.**

(a) Any reports, information, or other data prepared or assembled by Grantee pursuant to this Agreement shall not be made available to any individual or organization by Grantee without the prior written approval of the City. During the term of this Agreement, and thereafter, Grantee shall not, without the prior written consent of the City, disclose to anyone any Confidential Information.

(b) The term "Confidential Information" for the purposes of this Agreement shall include all proprietary and confidential information of the City, including but not limited to business plans, marketing plans, financial information, materials, compilations, documents, instruments, models, source or object codes, and other information disclosed or submitted, orally, in writing, or by any other medium or media. All Confidential Information shall be and remain confidential and proprietary in the City.

(c) Confidential information collected under this award shall be used only for the purposes of this Project and shall not be used for solicitation purposes. Confidential information in written and electronic forms shall be stored and transferred securely using best practices such as using encryption, password protection, locked cabinets, etc.

(d) Any and all writings and documents prepared or provided by Grantee pursuant to this Agreement, including without limitation grant applications and supporting documents, are the property of the City at the time of preparation and shall be turned over to the City upon expiration or termination of the Agreement. Copies of grant applications and supporting documents shall be promptly provided to City during the term of this Agreement. Grantee shall not permit the reproduction or use thereof by any other person except as otherwise expressly provided herein.

(e) If Grantee should subcontract all or any portion of the services to be performed under this Agreement, Grantee shall cause each subcontractor to also comply with the requirements of this Section 6.

(f) This Section 6 shall survive expiration or termination of this Agreement.

7. **Professional Skill.** It is further mutually understood and agreed by and between the parties hereto that inasmuch as Grantee represents to the City that Grantee and its subcontractors, if any, are skilled in the profession and shall perform in accordance with the standards of said profession necessary to perform the services agreed to be done by it under this Agreement, the City relies upon the skill of the Grantee and any subcontractors to do and perform such services in a skillful manner and the Grantee agrees to thus perform the services

and require the same of any subcontractors. Therefore, any acceptance of such services by the City shall not operate as a release of Grantee or any subcontractors from said professional standards.

8. **Indemnification.** To the furthest extent allowed by law, Grantee shall indemnify, hold harmless and defend the City and each of its officers, officials, employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by the City, Grantee or any other person, and from any and all claims, demands and actions in law or equity (including reasonable attorney's fees, litigation expenses and cost to enforce this Agreement), arising or alleged to have arisen directly or indirectly out of performance of this Agreement. Grantee's obligations under the preceding sentence shall not apply to any loss, liability, fines, penalties, forfeitures, costs or damages caused solely by the gross negligence, or caused by the willful misconduct, of the City or any of its officers, officials, employees, agents or volunteers.

If Grantee should subcontract all or any portion of the services to be performed under this Agreement, Grantee shall require each subcontractor to indemnify, hold harmless and defend the City and each of its officers, officials, employees, agents and volunteers in accordance with the terms of the preceding paragraph.

Notwithstanding the aforementioned, Grantee recognizes that the source of funds for the grant to be provided hereunder is the allocation from the OJP. To this end Grantee shall, without limitation, indemnify the City, and each of its officers, officials, employees, agents, and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs, and damages incurred by the City from any and all claims, demands and actions in law or equity (including attorney's fees and litigation expenses), arising or alleged to have arisen directly or indirectly from the negligent or intentional acts or omissions, or willful misconduct of Grantee or any of its officers, officials, employees, agents, or volunteers in the performance of this Agreement and compliance with OJP.

This section 8 shall survive termination or expiration of this Agreement.

9. **Insurance.** Grantee shall comply with all of the insurance requirements in Exhibit B to this Agreement. Failure to comply and maintain the appropriate insurance may result in immediate termination of the Agreement.

10. **Conflict of Interest and Non-Solicitation.**

(a) Prior to the City's execution of this Agreement, Grantee shall complete a City of Fresno conflict of interest disclosure statement in the form as set forth in **Exhibit C**. During the term of this Agreement, Grantee shall have the obligation and duty to immediately notify the City in writing of any change to the information provided by Grantee in such statement.

(b) Grantee shall comply, and require its subcontractors to comply, with all applicable (i) professional canons and requirements governing avoidance of impermissible client conflicts; and (ii) federal, state and local conflict of interest laws and regulations including, without limitation, California Government Code Section 1090 et. seq., the California Political Reform Act (California Government Code Section 87100 et. seq.) and the regulations of the Fair Political Practices Commission concerning disclosure and disqualification (2 California Code of Regulations Section 18700 et. seq.). At any time, upon written request of the City,

Grantee shall provide a written opinion of its legal counsel and that of any subcontractor that, after a due diligent inquiry, Grantee and the respective subcontractor(s) are in full compliance with all laws and regulations. Grantee shall take, and require its subcontractors to take, reasonable steps to avoid any appearance of a conflict of interest. Upon discovery of any facts giving rise to the appearance of a conflict of interest, Grantee shall immediately notify the City of these facts in writing.

(c) In performing the work or services to be provided hereunder, Grantee shall not employ or retain the services of any person while such person either is employed by the City or is a member of any City council, commission, board, committee, or similar City body. This requirement may be waived in writing by the City Manager, if no actual or potential conflict is involved.

(d) Grantee represents and warrants that it has not paid or agreed to pay any compensation, contingent or otherwise, direct or indirect, to solicit or procure this Agreement or any rights/benefits hereunder.

(e) Neither Grantee, nor any of Grantee subcontractors performing any services on this Project, shall bid for, assist anyone in the preparation of a bid for, or perform any services pursuant to, any other contract in connection with this Project unless fully disclosed to and approved by the City Manager, in advance and in writing. Grantee and any of its subcontractors shall have no interest, direct or indirect, in any other contract with a third party in connection with this Project unless such interest is in accordance with all applicable law and fully disclosed to and approved by the City Manager, in advance and in writing. Notwithstanding any approval given by the City Manager under this provision, Grantee shall remain responsible for complying with Section 10(b), above.

(f) If Grantee should subcontract all or any portion of the work to be performed or services to be provided under this Agreement, Grantee shall include the provisions of this Section 10 in each subcontract and require its subcontractors to comply therewith.

(g) This Section 10 shall survive expiration or termination of this Agreement.

11. United States Department of Justice (OJP) Office of Justice Programs Expenditure Compliance, Certification and Performance Reporting.

(a) Grantee must meet all conditions or limitations set forth in the OJP Award information, Project Information, Financial Information, and Award Conditions.

(b) Grantee shall submit only those expenditures which are eligible for payment and in compliance with the allowable expenditures.

(c) Grantee shall provide the City with monthly expenditure and quarterly performance reports and data, as defined by the City and OJP.

(d) These reports shall be in a form specified under the OJP and shall be accompanied by invoices and receipts that substantiate the figures on the expenditure report. Additionally, a certification signed by the Chief Executive or designee of Grantee certifying that the uses of the grant funds are consistent with those allowed under OJP, shall be included with the expenditure report and substantiating documentation due on the 15th of the month following the end of each quarter (October 15, January 15, April 15, and July 15).

(e) As required by the 2 CFR Part 170, Appendix A award term regarding reporting subaward and executive compensation, recipients must also report the names and total compensation of their five most highly compensated executives and their subrecipients' executives for the preceding completed fiscal year if (1) the recipient received 80% or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards), and received \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act (and subawards), and (2) if the information is not otherwise public. If the Grantee is already disclosing this information as part of another agreement involving Federal monies, Grantee shall provide documentation to the City that it is fulfilling this requirement. Grantee's failure to provide a Certification or provide either the quarterly or annual expenditure/performance reports may be considered a default of this Agreement under Section 6 of this Agreement. If Grantee is found to have provided services to ineligible individual, households, or entities or made an ineligible expenditure, the City shall have the right to reclaim a dollar amount from the Grantee that is equal to the amount determined to be ineligible.

12. **General Terms.**

(a) Except as otherwise provided by law, all notices expressly required of the City within the body of this Agreement, and not otherwise specifically provided for, shall be effective only if signed by the City Manager or designee.

(b) Prior to execution of this Agreement by the City, Grantee will permit City staff to conduct a subrecipient risk assessment, as required under the Uniform Guidance (2 CFR 200.332(b)). Failure to allow City staff to conduct this subrecipient risk assessment (EXHIBIT D) may result in the City terminating this Agreement in accordance with Section 5. Additionally, the Grantee's failure to be certified by City staff at the end of the risk assessment as having adequate internal controls to manage the funding provided in this agreement may result in the City terminating this Agreement in accordance with Section 5.

(c) Any portion of the program funded with public funds shall not require participants to take part in any activity or exercise intended to advance or promote religion, in compliance with the Article I, Section 1 of the California Constitution.

13. **Financial Reporting, Auditing and Document Retention.**

(a) The City is required under 2 CFR 200.332 to manage and monitor subrecipient compliance with OJP guidance. Accordingly, Grantee agrees to permit City staff to conduct one performance review during the term of this agreement. The City has the right to conduct additional performance reviews both during the term of this agreement and after the agreement's term should the City believe these reviews are necessary.

(b) Records of Grantee expenses pertaining to the Project shall be kept on a generally recognized accounting basis and shall be available to the City or its authorized representatives upon request during regular business hours throughout the life of this Agreement and for a period of five years after final payment or, if longer, for any period required by law. Records related to Grantee's performance metrics shall be made available and retained for the same time periods as the Project's expense data. Grantee shall furthermore comply with all funding requirements as set forth in OJP. If GRANTEE fails to provide City staff

access or documentation necessary to conduct a City-requested performance review, City may terminate this Agreement in accordance with Section 5.

(c) In addition, all books, documents, papers, and records of Grantee pertaining to the Project shall be available for the purpose of making audits, examinations, excerpts, and transcriptions for the same period of time. If any litigation, claim, negotiations, audit, or other action is commenced before the expiration of said time period, all records shall be retained and made available to the City until such action is resolved, or until the end of said time period whichever shall later occur. If Grantee should subcontract all or any portion of the services to be performed under this Agreement, Grantee shall cause each subcontractor to also comply with the requirements of this paragraph. This Section 13(b) shall survive expiration or termination of this Agreement.

(d) Prior to execution of this Agreement by the City, Grantee must disclose Program Funding Award & Pending Applications whether it has (or is proposed as a sub-recipient under) any pending applications for funded grants or cooperative agreements that (1) include requests for funding to support the same scope being proposed in this Agreement, and (2) would cover any identical cost items outlined in the budget submitted to City of Fresno as part of the application under this Agreement. The contractor is to disclose applications made directly to awarding agencies, and also applications for subawards funds (e.g., applications to Private Foundations, State agencies that will subaward ("subgrant") federal funds).

(e) Grantee shall calculate, document and record the organization's program income, if applicable. Federal Uniform guidance outlines the requirements that pertain to program income at 2 CFR 200.307. Recipients may add program income to their Federal award. The program income must be used for the purposes and under the conditions of the Federal award.

14. **Nondiscrimination.**

(a) To the extent required by controlling federal, state, and local law, Grantee shall not employ discriminatory practices in the provision of services, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran, or veteran of the Vietnam era. Subject to the foregoing and during the performance of this Agreement, Grantee agrees as follows:

(b) Grantee will comply with all applicable laws and regulations providing that no person shall, on the grounds of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran, or veteran of the Vietnam era be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity made possible by or resulting from this Agreement.

(c) Grantee will not discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran, or veteran of the Vietnam era. Grantee shall ensure that applicants are employed, and the employees are treated during employment, without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a

disabled veteran, or veteran of the Vietnam era. Such requirement shall apply to Grantee's employment practices including, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Grantee agrees to post in conspicuous places available to employees and applicants for employment, notices setting forth the provision of this nondiscrimination clause.

(d) Grantee will, in all solicitations or advertisements for employees placed by or on behalf of Grantee in pursuit hereof, state that all qualified applicants will receive consideration for employment without regard to race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran, or veteran of the Vietnam era.

(e) Grantee will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice advising such labor union or workers' representatives of the Grantee's commitment under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(f) If Grantee should subcontract all or any portion of the services to be performed under this Agreement, Grantee shall cause each subcontractor to also comply with the requirements of this Section 14.

15. **Independent Contractor.**

(a) In the furnishing of the services provided for herein, Grantee is acting solely as an independent contractor. Neither Grantee, nor any of its officers, agents, or employees shall be deemed an officer, agent, employee, joint venturer, partner, or associate of the City for any purpose. The City shall have no right to control or supervise or direct the manner or method by which Grantee shall perform its work and functions. However, the City shall retain the right to administer this Agreement so as to verify that Grantee is performing its obligations in accordance with the terms and conditions thereof.

(b) This Agreement does not evidence a partnership or joint venture between Grantee and the City. Grantee shall have no authority to bind the City absent the City's express written consent. Except to the extent otherwise provided in this Agreement, Grantee shall bear its own costs and expenses in pursuit thereof.

(c) Because of its status as an independent contractor, GRANTEE and its officers, agents, and employees shall have absolutely no right to employment rights and benefits available to City employees. Grantee shall be solely liable and responsible for all payroll and tax withholding and for providing to, or on behalf of, its employees all employee benefits including, without limitation, health, welfare, and retirement benefits. In addition, together with its other obligations under this Agreement, Grantee shall be solely responsible, indemnify, defend and save the City harmless from all matters relating to employment and tax withholding for and payment of Grantee's employees, including, without limitation, (i) compliance with Social Security and unemployment insurance withholding, payment of workers' compensation benefits, and all other laws and regulations governing matters of employee withholding, taxes and payment; and (ii) any claim of right or interest in the City's employment benefits, entitlements, programs and/or funds offered employees of the City whether arising by reason of any common law, de facto, leased, or co-employee rights or other

theory. It is acknowledged that during the term of this Agreement, Grantee may be providing services to others unrelated to the City or to this Agreement.

16. **Notices.** Any notice required or intended to be given to either party under the terms of this Agreement shall be in writing and shall be deemed to be duly given if delivered personally, transmitted by facsimile followed by telephone confirmation of receipt, or sent by United States registered or certified mail, with postage prepaid, return receipt requested, addressed to the party to which notice is to be given at the party's address set forth on the signature page of this Agreement or at such other address as the parties may from time to time designate by written notice. Notices served by United States mail in the manner above described shall be deemed sufficiently served or given at the time of the mailing thereof. Notices may also be delivered via email with written confirmation of receipt.

17. **Binding.** Once this Agreement is signed by all parties, it shall be binding upon, and shall inure to the benefit of, all parties, and each parties' respective heirs, successors, assigns, transferees, agents, servants, employees, and representatives.

18. **Assignment.**

(a) This Agreement is personal to Grantee and there shall be no assignment by Grantee of its rights or obligations under this Agreement without the prior written approval of the City Manager or designee. Any attempted assignment by Grantee, its successors or assigns, shall be null and void unless approved in writing by the City Manager or designee.

(b) Grantee hereby agrees not to assign the payment of any monies due Grantee from the City under the terms of this Agreement to any other individual(s), corporation(s), or entity(ies). The City retains the right to pay any and all monies due the Grantee directly to the Grantee.

19. **Compliance With Law.** In providing the services required under this Agreement, Grantee shall at all times comply with all applicable laws of the United States, including but not limited to, the Americans with Disabilities Act (42 U.S.C. § 12101 et seq.), the State of California and the City, and all other applicable regulations promulgated by federal, state, regional, or local administrative and regulatory agencies, now in force and as they may be enacted, issued, or amended during the term of this Agreement. In addition, Grantor elects to receive funds from the Secretary under OJP and will use the funds in a manner consistent with such section.

20. **Waiver.** The waiver by either party of a breach by the other of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or a different provision of this Agreement. No provisions of this Agreement may be waived unless in writing and signed by all parties to this Agreement. Waiver of any one provision herein shall not be deemed to be a waiver of any other provision herein.

21. **Governing Law and Venue.** This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of California, excluding, however, any conflict of laws rule which would apply the law of another jurisdiction. Venue for purposes of the filing of any action regarding the enforcement or interpretation of this Agreement and any rights and duties hereunder shall be Fresno County, California.

22. **Headings**. The section headings in this Agreement are for convenience and reference only and shall not be construed or held in any way to explain, modify or add to the interpretation or meaning of the provisions of this Agreement.

23. **Severability**. The provisions of this Agreement are severable. The invalidity, or unenforceability of any one provision in this Agreement shall not affect the other provisions.

24. **Interpretation**. The parties acknowledge that this Agreement in its final form is the result of the combined efforts of the parties and that, should any provision of this Agreement be found to be ambiguous in any way, such ambiguity shall not be resolved by construing this Agreement in favor of or against either party, but rather by construing the terms in accordance with their generally accepted meaning.

25. **Attorney's Fees**. If either party is required to commence any proceeding or legal action to enforce or interpret any term, covenant or condition of this Agreement, the prevailing party in such proceeding or action shall be entitled to recover from the other party its reasonable attorney's fees and legal expenses.

26. **Exhibits**. Each exhibit and attachment referenced in this Agreement is, by reference, incorporated into and made a part of this Agreement.

27. **Precedence of Documents**. In the event of any conflict between the body of this Agreement and any exhibit or attachment hereto, the terms and conditions of the body of this Agreement shall control and take precedence over the terms and conditions expressed within the exhibit or attachment. Furthermore, any terms or conditions contained within any exhibit or attachment hereto which purport to modify the allocation of risk between the parties, provided for within the body of this Agreement, shall be null and void.

28. **Cumulative Remedies**. No remedy or election hereunder shall be deemed exclusive but shall, wherever possible, be cumulative with all other remedies at law or in equity.

29. **No Third-Party Beneficiaries**. The rights, interests, duties, and obligations defined within this Agreement are intended for the specific parties hereto as identified in the preamble of this Agreement. Notwithstanding anything stated to the contrary in this Agreement, it is not intended that any rights or interests in this Agreement benefit or flow to the interest of any third parties.


30. **Extent of Agreement**. Each party acknowledges that they have read and fully understand the contents of this Agreement. This Agreement represents the entire and integrated agreement between the parties with respect to the subject matter hereof and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be modified only by written instrument duly authorized and executed by both the City and Grantee.


[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the parties have executed this Agreement at Fresno, California, on the day and year first above written.

CITY OF FRESNO,
a California municipal corporation

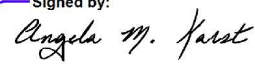
FRESNO ECONOMIC OPPORTUNITIES
COMMISSION, a California nonprofit corporation


By:  6/16/2025
Georgeanne A. White Date
City Manager

By: 
Name: Brian T. Angus

APPROVED AS TO FORM:
ANDREW JANZ
City Attorney

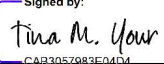
Title: Interim CEO
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: 
Angela M. Karst Date
Senior Deputy City Attorney

By: 
Oliver Baines (May 29, 2025 10:35 PDT)
Name: Oliver Baines

ATTEST:
TODD STERMER, MMC
City Clerk

Title: Board Chair
(If corporation or LLC., CFO, Treasurer,
Secretary or Assistant Secretary)

By:  6/16/2025
Tina M. Your Date
Deputy

Addresses:
CITY:
City of Fresno
Attention: Aaron Aguirre, Director
Parks, After School, Recreation and
Community Services
1515 Divisadero Street
Fresno, CA 93721
Phone: (559) 621-2900
Email: PARCSContracts@Fresno.gov

FRESNO ECONOMIC OPPORTUNITIES
COMMISSION
Attention: Brian Angus
Address: 1920 Mariposa Street, Suite 300
Fresno, CA 93721
Phone: (559) 263-1000
Email: brianangus@fresnoeoc.org

- Attachments:
Exhibit A – Scope of Work, Schedule, Budget and Performance Metrics
Exhibit B – Insurance Requirements
Exhibit C – Conflict of Interest Disclosure Form
Exhibit D – Risk Assessment
Exhibit E – Disclosure of Project Funding
Exhibit F – Progress Reporting Template & Schedule
Exhibit G – BJA Grant Agreement

EXHIBIT A**SCOPE OF WORK & BUDGET****Scope of Work**

The Advance Peace Fresno program includes street-level outreach and an 18-month fellowship for individuals who are at-risk of violent crime. During the fellowship, Advance Peace fellows receive support to disrupt the cycles of violence and enable a peaceful path toward personal development, employment, education, and stability. This grant will fund a variety of trauma-informed mental health services (reference section 2 of OJP Grant Objectives) for violence impacted individuals to support healing, build conflict resolution skills and develop social-emotional tools.

Licensure Requirements and Unlicensed Scope of Practice

1. All mental health services requiring licensure in the state of California shall be provided by a licensed mental health professional.
2. Any services requiring licensure that are found to be provided by an unlicensed provider shall not be eligible for reimbursement under this agreement.

OJP Grant Goals

1. Improve mental health (MH) (reference section 2 of OJP Grant Objectives.) and wellbeing of those impacted by violent crime to reduce cyclical and retaliatory violence by supporting social emotional skill development and MH services for fellows and individuals at-risk of or impacted by violent crime.
2. Provide mental health (reference section 2 of OJP Grant Objectives) screening (non-interactive assessment), and trauma-informed therapeutic interventions to individuals who are at-risk of or have been impacted by violent crime to interrupt the cycle of violence, including Advance Peace fellows and staff.

OJP Grant Objectives

1. Outreach to at least 90 individuals using a validated risk-needs assessment instrument.
2. Provide program services to at least 75% of individuals receiving outreach. Services such as:
 - a. Healing Circles
 - b. Anger Management
 - c. Parenting Support
 - d. Conflict Mediation
 - e. Transformative Travel Opportunities
 - f. Cognitive Behavioral Therapy
 - g. Trauma Informed Care
 - h. Outside Agencies
 - i. Other

3. Provide 1,476 hours of group, family and/or individual therapeutic interventions to support mental health (reference section 2 of OJP Grant Objectives) and strengthen social-emotional skills.
4. At least 75% of individuals participating in program services will receive at least 1 hour of mental health services (reference section 2 of OJP Grant Objectives.)
5. As a result of receiving mental health services (reference section 2 of OJP Grant Objectives) as a part of this program, at least 75% of individuals will self-report or demonstrate new skills and behaviors in one or more of the following areas:
 - a. Self-awareness and self-management
 - i. Anger management
 - ii. Emotional awareness
 - iii. Conflict resolution
 - iv. Communication
 - v. Decision-making skills
 - vi. Problem-solving skills
 - vii. Self-regulation
 - b. Interpersonal skills
 - i. Emotional intelligence and empathy
 - ii. Skills to establish and maintain positive relationships
 - iii. Parenting skills
 - iv. Positive interactions with others
 - c. Sense of community
 - i. Positive engagement in community groups or events (church, schools, etc.)
 - d. Wellbeing
 - i. Emotional and mental health

OJP Deliverables

1. Sub-recipient agreement
2. Evaluation tools
3. Programmatic reports including progress on goals and objectives
4. Evaluation reports

TRAUMA-INFORMED MENTAL HEALTH AND WELLBEING SERVICES FOR VIOLENCE-IMPACTED INDIVIDUALS REQUIREMENTS

A. GRANTEE ROLES & RESPONSIBILITIES

1. Mental health (reference section 2 of OJP Grant Objectives) consultant providing mental health services (reference section 2 of OJP Grant Objectives) based on client and staff needs.
2. Outsourced referrals to mental health organizations which include licensed staff in good standing and appropriate to the services provided as part of their request for reimbursement.

3. Program staff will document referrals to mental health services (reference section 2 of OJP Grant Objectives) as the services are needed or requested. Documentation will be entered into the Safe Passages data portal daily. Program staff will receive training in case management, mental health first-aid, de-escalation, trauma-informed approaches and skills that will enable them to effectively make assessments for services provided.
4. Submit a quarterly progress report to PARCS staff to include program narrative and performance measurement data as part of case management records. Unique IDs will also be assigned to all participants to ensure reporting accuracy and confidentiality.
5. Submit a quarterly invoice to PARCS staff to include the following components:
 - b. For all staff being reimbursed by BJA grant funds, provide
 - i. A breakdown of how staff time is allocated across Fresno EOC programs
 - ii. A breakdown of all funding sources that fund their position.
 - iii. A functional timesheet showing the days and times worked on grant-funded activities and a description of eligible activities performed.

Budget Template
 Fresno Economic Opportunity Commission
Name of Organization: Advance Peace Fresno

The organization shall prepare a line-time budget that identifies all costs associated with the project. These costs and all other expenses must be presented in a table format per the example below.

A. Proposed Staff Costs: Includes staff who will work on the project, their costs with hourly rates required to complete project and details about work performed.	
Staff Member & Work Performed	Amount
Contracting with Licensed Professional Psychologist, LMFT or LCSW: (not to exceed the federal hourly rate of \$81.25 per hour.) Roles & Responsibilities: <ol style="list-style-type: none"> 1. Provide eligible mental health services to at least 75% of individuals receiving outreach in accordance with OJP Grant Objective #2 (see page 16). 2. Provide 1,476 hours of group, family and/or individual therapeutic interventions to support mental health and strengthen social-emotional skills in accordance with OJP Grant Objective #3 (see page 16). 3. Provide at least 1 hour of mental health services to at least 75% of individuals participating in program services in accordance with OJP Grant Objective #4 (see page 16). 4. Evaluate mental health services to measure participant progress in the skills and behaviors listed under OJP Grant Objective #5 (see page 16). 	\$135,000
Staff time for Director, Patrick Turner, for eligible direct expenses Roles & Responsibilities: <ol style="list-style-type: none"> 1. Oversee grant-funded programming to ensure attainment of OJP Grant Objectives #1- #5 (see page 16). 	\$26,535
Staff time for Neighborhood Change Agents, for eligible direct expenses Roles & Responsibilities: <ol style="list-style-type: none"> 1. Conduct outreach to at least 90 individuals using a validated risk-needs assessment instrument in accordance with OJP Grant Objective #1 (see page 16). 	\$22,369
Contingency **Can only be used for any additional work rendered pursuant to Section 4 and Exhibit A and authorized in writing by the Director. Such fees include all expenses incurred by Grantee in performance of such services.	\$10,000

EXHIBIT B Insurance Requirements

(a) Throughout the life of this Agreement, Grantee shall pay for and maintain in full force and effect all insurance as required herein with an insurance company(ies) either (i) admitted by the California Insurance Commissioner to do business in the State of California and rated no less than "A-VII" in the Best's Insurance Rating Guide, or (ii) as may be authorized in writing by the City's Risk Manager or designee at any time and in his/her sole discretion. If the Grantee is self-insured, the following requirements will outline the responsibility of the self-insured coverage. The required policies of insurance as stated herein shall maintain limits of liability of not less than those amounts stated therein. However, the insurance limits available to the City and State and each of their officers, officials, employees, agents and volunteers as additional insureds, shall be the greater of the minimum limits specified therein or the full limit of any insurance proceeds to the named insured.

(b) If at any time during the life of the Agreement or any extension, Grantee fails to maintain any required insurance in full force and effect, all services and work under this Agreement shall be discontinued immediately, and all payments due or that become due to Grantee shall be withheld until notice is received by the City that the required insurance has been restored to full force and effect and that the premiums therefore have been paid for a period satisfactory to the City. Any failure to maintain the required insurance shall be sufficient cause for the City to terminate this Agreement. No action taken by the City pursuant to this section shall in any way relieve Grantee of its responsibilities under this Agreement. The phrase "fail to maintain any required insurance" shall include, without limitation, notification received by the City that an insurer has commenced proceedings, or has had proceedings commenced against it, indicating that the insurer is insolvent.

(c) The fact that insurance is obtained by Grantee shall not be deemed to release or diminish the liability of Grantee, including, without limitation, liability under the indemnity provisions of this Agreement. The duty to indemnify the City and State by Grantee shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Grantee. Approval or purchase of any insurance contracts or policies shall in no way relieve from liability nor limit the liability of Grantee, vendors, suppliers, invitees, consultants, medical professionals, subcontractors, consultants, or anyone employed directly or indirectly by any of them.

Coverage shall be at least as broad as:

1. The most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form CG 00 01, providing liability coverage arising out of your business operations. The Commercial General Liability policy shall be written on an occurrence form and shall provide coverage for "bodily injury," "property damage" and "personal and advertising injury" with coverage for premises and operations (including the use of owned and non-owned equipment), products and completed operations, and contractual liability (including, without limitation, indemnity obligations under the Agreement) with limits of liability not less than those set forth under "Minimum Limits of Insurance."

2. The most current version of ISO *Commercial Auto Coverage Form CA 00 01, providing liability coverage arising out of the ownership, maintenance or use of automobiles in

the course of your business operations. The Automobile Policy shall be written on an occurrence form and shall provide coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code 1- Any Auto).

3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

4. Professional Liability (Abuse & Molestation) Insurance that insures against liability arising out of the bodily injury, personal injury, and third-party property damage occurring because of the wrongful or negligent acts attributable to the institution. This coverage should protect against a wide range of potential claims, including but not limited to athletics, alcohol, assault, verbal or physical abuse, campus crime, sexual molestation and other sexual misconducts.

MINIMUM LIMITS OF INSURANCE

Grantee shall procure and maintain for the duration of the contract insurance with limits of liability not less than those set forth below. However, insurance limits available to the City and State and each of their officers, officials, employees, agents and volunteers as additional insureds, shall be the greater of the minimum limits specified herein or the full limit of any insurance proceeds available to the named insured:

1. **COMMERCIAL GENERAL LIABILITY:**
 - (i) \$1,000,000 per occurrence for bodily injury and property damage;
 - (ii) \$1,000,000 per occurrence for personal and advertising injury;
 - (iii) \$2,000,000 aggregate for products and completed operations; and,
 - (iv) \$2,000,000 general aggregate applying separately to the work performed under the Agreement.
2. **COMMERCIAL AUTOMOBILE LIABILITY:**
 - (i) \$1,000,000 per accident for bodily injury and property damage.
3. **WORKERS' COMPENSATION INSURANCE** as required by the State of California with statutory limits.
4. **EMPLOYER'S LIABILITY:**
 - (i) \$1,000,000 each accident for bodily injury;
 - (ii) \$1,000,000 disease each employee; and,
 - (iii) \$1,000,000 disease policy limit.
5. **Professional Liability** (Abuse & Molestation):
 - (i) \$1,000,000 per claim/occurrence; and,
 - (ii) \$2,000,000 policy aggregate.

UMBRELLA OR EXCESS INSURANCE

In the event Grantee purchases an Umbrella or Excess insurance policy(ies) to meet the "Minimum Limits of Insurance," this insurance policy(ies) shall "follow form" and afford no less coverage than the primary insurance policy(ies). In addition, such Umbrella or Excess

insurance policy(ies) shall also apply on a primary and non-contributory basis for the benefit of the City and State and each of their officers, officials, employees, agents and volunteers.

DEDUCTIBLES AND SELF-INSURED RETENTIONS

Grantee shall be responsible for payment of any deductibles contained in any insurance policy(ies) required herein and Grantee shall also be responsible for payment of any self-insured retentions. Any self-insured retentions must be declared on the Certificate of Insurance and approved by the City's Risk Manager or designee. At the option of the City's Risk Manager or designee, either:

- (i) The insurer shall reduce or eliminate such self-insured retentions as respects the City and State or any of their officers, officials, employees, agents and volunteers; or
- (ii) Grantee shall provide a financial guarantee, satisfactory to the City's Risk Manager or designee, guaranteeing payment of losses and related investigations, claim administration and defense expenses. At no time shall the City be responsible for the payment of any deductibles or self-insured retentions.

OTHER INSURANCE PROVISIONS/ENDORSEMENTS

- (i) All policies of insurance required herein shall be endorsed to provide that the coverage shall not be cancelled, non-renewed, reduced in coverage or in limits except after thirty calendar days' written notice has been given to the City, except ten days for nonpayment of premium. Grantee is also responsible for providing written notice to the City under the same terms and conditions. Upon issuance by the insurer, broker, or agent of a notice of cancellation, non-renewal, or reduction in coverage or in limits, Grantee shall furnish the City with a new certificate and applicable endorsements for such policy(ies). In the event any policy is due to expire during the work to be performed for the City, Grantee shall provide a new certificate, and applicable endorsements, evidencing renewal of such policy not less than fifteen calendar days prior to the expiration date of the expiring policy.
- (ii) The Commercial General and Automobile Liability insurance policies shall be written on an occurrence form.
- (iii) The Commercial General and Automobile Liability insurance policies shall be endorsed to name the City and State and each of their officers, officials, agents, employees and volunteers as an additional insured. Grantee shall establish additional insured status for the City and State for all ongoing and completed operations under the Commercial General Liability policy by use of ISO Forms or an executed manuscript insurance company endorsements providing additional insured status. The Commercial General endorsements must be as broad as that contained in ISO Forms: GC 20 10 11 85 or both CG 20 10 & CG 20 37.
- (iv) The Commercial General and Automobile Liability insurance shall contain, or be endorsed to contain, that the Grantee's insurance shall be primary to and require no contribution from the City or State. The Commercial General Liability policy is required to include primary and non-contributory coverage in favor of the City and State for both the ongoing and completed operations coverage. These coverages

shall contain no special limitations on the scope of protection afforded to the City and State and each of their officers, officials, employees, agents and volunteers. If Grantee maintains higher limits of liability than the minimums shown above, the City and State requires and shall be entitled to coverage for the higher limits of liability maintained by Grantee.

- (v) Should any of these policies provide that the defense costs are paid within the Limits of Liability, thereby reducing the available limits by defense costs, then the requirement for the Limits of Liability of these policies will be twice the above stated limits.
- (vi) For any claims related to this Agreement, Grantee's insurance coverage shall be primary insurance with respect to the City and State and each of their officers, officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the City and State and each of their officers, officials, agents, employees and volunteers shall be excess of the Grantee's insurance and shall not contribute with it.
- (vii) The Workers' Compensation insurance policy shall contain, or be endorsed to contain, a waiver of subrogation as to the City and State and each of their officers, officials, agents, employees and volunteers.
- (viii) The Commercial General and Automobile Liability insurance policies shall contain, or be endorsed to contain, a waiver of subrogation as to the City and State and each of their officers, officials, agents, employees and volunteers.

If the Professional Liability (Abuse & Molestation) insurance policy is written on a claims-made form:

1. The retroactive date must be shown and must be before the effective date of the Agreement or the commencement of work by Grantee.
2. Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the Agreement work or termination of the Agreement, whichever occurs first, or, in the alternative, the policy shall be endorsed to provide not less than a five (5) year discovery period.
3. If coverage is canceled or non-renewed and not replaced with another claims-made policy form with a retroactive date prior to the effective date of the Agreement or the commencement of work by Grantee, Grantee must purchase "extended reporting" coverage for a minimum of five (5) years completion of the Agreement work or termination of the Agreement, whichever occurs first.
4. A copy of the claims reporting requirements must be submitted to the City for review.
5. These requirements shall survive expiration or termination of the Agreement.

PROVIDING OF DOCUMENTS - Grantee shall furnish the City with all certificate(s) and applicable endorsements effecting coverage required herein. All certificates and applicable

endorsements are to be received by the City's Risk Manager within a reasonable time after execution of this agreement. All non-ISO endorsements amending policy coverage shall be executed by a licensed and authorized agent or broker. Upon request of the City, Grantee shall immediately furnish the City with a complete copy of any insurance policy required under this Agreement, including all endorsements, with said copy certified by the underwriter to be a true and correct copy of the original policy. This requirement shall survive expiration or termination of this Agreement. All subcontractors working under the direction of Grantee shall also be required to provide all documents noted herein.

SUBCONTRACTORS - If Grantee subcontracts any or all of the services to be performed under this Agreement, Grantee shall require, at the discretion of the City Risk Manager or designee, subcontractor(s) to enter into a separate Side Agreement with the City to provide required indemnification and insurance protection. Any required Side Agreement(s) and associated insurance documents for the subcontractor must be reviewed and preapproved by the City Risk Manager or designee. If no Side Agreement is required, Grantee will be solely responsible for ensuring that its subcontractors maintain insurance coverage at levels no less than those required by applicable law and is customary in the relevant industry.

EXHIBIT C
DISCLOSURE OF CONFLICT OF INTEREST

		YES*	NO
1	Are you currently in litigation with the City of Fresno or any of its agents?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Do you represent any firm, organization, or person who is in litigation with the City of Fresno?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Do you currently represent or perform work for any clients who do business with the City of Fresno?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Are you or any of your principals, managers, or professionals, owners or investors in a business which does business with the City of Fresno, or in a business which is in litigation with the City of Fresno?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Are you or any of your principals, managers, or professionals, related by blood or marriage to any City of Fresno employee who has any significant role in the subject matter of this service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Do you or any of your subcontractors have, or expect to have, any interest, direct or indirect, in any other contract in connection with this Project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
* If the answer to any question is yes, please explain in full below.			

Explanation: _____



 Signature
05/28/2025

 Date
Brian Angus

 (Name)
Fresno EOC

 (Company)
1920 Mariposa Street, Suite 300

 (Address)
Fresno, CA 93721

 (City, State Zip)

Additional page(s) attached.

EXHIBIT D

Risk Assessment

[§ 200.332 Requirements for pass-through entities](#)

All pass-through entities must:

- (a) Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and if any of these data elements change, include the changes in subsequent subaward modification. When some of this information is not available, the pass-through entity must provide the best information available to describe the Federal award and subaward. Required information includes:
- (1) Federal award identification.
- (i) Subrecipient name (which must match the name associated with its unique entity identifier);
 - (ii) Subrecipient's unique entity identifier;
 - (iii) Federal Award Identification Number (FAIN);
 - (iv) Federal Award Date (see the definition of *Federal award date* in [§ 200.1 of this part](#)) of award to the recipient by the Federal agency;
 - (v) Subaward Period of Performance Start and End Date;
 - (vi) Subaward Budget Period Start and End Date;
 - (vii) Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient;
 - (viii) Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation;
 - (ix) Total Amount of the Federal Award committed to the subrecipient by the pass-through entity;
 - (x) Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA);
 - (xi) Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity;
 - (xii) Assistance Listings number and Title; the pass-through entity must identify the dollar amount made available under each Federal award and the Assistance Listings Number at time of disbursement;
 - (xiii) Identification of whether the award is R&D; and

- (xiv) Indirect cost rate for the Federal award (including if the de minimis rate is charged) per [§ 200.414](#).
- (2) All requirements imposed by the pass-through entity on the subrecipient so that the Federal award is used in accordance with Federal statutes, regulations and the terms and conditions of the Federal award;
- (3) Any additional requirements that the pass-through entity imposes on the subrecipient in order for the pass-through entity to meet its own responsibility to the Federal awarding agency including identification of any required financial and performance reports;
- (4)
 - (i) An approved federally recognized indirect cost rate negotiated between the subrecipient and the Federal Government. If no approved rate exists, the pass-through entity must determine the appropriate rate in collaboration with the subrecipient, which is either:
 - (A) The negotiated indirect cost rate between the pass-through entity and the subrecipient; which can be based on a prior negotiated rate between a different PTE and the same subrecipient. If basing the rate on a previously negotiated rate, the pass-through entity is not required to collect information justifying this rate, but may elect to do so;
 - (B) The de minimis indirect cost rate.
 - (ii) The pass-through entity must not require use of a de minimis indirect cost rate if the subrecipient has a Federally approved rate. Subrecipients can elect to use the cost allocation method to account for indirect costs in accordance with [§ 200.405\(d\)](#).
- (5) A requirement that the subrecipient permit the pass-through entity and auditors to have access to the subrecipient's records and financial statements as necessary for the pass-through entity to meet the requirements of this part; and
- (6) Appropriate terms and conditions concerning closeout of the subaward.
- (b) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in [paragraphs \(d\)](#) and [\(e\)](#) of this section, which may include consideration of such factors as:
 - (1) The subrecipient's prior experience with the same or similar subawards;
 - (2) The results of previous audits including whether or not the subrecipient receives a Single Audit in accordance with [Subpart F of this part](#), and the extent to which the same or similar subaward has been audited as a major program;

- (3) Whether the subrecipient has new personnel or new or substantially changed systems; and
 - (4) The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency).
- (c) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in [§ 200.208](#).
- (d) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:
- (1) Reviewing financial and performance reports required by the pass-through entity.
 - (2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and written confirmation from the subrecipient, highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward.
 - (3) Issuing a management decision for applicable audit findings pertaining only to the Federal award provided to the subrecipient from the pass-through entity as required by [§ 200.521](#).
 - (4) The pass-through entity is responsible for resolving audit findings specifically related to the subaward and not responsible for resolving crosscutting findings. If a subrecipient has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (e.g., has been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-up and make management decisions related to cross-cutting findings in accordance with section [§ 200.513\(a\)\(3\)\(vii\)](#). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.
- (e) Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in [paragraph \(b\)](#) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:

- (1) Providing subrecipients with training and technical assistance on program-related matters; and
 - (2) Performing on-site reviews of the subrecipient's program operations;
 - (3) Arranging for agreed-upon-procedures engagements as described in [§ 200.425](#).
- (f) Verify that every subrecipient is audited as required by [Subpart F of this part](#) when it is expected that the subrecipient's Federal awards expended during the respective fiscal year equaled or exceeded the threshold set forth in [§ 200.501](#).
- (g) Consider whether the results of the subrecipient's audits, on-site reviews, or other monitoring indicate conditions that necessitate adjustments to the pass-through entity's own records.
- (h) Consider taking enforcement action against noncompliant subrecipients as described in [§ 200.339 of this part](#) and in program regulations.

EXHIBIT E

Disclosure of Project Funding

The contractor is to disclose whether it has (or is proposed as a sub-recipient under) any pending applications for funded grants or cooperative agreements that (1) include requests for funding to support the same project being proposed in the application under this solicitation, and (2) would cover any identical cost items outlined in the budget submitted to City of Fresno as part of the application under this solicitation. The contractor is to disclose applications made directly to awarding agencies, and also applications for subawards funds (e.g., applications to Private Foundations, Federal/State agencies that will subaward (“subgrant”) federal funds.

The City seeks this information to help avoid any inappropriate duplication of funding and scope of work. Leveraging multiple funding sources in a complementary manner to implement comprehensive programs or projects is encouraged though supplanting is not permitted.

Each applicant that has one or more pending applications as described above is to provide the following information about pending applications submitted for the program:

1. The Funding Agency Solicitation Name
2. The Point of contact information for the applicable funding agency
3. The Project/Program name
4. Award/Applicant Amount & term

Funding Agency Solicitation Name	Funder Point of Contact	Funder Phone/Email	Project/Program Name	Award #	Award/ Applicant Amount & Term
Example City of Fresno	Melissa Nalawagan	559-621-6213 Melissa.Nalawagan@fresno.gov	OJJDP	MOU COF10/19	\$32,479 (10/1/19-9/30/22)

*If applicable please attach complementary funders itemized budget.

EXHIBIT F

PROJECT REPORTING TEMPLATE & SCHEDULE

1. Grantee Name: FEOC-Advance Peace Fresno		2. Grant Number: 15PBJA-22-GG-01211-BRND
3. Quarterly Reporting:		4. Grant Amount: \$270,000
Report Completed By	Name:	Title:
Phone Number:	Email:	Due Date:
Goals: 1. Improve the mental health (MH) and wellbeing of those impacted by violent crime to reduce cyclical and retaliatory violence by supporting social emotional skill development and MH services for fellows and individuals at-risk of or impacted by violent crime. 2: Provide mental health screening, referrals and trauma-informed therapeutic interventions to individuals who are at-risk of or have been impacted by violent crime to interrupt the cycle of violence, including Advance Peace fellows.		Objectives: 1. Screen at least 90 individuals using a validated risk-needs assessment instrument. 2. Provide referrals and scheduling for mental health services to at least 75% of individuals receiving screening. 3. Provide at least 1,476 hours of group, family and/or individual therapeutic interventions to support mental health and strengthen social-emotional skills. 4. At least 75% of individuals referred will participate in at least 1 hour of mental health services. 5. As a result of receiving mental health services as a part of this program, at least 75% of individuals will self-report or demonstrate new skills and behaviors in one or more areas

1. What were your accomplishments during the reporting period for each objective?
2. What goals were accomplished, as they relate to your grant application?
3. What problems/barriers did you encounter, if any, within the reporting period that prevented you from reaching your goals or milestones?
4. Is there any assistance that BJA can provide to address any problems/barriers identified in question #3? If yes, please explain.

5. Are you on track to fiscally and programmatically complete your program as outlined in your grant application? (Please answer YES or NO and if no, please explain.)
6. What major activities are planned for the next 6 months?
7. Based on your knowledge of the criminal justice field, are there any innovative programs/accomplishments that you would like to share with BJA?
8. Is this the last reporting period for which the award will have data to report?

REPORTING TERM

DUE DATE

JANUARY 1, 2025 – MARCH 31, 2025

JULY 15, 2025

APRIL 1, 2025- JUNE 30, 2025

JULY 15, 2025

JULY 1, 2025- SEPTEMBER 30, 2025

OCTOBER 15, 2025

OCTOBER 1, 2025- DECEMBER 31, 2025

JANUARY 15, 2025

JANUARY 1, 2026- MARCH 31, 2026

APRIL 15, 2026

EXHIBIT G

BJA AGREEMENT

✓ Award Letter

September 7, 2022

Dear Georgeanne White,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by FRESNO, CITY OF for an award under the funding opportunity entitled 2022 BJA FY 22 Invited to Apply - Byrne Discretionary Community Project Funding/Byrne Discretionary Grants Program 3. The approved award amount is \$300,000.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Maureen Henneberg
Deputy Assistant Attorney General

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance to give assurances that

they will comply with those laws. Taken together, these civil rights laws prohibit recipients of federal financial assistance from DOJ from discriminating in services and employment because of race, color, national origin, religion, disability, sex, and, for grants authorized under the Violence Against Women Act, sexual orientation and gender identity. Recipients are also prohibited from discriminating in services because of age. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with DOJ awards, see <https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm>.

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a nondiscriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEO requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5).

The OCR is available to help you and your organization meet the civil rights requirements that are associated with DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to contact the OCR at askOCR@ojp.usdoj.gov.

Memorandum Regarding NEPA

NEPA Letter Type

OJP - Categorical Exclusion

NEPA Letter

None of the following activities will be conducted whether under the Office of Justice Programs federal action or a related third party action:

- (1) New construction
- (2) Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species
- (3) A renovation that will change the basic prior use of a facility or significantly change its size
- (4) Research and technology whose anticipated and future application could be expected to have an effect on the environment
- (5) Implementation of a program involving the use of chemicals (including the identification, seizure, or closure of clandestine methamphetamine laboratories)

Additionally, the proposed action is neither a phase nor a segment of a project that when reviewed in its entirety would not meet the criteria for a categorical exclusion.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.

Questions about this determination may be directed to your grant manager or Orbin Terry, Environmental Coordinator for the Bureau of Justice Assistance.

NEPA Coordinator

First Name	Middle Name	Last Name
Orbin	—	Terry

▼ **Award Information**

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

 **Recipient Information**

Recipient Name
FRESNO, CITY OF

UEI
ELPGKCJ7DJK7

Street 1
2600 FRESNO ST

Street 2

City FRESNO	State/U.S. Territory California
Zip/Postal Code 93721	Country United States
County/Parish _____	Province _____

 **Award Details**

Federal Award Date 9/7/22	Award Type Initial
Award Number 15PBJA-22-GG-01211-BRND	Supplement Number 00
Federal Award Amount \$300,000.00	Funding Instrument Type Grant

Assistance Listing Number **Assistance Listings Program Title**

16.753 Congressionally Recommended Awards

Statutory Authority

Pub. L. No. 117-103, 136 Stat 49, 125; 28 USC 530C

I have read and understand the information presented in this section of the Federal Award Instrument.

∨ **Project Information**

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Solicitation Title
2022 BJA FY 22 Invited to Apply - Byrne
Discretionary Community Project
Funding/Byrne Discretionary Grants Program 3

Awarding Agency
OJP
Program Office
BJA

Application Number
GRANT13698999

Grant Manager Name Phone Number
Linda Hill-Franklin 202-514-0712
E-mail Address
Linda.Hill-Franklin@usdoj.gov

Project Title

Advance Peace Fresno - Violence Prevention and Intervention Program

Performance Period Start Date	Performance Period End Date
10/01/2022	03/31/2025

Budget Period Start Date	Budget Period End Date
10/01/2022	03/31/2025

Project Description

The Advance Peace Fresno Violence Prevention and Intervention Program is the result of a collaborative effort between the City of Fresno and Fresno Economic Opportunities Commission (EOC) Advance Peace Program. Advance Peace Fresno is a community-based public health and safety strategy that aims to build healthier, safer, and more just communities by putting an end to cyclical and retaliatory gun violence in urban neighborhoods. The Advance Peace program includes street-level outreach and an 18-month fellowship for individuals who are at-risk of violent crime. During the fellowship, Advance Peace fellows receive support to disrupt the cycles of violence and enable a peaceful path toward personal development, employment, education, and stability. This grant will fund a variety of trauma-informed mental health services for violence impacted individuals to support healing, build conflict resolution skills and develop social-emotional tools.

I have read and understand the information presented in this section of the Federal Award Instrument.

∨ **Financial Information**

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

The recipient budget is currently under review.

I have read and understand the information presented in this section of the Federal Award Instrument.

∨ **Award Conditions**

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.



Compliance with general appropriations-law restrictions on the use of federal funds (FY 2022)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2022, are set out at <https://ojp.gov/funding/Explore/FY22AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.



Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2022 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2022 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2022 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3

Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

4

OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://www.ojp.gov/funding/implement/training-guiding-principles-grantees-and-subgrantees>.

5

Required training for Grant Award Administrator and Financial Manager

The Grant Award Administrator and all Financial Managers for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after October 15, 2020, will satisfy this condition.

In the event that either the Grant Award Administrator or a Financial Manager for this award changes during the period of performance, the new Grant Award Administrator or Financial Manager must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after the date the Entity Administrator enters updated Grant Award Administrator or Financial Manager information in JustGrants. Successful completion of such a training on or after January 1, 2020, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails

to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6

Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

7

Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

8

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination

on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.



Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."



Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.



Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

13

Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

14

Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

15

Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16

Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

17

Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at

<https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

18

Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

19

Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

20

Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

 **21**

Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will

resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

22

Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

23

All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

24

Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

25

Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26

Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that – for purposes of federal grants administrative requirements – OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

27

Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

28

Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope Grant Award Modification (GAM) to eliminate any inappropriate duplication of funding.

29

Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

30

The recipient understands that, in accepting this award, the Authorized Representative declares and certifies, among other things, that he or she possesses the requisite legal authority to accept the award on behalf of the recipient entity and, in so doing, accepts (or adopts) all material requirements that relate to conduct throughout the period of performance under this award. The recipient further understands, and agrees, that it will not assign anyone to the role of Authorized Representative during the period of performance under the award without first ensuring that the individual has the requisite legal authority.

31

Verification and updating of recipient contact information

The recipient must verify its Grant Award Administrator, Financial Manager, and Authorized Representative contact information in JustGrants, including telephone number and e-mail address. If any information is incorrect or has changed, the award recipient's Entity Administrator must make changes to contact information through DIAMD. Instructions on how to update contact information in JustGrants can be found at <https://justicegrants.usdoj.gov/training/training-entity-management>.

 **32**

Compliance with 28 C.F.R. Part 23

With respect to any information technology system funded or supported by funds under this award, the recipient (and any subrecipient at any tier) must comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 34 U.S.C. 10231(c)-(d). The recipient may not satisfy such a fine with federal funds.

 **33**

Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

 **34**

Copyright; Data rights

The recipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward (at any tier); and (2) any rights of copyright to which a recipient or subrecipient (at any tier) purchases ownership with Federal support.

The recipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under any such award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).

It is the responsibility of the recipient (and of each subrecipient (at any tier), if applicable) to ensure that the provisions of this condition are included in any subaward (at any tier) under this award.

The recipient has the responsibility to obtain from subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the recipient's obligations to the Government under this award. If a proposed subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the recipient shall promptly bring such refusal to the attention of the OJP program manager for the award and not proceed with the agreement in question without further authorization from the OJP program office.

 **35**

Justice Information Sharing

Information sharing projects funded under this award must comply with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: https://it.ojp.gov/gsp_grantcondition. The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

 **36**

Body-worn cameras, policies and procedures

In accepting this award, the recipient agrees not to use award funds for purchases of body-worn cameras or related expenses for any agency unless that agency has policies and procedures in place that reinforce appropriate agency Use of Force policies and training and address technology usage, evidence acquisition, data storage and retention, as well as privacy issues, accountability and discipline.

37

Body armor - compliance with NIJ standards and other requirements

Ballistic-resistant and stab-resistant body armor purchased with award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards, and is listed on the NIJ Compliant Body Armor Model List. In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information and the NIJ Compliant Body Armor List may be found by following the links located on the NIJ Body Armor page: <https://nij.ojp.gov/topics/equipment-and-technology/body-armor>. In addition, if recipient uses funds under this award to purchase body armor, the recipient is strongly encouraged to have a "mandatory wear" policy in effect. There are no requirements regarding the nature of the policy other than it be a mandatory wear policy for all uniformed officers while on duty.

38

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS. No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS. Booking agencies should work with their state CODIS agency to ensure all requirements are met for participation in Rapid DNA (see National Rapid DNA Booking Operational Procedures Manual).

39

Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service: "This Web site is funded in whole or in part through a grant from the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)." The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

40

Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. <AWARD_NUMBER> awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." The current edition of the DOJ Grants Financial Guide provides guidance on allowable printing and publication activities.

41

The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

42

FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$30,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

43

The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

44

Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

45

Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

46

The recipient may not expend or draw down funds until the Office of the Chief Financial Officer (OCFO) has approved the budget and budget narrative and an Award Condition Modification (ACM) has been issued to remove this award condition.

 **47**

Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

 **48**

The recipient shall submit semiannual performance reports. Performance reports shall be submitted within 30 days after the end of the reporting periods, which are June 30 and December 31, for the life of the award. These reports will be submitted to the Office of Justice Programs, on-line through the Internet at <https://justgrants.usdoj.gov>

 **49**

The recipient agrees that it will submit quarterly financial status reports (the SF 425 Federal Financial Report) to OJP in JustGrants, no later than the deadlines set out in the DOJ Financial Guide and the JustGrants guidance (typically 30 days after the end of each calendar quarter). Delinquent reports may lead to funds being frozen and other remedies.

 **50**

Recipients utilizing award funds for forensic genealogy testing must adhere to the United States Department of Justice Interim Policy Forensic Genealogical DNA Analysis and Searching (<https://www.justice.gov/olp/page/file/1204386/download>), and must collect and report the metrics identified in Section IX of that document to BJA.

 **51**

As of the first day of the period of performance for the award, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum, all applicable withholding conditions are removed by OJP (via an Award Condition Modification (ACM)).

Except to the extent (if any) that an award condition expressly precludes reimbursement of project costs incurred "at-risk," if and when the recipient makes a valid acceptance of this award and OJP removes each applicable withholding condition through an Award Condition Modification (ACM), the recipient is authorized to reimburse itself for project costs incurred "at-risk" earlier during the period of performance (such as project costs incurred prior to award acceptance or prior to removal of an applicable withholding condition), provided that those project costs otherwise are allowable costs under the award.

 **52**

Limit on use of grant funds for grantees' employees' salaries

With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

No more data to load

I have read and understand the information presented in this section of the Federal Award Instrument.

∨ **Award Acceptance**

Declaration and Certification to the U.S. Department of Justice as to Acceptance

By checking the declaration and certification box below, I--

A. Declare to the U.S. Department of Justice (DOJ), under penalty of perjury, that I have authority to make this declaration and certification on behalf of the applicant.

B. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this award acceptance: (1) I have conducted or there was conducted (including by applicant's legal counsel as appropriate and made available to me) a diligent review of all terms and conditions of, and all supporting materials submitted in connection with, this award, including any assurances and certifications (including anything submitted in connection therewith by a person on behalf of the applicant before, after, or at the time of the application submission and any materials that accompany this acceptance and certification); and (2) I have the legal authority to accept this award on behalf of the applicant.

C. Accept this award on behalf of the applicant.

D. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Agency Approval

Title of Approving Official	Name of Approving Official	Signed Date And Time
Deputy Assistant Attorney General	Maureen Henneberg	9/2/22 12:46 PM

Authorized Representative

Declaration and Certification

Entity Acceptance

Title of Authorized Entity Official

City Manager

Name of Authorized Entity Official

Georgianne White

Signed Date And Time

11/14/2022 6:44 PM

Advance Peace: City of Fresno Agreement - Bureau of Justice Assistance (BJA)


Final Audit Report


2025-05-29


Created:	2025-05-28
By:	Elionora Vivanco (elionora.vivanco@fresnoeoc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAyUjdIARIo3PSn3Vj0TbCIXJohKEA1RgO


"Advance Peace: City of Fresno Agreement - Bureau of Justice Assistance (BJA)" History

 Document created by Elionora Vivanco (elionora.vivanco@fresnoeoc.org)
2025-05-28 - 11:26:20 PM GMT

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 Agreement completed.
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BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Advance Peace Fresno
Consent Agenda Item #: 8_21	Director: Patrick Turner
Subject: California Endowment Program Support Grant	Officer: Sherry Neil

Recommended Action

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the California Endowment Program Support Grant to The California Endowment in the amount of \$100,000 for a one-year project period from January 1, 2025, to December 31, 2025.

Background

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

The California Endowment Program Support Grant is an invitation-only restricted project grant that funds specific programs rather than the full operations of an organization. Funding is targeted at program-specific investments aimed at advancing defined community-led health, equity, and justice outcomes.

Despite federal shifts away from framing gun violence as a public health crisis, its impact remains severe in low-income, disinvested communities. Advance Peace Fresno will implement the **Fresno County Violence Intervention and Prevention Program**, a countywide violence intervention and prevention program for high-risk young adults ages 17–24, using a community-led, evidence-based public health approach to serve 70 program participants. These young adults are at high risk of having been or are likely to become victims or perpetrators of gun violence, are on parole, or are suspected of firearm-related offenses.

The program will address social determinants of health (non-medical factors that influence health outcomes) and mental health needs while sustaining progress in reducing gun violence following the loss of prior DOJ Community Violence Intervention and Prevention Initiative funding due to a change in federal administration. The program will use the evidence-based Advance Peace strategy, including the Advance Peace Peacemaker Fellowship Program, Neighborhood Change Agents (NCAs) to mentor program participants, and Life Management Action Plan (LifeMap) for goal setting and tracking. Fellows may also receive access to comprehensive services such as ongoing mental health services from a licensed clinician, 12-week anger management courses, legal aid, and workforce development and career readiness supports.

The Advance Peace strategy in Fresno County has proven effective as a public health intervention, particularly in reducing taxpayer costs. During Cal VIP Cohort 3 (October 2020–December 2023),

Advance Peace Fresno interrupted 105 potential shootings or homicides, contributing to an estimated savings of \$126 million to \$315 million (Corburn & Padilla, 2023; NICJR, 2022). These results show that evidence-based, community-led interventions can significantly improve public safety while easing the financial burden on communities most affected by gun violence.

Fiscal Impact

This funding will support personnel expenses and operational costs. No match is required.

ADVANCE PEACE THE CALIFORNIA ENDOWMENT 12 MONTHS JANUARY 1, 2025 - DECEMBER 31, 2025			
			BUDGET
PERSONNEL	FTE	AMOUNT	
PROGRAM MANAGER	0.055	1,993	
FIELD COORDINATOR	0.100	7,329	
NEIGHBORHOOD CHANGE AGENTS	2.000	32,115	
FRINGE BENEFITS		15,002	
TOTAL PERSONNEL		56,439	
OPERATIONAL			
FACILITIES		25,519	
INSURANCE		4,050	
STAFF CELL PHONE SERVICE		3,240	
OFFICE SUPPLIES		1,414	
ADMIN COSTS .103		9,338	
TOTAL BUDGET		100,000	

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Food Services
Consent Agenda Item #: 8_22	Director: Jon Escobar
Subject: FY 2025-2026 Food Service Agreements	Officer: Jack Lazzarini

Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration to enter into multiple Fiscal Year (FY) 2025-2026 Food Service agreements, for a total amount of \$8,321,623.

Background

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

Food Services is preparing to establish Food Service agreements with 17 external partners and with 3 internal programs for FY 2025-2026. The three internal programs include Head Start 0 to 5 (breakfast and lunch), Sanctuary Youth Shelters (breakfast, lunch, dinner, and brown bag) and School of Unlimited Learning (breakfast and lunch).

Food Services offers an extensive array of options, ranging from hot and cold meals to frozen meals, home meal delivery, brown bag meals, and, once again, pizza for school-youth.

Fiscal Impact

These agreements will add an estimated \$8,321,623 in revenue for FY 2025-2026.

Revised June 11, 2019

ATTACHMENT 1 FOOD SERVICE RENEWAL AGREEMENT 2019/2020

#	Name of Organization	Meal Types	Estimated Revenue
1	California Indian Manpower Consortium ***	Home Delivery Lunch	\$9,434.00
2	Chapter One Preschool ***	Lunch	\$60,074.00
3	City of Selma ***	Congragate meals	\$24,104.00
4	Fresno County Superintendent of Schools (light house) ***	Breakfast, Lunch and snack	\$220,456.00
5	City of Fowler ***	Congragate meals	\$49,500.00
6	Kepler Neighborhood School ***	Breakfast, Lunch and snack	\$474,606.00
7	Learn Academy ***	lunch	\$68,607.00
8	Fresno Migrant & seasonal Head Start ***	Breakfast, Lunch Snack	\$48,000.00
10	Tule River Indian Health Center, Inc. ***	Home Delivery Lunch	\$117,452.00
11	Valley Caregivers (Oasis) ***	Congratate Meals	\$46,000.00
12	University High School ***	Lunch	\$12,489.00
13	Community Service & Employment Training, Inc. **	Home Bound Frozen Mealz	\$954,500.00
14	Fresno/Madera Area Agency on Aging (FMAAA) (1) **	Congragate Meal Service	\$805,000.00
15	Fresno/Madera Area Agency on Aging (FMAAA) (2) **	Title III Home delivered Meals	\$2,300,000.00
16	KCCOA**	Frozen Meals	\$286,350.00
17	Inyo County Superintendent of Schools (Youthbuild Charter School) **	Breakfast and Lunch	\$31,625.00
18	Buster Enterprises ***	After School Pizza	\$1,133,055.00
19	Adult Day Health Care of Madera ***	Breakfast and Lunch	\$305,305.00
20	School Food Service Authority/SFA Sanctuary-Shelter *	Breakfast, Lunch, Dinner, Brown Bag	\$27,533.00
21	School of Unlimited Learning *	Breakfast, Lunch	\$27,533.00
22	Head Start *	Breakfast and Lunch	\$1,320,000.00
			\$8,321,623.00

* Internal Agreements

** Agreements Provided by External Organization

*** Enterprise

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Transit Systems
Consent Agenda Item #: 8_23	Director: Thomas Dulin
Subject: The Arc of Fresno and Madera Counties - Vehicle Maintenance Contract	Officer: Jack Lazzarini

Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration to enter into a contract agreement with The Arc of Fresno and Madera Counties in the amount of \$175,000 over a 12-month period from July 1, 2025, to June 30, 2026.

Background

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

Transit Systems will provide comprehensive preventative maintenance services for The Arc’s fleet of 70 ADA-compliant vehicles. These services include routine tune-ups, oil changes, lubrication, brake repairs, suspension work, radiator repairs, battery replacements, and other minor repairs. Parts will be purchased at cost to ensure cost-effectiveness. For more extensive repairs, such as A/C and heating system repairs, tire replacements, or transmission work, Transit Systems will coordinate with qualified external vendors and mechanics to complete the necessary services.

Upon vehicle intake, a qualified mechanic will evaluate the vehicle’s condition, perform priority repairs up to a maximum of \$2,000 based on Fresno EOC Transit Systems’ expertise, and provide The Arc with an estimated cost and timeframe for completion. This approach ensures efficient, reliable maintenance while maintaining transparency and cost control.

Fiscal Impact

Under this contract, The Arc will cover the cost of all maintenance including parts and labor. The contract cannot exceed \$175,000 unless approved by The Arc’s Executive Director.

Fresno EOC Transit Systems’ labor rate is set at \$160.00 per hour. A \$20.00 miscellaneous fee will be charged per work order.

This contract will generate meaningful service-based revenue for Fresno EOC Transit Systems. The majority of the contract value is tied to labor and service-related fees, supporting technician utilization and helping offset ongoing operational costs such as staffing, tools, and facility maintenance.

**AGREEMENT BETWEEN THE ARC FRESNO/MADERA COUNTIES
AND FRESNO EOC**

FOR VEHICLE MAINTENANCE AGREEMENT

THIS CONTRACT AGREEMENT TO THE ARC FRESNO/MADERA COUNTIES AND FRESNO EOC AGREEMENT (this “**Agreement**”), is made and entered into this 1st day of July (the “**Effective Date**”), by and between FRESNO COUNTY ECONOMIC OPPORTUNITIES COMMISSION, a California nonprofit public benefit corporation (“Fresno **EOC**” SUBCONTRACTOR), and The Arc of Fresno/Madera Counties, a California nonprofit corporation (“**CONTRACTOR**”). Fresno EOC (SUBCONTRACTOR) and CONTRACTOR are sometimes collectively referred to herein as the “**Parties**” and, singularly either by their individual names or, without specific reference, as a “**Party**.”

AGREEMENT

NOW, THEREFORE, in consideration of the mutual undertakings set forth herein, the Parties hereto agree as follows:

1. **Services to be Provided by SUBCONTRACTOR.**

(a) Subject to the terms and conditions of this Agreement, Fresno EOC hereby retains CONTRACT to perform vehicle maintenance required under THE ARC FRESNO/MADERA COUNTIES and FRESNO EOC Agreement that are described on the attached **Exhibit A**, incorporated herein by this reference.

2. **Service Fees.**

(a) The fees for performing the services under this Agreement are described on the attached **Exhibit A**. In no event shall services performed under this Agreement by SUBCONTRACTOR exceed (\$175,000 annually), during the term of this Agreement.

(b) This Agreement and The Arc of Fresno/Madera Counties and Fresno EOC Agreement are contingent upon the approval of funds by an appropriating government agency. Should sufficient funds not be allocated, the services to be provided hereunder may be modified, or this Agreement terminated by Fresno EOC or The Arc of Fresno/Madera Counties giving CONTRACTOR or SUBCONTRACTOR thirty (30) days advance written notice

3. **Term.** Unless terminated earlier as provided herein, the term of this Agreement shall commence upon **July 1, 2025**, and shall expire **June 30, 2026**. The services are to commence upon the Effective Date and shall be completed in a sequence assuring expeditious completion, but in any event, all such services shall be completed prior to expiration of this Agreement and in accordance with any performance schedule set forth in **Exhibit A**, with vehicle listing in **Exhibit B**.

4. Termination.

(a) Non-Allocation of Funds. The terms of this Agreement, and the services to be provided hereunder, are contingent on the approval of funds by the appropriating government agency. Should sufficient funds not be allocated to Fresno EOC, the services provided may be modified, or this Agreement terminated, at any time by giving the CONTRACTOR written notice of the same.

(b) Breach. Fresno EOC may immediately suspend or terminate this Agreement in whole or in part, where in the determination of the Fresno EOC there is: (i) an illegal or improper use of funds; (ii) a failure to comply with any term of this Agreement; (iii) CONTRACTOR's filing for protection under the federal bankruptcy laws, or any bankruptcy petition or petition for receiver commenced by a third party against CONTRACTOR; or (iv) improperly performed service.

(c) No Waiver. In no event shall any payment by Fresno EOC constitute a waiver by Fresno EOC of any breach of this Agreement or any default which may then exist on the part of CONTRACTOR. Neither shall such payment impair or prejudice any remedy available to Fresno EOC with respect to the breach or default. Fresno EOC shall have the right to demand of CONTRACTOR and CONTRACTOR shall repay to the Fresno EOC any funds disbursed to CONTRACTOR under this Agreement for which CONTRACTOR serves as the fiscal agent, which in the judgment of the Fresno EOC were not expended in accordance with the terms of this Agreement.

(d) Without Cause. Under circumstances other than those set forth above, this Agreement may be terminated by Fresno EOC upon the giving of seven (7)-calendar days' advance written notice of an intention to terminate to CONTRACTOR.

(e) Effect of Termination. Immediately upon any termination or expiration of this Agreement, SUBCONTRACTOR shall (i) immediately stop all work, not before completing any open work orders hereunder; (ii) immediately cause any and all of its subcontractors to cease work; and (iii) return to Fresno EOC any and all unearned payments and all properties and materials in the possession of CONTRACTOR that are owned by Fresno EOC. Subject to the terms of this Agreement, SUBCONTRACTOR shall be paid compensation for services satisfactorily performed prior to the effective date of termination.

(f) Force Majeure. CONTRACTOR shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of CONTRACTOR and without its fault or negligence such as, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. CONTRACTOR shall notify Fresno EOC in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, and shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to Fresno EOC of the cessation of such occurrence.

5. **Non-Discrimination; Compliance with Laws.**

(a) CONTRACTOR shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement.

(b) CONTRACTOR covenants that it has no interest, and will not have any interest, direct or indirect, which would conflict in any manner with the performances of the services required hereunder.

(c) CONTRACTOR shall comply with all current Federal, State, and local laws, ordinances, and regulations applicable in carrying out its obligations under this Agreement. For the purpose of determining compliance with Public Contract Code 10115, et seq. and Title 21, California Code of Regulations, Chapter 21, Section 2500 et seq., when applicable, and other matters connected with the performance of the contract pursuant to Government Code 8546.7, Fresno EOC, and Fresno EOC Transit Systems shall maintain all books, documents, papers, accounting records, and other evidence pertaining to the performance of the contract, including but not limited to, the cost of administering the contract. All Parties shall make such material available at their respective offices at all reasonable times during the contract period and for three years from the date of final payment under the contract. Any duly authorized representative of The Arc, the state, or federal government shall have access to any books, records, and documents that are pertinent to the contract for audits examinations, excerpts, and transactions, and copies thereof shall be furnished if requested.

6. **Representations and Warranties.** The Parties hereby represent and warrant to each other that this Agreement: (i) has been validly executed and delivered; (ii) has been duly authorized by all corporate action necessary for the authorization thereof; and (iii) constitutes a binding and enforceable obligation of such Party, enforceable in accordance with its terms.

7. **Severability.** If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions of this Agreement shall in no way be affected, impaired or invalidated.

8. **Amendments.** No provision of this Agreement shall be amended or added to except by an agreement in writing signed by both Parties.

9. **Governing Law; Venue.** This Agreement shall be interpreted and construed in all respects in accordance with the laws of the State of California. Any lawsuit filed in relation to this Agreement shall be filed in the Superior Court of the State of California for Fresno City, which court the Parties agree shall have jurisdiction and in which venue shall be proper.

<p><u>FRESNO EOC</u> Fresno Economic Opportunities Commission 1920 Mariposa Street, Suite 300 Fresno, California 93721 Facsimile: 559-485-5379 Email: transit@fresnoeoc.org</p>	<p><u>CONTRACTOR</u> The Arc of Fresno/Madera Counties 4490 E. Ashlan Ave, Fresno, California 93726 Facsimile: 559-228-9814 Email: arcfresno@arcfresno.org</p>
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A Party or other designated recipient may change its address, email address, and/or facsimile number by notifying the Parties and other designated recipients of its new address in accordance with the procedures set forth in this section.

10. **Waiver.** The waiver by either Party of a breach by the other of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or a different provision of this Agreement. No provisions of this Agreement may be waived unless in writing and signed by all Parties to this Agreement. Waiver of any one provision herein shall not be deemed to be a waiver of any other provision herein.

11. **Interpretation.** The Parties acknowledge that this Agreement in its final form is the result of the combined efforts of the Parties and that, should any provision of this Agreement be found to be ambiguous in any way, such ambiguity shall not be resolved by construing this Agreement in favor of or against either Party, but rather by construing the terms in accordance with their generally accepted meaning.

12. **Attorneys' Fees.** If any legal action is instituted to enforce or interpret any of the terms or conditions of this Agreement, the prevailing Party shall be entitled to its costs and reasonable attorneys' fees incurred. For purposes of this provision, the phrase "prevailing Party" shall mean a party who receives substantially the relief desired whether by settlement, dismissal, summary judgment, judgment or otherwise.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the date first written above.

"FRESNO EOC"
Fresno County Economic Opportunities
Commission, a California nonprofit public
benefit corporation

"CONTRACTOR"
The Arc of Fresno/Madera Counties, a
California nonprofit corporation

By _____
Name: _____
Title: _____

By _____
Name: _____
Title: _____

EXHIBIT A

Copy of Executed The Arc of Fresno/Madera Counties and FRESNO EOC for Vehicle Maintenance Agreement

Scope of Work

Fresno EOC Transit Systems to provide vehicle maintenance services for The Arc of Fresno/Madera Counties fleet of ADA-compliant vehicles.

Transit Systems will offer a range of preventative maintenance for The Arc of Fresno/Madera Counties vehicles that include tune-ups, oil changes and lubes; brake, suspension, and radiator repair; battery replacement; and other minor repairs.

Parts for these repairs will be purchased by Fresno EOC at cost (without any mark-up).

If vehicles require more extensive repairs such as A/C and heating, tires, and transmission, Transit Systems will contract with outside vendors and mechanics to complete the service.

Upon vehicle intake, a mechanic will assess the maintenance required and make repairs based on Fresno EOC Transit Systems expertise up to \$2,000.00. Any repairs estimating to cost more than \$2,000 will need prior approval. Fresno EOC Transit Systems will provide The Arc of Fresno/Madera Counties with an estimated cost and time of completion.

Transit Systems will schedule next service appointment for vehicle.

Labor will be charged at \$160.00 an hour.

A \$20 miscellaneous fee will be charged per work order.

Per agreement the total amount will not exceed \$175,000 annually without prior approval from The Arc of Fresno/Madera Counties Executive Director.

Invoice to The Arc of Fresno/Madera Counties will be accomplished and distributed by the 10th of each month.

EXHIBIT B**The Arc of Fresno/Madera Counties Vehicle Listing**

001	FORD E-150 VAN	WHITE	2011	1FMNE1BW6BDB02 781	92633C1	RTC
002	FORD E-150 VAN	WHITE	2011	1FMNE1BW8BDB02 782	8Y70978	RTC
003	FORD E-150 VAN	WHITE	2011	1FMNE1BWXBDB02 783	92632C1	LAC
004	FORD E-150 VAN	WHITE	2011	1FMNE1BW1BDB02 784	20648N1	LAC
005	FORD E-350 CLASS A BUS	WHITE	2011	1FDEE3FL9BDB2844 7	21515S2	LAC
006	FORD E-350 CLASS A BUS	WHITE	2011	1FDEE3FL0BDB2844 8	21516S2	LAC
043	FORD E-150 VAN	WHITE	2010	1FDNE1BW2ADA72 709	7GLH897	LAC
047	DODGE CARAVAN	BROW N	2006	1D4GP25R66B7089 62	6AFT292	HTC
055	FORD E-150 VAN	WHITE	2007	1FDNE11W77DB31 652	6BIS807	PTE
059	Ford E150	White	2012	1FMNE1BW5CDA42 493	6UKW33 0	PTE
060	Ford E150	White	2012	1FMNE1BW7CDA42 494	6UKH49 2	RTC
082	FORD ECONOLINE E150	WHITE	2000	1FMRE11W1YHB84 875	5POF921	PTE
104	FORD VAN E150	WHITE	2004	1FMRE11W64HB53 468	9MWY16 3	LAC
109	FORD E150 VAN	WHITE	2006	1FMRE11W76DA83 618	6YEB547	LAC
114	FORD E150 VAN	WHITE	2008	1FMNE11W98DA93 925	7GEY830	LAC
126	FORD E-350 VAN	WHITE	2010	1FBNE3BL4ADA458 76	6KKP473	PTE
128	FORD E-150 VAN	WHITE	2008	1FMNE11L68DA590 57	4889ND P	LAC
129	FORD E-350 VAN	PLATIN UM	2009	1FBNE31L59DA438 88	6GQA63 1	LAC
130	FORD ELKHART ECII BUS	WHITE	2011	1FD FE4FS6BDA245 50	1345045	PTE
131	FORD E-350 VAN	WHITE	2010	1FBNE3BL0ADA860 22	6RZE299	LAC
132	FORD E-350 VAN	WHITE	2011	1FBNE3BL6BDA188 12	6NEL438	RTC
134	FORD E-350 VAN	WHITE	2011	1FBSS3BLXBDB0892 8	02890G1	KTC
137	FORD E-350 VAN (15- Pass)	WHITE	2011	1FBSS3BL4BDA7001 5	6RCR742	LAC

138	FORD E-350 VAN	SILVER	2011	1FBNE3BL8BDA534 47	7AYT201	PTE
139	FORD E-350 VAN SV	WHITE	2011	1FBSS3BL2BDA9793 9	6RPV745	EC
140	FORD E150 VAN	WHITE	2013	1FMNE1BWXDDB1 7867	7BSF559	RTC
141	FORD F250 Truck	WHITE	2011	1FT7W2A66BEA217 92	10821Y1	PTE
142	FORD E350 Super Duty XLT	WHITE	2014	1FBNE3BL1EDB009 36	7SMW62 1	LAC
143	FORD E150 XL	WHITE	2011	1FMNE1BW3BDB39 318	7THH272	LAC
145	FORD E150	WHITE	2013	1FDNE1BW1DOB19 684	7CQX016	RTC
146	FORD F250 Truck	WHITE	2011	1FT7W2A61BEC478 70	05952H2	PTE
147	Ford E350	WHITE	2014	1FBSS3BLOEDA459 25	93644A2	HTC
148	Ford E350 Van	WHITE	2013	1FBSS3BL8DDA492 04	04349C1	LAC
149	Ford E350 Van	WHITE	2014	1FBSS3BL8EDA0765 1	7FDM15 2	RTC
150	Ford E350 Box Truck	WHITE	2012	1FDWE3FS9CDA328 64	07435Y1	PTE
151	TOYOTA COROLLA	WHITE	2015	5YFBURHE3FP2876 11	7KMF49 7	PTE
152	Ford E-350 Van	WHITE	2011	1FDSS3BL4BDB153 33	32595W 1	RTC
154	Ford E350 XLT	WHITE	2014	1FBSS3BL8EDB0428 3	7FWJ741	LAC
155	FORD ECONOLINE WAGON	WHITE	2014	1FBNE3BL2EDB002 51	79770R1	LAC
156	FORD E-SERIES WAGON	WHITE	2014	1FBSS3BL3EDB0377 0	7FWJ760	EC
157	FORD E350	WHITE	2013	1FBNE3BLXDDA500 35	7EVY234	HTC
159	FORD E-150 VAN	WHITE	2011	1FMNE1BW1BDA64 537	45804G2	LAC
160	FORD TRANSIT 350 XLT	WHITE	2016	1FBZX2ZM7GKB287 89	7SKJ116	PTE
161	Ford E350 XLT	WHITE	2014	1FBNE3BL2EDA977 10	7TVD033	RTC
162	TOYOTA COROLLA LE	WHITE	2015	2T1BURHE7FC4496 44	8FHK757	PTE
163	Ford E350	WHITE	2013	1FDNE3BL9DDB196 58	7CPA613	KTC

165	Ford 350 XLT Transit	WHITE	2016	1FBZX2ZM1GKA678 92	8EVZ672	RTC
166	Ford E350 Econoline	WHITE	2010	1FBNE3BL4ADA316 99	8HEY471	PTE
167	Ford E350 Econoline Superduty	WHITE	2014	1FBNE3BL1EDA220 75	7BPY446	LAC
168	Ford E350 Econoline Superduty	WHITE	2013	1FBNE3BL5DDA354 57	7DHP46 6	HTC
169	Ford E350 Econoline Superduty	WHITE	2010	1FBSS3BL1ADA032 42	6JNE194	LAC
172	Ford E350 Econoline Superduty	WHITE	2013	1FBSS3BL0DDA746 63	94611J1	EC
173	Ford E350 Econoline Superduty	SILVER	2011	1FBSS3BL7BDA8976 9	58182G1	PTE
174	Ford E150 With Lift	WHITE	2006	1FTNE24W06DA69 130	8A37525	HTC
175	Ford E150 With Lift	WHITE	2010	1FTNE1EW7ADA45 795	8U31568	HTC
176	Ford E150 With Lift	WHITE	2010	1FTNE1EW2ADA74 377	95688G2	LAC
178	Ford E150 With Lift	WHITE	2010	1FTNE1EW8ADA73 248	71476B1	KTC
179	Ford E150 With Lift	WHITE	2011	1FTNE1EW4BDB23 533	47303D1	EC
185	Honda Odyssey w side lift	SILVER	2011	5FNRL5H6XBB0525 35	8VCT648	PTE
186	Ford Taurus	BEIGE	2006	1FAFP56U46A2149 50	5SCC432	PTE
188	Ford F750 Super Duty Truck	WHITE	2015	3FRNF7FAXFV7456 93	17197L3	PTE
189	Ford E450 Bus	WHITE	2007	1FDXE45S56DB188 04	8Y76354	LAC
190	Ford E150 Cargo with Lift	WHITE	2009	1FTNE14W89DA57 094	35085S3	RTC
191	Toyota Camry	WHITE	2023	4T1C11AK9PU7645 73	9EGJ917	Admin
192	Ford E350 Econoline Wagon	WHITE	2014	1FBSS3BL1EDB1365 1	7GXL826	PTE
193	2013 Ford E150 Van	WHITE	2013	1FMNE1BW8DDA1 9095	10721P3	RTC
194	2011 Ford E-350 SD with Lift	WHITE	2011	1FTSS3EL9BDB3596 5	???	EC
195	2003 Ford F250 Truck	WHITE	2003	1FTNX20L13EA7945 2	84484S3	PTE
196	2018 Toyota Corolla	WHITE	2018	5YFBURHE7JP78123 6	8BZU046	PTE

197	2009 Ford E350 Van	WHITE	2009	1FDSS31L29DA5083 4	9JMM79 4	EC
198	2009 Ford E350 Van	WHITE	2009	1FDSS31L69DA5083 6	9HUV96 1	KTC
199	2014 Ford E350 Van (short version)	WHITE	2014	1FBNE3BL6EDA060 82	9HUB04 1	RTC
200	2013 Ford E150 Van	BLUE	2013	1FMNE1BL8DDA74 507	7ADP132	RTC
201	2013 Ford E150 Van	WHITE	2013	1FBSS3BL0DDA772 72	9LKA174	LAC
202	2015 Chevy Express 2500 Van	DK BLUE	2015	1GAWGPFG2F1282 446	8TFL263	PTE
203	2015 Chevy Express LS 2500 Van	SILVER	2015	1GAWGPFG8F1282 337	9PEF201	RTC
204	2014 Chevy Express LS 1500 Van	WHITE	2014	1GNSGBF43E11045 65	9PDG14 8	not assigned yet
205	2013 Chevy Express LT 3500 Van	WHITE	2013	1GNZGYFA1D11857 96	8SLY487	not assigned yet
206	2019 Chevy Express LS 2500 Van	WHITE	2019	1GAWGEFP5K1338 152	8LMC04 7	not assigned yet
207	2020 Chevy Express LT 2500 Van	WHITE	2020	1GAWGFFG8L1146 666	9SWE86 2	not assigned yet

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Transit Systems
Consent Agenda Item #: 8_24	Director: Thomas Dulin
Subject: Fresno County Rural Transit Agency - Local Transportation Funds Contract	Officer: Jack Lazzarini

Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the Fiscal Year (FY) 2025-2026 Fresno County Rural Transit Agency (FCRTA) contract in the amount of \$728,101 for a one-year period from July 1, 2025, to June 30, 2026.

Background

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

Since 1982, Transit Systems has operated as the lead Social Service Transportation Agency in all of Fresno County, with the exception of Clovis. Currently, Fresno EOC is the operator of the Consolidated Transportation Service Agency (CTSA) with the City of Fresno (Urban) and FCRTA (Rural). As in previous years, Fresno EOC proposes to use these funds to supplement transportation services for FY 2025-2026.

The social service contracts associated with CTSA operations constitute the majority of Transit Systems’ operating costs and are supplemented by these State Transportation Funds. The proposed CTSA operations include the following urban and rural partners:

Rural

1. Central Valley Regional Center (CVRC)
2. The Arc of Fresno and Madera Counties
3. United Cerebral Palsy Central California (UCP)
4. Miscellaneous eligible partners to be determined - Special Trips for Social Service Agencies

In addition to internal partners (Head Start 0 to 5 and Food Services).

The FY 2025-2026 Social Service Transportation Operational Budget and Plan outlines Transit Systems’ latest roster of contracted and supported transit services.

Fiscal Impact

This funding will help cover the daily transportation costs, reducing the financial burden in the rural areas. Without this support, CVRC, The Arc of Fresno and Madera Counties, UCP and other Social Service Agencies would have to bear the full expense of transportation.

FRESNO COUNTY RURAL TRANSIT AGENCY
AGREEMENT FOR CONTRACTOR SERVICES

This AGREEMENT, made and entered into this ____ day of _____, 2025 (“Execution Date”) by and between the FRESNO COUNTY RURAL TRANSIT AGENCY, 2035 Tulare St., Suite 201, Fresno, California 93721, a joint powers Public Agency ("FCRTA"), and FRESNO COUNTY ECONOMIC OPPORTUNITIES COMMISSION, (“CONTRACTOR”). FCRTA and CONTRACTOR are each a “Party” to this Agreement and collectively are the “Parties” to this Agreement.

WITNESSETH:

WHEREAS, FCRTA and FAX released a request for proposals (“RFP”) in the form of a Urban & Rural Social Service Transportation Proposed Operations Program & Budget FY 202-2026, attached hereto and incorporation herein by this reference as “Exhibit A,” describing a project to provide social services transportation to the rural areas of Fresno County (“PROJECT”);

WHEREAS; CONTRACTOR responded to the RFP, which response was accepted by FCRTA; and

WHEREAS, CONTRACTOR represents it is qualified to perform the services required for the PROJECT and is willing to perform such services pursuant to the terms and conditions stated in this Agreement.

NOW, THEREFORE, FCRTA and CONTRACTOR agree as follows:

I. CONTRACTOR’S OBLIGATIONS

A. CONTRACTOR shall perform all work necessary to operate the PROJECT as provided for and described in Exhibit A. CONTRACTOR shall perform all operative and administrative tasks for the PROJECT as provided for and described in Exhibit A.

B. CONTRACTOR shall perform the tasks and services contemplated by this Agreement according to the PROJECT as set in Exhibit A. and according to the requirements of this Agreement. In the event of an inconsistency or conflict between or among the provisions of the Agreement and Exhibit A, the inconsistency will be resolved by giving precedence in the following order: (i) first, by looking to the terms of this Agreement, except for any exhibits, (ii) second, by looking to the terms of Exhibit A, and (iii) third, by looking to the terms of Exhibit B.

C. CONTRACTOR shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which CONTRACTOR is engaged. All products of whatsoever nature which CONTRACTOR delivers to FCRTA pursuant to this Agreement shall be prepared in a substantial, first class manner and conform to the standards of CONTRACTOR's profession.

II. FCRTA's OBLIGATIONS

A. FCRTA shall compensate CONTRACTOR as provided in section III of this Agreement.

B. FCRTA will make available to the CONTRACTOR any document, studies, or other information in its possession related to the PROJECT.

III. COMPENSATION

A. Total Compensation.

Notwithstanding any other provision in this Agreement, the basic fee for the services rendered shall be limited by an amount not to exceed the sum of \$728,101 as detailed in Exhibit A.

B. Payments.

FCRTA shall make payments to CONTRACTOR upon receipt and approval by FCRTA of CONTRACTOR's invoices, based upon completion of the task and services as set forth in Section I Paragraph A. Payments to CONTRACTOR shall be based upon FCRTA's evaluation of the completion of each respective component.

C. Invoices.

CONTRACTOR shall submit two copies of each invoice with adequate supporting documentation of work billed and costs charged by Task as set forth in Section I Paragraph A, to FCRTA, specifying those services which CONTRACTOR believes have been completed. The invoice shall specify: (1) hours worked multiplied times the billing rates, (2) an itemization of other direct cost and/or subcontractor fees; (3) the total amount billed for the current period, (4) the total amount billed to-date for the project. (5) the retention amount withheld. The invoice shall include a written progress report adequately describing the services billed and provided, and summarizing the status of the PROJECT in regards to task completion, timelines, and budget.

D. Payment.

Within 30 days of receipt of a proper invoice, FCRTA shall determine whether CONTRACTOR has adequately performed to the satisfaction of FCRTA the item(s) for which CONTRACTOR seeks payment, and shall remit payment thereof to CONTRACTOR.

E. Disputes.

If FCRTA determines that CONTRACTOR has not adequately performed any such task or services, FCRTA shall inform CONTRACTOR of those acts in writing which are

necessary for satisfactory completion of the item(s). CONTRACTOR shall undertake any and all work to satisfactorily complete the item(s) at no additional charge to FCRTA.

In the event there is a dispute over an alleged error or omission by CONTRACTOR, FCRTA shall have the right to withhold payment of CONTRACTOR's fees in the disputed amount.

FCRTA and CONTRACTOR shall endeavor to resolve any dispute informally between them. In the event the dispute cannot be thus resolved, either Party may request the Parties engage in arbitration or mediation (hereafter referred to as "arbitration") of the dispute before an independent arbitrator. In the case the Parties mutually agree to arbitrate the dispute, they shall mutually select an independent arbitrator or panel of arbitrators from Judicial Arbitration and Mediation Services, Inc. ("JAMS"), or another entity mutually agreed to. In the event a panel of arbitrators is selected, each Party shall select one member, and shall mutually agree on a third member of the panel. Any arbitration shall occur in Fresno County, California.

IV. TERMINATION

A. Termination Without Cause.

This Agreement may be terminated without cause at any time by FCRTA or the CONTRACTOR upon thirty (30) calendar days written notice. If FCRTA terminates this Agreement, CONTRACTOR shall be compensated for services satisfactorily completed to the date of termination based upon the compensation rates and subject to the maximum amounts payable agreed to in Section III.

B. Breach of Contract.

FCRTA may immediately suspend or terminate this Agreement in whole or in part, where in the determination of FCRTA there is:

1. an illegal or improper use of funds;
2. a failure to comply with any term of this Agreement;
3. a substantially incorrect or incomplete report, study, or other documents or documentation submitted to FCRTA;
4. improperly performed services under this Agreement.

In no event shall any payment by FCRTA constitute a waiver by FCRTA of any breach of this Agreement or any default which may then exist on the part of the CONTRACTOR. Neither shall such payment impair or prejudice any remedy available to FCOG with respect to the breach or default.

C. Non-Allocation of Funds.

The terms of this Agreement, and the services to be provided hereunder, are contingent on the approval of funds by the appropriating government agency. CONTRACTOR services and reimbursements beyond June 30, 2026, are subject to the inclusion of this project in the FCRTA FY 2026-27 Budget. Should sufficient funds not be allocated, the services to be

provided hereunder may be modified, or this Agreement terminated at any time by FCRTA's giving the CONTRACTOR thirty (30) days advance written notice.

D. In the event of any termination of this Agreement, all finished and unfinished work materials, including, without limitation, notes, minutes, research, documents, maps, graphs, and studies, shall be FCRTA's property, and at FCRTA's sole option, shall be delivered by CONTRACTOR to FCRTA.

V. RIGHT TO PUBLISH/OWNERSHIP OF MATERIALS

FCRTA shall be the owner of all materials produced pursuant to this Agreement upon completion and full performance of this Agreement by CONTRACTOR and shall have the right to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data, or other materials prepared by CONTRACTOR under this Agreement. CONTRACTOR shall not be liable for misuse or modification beyond their control by FCRTA of materials produced pursuant to this agreement.

VI. INDEPENDENT CONTRACTOR

In performance of the work, duties, and obligations assumed by CONTRACTOR to be provided under this Agreement, it is mutually expressly understood and agreed that CONTRACTOR, including any and all of CONTRACTOR's officers, agents, and employees will at all times be acting and performing as an independent contractor, and shall act in an independent capacity and not as an officer, agent, servant, employee, joint venture, partner, or associate of FCRTA. Furthermore, FCRTA shall have no right to control or supervise or direct the manner or method by which CONTRACTOR shall perform its work and function. However, FCRTA shall retain the right to administer this Agreement so as to verify that CONTRACTOR is performing its obligations in accordance with the terms and conditions thereof. CONTRACTOR and FCRTA shall comply with all applicable provisions of law and the rules and regulations, if any, of governmental authorities having jurisdiction over matters the subject thereof.

Because of its status as an independent contractor, CONTRACTOR shall have absolutely no right to employment rights and benefits available to FCRTA employees. CONTRACTOR shall be solely liable and responsible for providing to, or on behalf of, its employees all legally-required employee benefits. In addition, CONTRACTOR shall be solely responsible and save FCRTA harmless from all matters relating to payment of CONTRACTOR's employees, including compliance with Social Security, withholding, and all other regulations governing such matters. It is acknowledged that during the term of this Agreement, CONTRACTOR may be providing services to others unrelated to FCRTA or to this Agreement.

VII. ASSIGNMENT

CONTRACTOR shall not assign or subcontract its duties under this Agreement without the prior express written consent of the FCRTA. No such consent shall be construed as making the FCRTA a party to such subcontract, or subjecting the FCRTA to liability of any kind to any subcontractor.

No subcontract whether existing or later entered into as set forth herein, under any circumstances shall relieve the CONTRACTOR of his liability and obligation under this

contract, and all transactions with the FCRTA must be through the CONTRACTOR. Subcontractors may not be changed by CONTRACTOR without the prior express written approval of FCRTA.

CONTRACTOR has named no subcontractors (“Approved Subcontractors”) as subcontractor(s) for the purposes of this Agreement. CONTRACTOR represents and covenants by entering into this Agreement that it is the prime contractor in this Agreement, and that it is responsible for all acts or omissions of its said subcontractors, if any. CONTRACTOR shall also be responsible for submitting invoices, in accordance with the requirements of Section III of this Agreement, to FCRTA for work performed by the Approved Subcontractors, and shall remit payment to the Approved Subcontractors in accordance with the agreements between CONTRACTOR and the Approved Subcontractors. FCRTA shall have no responsibility to provide compensation directly to the approved Subcontractors, if any.

VIII. BINDING NATURE OF AGREEMENT; MODIFICATION

The Parties agree that all of the terms of this Agreement and its Exhibits shall be binding upon them and that together these terms constitute the entire Agreement of the Parties with respect to the subject matter hereof. No variation or modification of this Agreement and no waiver of any of its provisions or conditions shall be valid unless in writing and signed by duly authorized representatives of the Parties. This Agreement shall be binding upon FCRTA, the CONTRACTOR, and their successors in interest, legal representatives, executors, administrators, and assigns with respect to all covenants as set forth herein.

IX. INDEMNITY

CONTRACTOR agrees to indemnify, save, hold harmless, and at FCRTA’s request, defend the FCRTA, its boards, committees, representatives, officers, agents, and employees from and against any and all costs and expenses (including reasonable attorneys fees and litigation costs), damages, liabilities, claims, and losses (whether in contract, tort, or strict liability, including, but not limited to, personal injury, death, and property damage) occurring or resulting to FCRTA to the extent they are caused from any negligent, recklessness or willful misconduct of CONTRACTOR, its officers, agents, subcontractors, or employees in their performance of this Agreement, and from any and all costs and expenses (including reasonable attorneys fees and litigation costs), damages, liabilities, claims, and losses (whether in contract, tort, or strict liability, including, but not limited to, personal injury, death and property damage), occurring or resulting to any person, firm, corporation, or entity who may be injured or damaged to the extent such injury or damage arises from any negligent acts, errors or omissions of CONTRACTOR, its officers, agents, subcontractors, or employees in their performance of this Agreement.

X. NON DISCRIMINATION AND DBE

CONTRACTOR shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. CONTRACTOR shall carry out all applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract and such other remedy as FCRTA deems appropriate.

XI. INSURANCE

The CONTRACTOR shall secure and maintain throughout the term of this Agreement, or extensions thereof, automobile liability (Bodily Injury and Property Damage) not less than \$5,000,000 per occurrence. If the Commercial General Liability Form or any other policy with a general aggregate limit is used, either the aggregate limit shall be endorsed to apply separately to this project or the aggregate limit shall be twice the above occurrence limit ;

The CONTRACTOR shall provide the FCRTA with valid certificates of insurance reflecting the above and further, that said coverage has the following endorsements:

1. In that the FCRTA and their appointive and elective officers and employees are additionally named insured.
2. That said policy shall not be canceled or terminated except upon thirty (30) days prior written notice to the other Parties of this agreement.

Said certificates or other proof of the required insurance, acceptable to the CONTRACTOR, shall be provided before the Contractor commences performance under this Agreement or extensions thereof.

The CONTRACTOR shall report any and all accidents and incidents to the FCRTA Operations Manager as they occur. A written report, using FCRTA's Accident Form shall be submitted within twenty-four (24) hours of the occurrence. The accident/incident shall be rated under the following classifications: "preventable" or "non-preventable"; "at-fault" or "not-at-fault" to assist in risk management follow-up and on-going in-service training of all drivers. After review of the accident/incident, FCRTA will evaluate and determine which classification the accident/incident falls under to determine corrective action. FCRTA will make a determination of which classification based on review of police reports if available and DMV pull notice report. The Contractor shall assume any and all liability for non-compliance with this provision.

The CONTRACTOR shall secure and maintain workers compensation coverage as required by statute. The CONTRACTOR shall assume any and all liability for non-compliance with this provision.

XII. CONFLICT OF INTEREST

CONTRACTOR covenants that it has no interest, and will not have any interest, direct or indirect, which would conflict in any manner with the performances of the services required hereunder.

XIII. EFFECTIVE DATE, TERM

This Agreement shall become effective as of the Execution Date and shall remain in full force and effect through June 30, 2026 unless sooner terminated or unless its term is

extended. Upon the mutual written Agreement of the Parties hereto, this Agreement may be extended beyond that date.

XIV. NOTICES

Any and all notices between FCRTA and the CONTRACTOR provided for or permitted under this Agreement or by law shall be in writing and shall be deemed duly served when personally delivered to one of the Parties, or in lieu of such personal service, when deposited in the United States Mail, postage prepaid, addressed to such Party, at such addresses set forth below:

FCRTA
Fresno County Rural Transit Agency
2035 Tulare St., Suite 201
Fresno, CA 93721

CONTRACTOR
Fresno EOC
1920 Mariposa Mall, Ste 300
Fresno, CA 93721

For all claims arising out of or related to this Agreement, nothing in this section establishes, waives, or modifies any claims presentation requirements or procedures provided by law, including but not limited to the Government Claims Act (Division 3.6 of Title 1 of the Government Code, commencing with section 810).

XV. PROJECT MANAGER

The CONTRACTOR's project manager shall be Thomas Dulin. CONTRACTOR may not change its project manager without obtaining prior express written approval by FCRTA. It is understood by the Parties hereto that in entering into an agreement of this type with CONTRACTOR, FCRTA has evaluated Exhibit A and taken into consideration the project team designated therein for this PROJECT, including but not limited to CONTRACTOR's designation of Thomas Dulin as the project manager for said PROJECT.

XVI. VENUE; GOVERNING LAW

Venue for any claim or action arising under this Agreement shall only be in Fresno County, California. This Agreement shall be governed in all respects by the laws of the State of California.

XVII. COMPLIANCE WITH LAWS

CONTRACTOR shall comply with all current Federal, State, and local laws, ordinances, and regulations applicable in carrying out its obligations under this Agreement.

CONTRACTOR agrees that Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et. seq., shall be used to determine the eligibility of individual items of cost.

CONTRACTOR also agrees to comply with applicable federal procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

For the purpose of determining compliance with Public Contract Code 10115, et seq. and Title 21, California Code of Regulations, Chapter 21, Section 2500 et seq., when applicable, and other matters connected with the performance of the contract pursuant to Government Code 8546.7, the CONTRACTOR, contractor's subcontractors, and the FCRTA

shall maintain all books, documents, papers, accounting records, and other evidence pertaining to the performance of the contract, including but not limited to, the cost of administering the contract. All Parties shall make such material available at their respective offices at all reasonable times during the contract period and for three years from the date of final payment under the contract. Any duly authorized representative of the FCRTA, the state, or federal government shall have access to any books, records, and documents that are pertinent to the contract for audits examinations, excerpts, and transactions, and copies thereof shall be furnished if requested.

Any costs for which payment has been made to CONTRACTOR that are determined by subsequent audit to be unallowable under Title 2, CFR part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards or 2 CFR, Part 1201, Uniform Administrative Requirements Costs Principles, and Audit Requirements for Federal Awards, are subject to repayment by Contractor to FCRTA.

XVIII. CONTRACTOR'S LEGAL AUTHORITY

Each individual executing or attesting this Agreement on behalf of CONTRACTOR hereby covenants, warrants, and represents: (1) that he or she is duly authorized to execute or attest and deliver this Agreement on behalf of such corporation in accordance with a duly adopted resolution of the corporation's board of directors and in accordance with such corporation's article of incorporation or charter and bylaws; (2) that this Agreement is binding upon such corporation; and (3) that CONTRACTOR is a duly organized and legally existing corporation in good standing in the State of California.

XIX. NO THIRD PARTY BENEFICIARIES

Notwithstanding anything else to the contrary herein, the Parties acknowledge and agree that no other person, firm, corporation, or entity shall be deemed an intended third-party beneficiary of this Agreement.

XX. SEVERABILITY

In the event any provisions of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the Parties will use their best efforts to meet and confer to determine how to mutually amend such provisions with valid and enforceable provisions, and the remaining provisions of this Agreement will nevertheless continue in full force and effect without being impaired or invalidated in any way.

XXI. HEADINGS; CONSTRUCTION; STATUTORY REFERENCES

The headings of the sections and paragraphs of this Agreement are for convenience only and shall not be used to interpret this Agreement. This Agreement is the product of negotiation between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not strictly for or against any Party. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement. All references in this Agreement to particular statutes, regulations, ordinances or resolutions of the United States, the State of California, or the County of Fresno shall be deemed to include the same statute, regulation, ordinance or resolution as hereafter amended or renumbered, or if repealed, to such other provisions as may thereafter govern the same subject.

XXII. DRUG FREE WORK PLACE

CONTRACTOR shall certify compliance with Government Code Section 8355 pertaining to providing a drug-free workplace per Exhibit B- “Drug Free Workplace Certification”, attached hereto and incorporated herein by this reference as though set forth in full.

XXIV. INTEGRATED AGREEMENT

This Agreement represents the full and complete understanding of the Parties with respect to the subject matter hereof, and all preliminary negotiations and oral or written agreements with respect thereto are merged herein. No verbal agreement or implied covenant shall be held to vary the provisions hereof.

(Signature page follows.)

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the Effective Date.

FRESNO COUNTY RURAL TRANSIT AGENCY

By Moses Stites
MOSES STITES, General Manager

CONTRACTOR,

By _____

BRIAN ANGUS, Interim Chief Executive Officer

APPROVED AS TO LEGAL FORM ON BEHALF OF THE FCRTA:
DANIEL C. CEDERBORG, County Counsel

By /s/ Bryan D. Rome June 19, 2025
BRYAN ROME, Deputy County Counsel

APPROVED AS TO LEGAL FORM ON BEHALF OF CONTRACTOR:

By _____

Print _____

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Department: Information Technology (IT)
Consent Agenda Item #: 8_25	Director: Ian Matthews
Subject: California Emerging Technology Fund – Letter of Commitment	Officer: Greg Streets

Recommended Action

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the California Emerging Technology Fund (CETF) letter of commitment for the Get Connected California Partnership Grant Application to the California Public Utilities Commission (CPUC), California Advanced Services Fund (CASF) Adoption Account for a sub award agreement in the amount of \$195,000 for a two-year project period from January 1, 2026, to December 31, 2027.

Background

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

Fresno EOC is one of 33 community-based organizations (CBOs) that is seeking funding through this partnership with CETF to replace the previously submitted letter of commitment to fund this initiative through the Digital Equity Act (DEA) Digital Equity Competitive Grant Program, that was revoked by the Trump administration in May 2025.

Fresno EOC will serve as a Digital Navigator Hub, delivering digital literacy training and distributing information about lower-cost internet services to 500 low-income households throughout both rural and urban areas of Fresno County.

The ultimate goal is to close the Digital Divide, promote Digital Inclusion, and achieve Digital Accessibility throughout California.

The CETF submitted the grant application on July 1, 2025.

Fiscal Impact

Fresno EOC will receive a fee of \$350 for each completed digital literacy training, contingent upon the submission of all required documentation and reports. This is a performance-based, fee-for-service agreement, with the funds designated to support the time and efforts of existing staff.



June 16, 2025

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Renée P. Martinez
President Emeritus
Los Angeles City College

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Intel, America

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Senior Vice President
and Chief Government Strategy Officer
Cisco Systems, Inc.

The Honorable Martha M. Escutia
Former California State Senator
Vice President Government Relations
and Special Counsel
University of Southern California

Frances Marie Gipson, Ph.D
Clinical Professor of Education
and Director, Urban Leadership Program
School of Educational Studies
Claremont Graduate University

Jim Kirkland
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Trimble Inc.

Tim McCallion
Retired President – West Region
Verizon

Lenny Mendonca
Former Chief Economic and Business
Advisor for Governor Newsom
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Shireen Santosham
Executive Director
Nextdoor Kind Foundation
Head of Social Impact, Nextdoor

Barb Yellowlees
Telehealth Expert
Consultant

CHAIR EMERITUS

Barbara O'Connor, Ph.D.
Professor Emeritus
California State University, Sacramento
Retired, National Board of Directors AARP

PRESIDENT AND CEO

Sunne Wright McPeak

CALIFORNIA EMERGING TECHNOLOGY FUND
www.cetfund.org

Official Mailing Address
P.O. Box 5897
Concord, California 94524

2151 Salvio Street, Suite 252
Concord, California 94520
415-744-CETF (2383)

714 West Olympic Boulevard, Suite 924
Los Angeles, California 90015-4133
213-443-9952

Brian Angus
Interim CEO
Fresno Economic Opportunities Commission
1920 Mariposa Street Suite 320
Fresno, CA 93721

EIN: 94-1606519
UEI: QNDGXBBB63C5
Email: BrianTAngus@fresnoeoc.org
Telephone: 559-263-1014

**Re: Letter of Commitment for CPUC CASF Adoption Account Application
Digital Literacy Application – Get Connected! California Partnership**

Dear Mr. Angus:

This Letter of Commitment is an agreement between and among Partners that the California Emerging Technology Fund (CETF) is the designated Applicant for the Get Connected! California Partnership Grant Application to be submitted to the California Public Utilities Commission (CPUC) California Advanced Services Fund (CASF) Adoption Account on July 1, 2025, for a Digital Literacy Grant.

Fresno Economic Opportunities Commission (Fresno EOC) hereby agrees to the following Scope of Work:

1. Serve as a Digital Navigator Hub and Deliver Digital Literacy Training

- Shall distribute information about lower-cost Internet service offers and Digital Literacy Training to low-income households (HHs) and other Covered Populations in our community and region.
- Shall assign 2 individuals to be trained and become Digital Navigators to assist households and deliver Digital Literacy Training.
- Shall deliver and complete Digital Literacy Training to at least 500 households and receive \$350 per completed training upon submission of all requisite documentation and reports. It is understood that all Digital Navigator Hubs share collectively the responsibility to deliver Digital Literacy Training to 15,000 HHs and that we will be compensated by CETF based on performance on a "first come-first paid" basis until all 15,000 HHs have been trained.

2. Participate in Learning Communities to Optimize Success

- Shall attend and participate in quarterly Learning Communities for Digital Navigator Hubs to discuss implementation challenges and share lessons learned to provide peer coaching and accountability.
- Shall ensure that Digital Navigators attend monthly Learning Communities to report on progress, share lessons learned, and provide peer coaching.
- Shall participate in briefings for policymakers and regulators as needed.

3. Submit Reports and Data on Time

- Shall submit monthly reports on Digital Literacy Trainings and Digital Proficiency Self-Assessments in a format provided by CETF.
- Shall collect photos and stories about Trainings for reports to CPUC.

- o Shall submit a Final Report in a template format provided by CETF.

We are confident that the Get Connected! California Partnership will yield positive outcomes and contribute measurably to our shared goals of closing the Digital Divide, promoting Digital Inclusion, and achieving Digital Equity throughout California.

By signing this letter, both parties commit to the terms and conditions set forth herein and the Scope of Work below. We look forward to working together to ensure the success of the Get Connected! California Partnership.

Sincerely,



Sunne Wright McPeak
President and CEO
California Emerging Technology Fund



Brian Angus
Interim CEO
Fresno EOC

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Program Planning & Development
Consent Agenda Item #: 8_26	Director: Ana Medina
Subject: Funding Proposals for Amounts Under \$150,000	Officer: Brian Angus

Recommended Action

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the following grant applications, each totaling less than \$150,000.

Background

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

	Name	Funder	Amount	Program
A.	City of Fresno LGBTQ+ Funding	City of Fresno	\$75,000	LGBTQ+ Resource Center

Funding is allocated from the 2025-2026 City of Fresno budget and approved by City Council to support personnel and general operations of the LGBTQ+ Resource Center.

The scope of work and budget was submitted on May 21, 2025.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Evaluation
Consent Agenda Item #: 8_27	Director: Andy Arredondo
Subject: Evaluation Process	Officer: Brian Angus

Recommended Action

The information presented is intended to keep the Board apprised of the evaluation process used by the Evaluation Team to assess program effectiveness and ensure alignment with strategic goals.

Background

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

The evaluation process is designed to assess how well a program fulfills its obligations, utilizes its resources, and achieves its intended outcomes.

- Review program obligations and service requirements as defined by contracts, regulations, or strategic plans
- Document and analyze the resources allocated to the program, including staffing, funding, facilities, technology, and partnerships
- Examine participant data to understand who was served, including demographics, needs, and access to services
- Measure the extent to which services were delivered as intended, using service utilization data and operational outputs
- Assess the effectiveness of services in achieving desired outcomes, using both quantitative indicators and participant feedback
- Identify strengths, gaps, and opportunity areas to inform future program adjustments and strategic planning

This evaluation process supports key items for the agency such as:

- Aligning with **Results Oriented Management and Accountability's (ROMA)** focus on results-based management by tracking measurable change and using data to inform continuous improvement.
- Ensuring that program activities are aligned with agency-wide goals and that progress toward the agency **strategic plan** objectives is regularly assessed and reported.

- Providing the evidence base needed to demonstrate how programs are addressing the root causes of poverty per the **Community Action Plan (CAP)** and meeting identified community priorities.
- Closes the loop between identified needs in the **Community Needs Assessment (CNA)** and delivered services, ensuring that programs are responsive and outcomes are tracked against those needs.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Evaluation
Consent Agenda Item #: 8_28	Director: Andy Arredondo
Subject: Planning & Evaluation Activity	Officer: Brian Angus

Recommended Action

The information presented is intended to keep the Board informed of the activities currently being conducted by the Evaluation Team.

Background

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

The Evaluation Team is engaged in several activities that support the agency’s strategic planning, compliance with funding requirements, and continuous quality improvement. The following items represent the current focus areas:

Community Action Plan Submission

The team is awaiting recommended changes or approval from the California Department of Community Services and Development (CSD) of the 2026–2027 Community Action Plan (CAP). This includes aligning goals with community needs, integrating stakeholder feedback, and ensuring compliance with state and federal guidelines.

CAP60 and Annual Report Data Collection

Data is being collected and validated to align with the CAP60 system to support the agency’s Annual Report. This includes service delivery metrics, client demographics, and outcome indicators.


Community Needs Assessment Data Resource Review

The team is reviewing internal and external data sources to inform and update the Community Needs Assessment. This includes census data, community surveys, and partner agency reports to ensure a comprehensive understanding of local needs.

Program Contract/Agreement Collection and Review

All program contracts and agreements are being collected and reviewed for the evaluation process. This process ensures accountability and readiness for audits or monitoring visits.

Program Evaluation Process and Presentations



The Evaluation Team is conducting program evaluations and preparing presentations for internal and external stakeholders. These evaluations assess program effectiveness, identify areas for improvement, and support data-driven decision-making.

Organizational Standards Review and Submission

The team is reviewing and updating documentation required for Organizational Standards compliance. Submissions are being prepared for CSD to demonstrate adherence to governance, strategic planning, and operational standards.

Conclusion

These activities reflect the Evaluation Team's commitment in-progress items. Staff will continue to provide updates and seek Board input as needed to support successful outcomes.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: WIC
Consent Agenda Item #: 8_29	Director: Annette Thornton
Subject: WIC Program Evaluation	Officer: Jack Lazzarini

Recommended Action

The information presented is intended to keep the Board informed of the evaluation of the Women, Infants, and Children (WIC) program.

Background

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

This is an evaluation report of the WIC Program that highlights output, impact, and opportunities. The evaluation is intended to provide updates on items addressed in the agency’s community needs assessment, strategic plan, and community action plan.

The WIC Program provides nutrition education, breastfeeding support, and supplemental foods to eligible women, infants, and children. As part of Fresno EOC’s commitment to continuous improvement and accountability, an evaluation was conducted to assess program effectiveness, client satisfaction, and alignment with federal and state guidelines.

The October 2024 – April 2025 evaluation includes:

- Program obligations and objectives
- Analysis of participation and demographic data
- Assessment of services provided
- Service impact
- Identification of program opportunities and successes

This evaluation supports compliance with Organizational Standards 4.4, 6.5, and 9.3 related to performance management and program planning and evaluation.

Conclusion

Staff will incorporate feedback as needed and will use the findings from this evaluation to guide program enhancement.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Program Planning & Development
Consent Agenda Item #: 8_30	Director: Ana Medina
Subject: Grant Tracker	Officer: Brian Angus

Recommended Action

This item was presented during the July 9, 2025, Program Planning & Evaluation Committee Meeting.

The information presented in the Grant Tracker is intended to keep the Board apprised of program grant activity.

Below, please find a glossary of the grant tracker.

1. **IN PROGRESS GRANTS** – Grant applications currently being worked on by the grants department, not yet submitted.
2. **SUBMITTED GRANTS** – Grant applications submitted to the funder.
3. **AWARDED** - Grant applications awarded by the funder.
4. **NOT AWARDED** – Grant Applications **not** awarded by the funder.
5. **LETTERS OF INTENT SUBMITTED** – A Letter of Intent (LOI) submitted to the funder outlining our organization's proposed project or program, indicating our intention to seek funding.

IN PROGRESS GRANTS							
Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
7/11/2025	Communications Department	FY-25 Environmental Protection Agency (EPA) Brownfields Assessment - Sub Award Contract	City of Fresno	\$76,000	As a current partner in community engagement, we will assist the city with organizing and facilitating up to 10 Brownfield Advisory Committee (BAC) meetings and 8 community meetings over a four-year period with a focus on engagement, outreach, and fostering inclusive participation in the Chinatown, Downtown, and Southwest Fresno areas.	7/9/2025	TBD
7/9/2025	Sanctuary & Support Services - LGBTQ + Resource Center	Youth Mental Health Fund Anchor Grants	Decolonizing Wealth Project	\$227,124	Funding will support general operating funds for the LGBTQ+ Resource Center to provide youth ages 12-24 peer-led mental health programming and referral navigation to 2S/LGBTQ+ affirming practitioners. *2S/LGBTQ+ means Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer or Questioning and additional sexual orientations and gender identities. Two-spirit is an umbrella term used to describe Indigenous individuals who embody both masculine and feminine spirits or qualities.	7/9/2025	TBD
8/18/2025	Advance Peace	CalVIP - California Violence Intervention & Prevention Grant - Cohort 5	California Board of State and Community Corrections	\$4,723,926	CalVIP grants are used to support, expand and replicate evidence-based violence reduction initiatives.	7/9/2025	TBD
Total Amount Requested				\$5,027,050			

SUBMITTED GRANTS							
Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
7/1/2025	Advance Peace	California Endowment Program Support Grant	California Endowment	\$100,000	This funding is intended to help offset operational losses resulting from the discontinuation of the Department of Justice Office of Justice Programs Community Violence Intervention and Prevention Initiative federal grant.	7/9/2025	TBD
6/30/2025	Agency Wide - Information Technology (IT)	CEFT-California Public Utilities Commission (CPUC) California Advanced Services Fund (CASF) Adoption Account – Digital Literacy Account	CA Public Utilities Commission	\$195,000	Sub-award agreement with California Emerging Technology Fund (CETF) to serve as a Digital Navigator Hub and Deliver Digital Literacy Training to Low-Income Households.	7/9/2025	TBD
5/30/2025	Food Services - Food Distribution Program	Anthem 2025 Food Insecurity Grants	Anthem Blue Cross	\$10,000	Funding can support current agency initiatives to combat food insecurity such as purchasing food, equipment to prepare food, capital costs, and staffing cost to prepare and deliver food.	4/16/2025	TBD
5/9/2025	Sanctuary & Support Services - LGBTQ + Resource Center	wayOUT Grant	wayOUT	\$75,000	wayOUT empowers LGBTQ+ youth by funding grassroots organizations providing critical services, including mental health support, medical care, suicide prevention, and homelessness solutions in underserved communities.	5/14/2025	TBD

5/5/2025	Food Services	Chick-fil-A True Inspirations Awards	Chick-fil-A	\$200,000	Programs or projects focused on addressing hunger and food insecurity facing children and their families.	4/16/2025	TBD
5/2/2025	Health Services - Community Health Center	PATH CITED Round 4	CA Department of Health Care Services (DHCS)	\$2,040,995	The PATH CITED initiative provides funding to build the capacity and infrastructure of on the ground partners, including community based organizations, hospitals, county agencies, Tribes, and others, to successfully participate in Medi-Cal system. The initiative enables the transition, expansion, and development of Enhanced Care Management (ECM) and Community Supports capacity and infrastructure.	3/12/2025	TBD
4/17/2025	Local Conservation Corps	Local Conservation Corps CalRecycle RCL 40 Grant	CalRecycle	\$2,282,789	This grant continues CalRecycle's efforts to include all 14 California Local Certified Community Conservation Corps in collection and education activities of four (4) material types: CRV Beverage Containers, Used Oil, Used Tires, and E-waste.	4/16/2025	TBD
4/9/2025	Sanctuary & Support Services - CVAHT	Fresno County DSS (Human Trafficking Support Services)	Fresno County DSS	\$750,000	Funding to provide supportive services and education of harm reduction tools to youth impacted by human trafficking, and youth at risk of human trafficking including victims of both sexual trafficking and/or labor trafficking.	4/16/2025	TBD
3/31/2025	Sanctuary & Support Services - Homeless Services	Fansler Foundation	Fansler Foundation	\$17,769	Deliverables directly benefit developmentally challenged or socioeconomically disadvantaged children that are infant through eighteen years of age in the Fresno, Kings, Tulare, Merced, Madera, or Mariposa Counties.	4/16/2025	TBD
2/28/2025	Health Services - Community Health Center	Enhanced Care Management (ECM) Provider Certification Applications	CalAIM - Anthem/CalViva	TBD	Enhanced Care Management (ECM) is a statewide Medi-Cal benefit that provides person-centered, community-based management to the highest need members.	3/12/2025	TBD
12/23/2024	Health Services - Community Health Center	Community Supports Provider Certification Tool Application	CalAIM + Healthnet + Anthem	TBD	Application to become a Healthnet Community Supports provider offering Medically Tailored Meals (MTM), Housing Tenancy and Sustaining Services, and Housing Transition Navigation Community Supports.	2/18/2025	TBD
10/2/2024	Health Services - Community Health Center	HRSA-25-085 New Access Points Department of Health and Human Services Health Resources and Services Administration	US Department of Health and Human Services, Health Resources and Services Administration (HRSA)	\$650,000	To support new health center service delivery sites to expand affordable, accessible, and high-quality primary health care for underserved communities.	8/5/2024	11/20/2024
6/3/2024	EOC Other	ICARP Adaptation Planning Grant Program	County of Fresno	\$50,000	Fresno EOC will be a County of Fresno sub-awardee providing outreach and facilitating community input on climate resiliency needs and strategies.	N/A	TBD

2/27/2024	Training and Employment - Valley Apprenticeship Connections (VAC)	Career Skills Training	Department of Energy	\$536,626	Funding for job training to gain industry-recognized certifications in energy efficiency sector.	1/22/2024	5/20/2024
Total Amount Requested				\$6,908,179			

2025 AWARDED								
Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice	Amount Awarded
5/21/2025	Sanctuary & Support Services - LGBTQ + Resource Center	City of Fresno LGBTQ+ Funding	City of Fresno	\$75,000	Funding is allocated from the 2025-2026 City of Fresno budget and approved by City Council to support personnel and general operations of the LGBTQ+ Resource Center.	7/9/2025	6/10/2025	\$75,000
1/27/2025	Sanctuary & Support Services - CVAHT	Human Trafficking Victim Assistance Program	Cal OES	\$566,666	The purpose of the program is to provide comprehensive safety and supportive services to all survivors of human trafficking by enhancing access to essential direct services.	1/27/2025	6/9/2025	\$566,666
3/31/2025	Food Services	Kaiser Permanente Food & Nutrition Security Grant	Kaiser Permanente	\$25,000	Funding to support strengthening current Food Distribution services.	4/16/2025	5/22/2025	\$25,000
3/4/2025	Health Services - Community Health Center	California Responsibility Education Program (CA PREP) and I&E	California Department of Public Health, Maternal, Child and Adolescent Health Division (CDPH/MCAH)	\$1,875,000	CA PREP is intended to educate at-risk youth, ages 10 - 19 years and up to 21 years, for expecting or pregnant female youth in Fresno County on pregnancy prevention and sexually transmitted infections through replicating evidence-based program models which have been proven to change sexual risk-taking behavior, including delaying sexual activity, and increasing contraceptive use.	3/12/2025	6/1/2025	\$1,790,768
5/28/2025	Agency Wide - Information Technology (IT)	CASF Broadband Adoption Account Grant-Digital Literacy	CA Public Utilities Commission	\$150,000	This grant will provide funding to provide Digital Literacy classes in rural communities, which include Mendota, Huron, Orange Cove, Sanger, San Joaquin and Parlier.	1/27/2025	5/28/2025	\$150,000
9/10/2024	Transit Systems	EnergilZE EV Jump Start Year 3	EnergilZE Commercial Vehicles (California Energy Commission)	\$750,000	Funding for commercial fleets, site owners, or others who seek to deploy charging infrastructure for Medium-Duty and Heavy-Duty (MDHD) electric vehicles (EVs).	8/5/2024	3/24/2025	\$750,000
1/24/2025	Health Services - Community Health Clinic	FUSD Comprehensive Sexual Health Education Program	Fresno Unified School District (FUSD)	\$1,152,946	Health Services provides Comprehensive Sexual Health Education, in accordance with the mandatory requirement set forth by the California Healthy Youth Act (CHYA). Health Services staff is responsible for implementing five out of the fourteen lessons from the Positive Prevention PLUS (PPP) curriculum to seventh and ninth-grade students across 18 middle schools in the fall semester and 15 high schools/specialty schools in the spring semester.	3/12/2025	3/13/2025	\$1,152,946

7/26/2024	Sanctuary and Support Services - Homeless Services	City of Fresno Homeless Youth Services	City of Fresno	\$2,134,500	Funding will support Bridge Housing to young adults.	8/5/2024	9/16/2024	\$395,332
9/12/2024	Energy Services	Equitable Building Decarbonization Direct Install Program- Central Region	Center for Sustainable Energy (CSE)	\$565,676	The Equitable Building Decarbonization Program seeks to mitigate greenhouse gas emissions by implementing energy-efficient and electrification measures in residential buildings across underserved and disadvantaged communities in Central California. Fresno EOC is a sub-contractor for the project awarded to Center for Sustainable Energy.	3/12/2025	2/15/2025	\$565,676
6/28/2024	Foster Grandparent - Senior Tech Program	CA Advanced Services Fund (CASF) Adoption Account - Digital Literacy	CA Public Utilities Commission	\$1,168,652	Funds will allow the Senior Tech Program to continue for two more years, serving approximately 2,500 seniors.	10/7/2024	1/16/2025	\$1,168,652
12/24/2024	Food Services - Food Distribution Program	Bob's Cares	Bob's Discount Furniture Charitable Foundation	\$2,500	Funds will support the Food Distribution Program.	N/A	1/7/2025	\$2,500
10/21/2024	Sanctuary and Support Services - Homeless Services	Project Hearth	U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC)	\$325,490	Funding will support tenant based rental assistance.	10/7/2024	3/19/2025	\$375,642
10/21/2024	Sanctuary and Support Services - Homeless Services	Project Phoenix	U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC)	\$487,032	Funding will support tenant based master leasing.	10/7/2024	3/19/2025	\$565,578
10/21/2024	Sanctuary and Support Services - Homeless Services	Project Rise Expansion	U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC)	\$682,100	Funding will support tenant based master leasing.	10/7/2024	3/19/2025	\$779,877
10/21/2024	Sanctuary and Support Services - Homeless Services	HERO Team 2 Expansion	U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC)	\$525,000	Funding will support Coordinated Entry and supportive services.	10/7/2024	3/19/2025	\$558,816
10/21/2024	Sanctuary and Support Services - Homeless Services	Project Home	U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC)	\$490,290	Funding will support tenant based master leasing.	10/7/2024	3/19/2025	\$542,405
5/31/2024	Agency Wide - Navigation Center & Planning	Brownfields Planning Grant Community Engagement	City of Fresno	\$29,000	Fresno EOC will conduct outreach on behalf of the City of Fresno to gain community and stakeholder support and input for addressing brownfields issues in SW Fresno.	N/A	1/16/2025	\$29,000
Total Amount Requested				\$11,004,852		Total Amount Awarded		\$9,493,858

2025 NOT AWARDED

Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
5/23/2025	Agency Wide	2025 Innovation Fund	The Tow Foundation	\$300,000	The Tow Foundation's 2025 Innovation Fund aims to expand access to youth mental health and well-being. It provides grants to nonprofit organizations innovatively addressing the care and support needs of young people aged 0-25 1 2. The fund encourages bold approaches to overcoming barriers in mental health support and aims to inspire impactful solutions	6/18/2025	7/2/2025
3/3/2025	Training and Employment	Basic Needs and Income Creation - RFP	Bank of America Charitable Foundation	\$40,000	Will provide funding for Internship Program for students ages 17 to 26 with a high school diploma or equivalent.	N/A	6/2/2025
11/20/2024	Advance Peace	CDC (RO1) Research Grants to Rigorously Evaluate Innovative and Promising Strategies to Prevent Firearm-Related Violence and Injuries	CDC	\$50,000	In partnership with MPHI and UC Berkley, funding will be used to demonstrate the effectiveness of the Advance Peace strategy, using a casual research design examining the relationship between stipend reinforcements and long term behavior changes.	N/A	6/10/2025
1/24/2025	Sanctuary & Support Services - CVAHT	Flexible Assistance for Survivors (FA) Pilot Grant Program	Cal OES	\$250,000	Improve safety, healing, and financial stability for victim/survivors of crime and their family members through direct cash/financial assistance.	1/27/2025	5/20/2025
1/24/2025	Transit Systems	DOT - Charging and Fueling Infrastructure Discretionary Grant Program	U.S. Department of Transportation (DOT), Federal Highway Administration (FHWA)	\$13,383,046	Improve safety, healing, and financial stability for victim/survivors of crime and their family members through direct cash/financial assistance.	1/27/2025	1/27/2025
11/4/2024	Health Services - Tobacco Education Program	Community Outreach, Engagement, Education and/or Climate Resilience Service	City of Fresno	\$400,000	The city is interested in partnering with a diverse range of organizations on this project. The services to be performed by the subgrantee(s) include community outreach, engagement, education, and climate resilience activities designed to involve community members living and/or working in the project area.	N/A	4/11/2025
3/15/2025	Food Services	Charitable Grant Application for the Wipfli Foundation - 2025	Wipfli Foundation	\$25,000	Funding supports social services and education initiatives in locations where Wipfli operates.	4/16/2025	4/22/2025
2/21/2025	Energy Services	Power Saver Rewards Grant Program	CA Public Utilities Commission	\$75,000	The Power Saver Rewards Grant Program provides grants to CBO's to educate Californian's about the Power Saver Rewards program and motivate them to take action by reducing their energy use during a Flex Alert. The program enables utility customers to get a bill credit for reducing their energy use while a Flex Alert is in effect.	N/A	4/1/2025

8/20/2024	Sanctuary and Support Services - Homeless Services	Eviction Protection Grant Program FR-6800-N-79	U.S. Department of Housing and Urban Development	\$224,500	Fresno EOC is a community partner with CCLS to provide no cost legal assistance to low-income tenants at risk of or subject to eviction.	N/A	1/9/2025
11/8/2024	Health Services - Community Health Center	Ending California's Tobacco Epidemic In Every Community RFA 24-10095	California Department of Public Health	\$900,000	Tobacco prevention for a period of 36 months to accelerate momentum toward ending California's tobacco epidemic through policy, system, and environmental change strategies by increasing community engagement within populations that have been disproportionately targeted by the tobacco industry.	11/4/2025	2/4/2025
Total Amount Requested				\$15,647,546.12			

LETTERS OF INTENT SUBMITTED							
Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
6/9/2025	Food Services - Food Distribution Program	Letter of Intent Rite Aid Healthy Future	Rite Aid Healthy Future	TBD	General Inquiry Letter of Support for Fresno EOC Food Services: Rapid Response Initiative for Community Food Distribution	TBD	TBD
6/9/2025	Sanctuary and Support Services - Homeless Services	Letter of Intent Safe House Project	Safe House Project	TBD	Funding will support to increase access to safe housing and case management for survivors of human trafficking.	TBD	TBD
1/9/2025	Sanctuary & Support Services	Letter of Intent California Endowment	California Endowment	TBD	Funding will support case management, mental health services, and educational outreach for the LGBTQ+ Resource Center.	N/A	TBD
12/23/2024	Food Services - Food Distribution Program	Letter of Support Dollar General	Dollar General	\$50,000	General Inquiry Letter of Support for Fresno EOC Food Services: Rapid Response Initiative for Community Food Distribution	TBD	TBD
12/23/2024	Food Services - Food Distribution Program	Letter of Support Angell Foundation	Angell Foundation	\$50,000	General Inquiry Letter of Support for Fresno EOC Food Services: Rapid Response Initiative for Community Food Distribution	TBD	TBD
Total Amount Requested				\$100,000			

FINANCE COMMITTEE MEETING

Date: June 25, 2025

Time: 5:00 PM

Location: 1900 Mariposa Street, Suite 108, Fresno, CA 93721

MINUTES

1. **CALL TO ORDER**

Charles Garabedian, Chair, called the meeting to order at 5:00 p.m.

2. **ROLL CALL**

Roll was called and a quorum was established.

Committee Members:

Charles Garabedian
Debra McKenzie

Staff:

Brian Angus
Salam Nalia
Jack Lazzarini
Sherry Neil
Angela Riofrio
Steve Warnes
Ana Medina

Dion Varnado
Chris Erwin
Alison Tatem
Steve Warnes

Teleconference:

Manuel Romero
Alysia Bonner

Absent:

Rey Leon

3. **MAY 14, 2025, FINANCE COMMITTEE MEETING MINUTES**

Public Comment: None heard.

Motion by: McKenzie **Second by:** Romero

Ayes: All in favor.

Nays: None heard

4. **HEAD START 0 TO 5 CONSCIOUS DISCIPLINE**

Michael Balderas, Head Start Director, provided an overview of Conscious Discipline. Alison Tatem, Interim Finance Manager, confirmed that the program is included in the current budget, with a budgeted amount of \$438,042.67.

Commissioner Debra McKenzie requested that future staff reports specify whether the item is budgeted and identify the funding source when presented to the Board of Commissioners. Salam Nalia, Interim Deputy CEO, noted that this is a sole source item and has been approved by the Office of Head Start.

Public Comment: None heard.

Motion by: Debra McKenzie **Second by:** Manuel Romero

Ayes: All in favor.

Nays: None heard

5. GENERAL LIABILITY & AUTO INSURANCE

Steve Warnes, Finance Officer, provided an overview of various changes to the General Liability and Auto Insurance coverage.

Committee Chair Garabedian noted a discrepancy between the staff report and the NIAC coverage breakdown. Staff clarified that the deductible will range between \$5,000 and \$10,000, rather than a flat \$10,000 across all categories

Public Comment: None heard.

Motion by: McKenzie **Second by:** Romero

Ayes: All in favor.

Nays: None heard

6. RFP FOR LEGAL SERVICES

Chris Erwin, Procurement Director, provided an overview of the Request for Proposals (RFP) for Legal Services. He stated that, in addition to being posted on the agency's website, the RFP will be published in the Business Journal, shared with the Bar Association, and promoted through Fresno EOC's social media channels.

Committee Chair Garabedian requested that the RFP be released as soon as possible, noting that the agency is currently operating under a month-to-month agreement with the existing legal services provider.

Public Comment: None heard.

Motion by: McKenzie **Second by:** Romero

Ayes: All in favor.

Nays: None heard

7. BANKING CHANGE – WELLS TO COMMUNITY WEST BANK

Nalia provided an overview of the proposed banking transition from Wells Fargo to Community West Bank.

Public Comment: None heard.

Motion by: McKenzie **Second by:** Romero

Ayes: All in favor.

Nays: None heard

8. FOOD SERVICES: CONSULTING SERVICES CONTRACT

Nalia provided an overview of the Food Services: Consulting Services Contract. He stated that the total cost for the preliminary and final report is \$36,000.

Commissioner Debra McKenzie inquired whether this was a formal contract, to which Nalia confirmed it is. She also asked if the agency could connect with other clients who have previously used the consultant's services. Erwin responded that staff can and will reach out to past clients for feedback. Committee Chair Garabedian requested that the staff report for the September Board meeting reflect that four vendors inquired about the RFP, but only one submitted a response.

Public Comment: None heard.

Motion by: McKenzie **Second by:** Romero

Ayes: All in favor.

Nayes: None heard

9. AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT APRIL 2025

Angela Riofrio, Finance Director, provided an overview report of the Agency Financial Statements and the Head Start Financial Status Report as of April 30, 2025, with a revenue of \$52,970,081 and a total of \$53,551,489 in expenditures, which is 29% of the budget. The total net difference between operating revenue and expenditure is (\$581,408) deficit year-to-date.

Public Comment: None heard.

Motion by: McKenzie **Second by:** Romero

Ayes: All in favor.

Nayes: None heard

10. HEALTH INSURANCE REPORT

Warnes presented the health insurance fund report. As of April 30, 2025, the health insurance reserve of \$3.9 million will cover approximately 3.8 months of average expenditures. Contributions from programs and employees for 2025 total \$3,882,630 while the Fund paid out \$4,157,747 in expenses

No action required.

11. VARIANCE REPORTS

Rebecca Heinricy, representing Charter Impact Contracted Financial Leadership Services, presented an overview of the School of Unlimited Learning (SOUL) Variance Report. She reported that the current funding determination is at 85%, and if the request to restore 100% funding determination is not approved, the resulting reduction in State Aid revenue will total \$473,477.

Heinricy outlined the steps SOUL must take to regain eligibility for 100% funding determination and provided a detailed variance report. She also noted that SOUL currently maintains a \$2 million reserve balance.

Dion Varnado, SOUL Director, provided an overview of the school's goals and recent instructional enhancements. He highlighted a new partnership with Fresno City College – West Fresno Campus, which will offer enrollment slots for SOUL students and provide assistance with transportation fees for those attending.

Public Comment: None heard.

No action required.

12. PUBLIC COMMENTS

Public Comment: None heard.

No action required.

13. COMMISSIONERS' COMMENT

Nalia noted that it may be too early for the Committee to convene on July 9, 2025. Following discussion, the Commissioners agreed to reschedule the next Finance Committee Meeting to July 25, 2025.

Public Comment: None heard.

No action required.

14. EXECUTIVE SESSION

Public Comment: None heard.

No action required.

15. ADJOURNMENT

The meeting adjourned at 6:02 p.m.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Consent Agenda Item #: 8_32	Director: Angela Riofrio
Subject: Agency Financials and Head Start Financial Status Report May 2025	Officer: Salam M. Nalia

Recommended Action

The Finance Committee recommends acceptance of the interim consolidated Agency Financial Statements and Head Start 0 to 5, as of May 31, 2025.

CSBG Organizational Standard

The governing board receives financial reports at each regular meeting that include the following per Category 8, Standard 8.7:

1. Organization-wide report on revenue and expenditure that compares budget to actual; and
2. Balance sheet/statement of financial position.

Background

This item was presented during the July 23, 2025, Finance Committee meeting.

The following pages have been prepared by Charter Impact for presentation to the Finance Committee and reflect their analysis, recommendations, and financial reporting in support of the agency's fiscal oversight.

Conclusion

Acceptance of these financials by the Committee will enable this document to be presented for full Board consideration. The Board's oversight of the financial operations of Fresno EOC is a key aspect of its fiduciary duty.

Fresno EOC

Agency financials analysis

May 2025

Financial review:

Through the period ending May 31, 2025, total revenue for Fresno EOC is \$67.2M or 37% of the 2025 budget. Total cash revenue of \$50.2M or 36% of the 2025 budget. By comparison, cash revenue was at 41% of the 2024 budget as of May 2024. In-kind revenue is currently below budget, but a significant portion of Head Start's match is captured semi-annually for the State funds that are braided into the program.

Total expenditures of \$67.8M represents 37% of the 2025 budget. Cash expenditures of \$50.8M are \$1.5M less than they were through the same period 2024 which reflects the cost reduction efforts that have begun to be implemented. Personnel costs of \$31.8M are 40% of the annual budget and is \$0.9M lower than personnel costs in the prior year through May. Cost savings versus 2024 costs are also seen in Travel, Mileage, and Vehicle Costs which have been reduced by \$0.7M from cost incurred through May of each year.






















While there has been significant improvement in the financial status as compared to operations in 2024, there is still a deficit of \$0.6M as of May. To improve cash flow and to begin to restore reserves, Fresno EOC must operate at a surplus.

Cash at the end of May 2025 was \$3.0M. With an accounts payable balance of \$3.4M, it is critical to identify a source for operating cash. However, the second portion of the loan from Self-Help was received in mid-June. The accounts receivable balance of \$13.2M should be reviewed to help convert these balances into cash payments as quickly as possible.

Financial summary:

- The financial status has improved over the previous year due to cost-saving efforts.
- Cash on hand is insufficient to cover current obligations.
- The current deficit at the Agency level further deteriorates the financial status.
- Further cost reductions are necessary, especially within any programs / functions that continue to project operating at a deficit.
- Identification of new funding streams, especially unrestricted funding, is critical.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF ACTIVITIES
Period Ending May 31, 2025 (42% Variance)**

	A	B	A - B	C	D	B - D	
	BUDGET JAN - DEC 2025	ACTUAL May 2025	BUDGET VARIANCE (TARGET 42%)	BUDGET BALANCE REMAINING	ACTUAL JAN - DEC 2024	ACTUAL May 2024	ACTUAL 2025 vs 2024 Differences
REVENUES AND SUPPORT							
GRANT REVENUE <i>(without CBSG)</i>	\$ 106,386,393	\$ 36,861,538	 35%	\$ 69,524,855	\$ 85,230,801	\$ 35,651,629	\$ 1,209,908
GRANT REVENUE - CSBG	2,039,380	1,092,439	 54%	946,941	2,077,661	317,780	774,659
FEE FOR SERVICE REVENUE	26,278,082	10,176,327	 39%	16,101,755	25,811,831	11,419,175	(1,242,848)
OTHER REVENUE	3,202,765	2,083,316	 65%	1,119,449	6,771,912	1,795,896	287,420
DONATION CONTRIBUTIONS	-	21,734	0%	(21,734)	73,690	27,649	(5,915)
TOTAL CASH REVENUE	\$ 137,906,619	\$ 50,235,354	 36%	\$ 87,671,266	\$ 119,965,895	\$ 49,212,129	\$ 1,023,225
IN KIND REVENUE	44,778,191	16,967,707	 38%	27,810,485	49,822,605	22,769,284	(5,801,578)
TOTAL REVENUE & SUPPORT	\$ 182,684,810	\$ 67,203,061	 37%	\$ 115,481,750	\$ 169,788,500	\$ 71,981,413	\$ (4,778,353)
EXPENDITURES							
PERSONNEL COSTS	\$ 79,013,871	\$ 31,783,040	 40%	\$ 47,230,831	\$ 74,638,227	\$ 32,656,050	\$ (873,010)
ADMIN SERVICES	8,770,546	3,360,643	 38%	5,409,903	7,751,664	3,153,275	207,368
CONTRACT SERVICES	12,456,815	5,366,022	 43%	7,090,793	11,943,822	5,439,910	(73,888)
FACILITY COSTS	10,035,412	2,997,896	 30%	7,037,516	6,913,881	2,837,340	160,556
TRAVEL, MILEAGE, VEHICLE COSTS	3,585,864	863,875	 24%	2,721,989	3,304,981	1,598,207	(734,333)
EQUIPMENT COSTS <i>(minus depreciation)</i>	6,046,313	385,158	 6%	5,661,155	1,805,239	470,758	(85,600)
DEPRECIATION - AGENCY FUNDED	296,000	91,764	 31%	204,236	276,375	128,816	(37,052)
OFFICE EXPENSE	2,057,100	1,344,833	 65%	712,267	3,338,895	1,268,757	76,076
INSURANCE	1,033,068	523,272	 51%	509,796	1,090,473	430,926	92,346
PROGRAM SUPPLIES & CLIENT COSTS	10,899,300	4,066,146	 37%	6,833,154	9,488,732	3,902,107	164,039
OTHER COSTS	2,877,597	35,046	 1%	2,842,551	706,678	446,069	(411,023)
TOTAL CASH EXPENDITURES	\$ 137,071,885	\$ 50,817,694	 37%	\$ 86,254,192	\$ 121,258,969	\$ 52,332,215	\$ (1,514,520)
IN KIND EXPENSES	44,778,191	16,967,707	 38%	27,810,485	49,822,605	22,769,284	(5,801,578)
TOTAL EXPENDITURES	\$ 181,850,076	\$ 67,785,401	 37%	\$ 114,064,676	\$ 171,081,574	\$ 75,101,499	\$ (7,316,098)
OPERATING SURPLUS (DEFICIT)	\$ 834,734	\$ (582,340)		\$ 1,417,074	\$ (1,293,074)	\$ (3,120,085)	\$ 2,537,745
OTHER INCOME / EXPENSE							
TRANSIT GRANT ASSET DEPRECIATION		(33,595)			(162,965)	(78,075)	
NET SURPLUS (DEFICIT)	\$ 834,734	\$ (615,936)		\$ 1,450,670	\$ (1,456,039)	\$ (3,198,161)	\$ 2,582,225

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF FINANCIAL POSITION
as of May 31, 2025**

	2025	2024	Differences
ASSETS			
CASH & INVESTMENTS	\$ 2,965,331	\$ 6,976,855	\$ (4,011,524)
ACCOUNTS RECEIVABLE	13,233,505	12,530,774	702,731
PREPAIDS/DEPOSITS	408,593	361,351	47,242
INVENTORIES	186,868	196,352	(9,484)
PROPERTY, PLANT & EQUIPMENT	13,185,167	13,444,994	(259,827)
NOTES RECEIVABLE (net)	(0)	331,197	(331,197)
TOTAL ASSETS	\$ 29,979,464	\$ 33,841,523	\$ (3,862,059)
LIABILITIES			
ACCOUNTS PAYABLE	\$ 3,393,739	\$ 4,520,124	\$ (1,126,385)
ACCRUED PAYROLL LIABILITIES	5,605,628	6,409,615	(803,987)
DEFERRED REVENUE	3,706,690	3,797,248	(90,558)
NOTES PAYABLE	3,199,362	2,815,869	383,494
HEALTH INSURANCE RESERVE	4,578,470	7,460,883	(2,882,413)
OTHER LIABILITIES	770,071	950,669	(180,599)
TOTAL LIABILITIES	\$ 21,253,960	\$ 25,954,409	\$ (4,700,448)
FUND BALANCE			
CURRENT OPERATING EARNINGS (YTD)	\$ (582,340)	\$ (2,795,596)	\$ 2,213,256
UNRESTRICTED NET ASSETS	(1,417,711)	(1,895,090)	477,379
REVOLVING LOAN FUND	556,268	556,268	0
INVESTMENT IN GENERAL FIXED ASSETS	10,169,285	12,021,532	(1,852,246)
TOTAL FUND BALANCE	\$ 8,725,503	\$ 7,887,114	\$ 838,389
TOTAL LIABILITIES AND FUND BALANCE	\$ 29,979,464	\$ 33,841,523	\$ (3,862,059)

Fresno Economic Opportunities Commission
 Head Start/Early Head Start Financial Status
 Monthly Report
 May 31, 2025

Description	Head Start - Basic				Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$19,633,565	\$1,873,824	\$8,125,784	\$11,507,781	-	-	-	-
Fringe Benefits	7,856,139	\$564,640	\$2,899,283	4,956,856	-	-	-	-
Total Personnel	\$27,489,704	2,438,464.29	\$11,025,067	\$16,464,637	-	-	-	-
Travel	-	-	-	-	71,440	2,396	12,848	58,592
Equipment	200,000	-	36,568	163,432	-	-	-	-
Supplies	473,752	45,036	214,271	259,481	4,000	-	1,577	2,423
Contractual	2,410,983	189,502	969,465	1,441,518	-	-	-	-
Facilities / Construction								
Other:								
Food Cost	858,503	26,561	585,176	273,327				
Transportation	638,844	22,360	237,901	400,943				
Staff Mileage	71,893	17,977	60,975	10,918				
Field Trips, including Transportation	6,045	559	4,931	1,114				
Space	716,627	37,973	191,823	524,804				
Utilities / Telephone / Internet	787,680	65,820	339,857	447,823				
Ground Maintenance / Janitorial	745,200	73,134	323,174	422,026				
Security Services	144,000	3,495	22,568	121,432				
Repair/Maintenance Building	100,000	13,979	78,502	21,498				
Repair/Maintenance Equipment	21,078	3,524	14,118	6,960				
Property & Liability Insurance	130,000	19,124	95,831	34,169				
Parent Involvement / CWPC	37,000	6,228	20,466	16,534				
Other Costs*	161,330	13,998	69,876	91,454				
Staff & Parent Training	11,200	44	8,096	3,104	218,948	10,508	96,455	122,493
Total Direct Charges	\$35,003,839	2,977,778.27	\$14,298,664	\$20,705,175	294,388	12,904	110,880	183,508
Total Indirect Charges	\$3,500,384	846,247.00	\$1,426,210	\$2,074,174	\$29,439	5,717.00	\$11,088	\$18,351
Total Federal Expenditures	\$38,504,223	3,824,025.27	\$15,724,874	\$22,779,349	\$323,827	18,621	121,968	\$201,859
% of Annual Budget Expended to Date			41%				38%	
Non-Federal Share	\$9,626,056	1,425,090.03	\$2,549,977	\$7,076,079	\$80,957	\$3,549	\$30,492	\$50,465

*Other Costs Include:
 PROPERTY TAXES
 DEPRECIATION EXPENSE
 ADVERTISEMENT - OTHER
 DUES - ORGANIZATIONS
 RECRUITMENT
 MEETING COSTS - INTERNAL
 PROGRAM SUPPLIES - ARTS & CRAFTS
 EMPLOYEE EVENT
 ADVERTISEMENT - RECRUITMENT
 POSTAGE/EXPRESS MAIL
 PRINTING
 CONTRACT SERVICES - PHYSICALS
 FIRST AID (INCLUDES WORKERS COMP)
 FINGERPRINTING / BACKGROUND CHECK

Credit Card Expenses: Credit card statement dated 5/1/25-5/31/25		
May 2025 expenses:		
Program Supplies - Kitchen	\$ 279	The Webstaurant Store - Plates for Nutrition
Parent Engagement - Supplies	\$ 67	Dollar Tree - LPM Workshop Materials
Program Supplies - Kitchen	\$ 721	Home Depot - Over the Range Microwaves for Centers
Program Supplies - Medically Prescribed	\$ 125	Manor Drug- Medically Prescribed Formula
Volunteer Recognition	\$ 1,072	Bar-B-Kings - Catering for Volunteer Recognition Luncheon
CWPC - Other	\$ 295	El Toro Tortilleria Deli - Catering for County Wide Meeting
Travel	\$ 2,348	Hyatt Regency - Hotel for HS Manager/Director Training
Telephone	\$ 1,653	Frontier Communication & Comcast - Telephone Service
Internet	\$ 987	Frontier Communication & Comcast - Internet Service
	\$ 7,545	

Fresno Economic Opportunities Commission
 Head Start/Early Head Start Financial Status
 Monthly Report
 May 31, 2025

Description	Annual Budget	Early Head Start - Basic			Early Head Start - T & TA			
		Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$5,152,890	\$408,520	\$1,586,230	\$3,566,660	-	-	-	-
Fringe Benefits	1,529,340	\$108,574	\$511,919	1,017,422	-	-	-	-
Total Personnel	6,682,230	517,094.08	\$2,098,148	\$4,584,082	-	-	-	-
Travel	-	-	-	-	17,160	599	3,389	13,771
Equipment	50,000	-	-	50,000	-	-	-	-
Supplies	131,044	12,322	109,470	21,574	1,000	-	368	632
Contractual	204,519	7,225	33,152	171,367	4,000	-	-	4,000
Facilities / Construction								
Other:								
Food Cost	32,905	2,381	28,326	4,579				
Transportation	7,310	215	1,251	6,059				
Staff Mileage	16,101	7,828	25,902	(9,801)				
Field Trips, including Transportation	455	-	-	455				
Space	174,911	9,853	52,392	122,519				
Utilities / Telephone / Internet	166,920	15,959	72,598	94,322				
Ground Maintenance / Janitorial	148,208	13,199	54,764	93,444				
Security Services	36,000	700	5,835	30,165				
Repair/Maintenance Building	50,000	2,376	18,932	31,068				
Repair/Maintenance Equipment	5,787	613	3,140	2,647				
Property & Liability Insurance	47,700	3,127	15,156	32,544				
Parent Involvement / CWPC	7,440	1,937	7,023	417				
Other Costs*	33,525	2,763	14,056	19,469				
Staff & Parent Training	2,800	18	2,001	799	135,450	8,186	50,841	84,609
Total Direct Charges	7,797,855	80,518	\$2,542,147	5,255,708	157,610	8,785	54,598	\$103,012
Total Indirect Charges	\$779,785	\$59,761	\$254,215	\$525,570	\$15,761	\$879	\$5,460	\$10,301
Total Federal Expenditures	\$8,577,640	140,279	\$2,796,362	\$5,781,278	\$173,371	9,664	\$60,058	\$113,313
% of Annual Budget Expended to Date			33%				35%	
Non-Federal Share	\$2,144,410	\$430,770	\$970,146	\$1,174,264	\$43,343	\$2,416	\$15,014	\$28,328

*Other Costs Include:
 PROPERTY TAXES
 DEPRECIATION EXPENSE
 ADVERTISEMENT - OTHER
 DUES - ORGANIZATIONS
 RECRUITMENT
 MEETING COSTS - INTERNAL
 PROGRAM SUPPLIES - ARTS & CRAFTS
 EMPLOYEE EVENT
 ADVERTISEMENT - RECRUITMENT
 POSTAGE/EXPRESS MAIL
 PRINTING
 CONTRACT SERVICES - PHYSICALS
 FIRST AID (INCLUDES WORKERS COMP)
 FINGERPRINTING / BACKGROUND CHECK

Credit Card Expenses: Credit card statement dated 5/1/25-5/31/25	
May 2025 expenses:	
Program Supplies - Kitchen	\$ 223 Walmart - Mendota AMOR Supplies- plates, cups, bowls
Program Supplies - Kitchen	\$ 302 The Webstaurant Store - Mendota AMOR Supplies - toaster, skillet, toddler forks
Program Supplies - Classroom	\$ 835 Walmart - Classroom Supplies for Arts & Crafts, etc.
Volunteer Recognition	\$ 286 Bar-B-Kings - Volunteer Recognition Luncheon
CWPC - Other	\$ 74 El Toro Tortilleria Deli - Catering for County Wide Meeting
Travel	\$ 587 Hyatt Regency - Hotel for HS Manager/Director Training
Telephone	\$ 196 Frontier Communication & Comcast - Telephone Service
	\$ 2,502

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Consent Agenda Item #: 8_33	Director: Angela Riofrio
Subject: Variance Reports	Officer: Salam M. Nalia

Recommended Action

The information is presented to keep the Board apprised on the fiscal status of selected program(s) within the Agency that are routinely shared with Program Directors and Executive staff.

Background

This item was presented during the July 23, 2025, Finance Committee meeting.

The following pages have been prepared by Charter Impact specifically for presentation to the Finance Committee and reflect their analysis, recommendations, and financial reporting in support of the agency’s fiscal oversight.

Conclusion

This item is for informational purposes only.

Fresno EOC
Food Services variance report
as of May 2025

Fresno EOC operates multiple contracts within the Food Services program that have different funding periods and funding sources. The financial stability of the Food Services has been steadily declining over the past five years as the growth in expenses exceed the growth in revenue. Efforts are underway to reduce costs and increase revenue (contract pricing and number of clients served) for this year. Based on our review of the financial information provided, we forecast that the deficit through May of \$370,886 will grow to a deficit of \$559,100 for the year.

	FY 25 YTD	Fiscal year ending				
	05/31/2025	12/31/2024	12/31/2023	12/31/2022	12/31/2021	12/31/2020
Surplus <Deficit>	(370,886)	(1,508,792)	(227,936)	(26,893)	180,637	390,816
CSBG programming	-	230,462	284,342	323,634	26,621	25,382
Surplus <Deficit> pre-CSBG	(370,886)	(1,739,254)	(512,278)	(350,527)	154,016	365,434
% of revenue	-9%	-18%	-5%	-4%	2%	5%

As seen in the chart below, expenses other than personnel have remained consistent as a percentage of revenue. Personnel, however, has more than doubled since fiscal year 2020 and has increased from 25% of revenue to 45% of revenue. Personnel cost has now replaced raw food as the highest cost category at Food Services.

Break-out of revenue utilization by period

	FY 25 YTD	Fiscal year ending				
	05/31/2025	12/31/2024	12/31/2023	12/31/2022	12/31/2021	12/31/2020
Personnel Costs	45%	50%	41%	37%	28%	25%
Contract Services	14%	12%	11%	12%	15%	14%
Supplies - Raw Food	40%	41%	40%	40%	44%	45%
Other Expense	11%	12%	11%	11%	11%	10%
Surplus / Deficit	-9%	-16%	-2%	0%	2%	5%
Total Revenue	100%	100%	100%	100%	100%	100%

Impact on Fresno EOC:

- Food Services is projected to have a deficit and is not budgeted for CSBG support.
- Cash flow will be negative due to the anticipated deficit.
- Uncertainty around the Federal USDA funding could significantly impact future operations and will need to be monitored.

**Fresno Economic Opportunities Commission
2025 FOOD SERVICES VARIANCE REPORT**

May Variance Report 42%	2025 Budget	Jan-May Actual	Remaining Budget	% Budget Used 42%	2025 Projection
REVENUE AND SUPPORT					
Grant Revenue	\$ 440,000	\$ 73,017	\$ 366,983	17%	\$ 307,300
Fee for Service Revenue	7,844,496	2,853,221	4,991,274	36%	7,032,200
Other Program Revenue	2,204,562	1,244,408	960,154	56%	2,626,000
TOTAL REVENUE AND SUPPORT	\$ 10,489,058	\$ 4,170,646	\$ 6,318,412	40%	\$ 9,965,500
EXPENSES					
Personnel Costs	\$ 4,244,752	\$ 1,867,562	\$ 2,377,190	44%	\$ 3,960,000
Contract Services	1,206,729	567,297	639,432	47%	1,528,000
Facility Costs	166,145	89,027	77,118	54%	210,000
Travel, Mileage, & Vehicle Costs	18,383	7,520	10,863	41%	18,400
Equipment Costs	163,906	32,342	131,565	20%	85,200
Office Expense	175,038	60,894	114,144	35%	140,000
Insurance Expense	35,523	14,043	21,480	40%	33,700
Program Supplies & Client Costs	4,474,054	1,902,536	2,571,519	43%	4,546,000
Other Costs	4,526	1,386	3,140	31%	3,300
TOTAL EXPENSES	\$ 10,489,058	\$ 4,542,606	\$ 5,946,452	43%	\$ 10,524,600
NET SURPLUS/(DEFICIT)	\$ 0	\$ (371,960)	\$ 371,960	42%	\$ (559,100)

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Advance Peace
Consent Agenda Item #: 8_34	Director: Patrick Turner
Subject: Bureau of Justice Administration Costa Earmark w/City of Fresno Mental Health Services contract	Officer: Sherry Neil

Recommended Action

The Finance Committee recommends approval for full Board consideration of the Contract Services Agreement with Integral Community Solutions Institute (ICSI) in the amount of \$135,000 from July 1, 2025, to March 31, 2026.

Background

This item was presented during the July 23, 2025, Finance Committee meeting.

Fresno EOC requested and was awarded a funding earmark of \$300,000 from Congressman Costa’s office and the US Department of Justice Bureau of Justice Administration in 2022. The City of Fresno has requested that mental health services, delivered by a licensed practitioner be provided to 70 participants of Advance Peace at the Medicaid allowable rate of \$81.25 per hour or \$650 per day. The City also requested that the mental health provider complete an evaluation of services at an additional \$15,000.

Advance Peace utilizes a Mental Health Professionals to support staff and fellows in addressing trauma stemming from gun violence. Fresno EOC identified Community Counseling Services (Integral Community Solutions Institute) who can provide mental health services at the price point, is already an evaluator of the City of Fresno, and all staff are registered and licensed with the State of California.

Fiscal Impact

The total cost of this contract is \$120,000 for mental health services to 70 participants and \$15,000 for the final evaluation by the Mental Health provider. All these costs will be reimbursed by the Bureau of Justice Administration earmark of \$300,000 administered by the City of Fresno. This item was passed by the Fresno City Council on June 12, 2025, with a start date of July 1, 2025. All services will cease on March 31, 2026.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Consent Agenda Item #: 8_35	Director: Angela Riofrio
Subject: Insurance and PaperSave Updates	Officer: Salam M. Nalia

Recommended Action

The information is presented to keep the Board apprised on the status of the Coupa to PaperSave transition and implementation and the general liability insurance policies.

Background

This item was presented during the July 23, 2025, Finance Committee meeting.

Coupa to PaperSave Transition and Implementation Update

The transition from Coupa to PaperSave is progressing well and remains on schedule. While Coupa remains as our primary system during this period, key milestones for the new platform have been met.


- **Invoice Workflow:** Initial configuration is complete, and this module has now moved into the testing phase. We are thoroughly testing the newly implemented business rules for escalations and group policies.
- **Training:** Training for PaperSave reviewers and approvers will run from July 30 through mid-August.
- **PaperSave Pay:** Implementation has begun, and we are coordinating payment processes with Bottomline.
- **Procurement Module:** This implementation will kick off on August 5 with system administrator configuration and training.

We anticipate launching a small pilot program for invoice approvals by mid-to-late August.

Insurance & Risk Management Update

All required insurance policies have been executed, and certificates have been issued to our funders. Some funders have provided accommodations for our reduced umbrella coverage (\$5M to \$2M).

As a follow-up to our renewal meeting, we are scheduling recurring (monthly or quarterly) meetings to focus on risk management and claims consulting. The initial focus will be on realigning our auto exposure. We have confirmed with NIAC that some risk management measures are already in



place, and we have requested time with our carriers to discuss best practices for risk management, claims management, and our Commercial Auto policy.

Fiscal Impact

No impact.

Conclusion

This item is for information purposes only.

HUMAN RESOURCES/PENSION COMMITTEE MEETING

Date: April 7, 2025

Time: 12:00 PM

Location: 1920 Mariposa Street, Suite 310 Fresno, CA 93721

MINUTES

1. **CALL TO ORDER**

Committee Chair, Barigye McCoy, called the meeting to order at 12:06 PM.

2. **ROLL CALL**

Roll was called and a quorum was established.

Committee Members:

Jalyssa Jenkins-McGill
Debra McKenzie

Staff:

Brian Angus
Salam Nalia
Nelson Dible
Alison Tatem
Angela Riofrio
Steve Warnes
Jack Lazzarini
Chris Erwin

Greg Streets

Mayra Casillas Ruezga
Jennifer Tierce Andrade
Elionora Vivanco
Crystal Perez
Teqia Velyines

Teleconference:

Barigye McCoy (Chair)
Jimi Rodgers

Absent:

Alysia Bonner

3. **MARCH 13, 2025 HUMAN RESOURCES/PENSION COMMITTEE MEETING MINUTES**

Committee Chair McCoy called for a motion and second for the March 13, 2025, Human Resources/Pension Committee meeting minutes.

Public Comments: None heard.

Motion by: Rodgers **Second by:** McKenzie

Ayes: All in favor

Nays: None

4. **PERSONNEL POLICIES & PROCEDURES MANUAL UPDATE**

Brian Angus, Interim Chief Executive Officer, requested that the committee approve the full Personnel Policy as presented, including the renamed Policy 1030 - Representation Policy (new section 1030). Upon committee approval, the policy can be forwarded to the full board. It was noted that a message will be added to the board package requesting that the board approve the Personnel Policy in full, except for section 1030. To allow the board a full review and discussion of the 1030 policy.

Angus also highlighted two key changes made to the Personnel Policy:

- The removal of designated holidays (week between Christmas and New Year's).
- The removal of a recommended amount for severance packages.

Public Comments: None heard.

Motion by: Jenkins-McGill **Second by:** Rodgers

Ayes: All in favor

Nays: None

5. JOB DESCRIPTIONS UPDATE

Angus presented the job description changes reflecting that diversity, equity and inclusion (DEI) language in the job descriptions be removed in compliance with the executive order.

Commissioner McKenzie made a motion to approve the language in job descriptions. This motion was seconded by Commissioner Jenkins-McGill.

No further discussion

Public Comments: None heard.

Motion by: McKenzie **Second by:** Jenkins-McGill

Ayes: All in favor

Nays: None

6. HR REPORTS

Nelson Dibie, People and Culture Officer, presented the HR quarterly reports. The staff count has decreased by approximately 2.9% from January 2024 to January 2025 and by approximately 2.6% from February 2024 to February 2025. There has been a reduction in injuries compared to 2024. The Annual Comparison Report will be presented next month, and quarterly HR reports will be provided moving forward.

Commissioner Rodgers inquired whether the layoffs have led to an increase in workers' compensation injuries. Dibie responded that injuries have actually decreased, not due to layoffs, but because of the proactive safety measures being implemented by the safety coordinator to prevent injuries across all programs.

Commissioner Rodgers also asked if the majority of injuries occur in the Head Start or Transportation departments. Dibie clarified that the majority of injuries are in the Transit and Food Services departments.

Public Comment: None heard.

No action required.

7. **PUBLIC COMMENTS**

Public Comment: None heard.

No action required.

8. **ADJOURNMENT**

The meeting was adjourned at 12:25 PM

Motion by: Rodgers **Second by:** McKenzie

Respectfully submitted,

Barigye McCoy
Chair

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Human Resources
Consent Agenda Item #: 8_37	Director: N/A
Subject: Pension Updates: Mutual of America	Officer: Steve Warnes

Recommended Action

The information presented is intended to keep the Board apprised of updates from Mutual of America, our designated contractor for retirement benefits.

Background

This item was presented during the August 4, 2025, Human Resource and Pension Committee Meeting.

Mutual of America is our agency’s contractor for retirement benefits. Representative(s) will provide a general background regarding participation rates, 403b plan performance, employee engagement efforts, and answer any questions our Board members may have.

Fiscal Impact

There is no fiscal impact associated with this report.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Human Resources
Consent Agenda Item #: 8_38	Director: N/A
Subject: HR Updates	Officer: Jack Lazzarini

Recommended Action

The information presented below is intended to keep the Board apprised on updates from the Human Resources Department.

Background

This item was presented during the August 4, 2025, Human Resource and Pension Committee Meeting.

The Human Resources Department is working on the following items:

- Director Training/Presentations
 - On Friday, August 1, the HR management team conducted a training for all directors entitled, “Mitigating Litigation Risk in the Workplace.” This is a pro-active effort to reduce agency liability and expenses.
 - An update was also provided on our agency annual performance evaluation forms and process.
 - Both were well received and appreciated.
- Upcoming Wellness Fair
 - Fresno EOC provides annual wellness fairs for employees to provide them the opportunity to connect with wellness vendors and Fresno EOC’s insurance providers. This year, the HR Department has scheduled two Wellness Fairs
 - October 23, 2025 at Nielsen Conference Center 10am-2pm
 - October 24, 2025 at Executive Plaza 10am-2pm
- Safety Committee Update
 - The Safety Committee is reviewing and updating safety documents and communication plans to ensure a safer working environment; most of these plans are required by state or federal entities. The current documents being reviewed are: Injury and Illness Prevention Plan, Emergency Action Plan, Workplace Violence Prevention Program, and Emergency Lockdown Plan.
 - Additionally, the Safety Committee is planning upcoming Fire Drills.

Fiscal Impact

There is no fiscal impact associated with this report.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Human Resources
Consent Agenda Item #: 8_39	Director: N/A
Subject: HR Quarterly Reports	Officer: Jack Lazzarini

Recommended Action

The following information is provided to keep the Board informed with a high-level overview of Human Resources activities.

Background

This item was presented during the August 4, 2025, Human Resource and Pension Committee Meeting.

Staff is presenting the Committee with a summary of Human Resources activity, highlighting key trends and data points. Detailed findings are outlined in the sections below:

- **Employee Overview**
 - Active Staff
 - Employee Separations
- **Talent Acquisition**
 - New Hires
- **Benefits Enrollment**
 - Enrollment Rates
- **Safety & Workers' Compensation**
 - Reported Injuries
 - Near Misses

This report compares data from Quarter 2 of 2025 to the same period in 2024. Notable highlights include:

- The total number of active staff declined by approximately 8.4% (from 1077 to 987) in Q2 2025 compared to Q2 2024.
- Separations and turnover rates were significantly higher in 2025 compared to 2024 due to our reduction in force.
- Reported injuries decreased in 2025 compared to 2024.
- Benefits enrollment rates increased in 2025 compared to 2024.

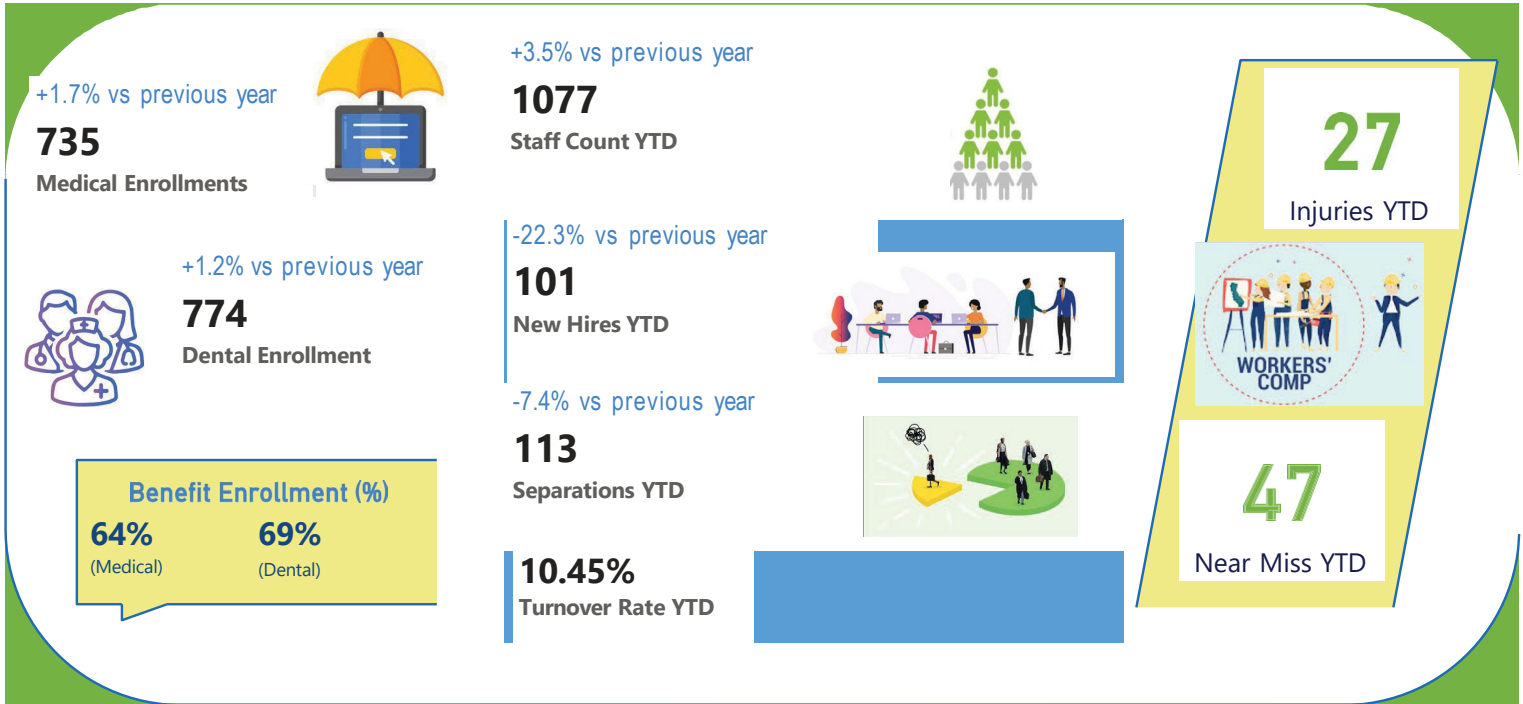
Fiscal Impact

There is no fiscal impact associated with this report.

HR Dashboard (Q2- 2024)

Year
2024

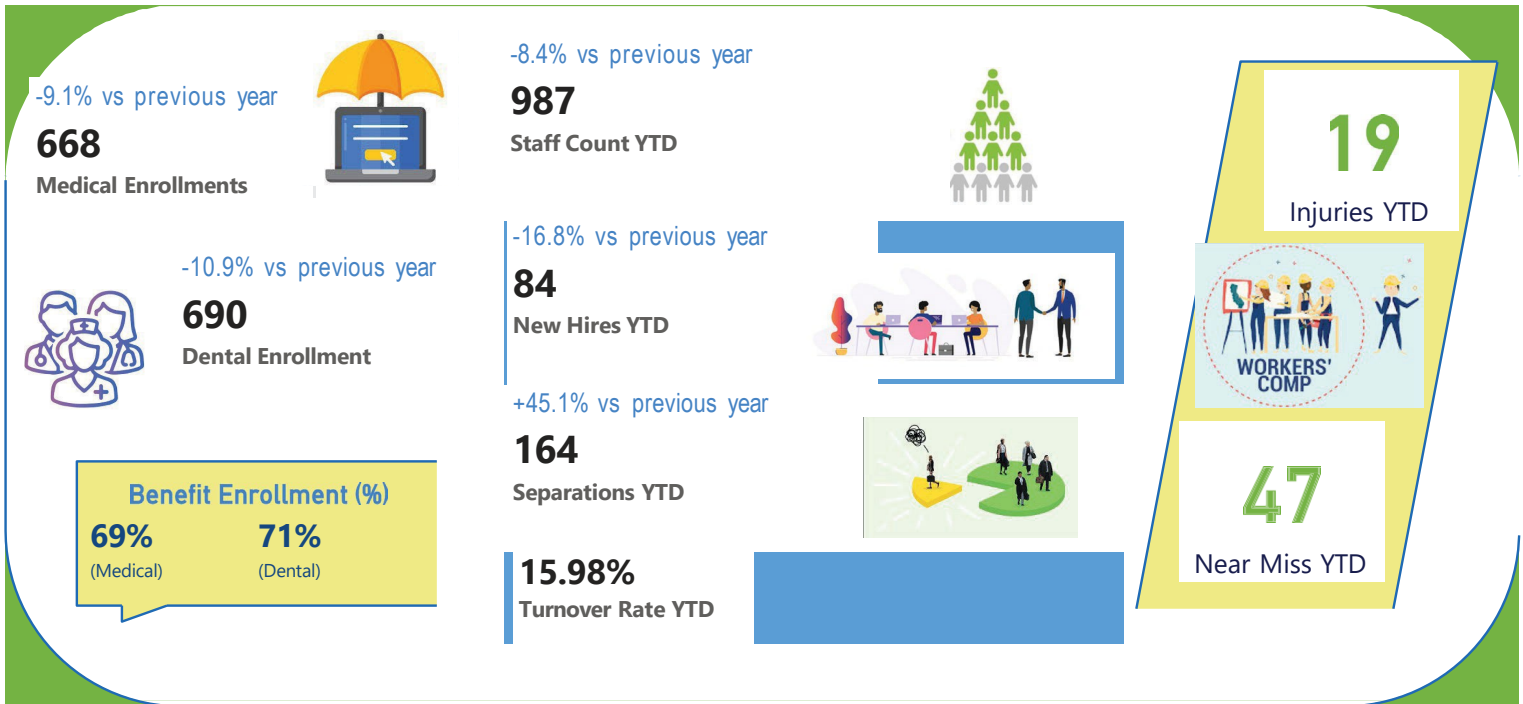
MonthNumber
April, May, June



HR Dashboard (Q2- 2025)

Year
2025

MonthNumber
April, May, June



FINANCE COMMITTEE MEETING

Date: July 23, 2025

Time: 5:00 PM

Location: 1920 Mariposa Street, Suite 310 Fresno, CA 93721

MINUTES

1. **CALL TO ORDER**

Charles Garabedian, Chair, called the meeting to order at 5:03 p.m.

2. **ROLL CALL**

Roll was called and a quorum was established.

Committee Members:

Charles Garabedian
Debra McKenzie

Staff:

Jack Lazzarini
Greg Streets
Sherry Neil
Angela Riofrio
Steve Warnes
Patrick Turner
Thomas Dulin
Jon Escobar
Joshua Bogdanov

Jerry Moreno
Alison Tatem
Elionora Vivanco

Teleconference:

Alysia Bonner

Charter Impact

Rebecca Heinricy
Christopher Fisher

Absent:

Rey Leon

3. **JUNE 25, 2025, FINANCE COMMITTEE MEETING MINUTES**

Public Comment: None heard.

Motion by: Bonner **Second by:** McKenzie

Ayes: All in favor.

Nays: None heard

4. **AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT MAY 2025**

Christopher Fisher, Charter Impact Client Finance Director, provided an overview report of the Agency Financial Statements and the Head Start Financial Status Report as of May 31, 2025, with a revenue of \$67.2 million and a total of \$67.8 million in expenditures, which is 37% of the budget. Although notable progress has been made in the financial position relative to operations in 2024, a deficit of \$0.6 million remains as of May. To enhance cash flow and commence the restoration of reserves, Fresno EOC must achieve a surplus in its operations.

Committee Chair Garabedian inquired whether 65% of Other Revenue represents a nominal amount or an infusion of additional revenue. Fisher responded that he would need to review the

details of the other revenue to determine if it corresponds to a single line item compared to the budget, or if it comprises a combination of several different sources.

Committee Chair Garabedian inquired whether 65% of Office Expenses pertain to annual software fees, and whether this expense is expected to be ongoing. Fisher responded that the expense is related to the COUPA software and technology-related costs.

Committee Chair Garabedian noted that the \$13.2 million in accounts receivable is increasing and expressed concern regarding its escalation. He inquired whether there are any strategies or measures in place to reduce this amount. Steve Warnes, Finance Officer, responded that the grants are being reviewed on an individual basis to assess potential actions for each. Additionally, they are examining the regulations surrounding available advances. The primary reason for not previously leveraging some of these contracts has been due to administrative requirements.

The Committee and staff engaged in a discussion and recommended this item to move forward as presented.

Public Comment: None heard.

Motion by: McKenzie **Second by:** Bonner

Ayes: All in favor.

Nayes: None heard

5. VARIANCE REPORTS

Rebecca Heinricy, Charter Impact Client Finance Director, presented an overview of the Food Services Variance Report. Heinricy reported that based on the review of the financial information provided, the current deficit of \$370,886 through May is projected to increase to a total of \$559,100 for the fiscal year. Heinricy also emphasized that the agency currently lacks the financial reserves and stability necessary to sustain ongoing deficits over the long term.

Heinricy further provided a detailed breakdown of revenue utilization by period, noting that expenses excluding personnel have remained relatively consistent as a percentage of revenue. However, personnel costs have more than doubled since fiscal year 2020, increasing from 25% to 45% of revenue.

Committee Chair Garabedian stated that during the period when Food Services was operating at a deficit, he had recommended increasing revenue and negotiating for a higher fee structure to better align with the associated costs. Heinricy responded that there are some increases in pricing that are going into effect starting July or October.

Committee Chair Garabedian recommended exploring alternative strategies to help reduce the deficit beyond the scope of the current Food Services contracts.

Commissioner McKenzie inquired about the status of the grant application for the natural gas food bus. Angela Riofrio, Finance Director, responded that the application has been submitted and is currently pending a response from the funder.

Committee Chair Garabedian inquired about the status of the expansion of the Food Services facility. Jack Lazzarini, Programs Officer, responded that Food Services has received approval for a consultant to conduct an efficiency analysis of the entire facility, with a focus on various aspects of the food service operations.

Lazzarini further stated that all the updated agreements incorporate the recent discussions concerning increased charges and the flexibility to adjust pricing throughout the year. Additionally, personnel adjustments have been made, including a significant reduction in staff during the summer months, with the hiring of only seasonal, part-time employees to maintain operations throughout the year. Further reductions are planned during periods when schools are not in session. Moving forward, we will also conduct a comprehensive cost analysis to identify the most effective course of action.

Public Comment: None heard.

No action required.

6. ADVANCE PEACE: BUREAU OF JUSTICE ADMINISTRATION COSTA EARMARK W/CITY OF FRESNO MENTAL HEALTH SERVICES CONTRACT

Patrick Turner, Training & Employment Services Director, provided an overview of the agreement with the City of Fresno for the Integral Community Solutions Institute, amounting to \$135,000, covering the period from July 1, 2025, to March 31, 2026. The total cost breakdown for this contract includes \$120,000 allocated for mental health services to 70 participants, and an additional \$15,000 designated for the final evaluation conducted by the mental health provider.

Public Comment: None heard.

Motion by: McKenzie **Second by:** Bonner

Ayes: All in favor.

Nays: None heard

7. INSURANCE AND PAPERSAVE UPDATES

Riofrio provided an update on the transition from COUPA to Papersave, including the implementation process, as well as an overview of the general liability insurance policies.

Public Comment: None heard.

No action required.

8. PUBLIC COMMENTS

Public Comment: None heard.

No action required.

9. COMMISSIONERS' COMMENT

Public Comment: None heard.

No action required.

10. EXECUTIVE SESSION

Public Comment: None heard.

No action required.

11. ADJOURNMENT

Committee Chair Garabedian recommends rescheduling the upcoming Finance Committee Meeting to Monday, August 18th. The committee members expressed no opposition to this proposed change.

The meeting adjourned at 5:39 p.m.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Consent Agenda Item #: 8_41	Director: Steven Warnes
Subject: Agency Investment Report	Officer: Salam M. Nalia

Background

This item was presented during the August 18, 2025, Finance Committee meeting.

The information is presented to keep the Board apprised on the status of the Agency’s investment accounts. These investment balances are used to support the accrued vacation liability, the deferred revenue balances, and the credit card obligation. As of June 30, 2025 the investment account balance was:

	Wells Fargo
Cash & Cash Equivalents	136,683
Corporate Bonds	162,037
Government Bonds	616,112
Certificates of Deposit (CD)	501,105
Stocks	15,275
Total	\$ 1,431,211
Minus unrealized gains on CDs	(738)
General Ledger balance	\$ 1,431,949

Total annual interest expected from these fixed income investments is \$42,043 providing an average rate of 3.26%. The interest rate received on the Corporate Fixed Income investment is 4.45%; this holding will mature in 2026. The US Treasury Notes and Certificates of Deposit have interest rates between 2.25% and 4.85%; and a tiered maturity date structure to provide for both shorter-term maturities and longer investments. The latest maturity is due in February 2027.

The Agency has a debt service account at Self-Help Federal Credit Union which is not included in the table above. The account balance is \$526,811 and the current interest rate is 2.12%. This account, including any interest earned, will be used to make payments on the \$5 million loan.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Consent Agenda Item #: 8_42	Director: Steven Warnes
Subject: Health Insurance Report	Officer: Salam M. Nalia

Recommended Action

The information is presented to keep the Board apprised on the fiscal status of the Health Plan benefit offered to full-time employees.

Background

This item was presented during the August 18, 2025, Finance Committee meeting.

At June 30, 2025 the health insurance reserve of \$4.4 million will cover approximately 3.7 months of average expenditures. Contributions from programs and employees for 2025 total \$6,292,622 while the Fund paid out \$6,094,916 in expenses

Changes to the health insurance plan in 2022 through 2025 include:

- Effective January 2022: Tele-health service was added and 1% increase in Program premiums and an average 8% increase to Employee premiums.
- Effective January 2023: Restructured the wellness program to include more employees; replaced wellness discounted premium by an incentive program available to all employees. 5.5% increase in Program premiums.
- Effective January 2024: Kaiser HMO plan offered as an alternative to our existing PPO plan. Program and Employee premiums will increase by 8%.
- Effective January 2025: Employee premiums were unchanged, Program premiums were increased by 4%.

This table presents a sample of the monthly health insurance premium rates for 2025. Rates vary depending on the level of coverage selected. Rates for the PPO and HMO options are shown however, a high-deductible option is available at a 40% lower cost to the employee.

	Agency	Employee	Total Premium
Employee Only	\$720	\$162	\$882
EE +Child(ren)	\$1,300	\$291	\$1,591
EE + Family	\$1,725	\$387	\$2,112
EE + Spouse	\$1,445	\$324	\$1,769

Fresno County Economic Opportunities Commission

Health Insurance Fund report

		<u>12/31/2023</u>	<u>12/31/2024</u>	<u>03/31/2025</u>	<u>06/30/2025</u>
Beg Fund Balance		\$5,493,910	\$7,066,973	\$4,203,324	\$4,203,324
Plan Income					
01-2501	HI RESERVE-AGENCY CONTRIBUTIONS	\$8,638,643	\$9,360,639	\$2,354,395	\$4,662,182
01-2502	HI RESERVE-EMPLOYEE CONTRIBUTIONS	\$1,863,131	\$2,149,144	\$541,621	\$1,072,584
01-2508	HI STOP LOSS CLAIMS	\$63,636	\$972,913	\$549,366	\$557,857
Total Plan Income		<u>\$10,565,410</u>	<u>\$12,482,696</u>	<u>\$3,445,381</u>	<u>\$6,292,622</u>
Plan Expenses					
01-2503	HI HEALTH CLAIMS PAID	(\$4,647,314)	(\$6,661,503)	(\$1,143,733)	(\$3,058,392)
01-2504	HI DENTAL CLAIMS PAID	(\$527,020)	(\$540,701)	(\$121,107)	(\$259,878)
01-2505	HI PRESCRIPTIONS PAID	(\$1,778,042)	(\$1,956,813)	(\$512,041)	(\$1,088,674)
01-2506	HI VISION CLAIMS PAID	(\$79,637)	(\$68,392)	(\$12,109)	(\$27,543)
01-2507	HI STOP LOSS PREMIUMS	(\$1,247,950)	(\$1,160,745)	(\$269,470)	(\$551,786)
01-2509	HI LIFE INSURANCE PREMIUMS	(\$106,188)	(\$117,630)	(\$31,046)	(\$61,000)
01-2511	HI CLAIMS ADMINISTRATION	(\$160,775)	(\$146,539)	(\$33,940)	(\$67,743)
01-2512	HI BLUE CROSS/KAISER PREMIUMS	(\$165,827)	(\$1,396,770)	(\$442,593)	(\$851,805)
01-2513	HI CONSULTANT SERVICES	(\$145,000)	(\$145,000)	(\$36,250)	(\$72,500)
01-2514	HI EMPLOYEE ASSISTANCE PROGRAM	(\$56,475)	(\$56,881)	(\$14,220)	(\$28,440)
01-2515	HI PREFERRED CHIRO PREMIUMS	(\$10,443)	(\$9,159)	(\$2,026)	(\$4,053)
01-2516	HI TELEDOC FEES	(\$41,326)	(\$47,627)	(\$17,708)	(\$23,683)
01-2517	HI OTHER EXPENSES	(\$26,351)	(\$3,038,586)	\$12	\$581
Total Plan Expenses		<u>(\$8,992,347)</u>	<u>(\$15,346,345)</u>	<u>(\$2,636,230)</u>	<u>(\$6,094,916)</u>
End Fund Balance		\$7,066,973	\$4,203,324	\$5,012,475	\$4,401,031

BYLAWS COMMITTEE MEETING

Date: March 13, 2025

Time: 1:30 PM

Location: 1920 Mariposa Street, Suite 300 Fresno, CA 93721

MINUTES

ITEM

1. **CALL TO ORDER**
Lisa Mitchell, Chair, called the meeting to order at 1:31 P.M.

2. **ROLL CALL**
Roll was called and a quorum was established.

Committee Members: **Staff:**
Bruce McAlister Brian Angus
 Ana Medina
Teleconference: Elionora Vivanco

Lisa Mitchell
David Ruiz
Earl Brown

Absent:
Luis Martinez

3. **NOVEMBER 18, 2024 BYLAWS COMMITTEE MEETING MINUTES**

Public Comment: None heard.

Motion by: Ruiz **Second by:** McAlister
Ayes:. All in favor.
Nays: None heard

4. **2025 BYLAWS COMMITTEE MEETING SCHEDULE**

Elionora Vivanco, Office Manager, provided an overview of the 2025 Bylaws Committee Meeting schedule. Upon discussion, the Committee recommends meeting on the third Monday of the month at 4:15 p.m. prior to the regular Board Meetings.

Public Comment: None heard.

Motion by: Ruiz **Second by:** McAlister
Ayes:. All in favor.

Nayes: None heard

5. BYLAWS COMMITTEE CHARTER

Ana Medina, Program Planning & Development Director, provided an overview of the redline recommended changes to the Bylaws Committee Charter.

Public Comment: None heard.

Motion by: McAlister **Second by:** Ruiz

Ayes: All in favor.

Nayes: None heard

6. TARGET AREA C SPECIAL ELECTION CANDIDATE

Medina stated the Election ballot took place on Tuesday, March 11, 2025, at 12 noon and that Matthew Michael Rogers won the most votes for Target Area C and provided the Target Area C Special Election results..

- J.T. Garcia - 21 votes
- Gobinder Singh Pandher - 25 votes
- Matthew Michael Rogers - 204 votes

Chair Mitchell asked if there were any changes with the election process as she was not aware of the running candidates. Brian Angus, Interim Chief Executive Officer, stated it was a mistake on our end and that this won't happen again.

Commissioner Ruiz, inquired about Matthew Michael Rogers' background. Medina read Mr. Rogers' statement from his Board of Commissioners Application.

Public Comment: None heard.

Motion by: Ruiz **Second by:** McAlister

Ayes: All in favor.

Nayes: None heard

7. ELECTION MATERIALS

Medina provided an overview of the redline election materials for 2025 to update on the Fresno EOC website.

Public Comment: None heard.

Motion by: McAlister **Second by:** Ruiz

Ayes: All in favor.

Nayes: None heard

8. BOARD SELF-ASSESSMENT

Chair Mitchell asked if the information gathered by staff from the Board Self-Assessment questionnaire is used to provide additional support or training for Board Commissioners. Angus stated, "Yes, that's correct. It's to provide support and training for the Commissioners."

The Committee and staff engaged in a discussion and recommended that the Committee Chair provide an introduction cover letter to emphasize the importance of completing the Board Self-Assessment questionnaire to focus on what the Board would like to see moving forward or what they would like to say to the new Chief Executive Officer.

Chair Mitchell, stated that time will be allocated at the beginning of the Board Meetings for Commissioners to complete the questionnaire survey.

Public Comment: None heard.

Motion by: McAlister **Second by:** Ruiz

Ayes:. All in favor.

Nayes: None heard

9. COMMISSIONERS ONBOARDING PROCESS

Medina, provided an overview of the revised onboarding process for new Commissioners to complete within 6 months of being seated.

Commissioner Ruiz, stated that staff do a great job by providing an agency tour to new commissioners, as it provides knowledge about the agency.

Commissioner Brown, asked if staff keep track of those Commissioners who have completed the onboarding process. Medina stated the Board Member Orientation checklist form has been revised to help staff keep track of those commissioners who have not completed the onboarding process by signing off the checklist form.

Commissioner Ruiz recommends that staff send out a reminder to new Commissioners to complete the onboarding process within 6 months to ensure we are in compliance with the CSBG organization standards.

Public Comment: None heard.

Motion by: McAlister **Second by:** Ruiz

Ayes:. All in favor.

Nayes: None heard

10. 2025 EXPIRING TERMS

Medina provided a brief overview of the Commissioners' 2025 expiring terms.

Public Comment: None heard.

No action required.

11. PUBLIC COMMENTS

Angus, stated he doesn't feel comfortable sending Commissioner excessive absence letters to Commissioners for missing one Board meeting and that moving forward, staff will be sending absence letters to Commissioners when they miss two or more Board meetings. Chair Mitchell explained why the Bylaws Committee members recommend sending the absence letters to Commissioners.

Public Comment: None heard.

No action required.

12. COMMISSIONERS' COMMENT

Commissioner Brown, asked about the timeline for a previous Commissioner to apply for a position within the agency. Angus stated he would need to look into it, but believes it's about 6 months before you can accept the position.

No action required

13. ADJOURNMENT

Motion by: McAlister Second by: Brown at 2:11 P.M.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Executive Office
Consent Agenda Item #: 8_44	Director: N/A
Subject: Bylaws Presentation	Officer: Salam M. Nalia

Recommended Action

This item was presented during the August 25, 2025, Bylaws Committee Meeting.

The information presented in the Fresno EOC Bylaws Presentation is intended to keep the Board apprised on the proposed revisions to the agency’s Bylaws. It aims to address key topics, including the tripartite board, board composition and selection, organizational status as a nonprofit, legal considerations (Brown Act, public access), member responsibilities, and low-income representation. The presentation also highlights proposed revisions to align the bylaws with organizational goals and legal requirements.

The presentation will be provided at the meeting.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Executive Office
Consent Agenda Item #: 8_45	Director: N/A
Subject: Vacant Seating for Commissioners	Officer: Salam M. Nalia

Recommended Action

The information presented below is intended to keep the Board apprised of the Vacant Seating for Commissioners

Background

This item was presented during the August 25, 2025, Bylaws Committee Meeting.

Per Article VII. Commissioners - Section 2. Vacancies

Vacancies shall be deemed to exist on the occurrence of the following: death, resignation or removal of any Commissioner. The Board shall take steps to ensure that vacant seats are filled in a timely manner. Each successor shall hold office for the unexpired term of his or her predecessor or until the successor sooner dies, resigns, is removed or becomes disqualified.

Below is a list of the Commissioners who have officially resigned from the Fresno EOC Board with their expired term.

Community Sector		
Manuel Romero	Centro la Familia Advocacy Services	December 2025
Jalyssa Jenkins-McGill	Head Start County-Wide Policy Council	December 2027
Target Area		
Daniel Martinez	Target Area D	December 2025

Fiscal Impact

Action on this agenda item will have no fiscal impact.



**COUNTY-WIDE POLICY COUNCIL (CWPC)
MINUTES
JUNE 3, 2025**

- CALL TO ORDER The meeting was called to order at 6:01 p.m. by Aldo Alvarado Rebolledo, CWPC Chairperson.
- ROLL CALL Roll Call was called by Aldo Alvarado Rebolledo. The following Representatives were present: Aldo Alvarado Rebolledo, Deserae Price, Adriana Cuevas, Jackeline Miranda, Destiny Campos, Meagan Esqueda Bonilla, Laura Barnes, Alma Martinez Guillen, Itzel Godoy, Maria Cervantes, Desiree Miller, Diane Lira and Jalyssa Jenkins-McGill.
- APPROVAL OF PREVIOUS CWPC MINUTES Motion to approve March 4, 2025, CWPC Revised Minutes, May 6, 2025, CWPC Minutes, and May 14 Emergency Executive Board Minutes as written and read was made by Meagan Esqueda Bonilla and seconded by Destiny Campos. Motion carried.
- FRESNO EOC REPORTS Summer Recess
- COMMUNITY REPRESENTATIVE REPORTS FOR MARCH 2025 No reports at this time.
- FRESNO EOC COMMISSIONERS REPORT FOR APRIL 2025 The Fresno EOC Commissioners Report for April 2025 was placed in the packet for review.

Motion to approve the Fresno EOC Commissioners Report for April 2025 was made by Destiny Campos and seconded by Deserae Price. Motion carried.
- MONTHLY FINANCIAL STATUS REPORTS FOR APRIL 2025 Aldo Alvarado Rebolledo, CWPC Chairperson, stated staff recommends approval of Head Start and Early Head Start’s Monthly Financial Status Report for April 2025.

This report shows expenditures for the Head Start/Early Head Start Program Basic and Trainings & Technical Assistance budgets for the month of March 2025 which also includes credit card expenses for the month of March 2025 as required by the Head Start Act of December 12, 2007, section 642 Powers and Functions of Head Start Agencies (d) Program Governance Administration, (2) Conduct of Responsibilities, (A) through (1) and (3) Training and Technical Assistance.

This funding supports personnel and operating expenses totaling \$47,579,061 (\$38,504,223 - Head Start; \$8,577,640 - Early Head Start), and the Non-Federal Share match is \$11,894,766 (\$9,707,013 - HS; \$2,187,753 - EHS) for the Fiscal year.

Motion to approve the Monthly Financial Status Reports for April 2025 was made by Destiny Campos and seconded by Laura Barnes. Motion carried.

IN-KIND MONTHLY
STATUS REPORT FOR
APRIL 2025

Alison Tatem, Interim Finance Manager, informed Representatives that staff recommends approval of the Head Start 0 to 5 Monthly In-Kind Status Report for April 2025.

The Monthly In-Kind Status Report for the month of April 2025 consists of \$649,801 Head Start. Early Head Start's In-Kind Status Report for the month of April 2025 is \$68,654. Head Start 0 to 5 Non-Federal share should be \$11,894,766 annually. Year to Date for Head Start and Early Head Start from January to April 2025 In-Kind is \$2,412,524 (\$1,873,149 – HS; \$539,376 – EHS). This indicates that Head Start 0 to 5 has met 20% of the \$11,894,766 Non-Federal share goal.

AVERAGE DAILY
ATTENDANCE (ADA)
REPORTS FOR APRIL
2025

Meagan Esqueda Bonilla, Early Head Start Representative, informed Representatives of the Average Daily Attendance (ADA) Reports for the month of April 2025 for Head Start 0 to 5. Head Start's monthly ADA for April 2025 for Center Based was 84.25%. Head Start Home Based visits completed were 322. Early Head Start's monthly ADA for April 2025 for Center Based was 82.73%. Total Early Head Start Home Based visits completed were 898.

Motion to approve the ADA Reports for April 2025 was made by Destiny Campos and seconded by Itzel Godoy. Motion carried.

HEAD START 0 TO 5
PROGRAM UPDATE
REPORT (PUR) FOR THE
MONTH OF APRIL 2025

Michale Balderas, Head Start Director, stated the program had a great turn-out for the Parent Conference at Clovis Veteran's Memorial. Spring Break occurred and teachers received a well-deserved break. During break staff went door to door for recruitment. On April 22, Training & Technical Assistance (T&TA) was provided to assist with Focus Area Two (FA2) monitoring results. On April 25, Community Care Licensing (CCL) conducted training for all staff in EOC. Any staff that could not attend were instructed to attend the recorded training.

All classrooms, agency wide, received fish tanks, music, movement equipment and materials to include new boom boxes and CD's for a variety of music for children. Research shows the connection

One of the Budget Revisions for ARPA/CRSSA was approved so we will be purchasing outdoor classroom things.

Motion to approve the Head Start 0 to 5 PUR for the month of April 2025 was made by Laura Barnes and seconded by Destiny Campos. Motion carried.

FRESNO EOC
PERSONNEL POLICIES
AND PROCEDURES

Michael Balderas, Head Start Director, stated recently there has been many changes throughout all Head Start's across the nation due to the new government leadership. The Fresno EOC Human Resources department newly created Fresno EOC Head Start 0 to 5 Standards of Conduct and Personal Rights Policy Form, as well as made changes to the Fresno EOC Policy and Procedure Manual to align with Head Start Program Performance Standards (HSPPS). These changes have been brought to the CWPC for approval. The changes that directly affect Head Start 0 to 5 were added into the packet, and the changes throughout the entire manual may be reviewed on the outlook invite.

Ms. Esqueda Bonilla asked what the policy for child behavior in terms of hitting other children is.

Kim Bonnema, Education Services Director, stated her department will have upper-management staff such as Early Childhood Education (ECE) Specialists, Inclusion Services staff, or Toribio representatives go out if issues are escalated. The first step is to inform the Center Director. The objective is to work together with the families to correct the behavior. Perhaps, the child needs time to transition into the classroom and is experiencing separation anxiety.

Motion to approve the Fresno EOC Personnel Policies and Procedures was made by Destiny Campos and seconded by Laura Barnes. Motion carried.

HEAD START 0 TO 5 POLICIES - HEALTH

Jasmine Franklin, Interim Health Services Manager, stated staff recommends CWPC approval for the Head Start 0 to 5 Health Policy. Staff assist families with obtaining a physical and completing dental screenings. Three new policies have been created to provide staff with a step-by-step procedure for the 30, 45 and 90-day health requirements.

Every state has different requirements for immunizations, and our program follows the California Immunization Requirements. Hearing, vision and hemoglobin screenings can be done at the school and within the agency.

Mr. Alvarado Rebolledo asked if we can conduct another Health Fair event throughout the school year. It helps single/working parents complete requirements.

Ms. Franklin stated there will be two Health Fairs next school year and she is currently in communication with two dental companies to assist with screenings during the Health Fair or other events.

Motion to approve the Head Start 0 to 5 Policies - Health was made by Laura Bares and seconded by Destiny Campos. Motion carried.

LOW-COST EXTENSION LETTER REQUEST FOR ARPA/CRRSA FUNDS

Alison Tatem, Interim Finance Manager, stated the ARPA/CRRSA funds were approved today for spending. The funds must be spent by June 29, 2025, so an extension has been submitted to extend to December 31, 2025. If it isn't approved, we are concerned we will not be able to spend the funds and will have to return them.

Motion to approve the Low-Cost Extension Letter Request for ARPA/CRRSA Funds was made by Deserae Price and seconded by Laura Barnes. Motion carried.

STANDARDS OF CONDUCT AND PERSONAL RIGHTS POLICY FORM AND POLICY AND PROCEDURE MANUAL

Michael Balderas, Head Start Director, stated this is an acknowledgement that we added the items to our Head Start 0 to 5 policies. Information has been added onto the form, so that staff have a better understanding of the standards of conduct and what's expected of them. Language has been added to the Fresno EOC Policy and Procedure Manual to align with HSPPS and uphold each child's personal rights. The form will be introduced during the New Hire Orientations and reviewed at all In-Service trainings to ensure continuous awareness and reinforcement. This commitment will strengthen the quality of our program and help rebuild trust with the community we serve.

Desiree Miller, Lighthouse Representative, asked if the partner centers will be required to abide by the standards of conduct as well.

Mr. Balderas stated we cannot enforce our policies and procedures on partner centers, but he can check with the point of contact as to whether they can adopt the standards of conduct. Perhaps, we can merge our information into their standards.

Ms. Miller asked, is there a way to verify that Michael has communicated with the partners.

Ms. Davis requested that Mr. Alvarado make a motion to approve Action Item F, including the provision that, moving forward, partner agencies will incorporate the Standards of Conduct into our contracts.

Motion to approve the Standards of Conduct and Personal Rights Policy Form and Policy and Procedure Manual, as well as, to introduce and include the standards with our partner agencies moving forward was made by Destiny Campos and seconded by Laura Barnes. Motion carried.

HEAD START 0 TO 5 POLICIES - FINANCE

Alison Tatem, Interim Finance Manager, stated during the FA2 federal monitoring review, the Head Start 0 to 5 program received an area of concern related to fiscal operations – specifically, the late submission of required financial reports in previous reporting periods. As part of effort to correct, an Addendum to the Accounting Policies and Procedures manual has been developed and is now in effect as of May 29, 2025. The goal is for Fresno EOC agency and Head Start 0 to 5 policies and procedures to be aligned.

Motion to approve the Head Start 0 to 5 Policies – Finance was made by Laura Barnes and seconded by Deserae Price. Motion carried.

FULL ENROLLMENT INITIATIVE UPDATES

Olga Jalomo-Ramirez, Family/Community Services Manager, stated that we continue to prioritize recruiting and enrolling children into Head Start 0 to 5. As of May 22, 2025, Head Start Center Based has 1376 enrolled. Head Start Home Based has 96 children enrolled. Early Head Start Center Based has 77 children enrolled. Early Head Start Home Based has 274 children enrolled. Funded enrollment is 2120, and we have a total of 1823 children in Head Start 0 to 5, overall, 86% of total enrollment.

For recruitment efforts, the program completed an interview and promotional commercial for Head Start 0 to 5 on our local television network, Univision.

PERSONNEL COMMITTEE REPORT FOR APRIL 2025

Laura Barnes, Personnel Committee Chairperson, stated the Personnel Committee report consists of a list of: Hiring/Personnel Action Positions, Resignations/Separations, Promotion/Status Change, and Job Descriptions for Positions for the month. All promotions, transfers, separations, and new hires are to be presented to the CWPC monthly, as an informational item.

For the month of April 2025 there were no Hiring/Personnel Action Positions, 3 Promotions/Status Changes, 6 Resignations/Separations and no updated Job Description.

CWPC PROGRAM
GOVERNANCE
QUESTIONNAIRE
RESULTS 2024-2025

Alfonso Lopez, Family Engagement/Volunteer Services Coordinator, stated the questionnaire was distributed and only a total of 9 responses were collected. The results from the questionnaire are used to identify areas of growth and training needed. The idea is to collect the responses and use the feedback to enhance the Program Governance training.

CSPP AND CCTR
PROGRAM SELF-
EVALUATION (PSE)

Joyelle Anda-Catone, CSPP Braided Funding Coordinator, stated the California Department of Education (CDE), Early Education Division (EED), implemented a monitoring system for evaluation of childcare programs funded through the state, called the Program Self Evaluation (PSE). The review is completed once a year.

The results of the Program Self Evaluation were based on findings of the documents: Desired Results Developmental Profile (DRDP), Program Review Instrument Summary of Findings and Corrective Actions Plans, Preschool Environmental Rating Scale Summary of Findings (ECERS) and the Parent Survey Summary of Findings.

The deadline for submitting the PSE to the CDE, EED, is June 2, 2025.

RAN REVIEW RESULTS

Michael Balderas, Head Start Director, stated the Risk Assessment Notification (RAN) Monitoring Outcomes was received on May 15, 2025, from the Office of Head Start (OHS). The Secretary of Health and Human Services is responsible for promoting compliance with regulations applicable to Head Start programs through monitoring systems. The system must assess program compliance with regulations.

On April 21, 2025, Head Start received notification from OHS that we would receive a Risk Assessment Notification (RAN) review in regard to the reported incident at Franklin Head Start. After the review process, on May 15, 2025, the report included a deficiency and a non-compliance, which included a 30-day correction action period, and the Area of Non-Compliance has a 120-day corrective action period.

The area of Non-Compliance-Performance Standard: 1302.90©(1)(ii) – The grant recipient did not ensure all staff refrained from behaviors that had the potential to maltreat and endanger the health and safety of children.

On May 21, Fresno EOC Head Start 0 to 5, requested an extension for compliance with the deficiency, to meet the timeline of the non-compliance date of September 18, 2025. On May 29, OHS approved the extension for compliance with the deficiency.

Mr. Balderas, with the management team, will work on the Quality Improvement Plan, scheduling a Training & Technical Assistance (T&TA) meeting for Education staff to begin reviewing and revising Policies and Procedures specific to the findings from the RAN Monitoring Report.

Failure to correct a deficiency within the approved timeline may result in termination of the grant.

HEAD START 0 TO 5
PROCEDURES –
HEALTH

Jasmine Franklin, Interim Health Services Manager, stated Head Start 0 to 5 was notified of findings from the FA2 monitoring results for the Health Services department. The findings relate to Child up-to-date status/Health Determinations and Child up-to-date status for age-appropriate screenings. Health Services has created policies and procedures to address these findings, the Health Requirement Flow Chart, 30-Day Requirement Procedure, 45-Day Requirement Procedure, and 90-Day Requirement Procedure.

The attached procedures will be fully implemented when staff return to work and all applicable staff have been trained.

HEAD START 0 TO 5
PROCEDURES – FISCAL

Alison Tatem, Interim Finance Manager, stated during the recent FA2 audit, our program received an area of concern related to fiscal procedures. In response, the Head Start 0 to 5 Finance team is reviewing and strengthening internal financial practices to ensure alignment with the Head Start Program Performance Standards and federal regulations.

Finance is updating procedures to enhance internal controls, increase consistency and improve documentation. Following development and internal review, the new procedures will be incorporated into Fresno EOC's Accounting Policy and Procedure Manual to ensure that Head Start's financial practices are clearly defined and integrated within the agency's broader financial framework.

ANNOUNCEMENTS

Adriana Cuevas, CWPC Secretary, made the following Announcements:

- A. June 19, 2025 – Juneteenth Holiday
- B. July 1, 2025 – Count-Wide Policy Council – Executive Plaza – Fresno EOC Board Room
- C. July 4, 2025 – Independence Day Holiday

ADJOURNMENT

There being no further business to discuss, motion to adjourn the meeting was made by Laura Barnes and seconded by Cynthia Espindola. Motion carried.

The meeting adjourned at 7:45 p.m.

Submitted By:

Brionna Warren
Secretary I

(CWPC MINUTES JUNE 3, 2025 FINAL) bw 6/26/25 ~ CWPC (2024-2025 (CWPC MINUTES)) ~



**COUNTY-WIDE POLICY COUNCIL (CWPC)
EMERGENCY EXECUTIVE BOARD MINUTES
JUNE 23, 2025**

- CALL TO ORDER** The meeting was called to order at 9:34 a.m. by Aldo Alvarado Rebolledo, CWPC Chairperson.
- ROLL CALL** Roll Call was called by Aldo Alvarado Rebolledo, CWPC Chairperson. The following Representatives were present: Aldo Alvarado Rebolledo, Deserae Price, Adriana Cuevas, Jackeline Miranda, Laura Barnes, Cynthia Espindola, Alma Martinez Guillen and Itzel Godoy. A quorum was present.
- FY 2025 PROPOSED CARRYOVER** Alison Tatem, Interim Finance Manager, stated the program is requesting review and approval for the revised Fiscal Year 2025 Proposed Carryover for January 1, 2025, through December 31, 2025, in the amount of \$19,781,026.57. The initial proposed carryover presented to the Executive Board on May 19, 2025, consisted of an amount of \$26,780,179.49; however, on June 16, 2025, we were informed that the request for Budget Revision for FY 2024 will not be approved nor processed as the Office of Head Start cannot authorize a budget revision for a budget after a period is over to incur new obligations.
- With the revised FY 2025 Carryover, the program is requesting permission to carryover funds from Equipment (\$4,431,996.08), Supplies (\$4,314,864.41), Construction (\$4,029,600.00), and Contractual (\$7,004,566.08), totaling \$19,781,026.57.
- Mr. Alvarado Rebolledo inquired whether the loss of the \$5 million would impact the completion or purchase of major items and projects.
- Michael Balderas, Head Start Director, stated each service area was given an opportunity to complete a wish list for major items to purchase. After review, lower-priority items were removed to ensure that funding could be allocated to the highest-priority projects moving forward.
- Motion to approve the FY 2025 Proposed Carryover was made by Deserae Price and seconded by Alma Martinez Guillen. Motion carried.
- 1303 APPLICATION APPROVAL** Michael Balderas, Head Start Director, stated staff recommends approval of the CWPC and Executive Board to submit 1303 Applications for Huron-Head Start, Mendota-Head Start and Early Head Start, Local Conservation Corps-Head Start and Fresno Pacific Head Start and Early Head Start. The CWPC previously approved the submission of a 1303 Application for the land purchase from Fresno Pacific University on May 6, 2025, under Action Item E. Centralized Team Member, Michelle Hulbert Winters, is requesting an updated approval of 1303 Applications submitted for Huron, Mendota and LCC, due to changes in the amount from previous request. The new number of the 1303 Applications was approved; however, now staff recommends approval for the 1303 Applications to move the projects forward.
- Motion to approve the 1303 Application Approval was made by Alma Martinez Guillen and seconded by Deserae Price. Motion carried.
- ADJOURNMENT** Motion to adjourn the meeting was made by Jackeline Miranda and seconded by Cynthia Espindola. Motion Carried.
The meeting adjourned at 9:47 a.m.
- Submitted By:
Brionna Warren, Secretary



**COUNTY-WIDE POLICY COUNCIL (CWPC)
MINUTES
JULY 1, 2025**

- CALL TO ORDER** The meeting was called to order at 6:02 p.m. by Aldo Alvarado Rebolledo, CWPC Chairperson.
- ROLL CALL** Roll Call was called by Aldo Alvarado Rebolledo. The following Representatives were present: Aldo Alvarado Rebolledo, Deserae Price, Adriana Cuevas, Jackeline Miranda, Domencia Goff, Destiny Campos, Meagan Esqueda Bonilla, Laura Barnes, Itzel Godoy, Alma Martinez Guillen, Michelle Taylor, and Maria Cervantes.
- APPROVAL OF PREVIOUS CWPC MINUTES** Motion to approve June 3, 2025, CWPC Minutes and June 23, 2025, Executive Board Minutes as written and read was made by Laura Barnes and seconded by Itzel Godoy. Motion carried.
- FRESNO EOC PROGRAM REPORT** Summer Recess in session. No reports at this time.
- COMMUNITY REPRESENTATIVE REPORTS FOR JULY 2025** No reports at this time.
- FRESNO EOC COMMISSIONERS REPORT FOR MAY 2025** Alfonso Lopez, Family Engagement/Volunteer Services (FE/VS) Coordinator, stated the Fresno EOC Board of Commissioners meeting minutes for May 27, 2025, are attached as supporting documents to the Fresno EOC Commissioners report. During the meeting the Charter Impact Proposal was discussed and approved. We are recommending the CWPC to review and approve the report.
Motion to approve the Fresno EOC Commissioners Report for May 2025 was made by Destiny Campos and seconded by Deserae Price. Motion carried.
- MONTHLY FINANCIAL STATUS REPORTS FOR MAY 2025** Aldo Alvarado Rebolledo, CWPC Chairperson, stated staff recommends approval of Head Start (HS) and Early Head Start's (EHS) Monthly Financial Status Report for May 2025.
This report shows expenditures for the HS/EHS Program Basic and Trainings & Technical Assistance budgets for the month of May 2025 which also includes credit card expenses for the month of May 2025 as required by the Head Start Act of December 12, 2007, section 642 Powers and Functions of Head Start Agencies (d) Program Governance Administration, (2) Conduct of Responsibilities, (A) through (1) and (3) Training and Technical Assistance.
This funding supports personnel and operating expenses totaling \$47,579,061 (\$38,504,223 - HS; \$8,577,640 - EHS), and the Non-Federal Share match is \$11,894,766 (\$9,707,013 - HS; \$2,187,753 - EHS) for the Fiscal year.
Motion to approve the Monthly Financial Status Reports for May 2025 was made by Deserae Price and seconded by Destiny Campos. Motion carried.

IN-KIND MONTHLY
STATUS REPORT FOR
MAY 2025

Alfonso Lopez, FE/VS Coordinator, informed Representatives that staff recommends approval of the Head Start 0 to 5 Monthly In-Kind Status Report for May 2025.

The Monthly In-Kind Status Report for the month of May 2025 consists of \$677,292 for HS. EHS's In-Kind Status Report for the month of May 2025 is \$430,798. Head Start 0 to 5 Non-Federal share should be \$11,894,766 annually. Year to Date for HS and EHS from January to May 2025 In-Kind is \$3,520,122 (\$2,549,977 – HS; \$970,145 – EHS). This indicates that Head Start 0 to 5 has met 30% of the \$11,894,766 Non-Federal share goal.

AVERAGE DAILY
ATTENDANCE (ADA)
REPORTS FOR MAY
2025

Destiny Campos, EHS Representative, informed Representatives of the ADA Reports for the month of May 2025 for Head Start 0 to 5. HS's monthly ADA for May 2025 for Center Based was 85.04%. HS Home Based visits completed were 259. EHS's monthly ADA for May 2025 for Center Based was 86.45%. Total EHS Home Based visits completed were 992.

Motion to approve the ADA Reports for May 2025 was made by Domencia Goff and seconded by Laura Barnes. Motion carried.

HEAD START 0 TO 5
PROGRAM UPDATE
REPORT (PUR) FOR THE
MONTH OF MAY 2025

Michale Balderas, Head Start Director, stated some of the highlights in May were, on May 1, 2025, the Office of Head Start (OHS) conducted Risk Assessment Notification (RAN) Review Monitoring, based on the Franklin HS incident. Multiple staff attended the National Head Start Conference in Columbus, Ohio, and received training and knowledge in which they brought back to better the program. The Volunteer Luncheon at Franklin HS was a great success. Many parents that attended have exceptionally high volunteering hours. May 29, 2025, was the last day of school. On May 30, 2025, staff attended the End of the Year All Staff In-Service at Woodward Park.

On May 12, 2025, we received notification from OHS of its continued funding for the second half of the grant for 2025 Program Year.

Recruitment efforts continue for both HS and EHS. On May 1-5, 2025, Mental Wellness Training with Toribio Psychological Associates was provided to EHS staff.

Motion to approve the Head Start 0 to 5 PUR for the month of May 2025 was made by Destiny Campos and seconded by Deserae Price. Motion carried.

FULL ENROLLMENT
INITIATIVE UPDATES

Olga Jalomo-Ramirez, Family/Community Services Manager, stated that we continue to prioritize recruiting and enrolling children into Head Start 0 to 5.

As of June 17, 2025, HS Center Based has 510 repeaters and 263 children accepted for a total of 773 children pending enrollment for the upcoming program term. HS Home Based has 45 repeaters and 0 children accepted for a total of 45 children pending enrollment. EHS Center Based is in operation year-round and has 78 children enrolled. EHS Home Based is also in operation and has 276 children enrolled. This gives us a total of 1172 children for Head Start 0 to 5.

Family/Community Services is diligently working on completing 167 incomplete applications. They are reaching out to families who need to submit

documentation for verification. Recruitment efforts continue to be top priority; staff are sending out letters and participating in commercials that are broadcast on the local news station, Univision.

Mr. Alvarado Rebolledo suggested recruiting staff to engage in community activities such as church events.

Ms. Jalomo-Ramirez stated the ERSEA team does outreach within the community and sets up at local fairs/events when available.

PERSONNEL
COMMITTEE REPORT
FOR MAY 2025

Laura Barnes, Personnel Committee Chairperson, stated the Personnel Committee report consists of a list of: Hiring/Personnel Action Positions, Resignations/Separations, Promotion/Status Change, and Job Descriptions for Positions for the month. All promotions, transfers, separations, and new hires are to be presented to the CWPC monthly, as an informational item.

For the month of May 2025 there were 4 Hiring/Personnel Action Positions (pending), 5 Promotions/Status Changes, 4 Resignations/Separations and no updated Job Description.

EARLY HEAD START
SCHOOL READINESS
2ND AGGREGATION AND
HEAD START SCHOOL
3RD AGGREGATION

We will be tabling this informational item until the next CWPC meeting on August 5, 2025.

RESIGNATION OF EOC
BOARD OF
COMMISSIONER
LIAISON – JALYSSA
JENKINS-MCGILL

Alfonso Lopez, FE/VS Coordinator, stated the position of Fresno EOC Board of Commissioner Liaison with the CWPC is currently vacant. Jalyssa Jenkins-McGill verbally resigned the Fresno EOC Board of Commissioner position on June 4, 2025. The Commissioner is a liaison between the Fresno EOC Policy Council and the CWPC Board.

Ms. Jalomo-Ramirez stated for the Commissioner position, there is an application process, in which candidates write an essay about themselves. The Fresno EOC Board then conducts a vote. Staff will be announcing the details soon, and the position will be open to parents and former parents.

ANNOUNCEMENTS

Adriana Cuevas, CWPC Secretary, made the following Announcements:

- A. July 4, 2025 – Independence Day Holiday
- B. August 5, 2025 – County-Wide Policy Council – Executive Plaza – Board Room

ADJOURNMENT

There being no further business to discuss, motion to adjourn the meeting was made by Deserae Price and seconded by Laura Barnes. Motion carried.

The meeting adjourned at 6:33 p.m.

Submitted By:

Brionna Warren
Secretary I

(CWPC MINUTES JULY 1, 2025 FINAL) bw/je 07/10/25 ~ CWPC (2024-2025 (CWPC MINUTES)) ~

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Head Start 0 to 5
Consent Agenda Item #: 8_48	Director: Michael Balderas
Subject: Program Update Reports (PUR) for April, May, and June 2025	Officer: Salam M. Nalia

Recommended Action

The County-Wide Policy Council recommends acceptance of the Head Start 0 to 5 Program Update Reports (PUR) for the months of April, May, and June 2025.

Background

As per mandate, Head Start agencies provide monthly updates to the Board and Policy council, written as required by the Head Start Act of December 12, 2007, Section 642 Powers and Functions of Head Start Agencies (d) Program Governance Administration, (2) Conduct of Responsibilities, (A) through (I).

Below is a reference to the requirement.

(2) Conduct of Responsibilities – Each Head Start agency shall ensure the sharing of accurate and regular information for use by the governing body and policy council, about program planning, policies, and Head Start agency operations. . .

The report includes all areas mandated by the Head Start Act, not reported elsewhere: (B) monthly program activity summaries; (C) program enrollment reports; (D) monthly reports of meals and snacks provided through the U.S. Department of Agriculture; (H) communication and guidance from the Secretary of Health and Human Services.

The excluded information reported separately includes: (A) monthly financial reports including credit cards, (E) financial audit report, (F) annual Self-Assessment (G) community-wide strategic planning (Community Assessment) and the (I) Annual Program Information Report (PIR).

This item was presented and approved by CWPC.


The April, May, and June 2025 Program Update Reports are attached for review.

Fiscal Impact

Action on this agenda item will have no fiscal impact.

Conclusion

If approved by the full Board, the April, May, and June 2025 PUR reports will be retained for record keeping verifying the County-Wide Policy Council and the Fresno EOC Board of Commissioners had



timely and accurate information to ensure programmatic and fiduciary accountability of Fresno EOC Head Start 0 to 5. If not accepted, the Head Start Director will review and make recommended changes.



BOARD OF COMMISSIONERS PROGRAM UPDATE REPORT

REPORT MONTH: APRIL 2025

I. Head Start 0 to 5

Program Information Summary:

1. April 3, 2025- Self-Assessment Orientation was conducted at the Nielsen Center for staff, parents, and Board of Commissioners.
2. April 4, 2025- Parent Conference was held at Clovis Veterans Memorial district
3. April 14-18, 2025- Spring Break for Center-Based and Home-Based sites.
4. April 14-15, 2025- HS 0 to 5 hosted its first Health Fair at Franklin Head Start for children and families currently enrolled in the program.
5. April 21, 2025- All Staff Recruitment Day took place throughout Fresno County to recruit children and families for the 25/26 program year.
6. April 22, 2025- Training & Technical Assistance was on site to support staff with FA2 monitoring results for Health and Finance.
7. April 25, 2025- Community Care Licensing conducted training for Active Supervision and Children's Personal Rights.
8. April 30, 2025- DEC meeting was held at Franklin Head Start Auditorium.

II. Communication and Guidance from the United States Health and Human Services (HHS) Secretary:

On April 3, 2025, Fresno EOC Head Start 0 to 5 received notification from the Deputy Assistant Secretary for Early Childhood Development, Department of Health and Human Services Administration for Children and Families, Dr. Laurie Todd-Smith, informing the program that the Department of Health and Human Services (HHS) Secretary Robert F. Kennedy recently announced a major restructuring in accordance with President Trump's Executive Order "Implementing the President's 'Department of Government Efficiency' Workforce Optimization Initiative." As part of this restructuring, HHS is consolidating its 10 regional offices into 5, closing offices in Boston, New York, Chicago, Seattle, and San Francisco, effective April 1, 2025. The Region IX Office located in San Francisco, CA is the regional office that Fresno EOC is assigned to and oversees the operations of our Head Start 0 to 5 program. Currently, we have not received any further guidance or information from Office of Head Start.

On April 23, 2025- The Administration for Children and Families (ACF), Office of Head Start (OHS) provided the results of our CLASS monitoring review of our program. The report contained information about our program's performance and compliance with the requirements of the Head Start Program Performance Standards, Public Law 110-134, Improving Head Start for School Readiness Act of 2007, and other applicable regulations. Based on the report, we surpassed three domains and ten dimensions of teacher-child interactions and measures of those observed interactions on a seven-point scale.

III. Early Head Start

Program Information Summary:

1. Early Head Start continues to recruit children and families for the 24/25 program year and the next school year.
2. Early Head Start- Classrooms are busy implementing the curriculum, and working on the new system for lesson planning- Plan of Possibilities. Children are busy learning and interacting with their well equipped environments.

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 357; Monthly ADA: Center Base: 82.73%, Home Base: N/A

Wait List Total: 146

Analysis of all areas below the recommended 85% ADA, if any, has been done.

Early Head Start Meals/Snacks:

Total Children: Breakfasts: 982 Lunches: 1,078 Snacks: 892

IV. Head Start

Program Information Summary:

1. April 7-11, 2025- CLASS On-Site Review was conducted at various CB sites.
2. All classrooms, agency wide, received new aquariums with all the components to set up fish tanks. As future guardians of our planet, it is important for children to understand the joy of caring for other living things with kindness and giving them the care they need. This assists in the development of empathy and respect and is the beginning of animal science learning. This is part of our High-Quality Classroom Project
3. All classrooms, agency wide, received music and movement equipment and materials to include new boom boxes, CDs with a variety of music for children, scarves for dancing and many, many instruments for playing. Research shows the connection between music and math skills. It is essential that our children have access to music daily as this is part of our High-Quality Classroom Project.



**BOARD OF COMMISSIONERS
PROGRAM UPDATE REPORT**

Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 1,476; Monthly ADA: Center Base 84.25%; Home Base: N/A

Wait List Total: 427

Analysis of all areas below the recommended 85% ADA, if any, has been done.

Head Start Meals/Snacks:

Total Children: Breakfasts: 14,672 Lunches: 16,169 Snacks: 13,556

Submitted by:

Michael Balderas
Head Start Director

Nidia Davis
Program Support Director

(APRIL 2025 BOARD PUR REPORT) bw 06/09/25 ~ CWPC (2024-2025 (PUR (BOARD))) ~



**BOARD OF COMMISSIONERS
PROGRAM UPDATE REPORT
REPORT MONTH: MAY 2025**

I. Head Start 0 to 5

Program Information Summary:

1. May 1, 2025 - OHS RAN Review Monitoring
2. May 7, 2025 - Volunteer Luncheon at Franklin Head Start Auditorium
3. May 14, 2025 - Admin Planning
4. May 19- 23, 2025 - National Head Start Conference in Columbus, Ohio
5. May 20- 22, 2025 - Triannual Self- Assessment took place at Franklin Auditorium
6. May 23, 2025 - Last day of school for 3.5-hour class
7. May 26, 2025 - Memorial Day Holiday observed. All sites and offices were closed in observance
8. May 29, 2025 - Last day of School for 7.5-hour classes
9. May 30, 2025 - End of the Year All Staff In-Service at Woodward Park, Fresno, CA

II. Communication and Guidance from the United States Health and Human Services (HHS) Secretary:

On May 12, 2025, Fresno EOC Head Start received notification from Office of Head Start of its continued funding for the second half of the grant for the 2025 Program Year.

On May 15, 2025, Fresno EOC Head Start received Notification of Head Start Monitoring report results from the RAN review. 1 Non-compliance and 1 Deficiency were cited in the report. This report was related to the incident reported at the Franklin Head Start Center.

III. Early Head Start

Program Information Summary:

1. Recruitment of children and families is ongoing for the 2025/2026 program year.
2. May 1st & 5th - 2025, Mental Wellness Training with Toribio Psychological Associates: Topic: Parents and Mental Health Professionals
3. May 4, 2025 - FDS's participated in the Hmong America day for recruitment of children.
4. May 9, 2025 - DRDP training for Education Staff

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 361; Monthly ADA: Center Base: 86.45%, Home Base: N/A

Wait List Total: 151

Analysis of all areas below the recommended 85% ADA, if any, has been done.

Early Head Start Meals/Snacks:

Total Children: Breakfasts: 1,173 Lunches: 1,282 Snacks: 1,120

IV. Head Start

Program Information Summary:

1. Recruitment of children is ongoing for the 2025/2026 program year.
2. Health Services and Home-Based services continued to complete hearing and vision screenings for EHS children

Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 1,472; Monthly ADA: Center Base 85.04%; Home Base: N/A

Wait List Total: 431

Analysis of all areas below the recommended 85% ADA, if any, has been done.

Head Start Meals/Snacks:

Total Children: Breakfasts: 18,001 Lunches: 20,109 Snacks: 17,638

Submitted by:

Michael Balderas
Interim Head Start Director

Nidia Davis
Program Support Director



**BOARD OF COMMISSIONERS
PROGRAM UPDATE REPORT
REPORT MONTH: JUNE 2025**

I. Head Start 0 to 5

Program Information Summary:

1. June 1, 2025 – CCTR and CSPP Program Self Evaluations were submitted.
2. June 2, 2025 – Summer Recruitment for the 2025/2026 kicked off at Richard Keyes Head Start for all Fresno County Head Start and Early Head Start sites.
3. June 10, 2025 – RAN Monitoring Review was conducted virtually
4. June 16, 2025 – HS Director and Program Director participated in a webcast for Incident Reporting Requirements in the Head Start Program Performance Standards
5. June 17, 2025 – Admin Planning took place in the West Conference Room for the 2025/2026 program year.
6. June 19, 2025 – Juneteenth Holiday was observed. All offices and sites were closed in observance.
7. June 24-26, 2025 – ChildPlus Consultant on site to support program needs and optimize use of the ChildPlus software.
8. June 26, 2025 – Interim CEO, Brian Angus received notification from the Office of Head Start approving Mr. Michael Balderas, as the new Head Start Director for Fresno EOC Head Start 0 to 5
9. June 27, 2025 – Received Results from June 10, 2025, RAN Review

II. Communication and Guidance from the United States Health and Human Services (HHS) Secretary:

On June 4, 2025, OHS Enrollment Team sent correspondence informing us that the Office of Head Start (OHS) has designated Fresno County Economic Opportunities Commission, chronically underenrolled, pursuant to Section 641A(h)(5) of the Head Start Act. Given the measurable progress towards full enrollment, OHS will not reduce Fresno County Economic Opportunities Commission base grant at this time. However, we were advised that OHS recognizes that our agency will likely have unobligated funds at the end of the current fiscal year, and that these funds may be subject to recapture. As a reminder, we have the option to apply for a Change in Scope to reduce your funded enrollment and apply funds to other budget line items that will address under-enrollment, such as compensation for staff.

III. Early Head Start

Program Information Summary:

1. Early Head Start continues to recruit children and families for the 2025/2026 program year.
2. June 30, 2025 – The 24/25 program year ended for center based and home based program options.

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 359; Monthly ADA: Center Base: 79.04%; Home Base: N/A
Wait List Total: 150

Analysis of all areas below the recommended 85% ADA, if any, has been done.

Early Head Start Meals/Snacks:

Total Children: Breakfasts: 1,043 Lunches: 1,190 Snacks: 1,008

IV. Head Start

Program Information Summary:

1. Head Start continues to recruit children and families for the 2025/2026 program year.
2. Teachers Learning at Collaborating (TLC) Meeting took place at Richard Keys, Pinedale, Estelle Dailey, Sequoia, and Dakota Circle.
3. June 6, 2025 – Last day of classes for 6-hour classes.
4. June 9, 2025 – Coaching Session at Franklin: Engaging Conversations with Children.

Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 1,471; Monthly ADA: Center Base 86.11%; Home Base: N/A
Wait List Total: 425

Analysis of all areas below the recommended 85% ADA, if any, has been done.

Head Start Meals/Snacks:

Total Children: Breakfasts: 4,781 Lunches: 5,069 Snacks: 4,160

Submitted by:

Michael Balderas
Interim Head Start Director

Nidia Davis
Program Support Director

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Head Start 0 to 5
Consent Agenda Item #: 8_49	Director: Micael Balderas
Subject: Head Start 0 to 5 Program Options for the 2025-2026 Program Year	Officer: Salam M. Nalia

Recommended Action

The County-Wide Policy Council recommends review and approval of the Head Start 0 to 5 Program Options for the 2025-2026 Program Year.

Background

Per the Head Start Program Performance Standards (HSPPS) 1302.20(a)(1), a program must choose one or more of the following program options: center-based, home-based, family childcare, or an approved locally designed variation as described in §1302.24. The program option(s) chosen must meet the needs of children and families based on the community assessment described in §1302.11(b)(2).

Attached are the Head Start 0 to 5 Program Options for the 2025-2026 Program Year for Head Start and Early Head Start Center-Based and Home-Based program options for a funded enrollment of 2120.

In addition, we have attached the Program Options for 2025-2026 Program Year if the Change of Scope is approved. To date, the Change of Scope and Locally Designed Program Option (LDO) submitted to the Office of Head Start on March 11, 2025, has not been approved. According to our Program Specialist, it is currently being reviewed. On March 4, 2025, the program requested approval from the CWPC for a Change of Scope and LDO with a revised funded enrollment of 1,670 (1336- HS; 334- EHS).

This item was presented and approved by CWPC on August 5, 2025

Fiscal Impact

Action on this agenda item will have no fiscal impact.

Conclusion

If approved by the full board, Program Options for Head Start and Early Head Start will be implemented for the 2025-2026 program year.

**HEAD START 0 TO 5
PROGRAM OPTIONS FOR CENTER BASED
2025-2026 SCHOOL YEAR
DRAFT**

<u>SITE</u>	<u># OF FUNDED ENROLLMENT</u>	<u>OPTION</u>
1. *BROOKS	40	(2) – 6 hour classes
2. *CARUTHERS	20	(1) – 6 hour class
3. *CEDARWOOD	40	(2) – 6 hour classes
4. *CITRUS	40	(2) – 6 hour classes
5. *CLOVIS	40	(2) – 3.5 hour classes AM/PM
6. *COLLEGE COMMUNITY	38	(2) – 3.5 hour classes AM/PM
7. *DAKOTA CIRCLE	160 (2 Classes – Braided Funding)	(2) – 11 hour classes/(6) - 6 hour classes
8. *ESTELLE DAILEY	40	(2) – 6 hour classes
9. *FIREBAUGH	40	(2) – 6 hour classes
10. *FRANKLIN	160 (2 Classes – Braided Funding)	(6) – 6 hour classes/(2) – 7.5 hour classes
11. *HURON	40	(2) – 6 hour classes
12. *IVY	40	(2) – 6 hour classes
13. *JEFFERSON	100	(3) – 6 hour classes/(2) 3.5 hour classes
14. *KINGS CANYON	100	(3) – 6 hour classes/(2) - 3.5 hour classes AM/PM
15. *LA COLONIA	40	(2) – 6 hour classes
16. *MADISON	40	(2) – 6 hour classes
17. *MOSQUEDA	20	(1) – 6 hour class
18. *MENDOTA	60	(1) – 6 hour class/(2) 3.5 hour classes AM/PM
19. *PINEDALE	20	(1) – 6 hour class
20. *RAMACHER	40	(2) – 6 hour classes
21. *RICHARD KEYES/*MOLLY NEVAREZ (Clinton/Blythe)	80/40	(4) – 3.5 hour classes AM/PM (2) – 6 hour classes – Richard Keyes – 8-2 PM
22. *ROMAIN	40	(2) – 3.5 hour classes
23. ROOSEVELT	40	(2) – 6 hour classes
24. *SANGER	80	(2) – 6 hour classes/(2) – 3.5 hour classes
25. *SEQUOIA	40 (1 Class–Braided Funding)	(1) – 6 hour class/(1) – 11 hour class
26. *WASHINGTON	40	(2) – 3.5 hour classes
27. *WILSON (CSPP)	20 (Braided Funding)	(1) – 7.5 hour class

TOTAL 1,498 (CENTER BASED)/All Sites

* All Sites are Center Based - Combination of 4 & 5 Days Per Week
Supplemental 6-hour Classes (1,020 + hours)

Revised and Approved by CWPC	Approved by Fresno EOC Board of Commissioners
[5/8/13] [5/21/14] [3/18/15] [5/18/16] [4/19/17] [6/21/17] [6/20/18] [4/10/19] [9/16/20][11/2/21][09/13/23] [09/13/23] [07/02/24]	[5/22/13] [5/28/14] [3/25/15] [5/25/16] [4/26/17] [9/27/17] [6/27/18] [4/24/19] [9/8/20][12/15/21] [10/05/23][09/16/24]

(CB HS 0 TO 5 PROGRAM OPTIONS 2025-2026 PROGRAM OPTION 1)

cq 07/28/25

~ PROGRAM OPTIONS (2025 - 2026) ~



HEAD START 0 TO 5
EARLY HEAD START CENTER BASED
PROGRAM OPTIONS
2025-2026 SCHOOL YEAR
DRAFT

<u>SITE</u>	<u># OF FUNDED ENROLLMENT</u>	<u>OPTION</u>
CHILD DEVELOPMENT CENTER (CDC)	32	
CLINTON/BLYTHE (FRANKLIN)	16	
ERIC WHITE	16	
JANE ADDAMS	14	
MENDOTA (AMOR CENTER)	8	
TOTAL 86		

Revised and approved by CWPC [5/8/13] [5/21/14] [3/18/15] [5/18/16] [4/19/17] [6/21/17] [6/20/18] [4/10/19] [9/16/20][11/2/21].[09/13/23] [09/13/23] [07/02/24] [8/5/25]	Approved by Fresno EOC Board of Commissioners [5/22/13] [5/28/14] [3/25/15] [5/25/16] [4/26/17] [9/27/17] [6/27/18] [4/24/19] [9/8/20][12/15/21] [10/05/23] [09/16/24]
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**HEAD START 0 TO 5
PROGRAM OPTIONS FOR CENTER BASED
2025-2026 SCHOOL YEAR
DRAFT**

<u>SITE</u>	<u># OF FUNDED ENROLLMENT</u>	<u>OPTION</u>
1. *BROOKS	37	(2) – 6 hour classes
2. *CARUTHERS	17	(1) – 6 hour class
3. *CEDARWOOD	37	(2) – 6 hour classes
4. *CITRUS	40	(2) – 6 hour classes
5. *CLOVIS	17	(1) – 6 hour class
6. *COLLEGE COMMUNITY	20	(1) – 6 hour class
7. *DAKOTA CIRCLE	151 (2 Classes – Braided Funding)	(2) – 11 hour classes/(6) – 6 hour classes
8. *ESTELLE DAILEY	40	(2) – 6 hour classes
9. *FIREBAUGH	37	(2) – 6 hour classes
10. *FRANKLIN	151 (1 Class – Braided Funding)	(6) – 6 hour classes / (2) – 7.5 hour classes
11. *HURON	37	(2) – 6 hour classes
12. *IVY	40	(2) – 6 hour classes
13. *JEFFERSON	74	(4) – 6 hour classes
14. *KINGS CANYON	94	(5) – 6 hour classes
15. *LA COLONIA	37	(2) – 6 hour classes
16. *MADISON	37	(2) – 6 hour classes
17. *MOSQUEDA	33	(2) – 3.5 hour classes
18. *MENDOTA	37	(2) – 6 hour classes
19. *PINEDALE	17	(1) – 6 hour class
20. *RAMACHER	37	(2) – 6 hour classes
21. *RICHARD KEYES	111	(2) – 6 hour classes (4) – 3.5 hour classes AM/PM
22. *ROMAIN	17	(1) – 6 hour class
23. ROOSEVELT	37	(2) – 6 hour classes
24. *SANGER	74	(4) – 6 hour classes
25. *SEQUOIA	37 (1 Class–Braided Funding)	(1) – 6 hour class / (1) – 11 hour class
26. *WASHINGTON	17	(1) – 6 hour class
27. *WILSON (CSPP)	17 (Braided Funding)	(1) – 7.5 hour class

TOTAL 1,300 (CENTER BASED)/All Sites

* All Sites are Center Based - Combination of 4 & 5 Days Per Week
Supplemental 6-hour Classes (1,020 + hours)

Revised and Approved by CWPC	Approved by Fresno EOC Board of Commissioners
[5/8/13] [5/21/14] [3/18/15] [5/18/16] [4/19/17] [6/21/17] [6/20/18] [4/10/19] [9/16/20] [11/2/21] [09/13/23] [09/13/23] [07/02/24] [8/5/25]	[5/22/13] [5/28/14] [3/25/15] [5/25/16] [4/26/17] [9/27/17] [6/27/18] [4/24/19] [9/8/20] [12/15/21] [10/05/23] [09/16/24]

(CB HS 0 TO 5 PROGRAM OPTIONS 2025-2026 PROGRAM OPTION 2)

cq 07/28/25

~ PROGRAM OPTIONS (2025 - 2026) ~



HEAD START 0 TO 5
EARLY HEAD START CENTER BASED
PROGRAM OPTIONS
2025-2026 SCHOOL YEAR
DRAFT

<u>SITE</u>	<u># OF FUNDED ENROLLMENT</u>	<u>OPTION</u>
CHILD DEVELOPMENT CENTER (CDC)	32	
CLINTON/BLYTHE (FRANKLIN)	16	
ERIC WHITE	16	
JANE ADDAMS	14	
MENDOTA (AMOR CENTER)	8	
	TOTAL 86	

Revised and approved by CWPC	Approved by Fresno EOC Board of Commissioners
[5/8/13] [5/21/14] [3/18/15] [5/18/16] [4/19/17] [6/21/17] [6/20/18] [4/10/19] [9/16/20][11/2/21].[09/13/23] [09/13/23] [07/02/24] [8/5/25]	[5/22/13] [5/28/14] [3/25/15] [5/25/16] [4/26/17] [9/27/17] [6/27/18] [4/24/19] [9/8/20][12/15/21] [10/05/23] [09/16/24]

**EARLY HEAD START HOME BASED
PROGRAM OPTIONS
2025-2026 SCHOOL YEAR
DRAFT**

<u>SITE</u>	<u># OF FUNDED ENROLLMENT</u>	<u>OPTION</u>
FRESNO CITY URBAN	108	HOME BASED
EXCEPTIONAL PARENTS UNLIMITED (EPU)	36	HOME BASED
PARC GROVE	24	HOME BASED
HIGHWAY CITY	36	HOME BASED
KERMAN/BIOLA	24	HOME BASED
MOUNT CARMEL	24	HOME BASED
SANGER/REEDLEY	48	HOME BASED
FOWLER/SELMA	36	HOME BASED
	<hr/>	
TOTAL	336	

Revised and Approved by CWPC	Approved by Fresno EOC Board of Commissioners
[5/18/2016] [4/19/17] [5/16/18] [4/10/19] [9/16/20] [11/2/21] [9/13/23] [07/02/24] [8/5/25]	[5/25/2016] [4/26/17] [5/23/18] [4/24/19] [9/8/20] [12/15/21] [10/05/23] [09/16/24]

**EARLY HEAD START HOME BASED
PROGRAM OPTIONS
2025-2026 SCHOOL YEAR
DRAFT**

<u>SITE</u>	<u># OF FUNDED ENROLLMENT</u>	<u>OPTION</u>
FRESNO CITY URBAN	84	HOME BASED
PARC GROVE	24	HOME BASED
HIGHWAY CITY	36	HOME BASED
KERMAN/BIOLA	24	HOME BASED
MOUNT CARMEL	24	HOME BASED
SANGER/REEDLEY	24	HOME BASED
FOWLER/SELMA	24	HOME BASED
	<hr/>	
	TOTAL	
	240	

Revised and Approved by CWPC	Approved by Fresno EOC Board of Commissioners
[5/18/2016] [4/19/17] [5/16/18] [4/10/19] [9/16/20] [11/2/21] [9/13/23] [07/02/24] [8/5/25]	[5/25/2016] [4/26/17] [5/23/18] [4/24/19] [9/8/20] [12/15/21] [10/05/23] [09/16/24]



**HEAD START HOME BASED
PROGRAM OPTIONS
2025-2026 SCHOOL YEAR
DRAFT**

<u>SITE</u>	<u># OF FUNDED ENROLLMENT</u>	<u>OPTION</u>
FRESNO CITY HB	60	Home Based
MOUNTAIN AREA	12	Home Based
SANGER/REEDLEY	24	Home Based
WEST COUNTY	60	Home Based
KERMAN	36	Home Based
TOTAL	192	

Revised and approved by CWPC	Approved by Fresno EOC Board of Commissioners
[5/8/13] [5/21/14] [3/18/15] [5/18/16] [4/19/17] [6/21/17] [6/20/18] [4/10/19] [9/16/20][11/2/21] [9/13/23] [07/02/24] [8/5/25]	[5/22/13] [5/28/14] [3/25/15] [5/25/16] [4/26/17] [9/27/17] [6/27/18] [4/24/19] [9/8/20][12/15/21] [10/05/23] [09/16/24]



**HEAD START HOME BASED
PROGRAM OPTIONS
2025-2026 SCHOOL YEAR
DRAFT**

<u>SITE</u>	<u># OF FUNDED ENROLLMENT</u>	<u>OPTION</u>
WEST COUNTY	36	Home Based
	<hr style="width: 50%; margin: 0 auto;"/> TOTAL 36	

Revised and approved by CWPC	Approved by Fresno EOC Board of Commissioners
[5/8/13] [5/21/14] [3/18/15] [5/18/16] [4/19/17] [6/21/17] [6/20/18] [4/10/19] [9/16/20][11/2/21] [9/13/23] [07/02/24] [8/5/25]	[5/22/13] [5/28/14] [3/25/15] [5/25/16] [4/26/17] [9/27/17] [6/27/18] [4/24/19] [9/8/20][12/15/21] [10/05/23] [09/16/24]

(HS HB PROGRAM OPTIONS 2025-2026 PROGRAM OPTION 2) cq 07/28/25 ~ PROGRAM OPTIONS (2025-2026) ~

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Head Start 0 to 5
Consent Agenda Item #: 8_50	Director: Micael Balderas
Subject: Proposed County-Wide Policy Council Meeting Dates for the 2025-2026 Program Year	Officer: Salam M. Nalia

Recommended Action

The County-Wide Policy Council (CWPC) recommends review and approval of the Proposed CWPC Meeting Dates for the 2025-2026 Program Year.

Background

Per the Head Start 0 to 5 County-Wide Policy Bylaws, Article V, Section 1, the CWPC shall meet monthly. In preparation for the 2025- 2025 school year, staff recommends the County-Wide Policy Council meetings to continue the first Tuesday of each month. Attached are the proposed CWPC meeting dates for the 2025-2026 program year.

This item was presented and approved by CWPC on August 5, 2025.

Fiscal Impact

Action on this agenda item will have no fiscal impact.

Conclusion

If approved by the full board, Proposed County-Wide Policy Council Meeting dates will be implemented for the 2025-2026 program year and added to the program calendar.



COUNTY-WIDE POLICY COUNCIL (CWPC) PROPOSED MEETING DATES 2025–2026

AUGUST 2025:

August 5, 2025 – CWPC Meeting

SEPTEMBER 2025:

September 2, 2025 – CWPC Meeting

OCTOBER 2025:

October 7, 2025 – CWPC Meeting

NOVEMBER 2025:

November 4, 2025 – CWPC Meeting

DECEMBER 2025:

December 2, 2025 – CWPC Meeting

JANUARY 2026:

January 6, 2026 – CWPC Meeting (Due to Winter Break Schedule)

FEBRUARY 2026:

February 3, 2026 – CWPC Meeting

MARCH 2026:

March 3, 2026 – CWPC Meeting

APRIL 2026:

April 7, 2026 – CWPC Meeting

MAY 2026:

May 5, 2026 – CWPC Meeting

JUNE 2026:

June 2, 2026 – CWPC Meeting

JULY 2026:

July 7, 2026 – CWPC Meeting



Early Care
&
Education

CONSEJO DE POLÍTICAS DEL CONDADO (CWPC) FECHAS DE REUNIÓN **PROPUESTAS** 2025–2026

AGOSTO DE 2025:

5 de agosto del 2025 – Reunión de CWPC

SEPTIEMBRE DE 2025:

2 de septiembre del 2025 – Reunión de CWPC

OCTUBRE DE 2025:

7 de octubre del 2025 – Reunión de CWPC

NOVIEMBRE DE 2025:

4 de noviembre del 2025 – Reunión de CWPC

DECIEMBRE DE 2025:

2 de diciembre del 2025 – Reunión de CWPC

ENERO DE 2026:

6 de enero del 2026 – Reunión de CWPC (debido al calendario de vacaciones de invierno)

FEBRERO DE 2026:

3 de febrero del 2026 – Reunión de CWPC

MARZO DE 2026:

3 de marzo del 2026 – Reunión de CWPC

ABRIL DE 2026:

7 de abril del 2026 – Reunión de CWPC

MAYO DE 2026:

5 de mayo del 2026 – Reunión de CWPC

JUNIO DE 2026:

2 de junio del 2026 – Reunión de CWPC

JULIO DE 2026:

7 de julio de 2026 – Reunión de CWPC

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Head Start 0 to 5
Consent Agenda Item #: 8_51	Director: Michael Balderas
Subject: Proposed Carryover- Fiscal Year 2025	Officer: Salam M. Nalia

Recommended Action

The County-Wide Policy Council (CWPC) recommends review and approval from the full Board for the Proposed Carryover- Fiscal Year (FY) 2025 from January 1, 2025, through December 31, 2025, in the amount of \$11,552,770.14 (EHS- \$3,144,170.51; HS- \$8,408,599.63).

Background

Fresno County Economic Opportunities Commission (dba Fresno EOC), Grantee #09CH012031, is applying to submit a Proposed Carryover for Fiscal Year (FY) 2025 to carryover the budget for 2021 FY- Year One, 2022 FY- Year Two, and 2023 FY- Year Three to authorize expenditure of underspent funds. Each year the program experienced unexpected funds in various categories that include salaries, fringe benefits, and program operations (travel and supplies). Because these variances equaled more than \$250,000, a formal budget carryover was submitted for each corresponding year to repurpose funds for other needed, but unfunded items. Below is the original breakdown for each carryover application submitted and approved for the corresponding Fiscal Year:

- FY 2021 - \$6,225,090.00 (EHS- \$1,641,421.00; HS- \$4,583,669.00)
- FY 2022- \$4,516,786.33 (EHS- \$1,183,962.35; HS- \$3,332,823.98)
- FY 2023- \$9,267,882.20 (EHS- \$2,512,824.85; HS - \$6,755,057.35)

Unfortunately, approval for each carryover was not provided until the end of the corresponding year, thus not affording the program to spend funds within the timeframe required. Therefore, funds were carried over year after year. As a result of all the changes that have taken place with the Regional Offices, more specifically, Region IX, the program has been asked to resubmit a combined carryover for FY 2025 outlining the breakdown for each carryover application submitted. After careful review and analysis of previous carryover applications submitted, changes have been made that have been included herein for the Proposed Carryover for FY 2025:

- FY 2021- \$989,837.32 (EHS- \$356,934.00; HS- \$632,903.32)
- FY 2022- \$2,874,861.47 (EHS- \$564,684.31; HS- \$2,310,177.16)
- FY 2023- \$7,688,071.35 (EHS- \$2,222,552.20; HS- \$5,465,519.15)

The overall changes result in a grand total of \$11,552,770.14 (EHS- \$3,144,170.51; HS- \$8,408,599.63). These changes are still intended to assist in the full implementation of our

Program and School Readiness Goals by providing additional resources for children’s learning, needed repairs and physical classrooms for program sites to improve the environments for children, families and staff.

This item was presented and approved by the CWPC Emergency Executive Board Meeting on August 18, 2025.

Fiscal Impact

Action on the Proposed Carryover FY 2025 will allow Head Start 0 to 5 to utilize funds to support the needs of children, families, staff and needed projects. The program is requesting to reallocate \$11,552,770.14 (EHS- \$3,144,170.51; HS- \$8,408,599.63).

Conclusion

If approved by the full Board, this item will be submitted into the Head Start Enterprise System (HSES) for review and approval from Office of Head Start. If not approved, the funds will be returned when the 2025 FY budget closes.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Head Start 0 to 5
Consent Agenda Item #: 8_52	Director: Michael Balderas
Subject: Fiscal Year 2026 Head Start 0 to 5 Continuation/Refunding Application	Officer: Salam M. Nalia

Recommended Action

The County-Wide Policy Council recommends approval of the Fiscal Year 2026 Head Start 0 to 5 Continuation/Refunding Application.

Background

Head Start 0 to 5 is funded on an annual basis (January 1 through December 31) by the Department of Health and Human Services (HHS) and Office of Head Start (OHS). Head Start 0 to 5 is funded to serve economically challenged families and their children, including those with disabilities from birth to five years of age. The Program’s coordinated interdisciplinary approach enhances the child’s education, social development, nutrition, health (including physical, mental, and dental), self-image, and school readiness.

This budget will be submitted to Health and Human Services (HHS) as part of the FY 2026 Head Start/Early Head Start Continuation/Refunding Application package. The deadline for submission to HHS is October 1, 2025. Notification for grant award will be before December 31, 2025.

The Head Start /Early Head Start Refunding Grant Application for FY 2026 includes the following budget components:

1. **Basic Head Start Budget (G094122): \$38,504,223**
2. **Basic Early Head Start Budget (G094122): \$8,577,640**
3. **Head Start Training and Technical Assistance Budget (G094120): \$323,827**
4. **Early Head Start Training and Technical Assistance Budget (G094121): \$173,371**

2026 Proposed Budget						
Line Item	Head Start	Early Head Start	T&TA HS	T&TA EHS	Nonfederal	Total
Personnel	\$20,357,436.92	\$4,937,385.10			\$6,323,705.51	\$25,294,822.02
Fringe Benefits	\$8,749,507.55	\$1,511,288.40			\$2,565,198.99	\$10,260,795.95
Travel	\$0	\$0	\$113,461.98	\$64,964.20	\$44,606.55	\$178,426.18
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$429,900.00	\$168,500.00	\$4,800.00	\$1,200.00	\$151,100.00	\$604,400.00
Contractual	\$863,204.50	\$168,640.00	\$0	\$9,500.00	\$260,336.13	\$1,041,344.50
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$4,603,790.12	\$1,012,041.05	\$176,126.20	\$81,945.80	\$1,468,475.79	\$5,873,903.17
Totals	\$35,003,839.09	\$7,797,854.55	\$294,388.18	\$157,610.00	\$10,813,422.97	\$43,253,691.82
Indirect Cost Rate	\$3,500,383.91	\$779,785.45	\$29,438.82	\$15,761.00	\$1,081,342.30	\$4,325,369.18
Grand Totals	\$38,504,223.00	\$8,577,640.00	\$323,827.00	\$173,371.00	\$11,894,765.22	\$47,579,061.00

Head Start/Early Head Start Program Budget Narrative (G094122):

Our program serves 2120 clients (including 50 prenatal women) annually. The proposed budgets support children's receiving comprehensive services designed to support their developmental progression from pre-birth to kindergarten readiness. Based on parent preference and current community needs assessment, Fresno EOC's Head Start 0 to 5 program offers both center-based and home-based program options. In all cases, parents at centers and home-based areas self-determine program options.

The proposed FY 2026 **Basic Head Start Budget** is **\$38,504,223** for program operations, including family literacy, inclusion services, and transition. Throughout urban and rural Fresno County, Head Start will serve 1690 children and families, of which 1590 are children served in 36 center-based sites and 100 are children served in 4 home-based areas.

The proposed FY 2026 **Basic Early Head Start Budget** is **\$8,577,640** for program operations, including inclusion services. Early Head Start will serve 430 children and families year-round throughout urban and rural Fresno County. Ninety-four children are served in center-based classes, and 336 are children, or prenatal women served in home-based areas.

Training and Technical Assistant Budget Narrative (G094120/G094121):

The proposed FY 2026 **Head Start T&TA** budget is **\$323,827**, and the proposed FY 2026 **Early Head Start T&TA** budget is **\$173,371**. These funds will provide training and technical assistance to Head Start/Early Head Start program staff, parents, and the Fresno EOC Board of Commissioners to improve the quality of services provided to children and families.

The training needed is determined from analyses of Community Assessment Outcomes, Program Information Report findings, Head Start Program Performance Standards requirements, and the program's Self-Assessment monitoring.

This item was presented and approved by the CWPC Executive Board Meeting on August 18, 2025.

Fiscal Impact

The Head Start 0 to 5 Basic and Training and Technical Assistance Budgets have a fiscal impact of \$47,579,061. They constitute approximately 40% of Fresno EOC's budget and represent over 50% of the agency's employees.

Conclusion

If approved by the Board, the FY 2026 Head Start 0 to 5 Continuation/Refunding Application- Year 1 will move forward. If not approved, Head Start 0 to 5 will not have funding for the 2026 fiscal year.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Head Start 0 to 5
Consent Agenda Item #: 8_53	Director: Michael Balderas
Subject: Standards of Conduct and Personal Rights Policy	Officer: Salam M. Nalia

Recommended Action

The County-Wide Policy Council recommends review and approval of the Standards of Conduct and Personal Rights Policy.

Background

The proposed policy includes recommendations from Region IX Training and Technical Assistance team regarding the recent RAN (Risk Assessment Notification) reviews. This policy is revised to comply with all Head Start Program Performance Standards (HSPPS) and California Child Care Licensing (CCL) rules and regulations. The policy takes language directly from the Head Start Program Performance Standard 1302.90 (c) and the Department of Social Services (DSS) Community Care Licensing Requirements LIC 613A. The proposed policy will ensure staff understand the requirements of the program when working with children.

This item was presented and approved by the CWPC Executive Board Meeting on August 18, 2025.

Fiscal Impact

Action on this agenda item will have no fiscal impact.

Conclusion

If approved by the full Board, the Standards of Conduct and Personal Rights Policy will be implemented and go into effect upon approval. If not approved, the Head Start Director will review and complete recommended revisions.

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Head Start 0 to 5
Consent Agenda Item #: 5_54	Director: Michael Balderas
Subject: Quality Improvement Plan (QIP)- Education Services and Human Resources	Officer: Salam M. Nalia

Recommended Action

The information presented below is intended to keep the Board of Commissioners apprised of the Quality Improvement Plan (QIP) for Education Services and Human Resources.

Background

Fresno EOC Head Start 0 to 5 was notified by the Administration for Children and Families (ACF), through the Risk Assessment Notification (RAN) Review Monitoring Reports issued on May 13, 2025 and June 24, 2025, which indicated the following deficiencies: 45 CFR §1302.90(c)(1)(ii) Standards of Conduct and 45 CFR §1302.102(d)(1)(ii)(A) Reporting.


Fresno EOC Head Start 0 to 5 was also notified of an Area of Non-Compliance identified during the RAN review, which indicated the following finding: 45 CFR §1302.47(b)(4)(ii) Active Supervision and Safety Practices. Fresno EOC Head Start 0 to 5 was instructed to complete a Quality Improvement Plan to outline the steps taken to correct this issue and ensure future compliance.

Fresno EOC Head Start 0 to 5 was instructed to complete two Quality Improvement Plans (QIPs) to show how the areas of opportunity mentioned above are being addressed to correct the deficiencies and non-compliances.

QIP 1 outlines the actions taken to correct findings from the RAN monitoring report issued on May 13, 2025 and will be reviewed with the corrections on September 18, 2025.

QIP 2 includes updates to internal monitoring procedures, timeline tracking, and staff training to support timely and accurate implementation of required safety and supervision practices and will be reviewed with the corrections on October 29, 2025.

Since April 2025, staff from both the Franklin and Mendota sites have participated in a series of required in-person training and consultations. Earlier this month, during Head Start Pre-Service, refresher training was provided to all Head Start staff, including sessions on Child’s Rights, Active Supervision, and Conscious Discipline to set the foundation for the new program year. In addition, a revised Tap in Tap out supervision protocol and updated Code of Conduct have been implemented.



New internal reporting and monitoring systems are now in place to verify ongoing compliance with the standards noted above.

This item was presented at the CWPC on August 5, 2025.

Fiscal Impact

Although the QIP does not impact the budget, items detailed in the QIP may have additional costs associated with them.

Conclusion

The program will continue to keep the full Board apprised of any updates or changes of Quality Improvement Plan (QIP) and will be retained for record keeping.

Quality Improvement Plan

Grantee Name	Fresno EOC Head Start 0-5	Plan Start Date	May 15, 2025
Grant Award Number	09CH012031	Plan End Date	September 16, 2025

Description of Incident: An incident in November, 2024 occurred where a staff member witnessed a teacher assistant at the Franklin Center, who restrained a Head Start child and encouraged another child to engage in physically abusive behavior. The observing staff member did not report this incident until March 21, 2025. Additionally, the grant recipient did not ensure all staff refrained from behaviors that had the potential to maltreat and endanger the health and safety of children. Standards of Conduct Deficiency

Root Cause: Staff member violated the Standards of Conduct Policy.

Actions Taken to Address the Specific Incident: The staff member at Franklin was separated from employment. Standards of Conduct to include Child's Rights was conducted for all staff across the agency beginning on May 23, 2025. Community Care Licensing also conducted a training at July Preservice regarding Child's Rights and reporting.

Key Element:	ANC (1302.9(c)(1)(ii) Personnel Policies. (c) Standards of Conduct: Deficiency 1302.102(d)(1)(ii) Program Goals. Reporting 7 days				
Intended Outcome:	Revised Personnel Policies and Internal System for Reporting to include a secure and confidential portal on EOC Intranet (ANC)				
Implementation Activities	Timeline	Staff responsible	Resources/ TTA	Documentation	Status of Activities
HR Revision of Policy 5020- Standards of Performance and Conduct I. B.	6/19/25	HR Staff- Mayra Casillas Ruezga & Alicia Medina		Completed Policy 5020 approved by HS Director and sent to Board and Policy Council for approval	
Code of Conduct signatures from all HS staff	6/19/25	HR Team Education Team	All staff will be required to attend a refresh of C of C at Franklin Auditorium beginning May 23, 2025	Signed Code of Conduct Procedures from all Staff will be maintained in HR	HR has tracking for the 3 sessions on 5/23 Make up session to be scheduled

Quality Improvement Plan

Confidential Reporting System in EOC Intranet Portal created by I/T	6/19/25	HS Director, Michael Balderas will assure directives have been given to create this		A tab for Head Start will be added in the EOC portal for confidential reporting. Procedure attached.	Completed
Video Surveillance Policy (Pending approval)	HS Director, Michael Balderas will proceed based on budget approval. Education Services Directors	HS Director	Camera system for monitoring and follow up in use. DRAFT Policy created.		Cameras are in place at the Franklin site and can be monitored by the Center Director and the Facilities office at Central Office.
A new "Tap In/ Tap Out" procedure will be developed for staff wellbeing in the classrooms during challenging situations	June 19, 2025	Pending approval. Procedure for Unannounced Site Visit Report	Resources for the HS website will be followed (IM May 2024)	Training will be provided at Pre- Service this summer July, 2025	Completed.
New On-Boarding Protocol will be developed and implemented. Standards of Conduct will be reviewed and signed by all new hires. Talent LMS will have training access for all.	June 19, 2025	HR	To include new portal for confidential reporting. Talent LMS training access. Presentations at In-Service trainings will be provided.	On – Boarding Training Documentation/ Sign Ins The personnel tab in ChildPlus will track employee training.	Completed and Ongoing
EAP Resources for emotional well-being and work-life balance benefit from EOC	Already in place.	Human Resource Manager, Mayra Casillas Ruezga	EAP Resources Intranet via HR tab	Tri fold info flyer provided at all sites and at Pre-Service. Standing agenda item at all center meetings.	In place.

Quality Improvement Plan

<p>Toribio Psychological Services: Support Services</p> <p>Mental Health Contractor call in number each day from 3-4pm for staff to get help and recommendations for challenges in the classrooms</p>	<p>Already in place.</p>	<p>Toribio Psychological Services Simple EAP Therapy 1-888-425-4800</p>		<p>Calls are tracked by Toribio and reported to Head Start Inclusion/ Mental Health Coordinator</p>	<p>In place.</p>
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Description of the Incident: The staff member that observed the incident and did not report it to her Center Director or ECE Specialist.

Root Cause: The staff member did not report for fear of Staff member who witnessed the child's rights violation did not report it to anyone. The teacher assistant who violated the child's rights leading to maltreatment and possibly endangering the health and safety of children, was not following policies, procedures or protocols of EOC Head Start. Another teacher assistant in the classroom retaliation.

Actions Taken to Address the Specific Incident: Although the staff member who reported the incident eventually did the right thing, she was held accountable for not reporting the situation immediately. All staff have been trained several times since this occurred on reporting at the center and reporting to the Management and Head Start Director that day. The HS Director reports incidents to OHS immediately but no later than 7 calendar days. The HS Director has implemented a confidential reporting system, through the Human Resource Department. This is not an anonymous system, just confidential at the center level, as the original staff member was fearful of retaliation in her classroom/center. Additionally, the staff from the Franklin Center that was accused of this act, has been terminated. The Center Director has been demoted and re-assigned to another site. At the Franklin Center cameras will be activated.

Key Element:	Deficiency- PDM: Program Goals, continuous improvement, Reporting- No later than 7 calendar days following an incident				
Intended Outcome:	The grant recipient will report to OHS official immediately but no later than 7 calendar days following any significant incident affecting the health and safety of program participants.				
Implementation Activities	Timeline	Staff responsible	Resources/ TTA	Documentation	Status of Activities
<p>Confidential Reporting System implemented</p>	<p>6/19/25</p>	<p>HS Director, Michael Balderas</p>	<p>I/T and HR will assist in this system</p>	<p>Head Start Portal on EOC Intranet Web Site</p>	<p>Completed</p>
<p>Staff On Board Training – AB 1207 Mandated Reporting per law</p>	<p>In Place and Ongoing</p>	<p>HR/ Onboarding</p>	<p>State of California AB 1207</p>	<p>Documentation housed in HR and in Staff CCL Files</p>	<p>Completed and Ongoing</p>

Quality Improvement Plan

	6/19/25		ACF-OHS-IM-24-06	ChildPlus Personnel Module	
Head Start Reporting Requirements for Incidents	In Place and Ongoing 6/19/25	HR/ Onboarding	State of California AB 1207 ACF-OHS-IM-24-06	Documentation housed in HR and in Staff CCL Files ChildPlus Personnel Module	Completed and Ongoing
All staff trained on importance of immediate reporting which should be done on site; however, the portal reporting is available for those who wish to be confidential	In place and Ongoing	HR and Quality Assurance	T/TA on reporting system Tri-Annual trainings will be ongoing for all employees. Talent LMS access	<ul style="list-style-type: none"> • Sign in sheets • Agendas • Reporting through Talent LMS system 	Completed and Ongoing

Key Element:					
Intended Outcome:					
Implementation Activities	Timeline	Staff responsible	Resources/ TTA	Documentation	Status of Activities

Quality Improvement Plan

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Key Element:					
Intended Outcome:					
Implementation Activities	Timeline	Staff responsible	Resources/ TTA	Documentation	Status of Activities

Quality Improvement Plan (QIP)

+Grantee Name	Fresno Economic Opportunities Commission- Head Start 0 to 5	Plan Start Date	July 14, 2025
Grant Award Number	09CH012031	Plan End Date	

Area of Deficiency

Description of Incident	Underlying/ Root Causes <i>Why do we think this happened?</i>	Actions taken to address this specific incident <i>What were some immediate actions taken? What did we do that specifically addressed this incident?</i>
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Description: The grantee did not ensure all staff refrain from behaviors that had the potential to maltreat and endanger the health and safety of children.

Root Cause: Training/ Monitoring/ System for Staff Regulation of Emotions. Communication between staff, staff were new to each other, staff were coming from a previous Home- Based option, as the center was under repair for 3 years. Lack of strong leadership at the center level. Information wasn't being shared. Roles and Responsibilities were unclear, and lack of teamwork.

Actions taken to address the specific incident: Team building activities, communication training and staff expectations were conducted with staff. Three staff, the Center Director, Teacher and TA were removed from the site and reported to Central Office for Conscious Discipline training on May

Key Element:	Safety Practices- Significant Health and Safety Incidents 1302.90 (C) (1) (ii)
Intended Outcome:	Children will be treated with dignity and respect by loving and responsive staff.

Implementation Activities	Timeline	Staff responsible	Resources/ TTA	Documentation	Status of Activities
Three staff, the Center Director, Teacher and TA were removed from the center during the investigation and waiting for an internal investigation and Community Care Licensing outcome. Community Care Licensing first issued a Type A violation, but after an appeal was made, reduced the citation to a Type B		HR Dept. ECE Education Directors	Center Director was sent to Central Office and began training on Conscious Discipline. The Teacher and TA also began Conscious Discipline trainings	HR documents Center assignments Letter from CCL reducing the citation to a Type B	As of August 4, 2025, the Center Director has been demoted to teacher and moved to another site. The teacher has returned from her

Quality Improvement Plan (QIP)

					<p>leave of absence and is at Mendota, however is on a PIP, and has a written warning in her file. The TA has also received disciplinary actions and has been relocated to another site.</p>
<p>Training was provided to staff on Child's Rights.</p> <p>The Code of Conduct policy was revised. All staff were trained agency wide. Human Resource explained at the all staff training that employees that violated the Code of Conduct Policy, would be terminated.</p>		<p>ECE and Coordinator</p> <p>Human Resource Department</p> <p>Support staff for sign in and documentation.</p>		<p>Attach CD Contract.</p>	

Quality Improvement Plan (QIP)

<p>Conscious Discipline will roll out a training plan for the agency, that will be comprehensive in nature.</p> <p>Centers will continue to follow the Pyramid Model for managing classrooms and were trained on it a preservice.</p> <p>New hires are trained on the Pyramid Model at new hire orientation.</p>	<p>Preservice Presentation for Roll out from CD</p> <p>Training provided at Preservice by ECE Specialists</p> <p>“ “</p>	<p>HS Director</p> <p>ECE Specialist</p>	<p>Website Handouts PowerPoint.</p>	<p>Preservice Agenda and Sign in Sheets</p> <p>Preservice agenda and sign in sheets (PowerPoint)</p>	
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Quality Improvement Plan (QIP)

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Summary of progress towards outcome:

Area of Non-Compliance

Description of Incident	Underlying/ Root Causes <i>Why do we think this happened?</i>	Actions taken to address this specific incident <i>What were some immediate actions taken? What did we do that specifically addressed this incident?</i>
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Description of the Incident: A child was left in a classroom, at a partner site, during a fire drill. Partner did not report this to the Grantee.

Root Cause: A system for Active Supervision was not followed during the fire drill. The Partner did not inform the Grantee within the required reporting timeline, indicating a lack of communication.

Actions taken to address this specific incident: The ECE Specialist assigned to the Partner provided training materials to the Partner. The Fresno EOC Specialist began weekly calls to the Partner sites to assure there were no reportable incidents that week. The contract was not renewed with the Partner.

Actions Taken to Strengthen Systems Program-wide

Key Element:	No child will be left alone or unsupervised under the care of its staff. 1302.90 (c) (1)(vi)				
Intended Outcome:	All children will be under visual supervision, by staff, at all times.				
Implementation Activities	Timeline	Staff responsible	Resources/ TTA	Documentation	
Active Supervision Training provided to all center staff agency wide.	May 23 and ongoing	Education Management Team Debra Cockheran, ECE	Active Supervision resources were provided to the Lighthouse Center Director for training her staff	Emails Sign In Sheets	Completed
Training at Preservice for all staff by CCL	July 2025 Preservice	CCL Analyst and Trainer		Contract ended with Partner	

Quality Improvement Plan (QIP)

Active Supervision is a standing agenda item for every staff meeting at all of the directly operated sites, every month.	Ongoing	Center Directors/ ECE Specialists	Signs are posted for Active Supervision in the classrooms A White Board for counts are kept in all Grantee classrooms and on all playgrounds	Postings While Boards	Completed and Ongoing
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Summary of progress towards outcome:

Area of Deficiency

Description of Incident	Underlying/ Root Causes <i>Why do we think this happened?</i>	Actions taken to address this specific incident <i>What were some immediate actions taken? What did we do that specifically addressed this incident?</i>

Actions Taken to Strengthen Systems Program-wide

Key Element:					
Intended Outcome:					
Implementation Activities	Timeline	Staff responsible	Resources/ TTA	Documentation	Status of Activities

Quality Improvement Plan (QIP)

Summary of progress towards outcome:

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Head Start 0 to 5
Consent Agenda Item #: 8_55	Director: Michael Balderas
Subject: Updated Education Services Procedures	Officer: Salam M. Nalia

Recommended Action

The information presented below is intended to keep the Board apprised on the recent updates made to the Education Services Procedures.

Background

On May 1, 2025 and June 10, 2025 staff participated in a monitoring review conducted by the Administration for Children and Families (ACF). In each of the monitoring reviews Fresno EOC Head Start 0 to 5 received at least one deficiency. As a result, the program has created and updated procedures to address the deficiencies. The following items have been created to ensure the program has appropriate procedures in place to ensure children are safe, supervised, children are afforded personal rights and program compliance. The following procedures have been updated and created to address the deficiencies:

- Site Incident Reporting
- Site Incident Response
- Flowchart for Classroom and Individual Observations
- Confidential Reporting Procedure

This item was presented at the CWPC Executive Board Meeting on August 18, 2025.

Fiscal Impact

Action on this agenda item will have no fiscal impact.

Conclusion

The attached procedures will be fully implemented for the 2025-2026 program year. Staff who are responsible for completing these forms have been trained. The monitoring of all Fresno EOC Head Start 0 to 5 classrooms will ensure the children are safe, supervised and children in the program are afforded their personal rights.

SITE INCIDENT REPORTING PROCEDURE

Purpose:

To ensure all incidents, whether involving child health and safety or general program operations, are reported promptly, accurately, and in compliance with agency, state, and federal requirements.

Step 1 – Ensure Immediate Safety

- If the situation presents an immediate threat to life, health, or safety, call **911** before taking any other action.
- Provide care or assistance as trained until emergency services arrive.

Step 2 – Determine the Incident Type

- **Child-Related Incident:** Any event involving the safety, health, or well-being of a child (examples: serious injury, elopement, suspected abuse, staff misconduct impacting children, death during program hours).
- **Non-Child-Related Incident:** Any event that does not directly involve a child’s safety but affects staff, facilities, property, or program operations (examples: workplace injury to staff, property damage, verbal altercations between adults, equipment failure).

Step 3 – Notify Appropriate Leadership

- **Child-Related Incident:**
 - If abuse or neglect is suspected: Immediately call **CPS**. This cannot be delegated per **AB 1207**.
 - Notify the Site Director (CD) or Teacher Director (TD) immediately.
 - CD/TD contacts the Incident Response Committee (IRC) immediately.
- **Non-Child-Related Incident:**
 - Notify the Site Director (CD) or Teacher Director (TD) as soon as possible (preferably the same workday).
 - CD/TD contacts the IRC as appropriate.

Step 4 – Complete Required Documentation

- Instruct the responsible staff to complete the **Incident Report Form** within the required timeframe:
 - **Immediately** for child-related incidents.
 - **24 hours** for non-child-related incidents.
- Site Director signs, scans, and submits the form to the IRC within 24 hours.

Step 5 – Optional Confidential Reporting

- Staff may choose to use the **Confidential Reporting Form** instead of the Incident Report Form if they prefer not to report through normal channels.
- The form is available at [Insert Link].

Step 6 – Federal Reporting

- The IRC reviews the incident to determine if it meets federal reporting criteria.
- If reportable, the Head Start Director or designee enters the incident into **HSES** within 7 calendar days.

Step 7 – Tracking and Oversight

- All incidents are logged in the centralized tracking system.
- Monthly reviews identify patterns, gaps, or preventive opportunities.

Revised and Approved by CWPC	Revised and Approved by Health Services Advisory Committee	Approved by Fresno EOC Board of Commissioners



SITE INCIDENT RESPONSE PROCEDURE

Purpose:

To ensure that all incidents are responded to in a manner that prioritizes safety, regulatory compliance, and appropriate follow-up actions.

Step 1 – Identify and Assess

- Upon observing, suspecting, or being informed of an incident, quickly assess the urgency and potential harm.

Step 2 – Ensure Immediate Safety

- If there is an immediate danger to life, health, or safety, call **911** immediately.
- Provide first aid or other emergency care as trained until emergency services arrive.
- Remove individuals from danger if safe to do so.

Step 3 – Stabilize the Scene

- Secure the area to prevent further harm.
- Preserve evidence if the incident may require investigation.
- Assign staff to supervise children or redirect individuals as needed.

Step 4 – Notify Appropriate Leadership

- **Child-Related Incident:**
 - If abuse or neglect is suspected: Immediately call **CPS** (cannot be delegated, per AB 1207).
 - Notify the Site Director (CD) or Teacher Director (TD) immediately.
 - CD/TD contacts the Incident Response Committee IRC immediately.
 - For guidance, call Suspected Child Abuse and Neglect (SCAN) team – (559) 263-1200
- **Non-Child-Related Incident:**
 - Notify the Site Director (CD) or Teacher Director (TD) immediately.
 - CD/TD contacts the IRC as appropriate.

Step 5 – Initiate Documentation

- Instruct the responsible staff to complete the **Incident Report Form** within the required timeframe:
 - **Immediately** for child-related incidents.
 - **24 hours** for non-child-related incidents.
- Remind staff that the **Confidential Reporting Form** is available as an alternative.

Step 6 – Implement Follow-Up Actions

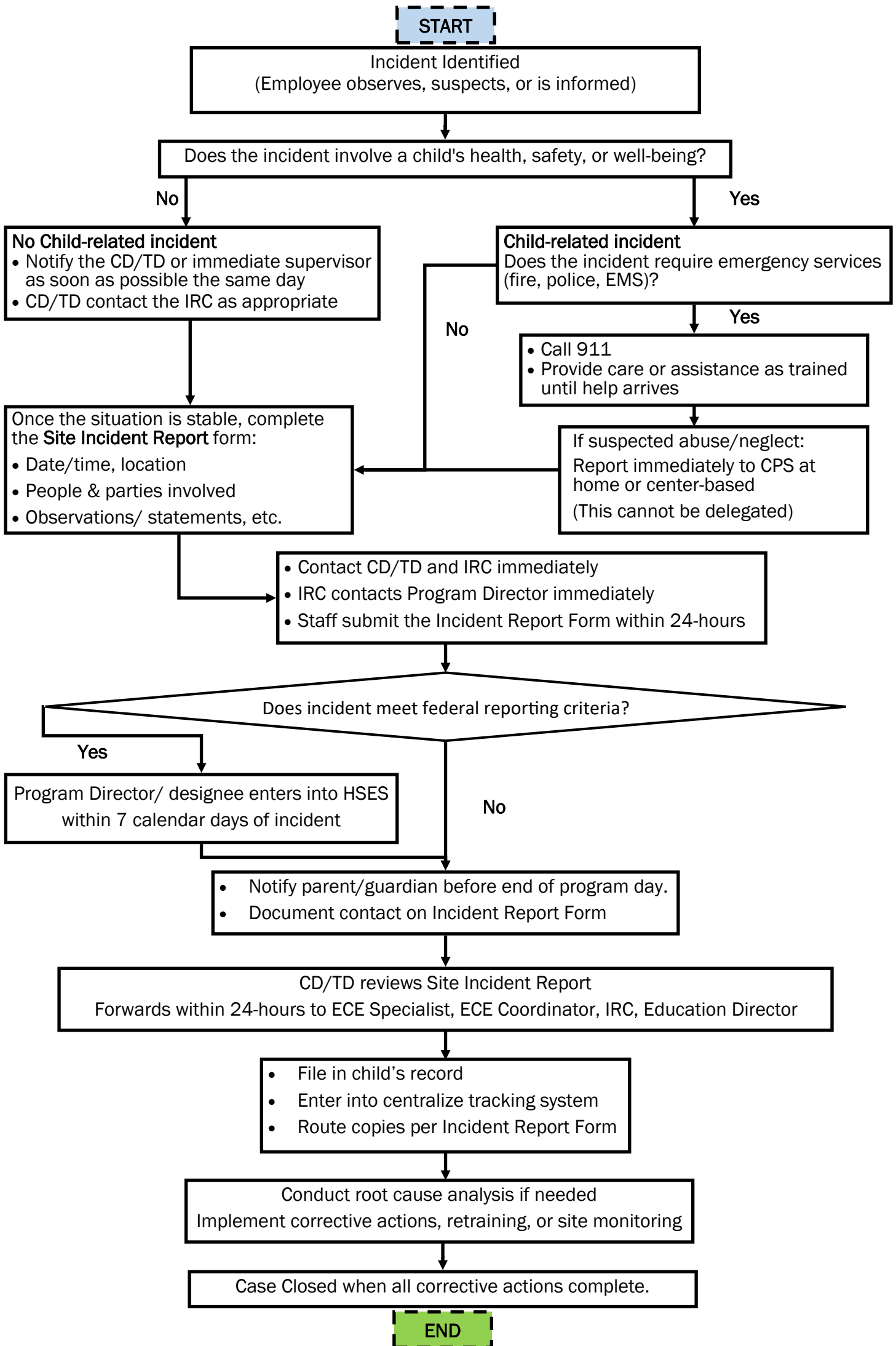
- IRC reviews the incident and determines necessary actions, which may include:
 - Federal reporting to **HSES**.
 - Notifying licensing agencies.
 - Conducting a Root Cause Analysis.
 - Corrective action plans, retraining, or additional site monitoring.

Step 7 – Communication and Closure

- For child-related incidents, notify parents or guardians immediately and document on the Incident Report Form.
- Ensure all documentation is complete, signed, and submitted.
- Enter the incident into the centralized tracking system.
- Close the case only when all corrective actions are complete.

Revised and Approved by CWPC	Revised and Approved by Health Services Advisory Committee	Approved by Fresno EOC Board of Commissioners

Child Health and Safety Incident Response & Reporting Flow-chart



List of Acronyms:	EMS (Emergency Medical Service)
CD (Center Director)	HSES (Head Start Enterprise System)
CPS (Child Protective Services)	TD (Teacher Director)
ECE (Early Care Education)	IRC (Incident Reporting Committee)



CONFIDENTIAL CHILD SAFETY REPORTING PROCEDURE

Purpose

To provide a confidential, secure, and consistent method for Head Start staff and authorized individuals to report concerns related to child safety, abuse, neglect, or violations of personal rights, ensuring timely review and appropriate follow-up.

Scope

This procedure applies to all Fresno EOC Head Start staff, contractors, and volunteers who are responsible for reporting child safety concerns and incidents.

Procedure

1. Purpose of the Form

- The Confidential Child Safety Reporting Form is designed for staff to confidentially report suspected or known incidents involving child safety without anonymity.
- Reports will only be accessed by designated personnel with a legitimate need to know.

2. Access and Confidentiality

- The report is confidential but not anonymous; the submitter's identity (name and email) will be visible to designated personnel.
- Designated personnel who may access the report include:
 - Human Resources
 - Head Start Director / Assistant Director
 - Select Quality Assurance (QA) team members
- Education Services staff overseeing the site may be informed but will not have direct access to the report.
- Information will be handled with the highest confidentiality and only shared outside this group if required by law or to ensure child safety.

3. Good Faith Reporting

- Staff are encouraged to report any suspicions even if details are uncertain.
- Reports made in good faith are protected.
- Intentional false reporting is a serious violation and may result in disciplinary action, including termination.

4. Mandatory Reporting Obligation

- All Head Start staff are mandated reporters under AB 1207 and California law.
- Failure to report known or suspected abuse or safety concerns can result in personal legal liability and disciplinary action.
- Submission of this form fulfills the mandated reporter responsibility.
- Immediate safety concerns should be reported directly and promptly to designated leadership.

5. Completing the Form

- Staff will provide:
 - Date and time of incident (or approximate date/time)
 - Location/site of the incident (select from designated site list or specify "Other")
 - Specific location within the site (e.g., classroom, playground, bus, bathroom)
 - Whether a child was involved (Yes/No/Not Sure)
 - Child's name and classroom, if known
 - Brief description of what happened

6. Submission and Review

- Upon submission, the form is routed automatically to designated HR and Head Start leadership personnel for review.
- Reports will be evaluated for next steps, including investigation and/or reporting to regulatory agencies.

7. Follow-Up

- Human Resources or QA team may contact the reporting party for additional information or clarification as needed.

- Appropriate investigation and actions will be conducted per agency policy and regulatory requirements.

Responsibilities

- **Reporting Staff:** Complete the form promptly and accurately, fulfilling mandated reporting duties.
- **Human Resources:** Review submitted reports, maintain confidentiality, initiate investigations or follow-up as needed.
- **Head Start Leadership:** Support and monitor response to reports, ensure compliance with policies and regulations.
- **Quality Assurance Team:** Assist with intake and investigation process when appropriate.

References

- AB 1207 Mandated Reporter Training
- Fresno EOC Confidentiality Policy
- Head Start Program Performance Standards (HSPPS)
- California Child Abuse and Neglect Reporting Laws

Revised and Approved by CWPC	Revised and Approved by Health Services Advisory Committee	Approved by Fresno EOC Board of Commissioners

DRAFT

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Agenda Item #: 9	Director: Angela Riofrio
Subject: Agency Financials and Head Start Financial Status Report June 2025	Officer: Salam M. Nalia

Recommended Action

The Finance Committee recommends acceptance of the interim consolidated Agency Financial Statements and Head Start 0 to 5, as of June 30, 2025.

CSBG Organizational Standard

The governing board receives financial reports at each regular meeting that include the following per Category 8, Standard 8.7:

1. Organization-wide report on revenue and expenditure that compares budget to actual; and
2. Balance sheet/statement of financial position.

Background

The following pages have been prepared by Charter Impact for presentation to the Finance Committee and reflect their analysis, recommendations, and financial reporting in support of the agency's fiscal oversight.

Conclusion

Acceptance of these financials by the Committee will enable this document to be presented for full Board consideration. The Board's oversight of the financial operations of Fresno EOC is a key aspect of its fiduciary duty.

Fresno EOC

Agency financials analysis

June 2025

Financial review:

Through the period ending June 30, 2025, total revenue for Fresno EOC is \$79.2M or 43% of the 2025 budget. Total cash revenue is \$58.4M or 42% of the 2025 budget. By comparison, cash revenue was 50% of the 2024 budget as of June 2024. In-kind revenue is currently at 47% of budget. In-kind is primarily linked to the WIC, Head Start, and Energy programs.

Total expenditures of \$79.9M represent 44% of the 2025 budget. Cash expenditures of \$59.0M are \$2.2M less than they were through the same period 2024 which reflects the cost reduction efforts that have begun to be implemented. Personnel costs of \$36.7M are 46% of the annual budget and are \$1.0M lower than personnel costs in the prior year through June. Cost savings versus 2024 costs are also seen in Travel, Mileage, and Vehicle Costs which have been reduced by \$0.8M from cost incurred through June of each year. Office expense, despite being 62% of annual budget due to large software expenses early in the year, is \$288k less than it was in the previous year at this time.













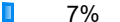




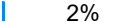



While there has been improvement in the financial status as compared to operations in 2024, there is still a deficit of \$0.6M as of June. To improve cash flow and to begin to restore reserves, Fresno EOC must operate at a surplus.

Cash at the end of June 2025 was \$5.2M as the second portion of the loan from Self-Help was received in mid-June. Excluding the grant funded fixed assets, Fresno EOC's fund balance continues to be negative.

Financial summary:

- The financial status has improved over the previous year due to cost-saving efforts.
- Cash on hand is insufficient to cover current obligations.
- The current deficit at the Agency level further deteriorates the financial status.
- Further cost reductions are necessary, especially within any programs / functions that continue to project operating at a deficit.
- Identification of new funding streams, especially any unrestricted funding, is critical.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF ACTIVITIES
Period Ending June 30, 2025 (50% Variance)**

	A	B	A - B		C	D	B - D
	BUDGET JAN - DEC 2025	ACTUAL June 2025	BUDGET VARIANCE (TARGET 50%)	BUDGET BALANCE REMAINING	ACTUAL JAN - DEC 2024	ACTUAL June 2024	ACTUAL 2025 vs 2024 Differences
REVENUES AND SUPPORT							
GRANT REVENUE <i>(without CBSG)</i>	\$ 106,386,393	\$ 42,391,480	 40%	\$ 63,994,913	\$ 85,276,671	\$ 44,096,867	\$ (1,705,387)
GRANT REVENUE - CSBG	\$ 2,039,380	\$ 1,092,439	 54%	\$ 946,941	\$ 2,077,661	\$ 317,780	\$ 774,659
FEE FOR SERVICE REVENUE	\$ 26,278,082	\$ 12,452,093	 47%	\$ 13,825,989	\$ 25,716,631	\$ 13,820,489	\$ (1,368,397)
OTHER REVENUE	\$ 3,202,765	\$ 2,397,281	 75%	\$ 805,484	\$ 6,932,731	\$ 2,057,229	\$ 340,052
DONATION CONTRIBUTIONS	\$ -	\$ 23,934	0%	\$ (23,934)	\$ 72,798	\$ 40,104	\$ (16,170)
TOTAL CASH REVENUE	\$ 137,906,619	\$ 58,357,227	 42%	\$ 79,549,393	\$ 120,076,492	\$ 60,332,469	\$ (1,975,242)
IN KIND REVENUE	\$ 44,778,191	\$ 20,892,216	 47%	\$ 23,885,975	\$ 50,172,726	\$ 27,322,454	\$ (6,430,238)
TOTAL REVENUE & SUPPORT	\$ 182,684,810	\$ 79,249,443	 43%	\$ 103,435,368	\$ 170,249,218	\$ 87,654,923	\$ (8,405,480)
EXPENDITURES							
PERSONNEL COSTS	\$ 79,013,871	\$ 36,703,473	 46%	\$ 42,310,398	\$ 74,765,638	\$ 37,750,591	\$ (1,047,118)
ADMIN SERVICES	\$ 8,770,546	\$ 3,930,731	 45%	\$ 4,839,815	\$ 7,853,154	\$ 3,760,000	\$ 170,732
CONTRACT SERVICES	\$ 12,456,815	\$ 6,213,504	 50%	\$ 6,243,311	\$ 12,033,757	\$ 6,516,999	\$ (303,495)
FACILITY COSTS	\$ 10,035,412	\$ 3,682,782	 37%	\$ 6,352,630	\$ 6,897,761	\$ 3,422,387	\$ 260,395
TRAVEL, MILEAGE, VEHICLE COSTS	\$ 3,585,864	\$ 1,108,029	 31%	\$ 2,477,835	\$ 3,312,096	\$ 1,954,433	\$ (846,405)
EQUIPMENT COSTS <i>(minus depreciation)</i>	\$ 6,046,313	\$ 422,688	 7%	\$ 5,623,625	\$ 2,037,871	\$ 587,918	\$ (165,230)
DEPRECIATION - AGENCY FUNDED	\$ 296,000	\$ 110,585	 37%	\$ 185,415	\$ 278,075	\$ 150,366	\$ (39,781)
OFFICE EXPENSE	\$ 2,057,100	\$ 1,275,815	 62%	\$ 781,285	\$ 3,373,218	\$ 1,563,531	\$ (287,716)
INSURANCE	\$ 1,033,068	\$ 623,429	 60%	\$ 409,639	\$ 1,089,921	\$ 512,343	\$ 111,087
PROGRAM SUPPLIES & CLIENT COSTS	\$ 10,899,300	\$ 4,856,264	 45%	\$ 6,043,036	\$ 9,365,168	\$ 4,602,304	\$ 253,959
OTHER COSTS	\$ 2,877,597	\$ 43,832	 2%	\$ 2,833,765	\$ 744,211	\$ 360,932	\$ (317,100)
TOTAL CASH EXPENDITURES	\$ 137,071,885	\$ 58,971,132	 43%	\$ 78,100,754	\$ 121,750,871	\$ 61,181,804	\$ (2,210,673)
IN KIND EXPENSES	\$ 44,778,191	\$ 20,892,216	 47%	\$ 23,885,975	\$ 50,172,726	\$ 27,322,454	\$ (6,430,238)
TOTAL EXPENDITURES	\$ 181,850,076	\$ 79,863,348	 44%	\$ 101,986,729	\$ 171,923,597	\$ 88,504,259	\$ (8,640,910)
OPERATING SURPLUS (DEFICIT)	\$ 834,734	\$ (613,905)		\$ 1,448,639	\$ (1,674,379)	\$ (849,335)	\$ 235,430
OTHER INCOME / EXPENSE							
TRANSIT GRANT ASSET DEPRECIATION		(39,403)			(162,965)	(93,690)	
NET SURPLUS (DEFICIT)	\$ 834,734	(\$653,308)		1,488,042	\$ (1,837,344)	\$ (943,026)	289,718

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF FINANCIAL POSITION
as of June 30th**

	2025	2024	Differences
ASSETS			
CASH & INVESTMENTS	\$ 5,157,344	\$ 7,864,530	\$ (2,707,186)
ACCOUNTS RECEIVABLE	\$ 12,014,626	14,189,463	(2,174,837)
PREPAIDS/DEPOSITS	\$ 431,616	283,504	148,111
INVENTORIES	\$ 190,992	200,209	(9,216)
PROPERTY, PLANT & EQUIPMENT	\$ 13,088,700	13,311,070	(222,370)
NOTES RECEIVABLE (net)	\$ (0)	331,197	(331,197)
TOTAL ASSETS	\$ 30,883,278	\$ 36,179,973	\$ (5,296,695)
LIABILITIES			
ACCOUNTS PAYABLE	\$ 3,095,286	\$ 6,882,497	\$ (3,787,211)
ACCRUED PAYROLL LIABILITIES	\$ 6,692,138	6,023,970	668,169
DEFERRED REVENUE	\$ 3,276,287	3,427,743	(151,455)
NOTES PAYABLE	\$ 4,209,267	2,800,260	1,409,007
HEALTH INSURANCE RESERVE	\$ 4,401,031	7,480,776	(3,079,745)
OTHER LIABILITIES	\$ 770,071	950,669	(180,599)
TOTAL LIABILITIES	\$ 22,444,080	\$ 27,565,915	\$ (5,121,835)
FUND BALANCE			
CURRENT OPERATING EARNINGS (YTD)	\$ (613,905)	\$ (849,335)	\$ 235,430
UNRESTRICTED NET ASSETS	\$ (1,602,480)	(1,066,536)	(535,944)
REVOLVING LOAN FUND	\$ 556,268	556,268	0
INVESTMENT IN GENERAL FIXED ASSETS	\$ 10,099,316	9,973,661	125,654
TOTAL FUND BALANCE	\$ 8,439,199	\$ 8,614,058	\$ (174,860)
TOTAL LIABILITIES AND FUND BALANCE	\$ 30,883,278	\$ 36,179,973	\$ (5,296,695)

Fresno Economic Opportunities Commission
 Head Start/Early Head Start Financial Status
 Monthly Report
 June 30, 2025

Description	Head Start - Basic				Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$19,633,565	\$868,028	\$8,993,812	\$10,639,753	-	-	-	-
Fringe Benefits	7,856,139	\$417,555	\$3,316,838	4,539,301	-	-	-	-
Total Personnel	\$27,489,704	1,285,583.23	\$12,310,650	\$15,179,054	-	-	-	-
Travel	-	-	-	-	71,440	9,147	21,995	49,445
Equipment	200,000	-	36,568	163,432	-	-	-	-
Supplies	473,752	(147)	214,124	259,628	4,000	3,101	4,678	(678)
Contractual	2,410,983	185,883	1,155,347	1,255,636	-	-	-	-
Facilities /Construction								
Other:								
Food Cost	858,503	95,203	680,379	178,124				
Transportation	638,844	76,511	314,413	324,431				
Staff Mileage	71,893	10,356	71,330	563				
Field Trips, including Transportation	6,045	1,296	6,227	(182)				
Space	716,627	38,308	230,131	486,496				
Utilities / Telephone / Internet	787,680	(99,507)	240,349	547,331				
Ground Maintenance / Janitorial	745,200	46,710	369,884	375,316				
Security Services	144,000	2,549	25,118	118,882				
Repair/Maintenance Building	100,000	16,341	94,844	5,157				
Repair/Maintenance Equipment	21,078	8	14,125	6,953				
Property & Liability Insurance	130,000	17,018	112,849	17,151				
Parent Involvement / CWPC	37,000	797	21,262	15,738				
Other Costs*	161,330	6,565	76,441	84,889				
Staff & Parent Training	11,200	120	8,216	2,984	218,948	(3,366)	93,089	125,859
Total Direct Charges	\$35,003,839	1,683,594.16	\$15,982,258	\$19,021,581	294,388	8,882	119,762	174,626
Total Indirect Charges	\$3,500,384	748,322.00	\$1,594,569	\$1,905,815	\$29,439	6,259.00	\$11,976	\$17,463
Total Federal Expenditures	\$38,504,223	2,431,916.16	\$17,576,827	\$20,927,396	\$323,827	15,141	131,738	\$192,089
% of Annual Budget Expended to Date			46%				41%	
Non-Federal Share	\$9,626,056	1,727,035.28	\$3,152,125	\$6,473,930	\$80,957	\$2,443	\$32,935	\$48,022

33%

*Other Costs Include:
 PROPERTY TAXES
 DEPRECIATION EXPENSE
 SUBSCRIPTION EXPENSE
 ADVERTISEMENT - OTHER
 DUES - ORGANIZATIONS
 RECRUITMENT
 MEETING COSTS - INTERNAL
 LINENS / LAUNDRY
 PROGRAM SUPPLIES - ARTS & CRAFTS
 TRAINING OTHER
 EMPLOYEE EVENT
 ADVERTISEMENT - RECRUITMENT
 POSTAGE/EXPRESS MAIL
 PRINTING
 CONTRACT SERVICES - PHYSICALS
 FIRST AID (INCLUDES WORKERS COMP)
 FINGERPRINTING / BACKGROUND CHECK

Credit Card Expenses: Credit card statement dated 6/1/25-6/30/25			
June 2025 expenses:			
Contract Services - Facility Repair	\$	813	Circuit Solution - Circuit Panel for HS Center
Recruitment	\$	24	Costco - Cases of Water for Recruitment Event
Program Supplies - Kitchen	\$	244	The Webstaurant Store - Sanitation Testing Strips
Program Supplies - Kitchen	\$	507	Home Depot - Dishwasher Replacement
Staff Training	\$	120	Great Valley Publishing - Nutrition Training
Office Supplies	\$	159	Walmart - Microwave, Air Fryer for Break Room
CWPC - Other	\$	377	Apple Spice - Catering for County Wide Meeting
Travel	\$	3,290	Sonesta - Hotel for NHSA Conference
Staff Training	\$	80	CTI - Annual Fee for DRDP Training
Office Supplies	\$	1,498	Sandisk & Rode-RS - Memory Cards, Video Equipment Supplies for Communications
Telephone	\$	1,531	Frontier Communication & Comcast - Telephone Service
Internet	\$	801	Frontier Communication & Comcast - Internet Service
	\$	9,442	

Fresno Economic Opportunities Commissior
 Head Start/Early Head Start Financial Statu
 Monthly Report
 June 30, 2025

Description	Early Head Start - Basic				Early Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$5,152,890	\$337,131	\$1,923,360	\$3,229,530	-	-	-	-
Fringe Benefits	1,529,340	\$104,979	\$616,897	912,443	-	-	-	-
Total Personnel	6,682,230	442,109.29	\$2,540,257	\$4,141,973	-	-	-	-
Travel	-	-	-	-	17,160	3,839	7,228	9,932
Equipment	50,000	-	-	50,000	-	-	-	-
Supplies	131,044	52,678	162,147	(31,103)	1,000	635	1,003	(3)
Contractual	204,519	9,647	42,800	161,719	4,000	-	-	4,000
Facilities /Construction								
Other:								
Food Cost	32,905	3,921	32,248	657				
Transportation	7,310	182	1,433	5,877				
Staff Mileage	16,101	5,656	31,558	(15,457)				
Field Trips, including Transportation	455	-	-	455				
Space	174,911	9,847	62,239	112,672				
Utilities / Telephone / Internet	166,920	14,305	86,903	80,017				
Ground Maintenance / Janitorial	148,208	10,054	64,818	83,390				
Security Services	36,000	171	6,006	29,994				
Repair/Maintenance Building	50,000	3,646	22,578	27,422				
Repair/Maintenance Equipment	5,787	-	3,140	2,647				
Property & Liability Insurance	47,700	2,779	17,936	29,764				
Parent Involvement / CWPC	7,440	211	7,233	207				
Other Costs*	33,525	2,720	16,776	16,749				
Staff & Parent Training	2,800	-	2,001	799	135,450	4,715	55,556	79,894
Total Direct Charges	7,797,855	115,817	\$3,100,073	4,697,782	157,610	9,189	63,787	\$93,823
Total Indirect Charges	\$779,785	\$55,792	\$310,007	\$469,778	\$15,761	\$919	\$6,379	\$9,382
Total Federal Expenditures	\$8,577,640	171,609	\$3,410,080	\$5,167,560	\$173,371	10,108	\$70,166	\$103,205
% of Annual Budget Expended to Date			40%				40%	
Non-Federal Share	\$2,144,410	\$654,483	\$1,624,628	\$519,782	\$43,343	\$2,527	\$17,542	\$25,801

76%

- *Other Costs Include:
- PROPERTY TAXES
- DEPRECIATION EXPENSE
- SUBSCRIPTION EXPENSE
- ADVERTISEMENT - OTHER
- DUES - ORGANIZATIONS
- RECRUITMENT
- MEETING COSTS - INTERNAL
- LINENS / LAUNDRY
- PROGRAM SUPPLIES - ARTS & CRAFTS
- TRAINING OTHER
- EMPLOYEE EVENT
- ADVERTISEMENT - RECRUITMENT
- POSTAGE/EXPRESS MAIL
- PRINTING
- CONTRACT SERVICES - PHYSICALS
- FIRST AID (INCLUDES WORKERS COMP)
- FINGERPRINTING / BACKGROUND CHECK

Credit Card Expenses: Credit card statement dated 6/1/25-6/30/25			
June 2025 expenses:			
Children Screening Supplies	\$	450	Pro-Ed - ID-2 Record Forms - Spanish
Recruitment	\$	6	Costco - Cases of Water for Recruitment Event
Program Supplies - Kitchen	\$	61	The Webstaurant Store - Sanitation Testing Strips
Office Supplies	\$	70	Walmart - Microwave, Air Fryer for Break Room, Sippy Cups for EHS Center
CWPC - Other	\$	94	Apple Spice - Catering for County Wide Meeting
Travel	\$	1,224	Sonesta - Hotel for NHSA Conference
Office Supplies	\$	374	Sandisk & Rode-RS - Memory Cards, Video Equipment Supplies for Communications
Staff Training	\$	20	CTI - Annual Fee for DRDP Training
Internet	\$	186	Frontier Communication & Comcast - Internet Service
	\$	2,485	

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Finance
Agenda Item #: 10	Director: Angela Riofrio
Subject: Revised 2025 Budget	Officer: Salam M. Nalia

Recommended Action

The Finance Committee recommends approval of the 2025 revised consolidated agency budget.

Background

This item was presented during the August 18, 2025, Finance Committee meeting.

This revised budget reflects updated financial projections based on current funding, program needs, and operational costs as of June 30, 2025. Adjustments were made to align resources with strategic priorities and ensure continued impact and sustainability. The revision was developed in collaboration with program and finance teams to guide spending for the remainder of the fiscal year.

Conclusion

If approved by the Board, this budget will be used in conjunction with the interim financial statements to keep the Board apprised on the agency’s financial position.

Fresno EOC

Agency budget reforecast

2025

Total 2025 cash revenue of \$130,514,440 is (\$7,392,179), or (5%), less than the current approved operating budget. The primary drivers of the decrease in revenue are LCC (\$2,431,767), or (37%), Head Start (\$2,304,029), or (4%), and Transit (\$1,483,905), or (13%), offset by a material increase in Employment & Training revenue of \$506,156, or 52%. Total cash revenue is \$10,437,948, or 9%, greater than 2024. In-Kind revenue of \$44,209,541 is (\$568,650), or (1%) less than the current approved operating budget.

Total 2025 cash expenditures of \$130,947,408 are (\$6,124,477), or (5%) less than the current approved operating budget of \$137,071,885. Personnel costs are forecasted to end (\$4,187,911), or (6%), less than the original budget, followed by Program Supplies & Client Costs of (\$1,158,499), or (11%), and Equipment costs of (\$1,143,172), or (19%), offset by an increase in forecasted Facility costs of \$1,231,978, or 12%, and Insurance of \$1,138,591, or 110%.

The deficit for 2025 is forecasted to be (\$432,968). This is (\$1,267,702) less than the current approved budget surplus of \$834,734 though it is an improvement of \$1,404,376 from the prior year. Programs experiencing a larger deficit than originally budgeted include SOUL of (\$494,271), Food Services of (\$243,825), Food Distribution of (\$185,298), and Health Services of (\$113,673). As of June 30, 2025, the operating deficit is (\$613,905), implying the second half of 2025 will operate at a surplus of \$259,742.

Impact on Fresno EOC:

The Agency has reduced its operating deficit from the prior year in the first half of 2025 and is expected to operate at a surplus in the second half of the year. Given the current financial position of the organization, it is critical that the Agency execute according to this reforecasted budget and begin to rebuild reserves. Certain programs are relying on CSBG support to cover for structural deficits and are impacting the continued viability of the organization. These programs should be evaluated by management to determine if there is an ability to operate at a breakeven or if they should continue to be operated.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF ACTIVITIES
Period Ending December 31, 2025 (100% Variance)**

	A	B	B - A	C	B - C	
	ORIGINAL BUDGET JAN - DEC 2025	REVISED BUDGET JAN - DEC 2025	BUDGET VARIANCE (TARGET 100%)	BUDGET Variance \$	ACTUAL JAN - DEC 2024	ACTUAL 2025 vs 2024 Differences
REVENUES AND SUPPORT						
GRANT REVENUE <i>(without CSBG)</i>	\$ 106,386,393	\$ 99,690,067	94%	\$ (6,696,326)	\$ 85,276,671	\$ 14,413,396
GRANT REVENUE - CSBG	\$ 2,039,380	\$ 2,039,380	100%	\$ -	\$ 2,077,661	\$ (38,281)
FEE FOR SERVICE REVENUE	\$ 17,883,964	\$ 18,282,912	102%	\$ 398,948	\$ 17,876,285	\$ 406,627
ADMINISTRATIVE INCOME	\$ 8,394,118	\$ 8,203,952	98%	\$ (190,166)	\$ 7,840,346	\$ 363,606
OTHER REVENUE	\$ 1,826,177	\$ 1,321,878	72%	\$ (504,299)	\$ 6,491,126	\$ (5,169,248)
PARKING INCOME	\$ 59,000	\$ 79,380	135%	\$ 20,380	\$ 95,331	\$ (15,951)
RENTAL INCOME	\$ 1,317,588	\$ 855,759	65%	\$ (461,829)	\$ 346,274	\$ 509,485
DONATION CONTRIBUTIONS	\$ -	\$ 41,112	N/A	\$ 41,112	\$ 72,798	\$ (31,686)
TOTAL CASH REVENUE	\$ 137,906,619	\$ 130,514,440	95%	\$ (7,392,179)	\$ 120,076,492	\$ 10,437,948
IN KIND REVENUE	\$ 44,778,191	\$ 44,209,541	99%	\$ (568,650)	\$ 50,172,726	\$ (5,963,185)
TOTAL REVENUE & SUPPORT	\$ 182,684,810	\$ 174,723,981	96%	\$ (7,960,829)	\$ 170,249,218	\$ 4,474,763
EXPENDITURES						
PERSONNEL COSTS	\$ 79,013,871	\$ 74,825,960	95%	\$ (4,187,911)	\$74,765,638	\$ 60,322
ADMIN SERVICES	\$ 8,770,546	\$ 8,203,952	94%	\$ (566,594)	\$7,853,154	\$ 350,798
CONTRACT SERVICES	\$ 12,456,815	\$ 12,426,649	100%	\$ (30,166)	\$12,033,757	\$ 392,892
FACILITY COSTS	\$ 10,035,412	\$ 11,267,390	112%	\$ 1,231,978	\$6,897,761	\$ 4,369,629
TRAVEL, MILEAGE, VEHICLE COSTS	\$ 3,585,864	\$ 2,837,936	79%	\$ (747,928)	\$3,312,096	\$ (474,160)
EQUIPMENT COSTS <i>(minus depreciation)</i>	\$ 6,046,313	\$ 4,903,141	81%	\$ (1,143,172)	\$2,037,871	\$ 2,865,270
DEPRECIATION - AGENCY FUNDED	\$ 296,000	\$ 296,000	100%	\$ -	\$278,075	\$ 17,925
OFFICE EXPENSE	\$ 2,057,100	\$ 2,130,603	104%	\$ 73,503	\$3,373,218	\$ (1,242,615)
INSURANCE	\$ 1,033,068	\$ 2,171,659	210%	\$ 1,138,591	\$1,089,921	\$ 1,081,738
PROGRAM SUPPLIES & CLIENT COSTS	\$ 10,899,300	\$ 9,740,801	89%	\$ (1,158,499)	\$9,365,168	\$ 375,633
OTHER COSTS	\$ 2,877,597	\$ 2,064,512	72%	\$ (813,085)	\$744,211	\$ 1,320,301
TOTAL CASH EXPENDITURES	\$ 137,071,885	\$ 130,868,603	95%	\$ (6,203,282)	\$ 121,750,871	\$ 9,117,732
IN KIND EXPENSES	\$ 44,778,191	\$ 44,209,541	99%	\$ (568,650)	\$ 50,172,726	\$ (5,963,185)
TOTAL EXPENDITURES	\$ 181,850,076	\$ 175,078,144	96%	\$ (6,771,932)	\$ 171,923,597	\$ 3,154,547
OPERATING SURPLUS (DEFICIT)	\$ 834,734	\$ (354,163)		\$ (1,188,897)	\$ (1,674,379)	\$ 1,320,216
OTHER INCOME / EXPENSE						
TRANSIT GRANT ASSET DEPRECIATION		(78,805)		(78,805)	(162,965)	84,160
NET SURPLUS (DEFICIT)	\$ 834,734	(\$432,968)		(1,267,702)	\$ (1,837,344)	1,404,376

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: N/A
Agenda Item #: 11_A	Director: N/A
Subject: 2025 Signatory Authorization Resolution	Officer: Salam M. Nalia

Recommended Action

The Interim Chief Executive Officer recommends approval of the 2025 Signatory Authorization Resolution to accurately reflect the agency’s Board Chair, and Vice Chair representatives.

Background

On an annual basis, the Board adopts a Signatory Resolution where it authorizes the Board of Commissioners the ability to designate on its behalf appropriate staff members to bind the agency.

Fiscal Impact

With this recommendation, the authorized signatures will have the ability to execute any and all contracts and transactions deemed appropriate to fulfill the program operations of the agency.

AUTHORIZED SIGNATORY RESOLUTION

WHEREAS, Fresno Economic Opportunities Commission is a private, nonprofit corporation, organized under Part 1, of Division 2, of Title 1, of the Corporations Code of the State of California, August 20, 1965; and

WHEREAS, the Board of Commissioners of Fresno Economic Opportunities Commission is vested with the authority to execute any and all contracts and transactions it deems appropriate to the mission of the agency; and

WHEREAS, the Board of Commissioners is authorized to designate in its behalf officers and agents duly entitled to bind the corporation to any and all contracts and transactions;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of Fresno Economic Opportunities Commission on this, the 25th of August 2025, hereby authorizes the Board Chair, Vice-Chair of the Board, Secretary of the Board/Chief Executive Officer, and Interim Deputy CEO to sign all grants, contracts and amendments, program documentation, fiscal documents, including loans, reports, and all other required documents necessary in fulfilling the program operations of the agency.

AUTHORIZED SIGNATURES:

Oliver Baines, Board Chair

Steven R. Lewis, Board Secretary/Chief Executive Officer

Robert Pimentel, Board Vice Chair

Salam M. Nalia, Interim Deputy CEO

Approved at the meeting of the Board of Commissioners on August 25, 2025, and effective as of August 25, 2025.

Ayes _____ Nays _____ Absent _____ Attest _____

Steven R. Lewis, Board Secretary

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: Sanctuary and Support Services
Agenda Item #: 11_B	Director: Misty Gattie-Blanco
Subject: 2025 Signatory Authorization Resolution for Cal OES	Officer: Sherry Neil

Recommended Action

The Interim Chief Executive Officer recommends approval of the 2025 Signatory Authorization Resolution for all California Office of Emergency Services (Cal OES) programs.

Background

Sanctuary and Support Services currently receives funding from Cal OES to support the Sanctuary Transitional Program and Central Valley Against Human Trafficking through the state’s Homeless Youth (HY) and Human Trafficking Victims (HV) programs.

During the 2025 Program Assessment Review on June 5th, it was noted that the existing Signatory Authorization Resolution does not specify the name “All Cal OES Programs” as required by the guidance outlined in the Subrecipient Handbook. To ensure compliance with the state’s requirements, a revised and separate Signatory Authorization Resolution will be submitted for approval and adoption.

Fiscal Impact

The authorized signatures will have the ability to execute any and all contracts and transactions from Cal OES deemed appropriate to fulfill the Sanctuary and Support Services operations.

AUTHORIZED SIGNATORY RESOLUTION

WHEREAS, Fresno Economic Opportunities Commission is a private, nonprofit corporation, organized under Part 1, of Division 2, of Title 1, of the Corporations Code of the State of California, August 20, 1965; and

WHEREAS, the Board of Commissioners of Fresno Economic Opportunities Commission is vested with the authority to execute any and all contracts and transactions for all Cal OES Programs it deems appropriate to the mission of the agency; and

WHEREAS, the Board of Commissioners is authorized to designate in its behalf officers and agents duly entitled to bind the corporation to any and all contracts and transactions for all Cal OES Programs;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of Fresno Economic Opportunities Commission on this, the 25th of August 2025, hereby authorizes the Board Chair, Vice-Chair of the Board, Secretary of the Board/Chief Executive Officer, and Interim Deputy CEO to sign all grants, contracts and amendments, program documentation, fiscal documents, including loans, reports, and all other required documents necessary in fulfilling the program operations of the agency for all Cal OES Programs.

AUTHORIZED SIGNATURES:

Oliver Baines, Board Chair

Steven R. Lewis, Board Secretary/Chief Executive Officer

Robert Pimentel, Board Vice Chair

Salam M. Nalia, Interim Deputy CEO

Approved at the meeting of the Board of Commissioners on August 25, 2025, and effective as of August 25, 2025.

Ayes _____ Nays _____ Absent _____ Attest _____

Steven R. Lewis, Board Secretary

BOARD OF COMMISSIONERS MEETING

Date: August 25, 2025	Program: N/A
Agenda Item #: 12	Director: Andy Arredondo
Subject: Client Satisfaction Survey Results	Officer: Salam M. Nalia

Recommended Action

The information presented is intended to keep the Board apprised of the collection of customer satisfaction data in accordance with Organizational Standard 1.3.

Background

A revised client satisfaction data collection system was introduced in late 2024 and took effect in January 2025. The information presented is an analysis of the data collected over a six-month period – January 1, 2025, to June 30, 2025.

The Client Satisfaction Survey is intended to measure and enhance client satisfaction with agency services. The survey is a tool to gather direct feedback from clients to identify strengths, and areas for improvement. Individual program key survey results and noted adjustments based on survey feedback will be presented with program evaluations.

The survey consists of questions designed to assess the client’s experience, including service quality, timeliness, and effectiveness. Responses are analyzed to provide insights for making informed service change decisions. The results and subsequent actions are communicated to the leadership team and program staff to ensure corrective action is taken where needed.

A base line of 75% (or a 3.75 out of 5) satisfaction rating has been initially identified as the agency standard. This baseline is widely used in customer satisfaction surveys and may be adjusted as more data is obtained.

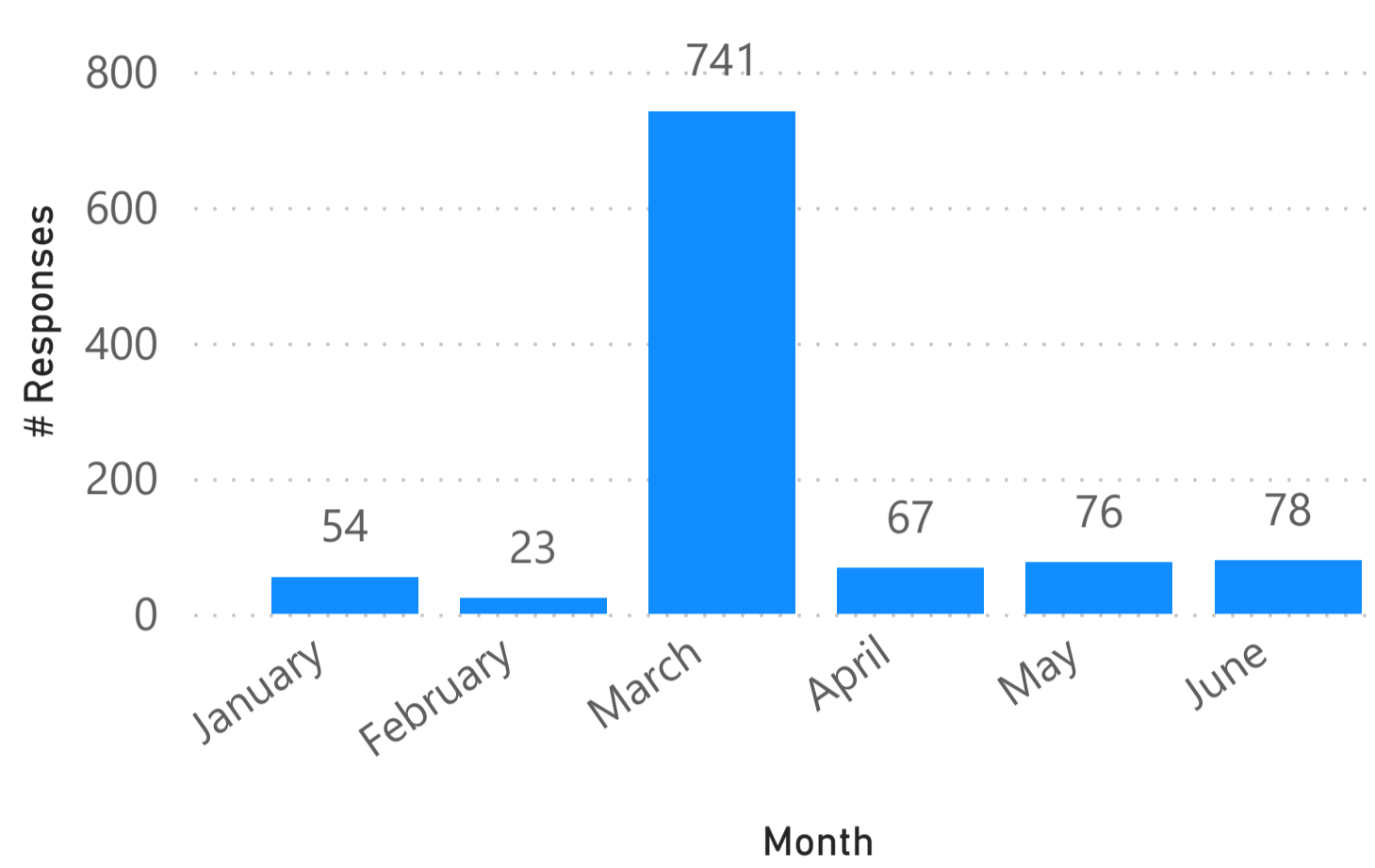
Program Client Satisfaction Survey Report

Date Range

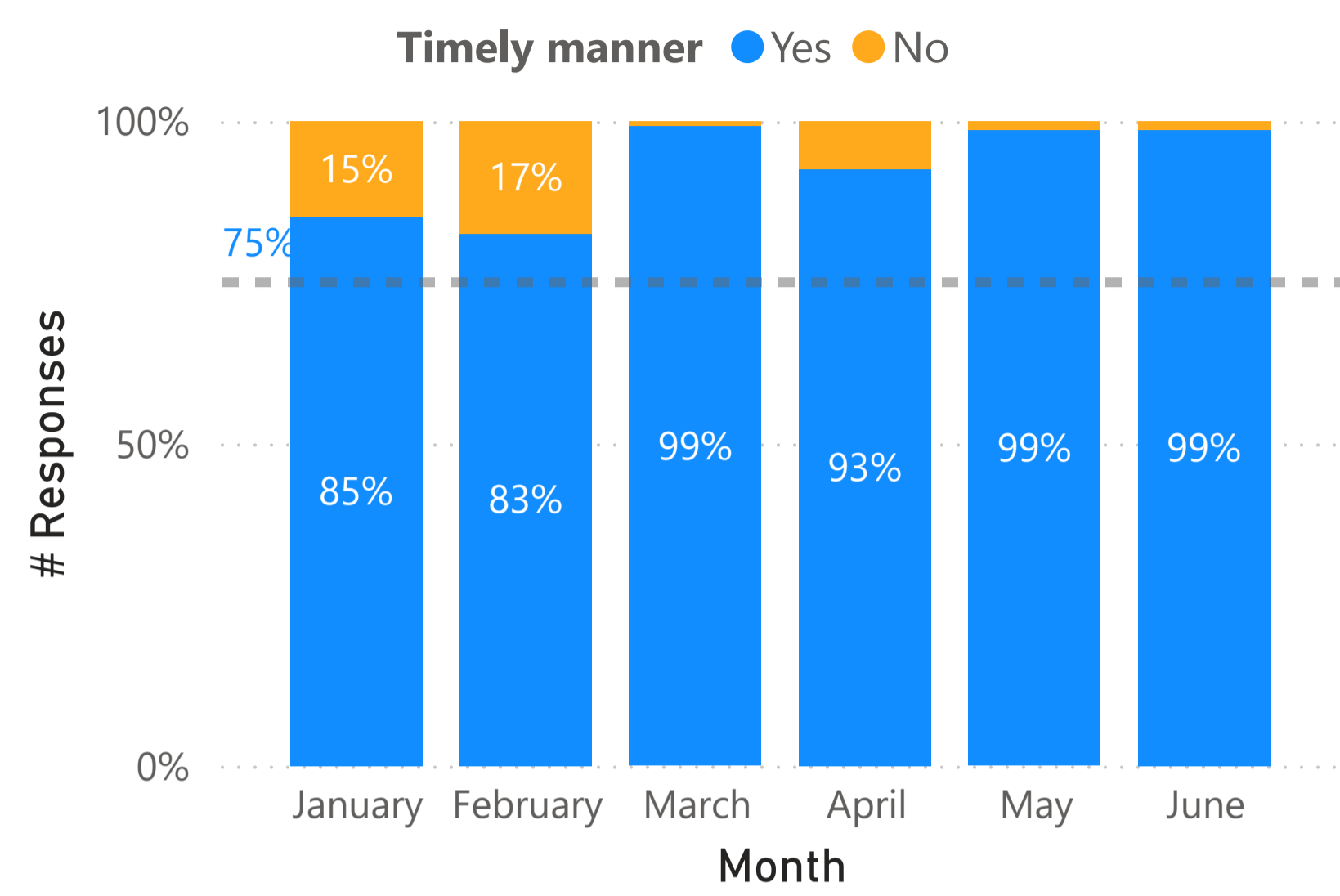
1/1/2025

6/30/2025

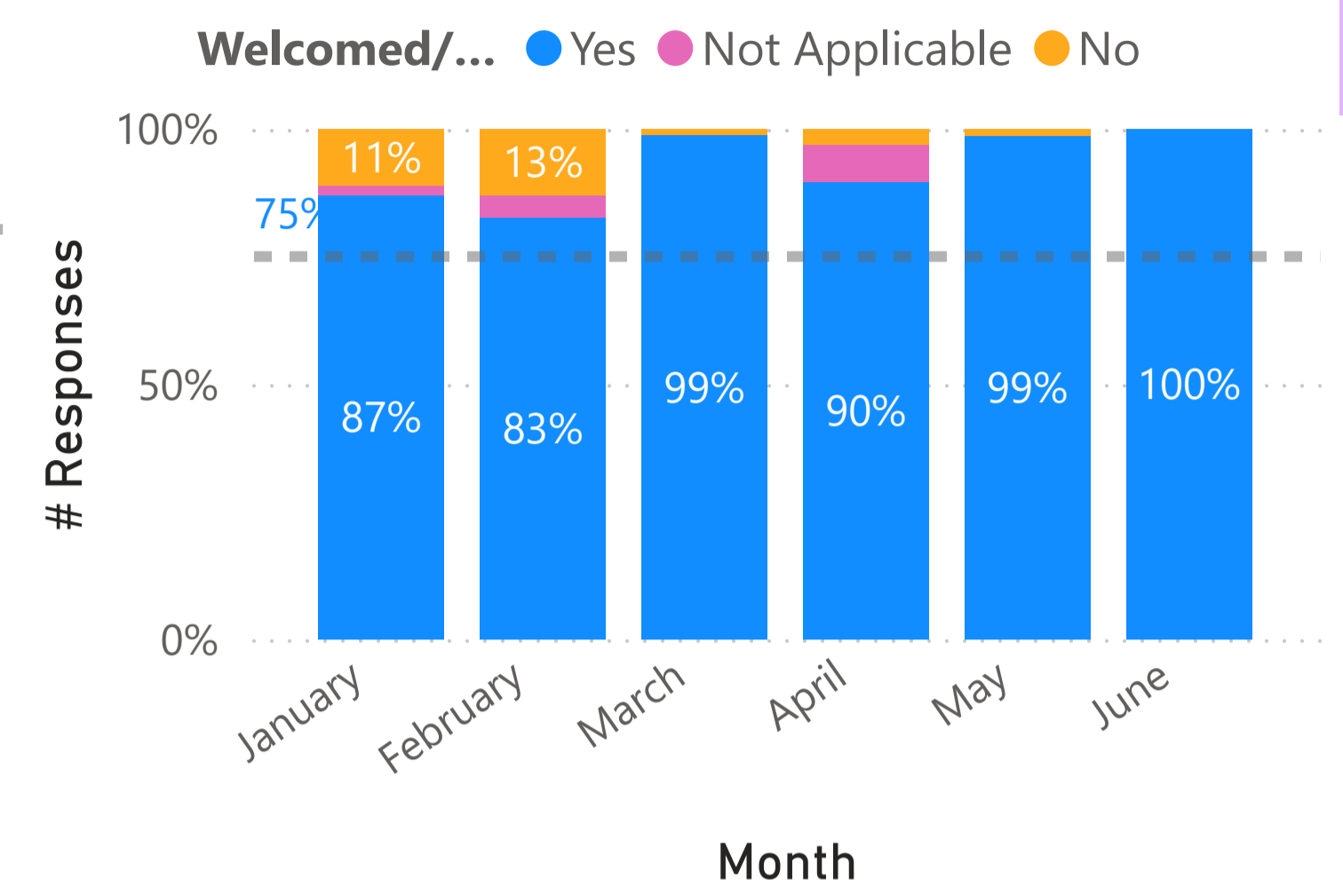
Responses by Month



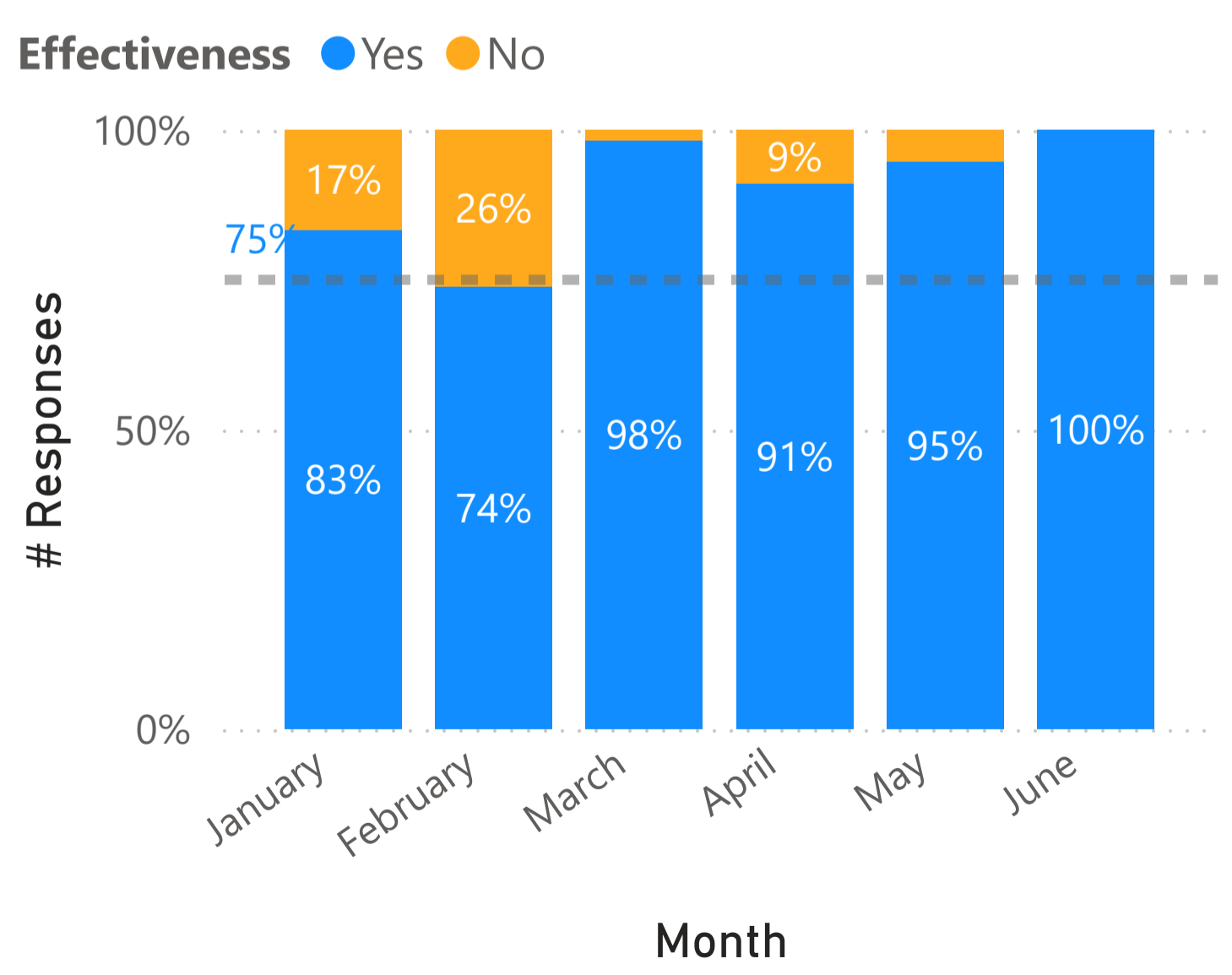
Was the service provided to you in a timely manner?



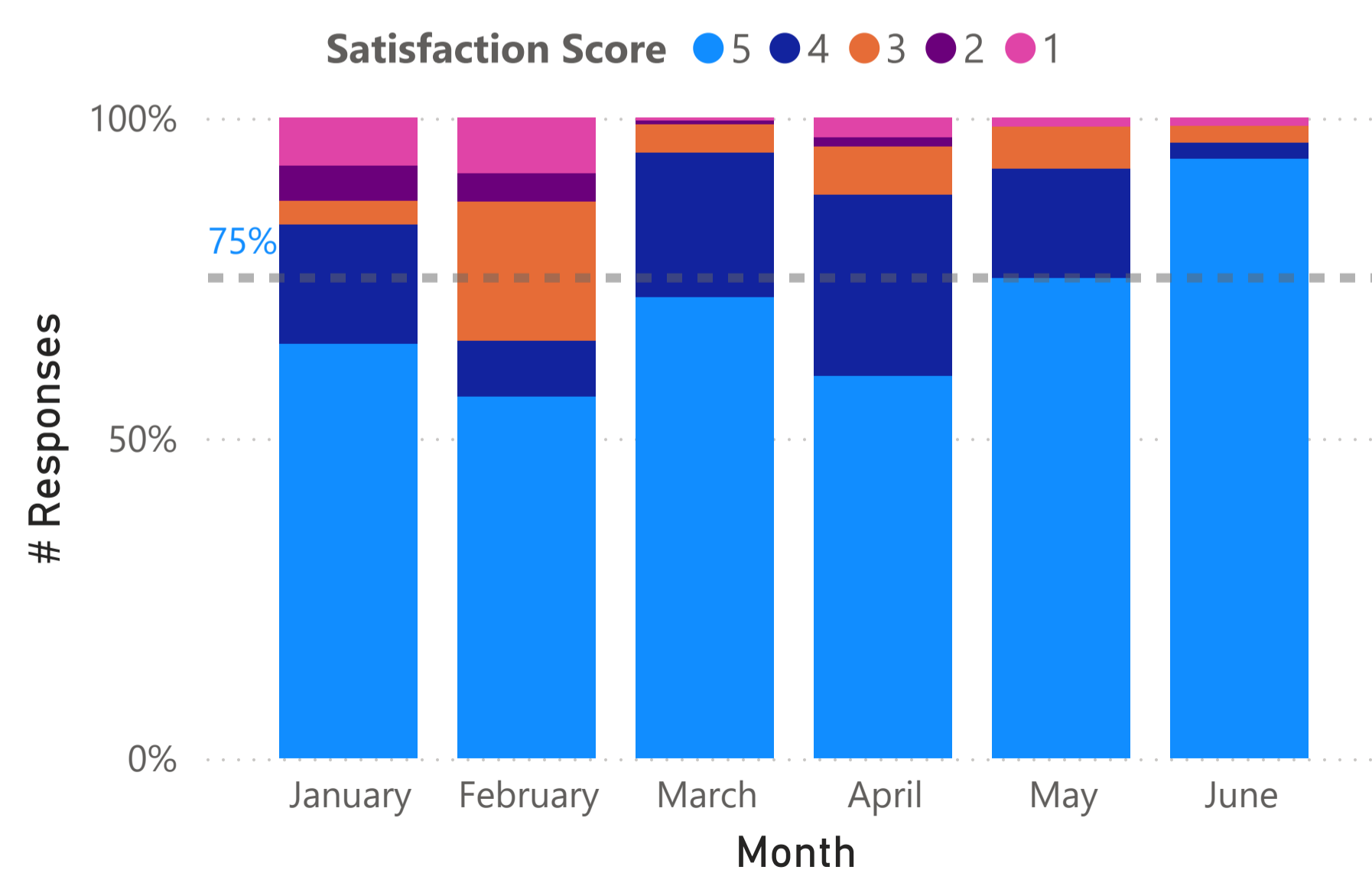
Did you feel welcomed and respected by Fresno EOC staff?



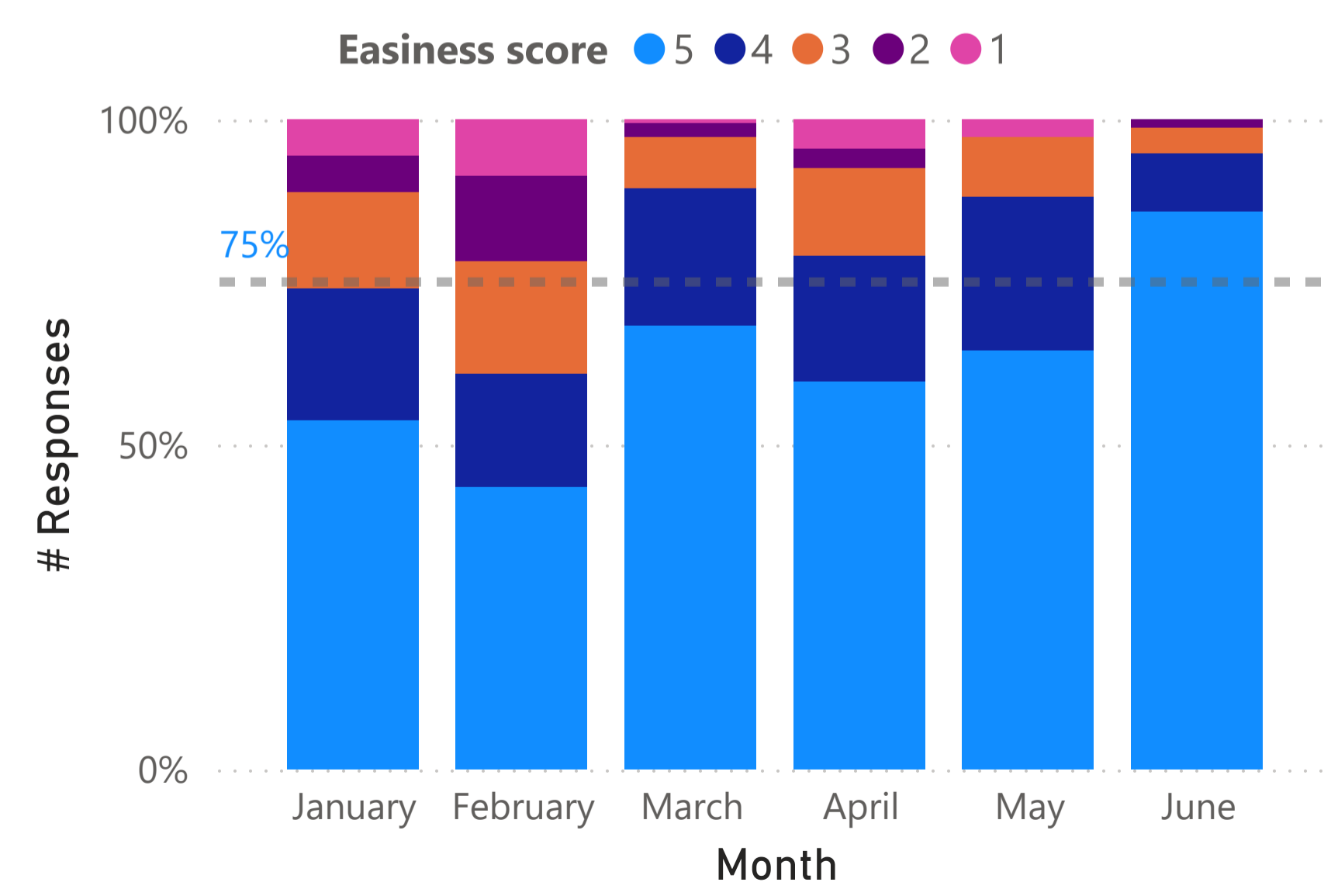
Did Fresno EOC staff effectively address your issue or concern?



How would you rate your satisfaction with the service(s) you received, for a rating scale 1-5?



How easy was it to access Fresno EOC services, for a rating scale 1-5?



August 25, 2025

INTERIM CEO REPORT

Head Start 0 to 5 Annual Staff Pre-Service

The Fresno EOC Head Start 0 to 5 Annual Pre-service took place from July 22nd to July 24th and from July 31st to August 1st at the Clovis Veterans Memorial District. This year's theme was "Bee the Best You Can Bee" and "Head Start 0 to 5 60th Anniversary".

Head Start 0 to 5 2025-2026 School Year

On August 11, 2025, the Head Start 0 to 5 kicked off the new school year, initiating classes across 25 Head Start centers and 4 Early Head Start Centers, and continuing our Head Start and Early Head Start Home-Based options. We are still actively enrolling children to fill all available slots.

Head Start 0 to 5 AMOR Center Grand Opening

We are planning to open the AMOR Center in Mendota this month, pending a final follow-up inspection by licensing. Staff are ready to enroll eight new Early Head Start students in the new center.

School of Unlimited Learning 2025-2026 School Year

On August 18, 2025, the School of Unlimited Learning (SOUL) charter school welcomed students back from summer break, kicking off the 2025-26 school year.

Transit Systems Update


On August 14, 2025, Fresno EOC honored Transit Director Thomas Dulin as he departed to pursue a new role outside of the organization. We wish Thomas the best in his new endeavors. We sincerely appreciate Training & Employment Director Patrick Turner for his leadership and dedication in stepping up to assist during this transition on a temporary basis.

Women, Infants, & Children (WIC) 2025 Breastfeeding Award of Excellence

Fresno EOC WIC is proud to receive the USDA WIC Gold-Level Award of Excellence for its exceptional efforts in promoting and supporting breastfeeding, meeting program standards, and increasing breastfeeding rates among participants.

Fresno EOC Annual Report 2025

Each year, Fresno Economic Opportunities Commission (Fresno EOC) compiles an Annual Report summarizing the data from the previous program year. This report offers a comprehensive overview of our achievements and future goals. It demonstrates our commitment to transparency, accountability, and our agency's significant impact on the lives of our community members.



This year's report aligns closely with our strategic plan by highlighting our six focus areas. It clearly presents the data and objectives of each program, reflecting the progress made through the ROMA over the past year. This comprehensive approach ensures that we continue to move forward with purpose and clarity, effectively serving our community.