

**FIRST 5 COMMISSION OF SAN DIEGO**  
**1495 Pacific Highway, Suite 201 MS A-211**  
**San Diego, CA 92101-2417**  
**(619) 230-6460**

**Members Present:**

Fred Baranowski, Chair  
Andy Pease, Vice Chair  
Rob Castetter  
Nedra Bickel  
Brian Hagerty  
Roger Gordon

**Staff Present:**

Kimberly Medeiros, Executive Director  
Martin Cherry, Operations Manager  
Victor Crandall, Fiscal Manager

**Members Excused:**

David Smith

**Finance Committee Meeting**  
**Minutes for January 15, 2013**

**1. Call to Order**

Chairman Baranowski called the Finance Committee meeting to order at 8:58 a.m.

**2. Opportunity for Public Comments**

There were no public comments received.

**3. Recusal Reminder**

Chairman Baranowski reminded the Finance Committee Members to recuse themselves from voting on any agenda items that have a real or perceived conflict of interest.

**4. Approval of Finance Committee Meeting Minutes from October 16, 2012**

**ON MOTION OF member Bickel, seconded by member Hagerty, the Committee approved the minutes for the October 16, 2012 meeting.**

**AYES: Baranowski, Castetter, Gordon, Hagerty, Bickel**

**ABSENT: Pease**

**ABSTAIN: None**

**NOES: None**

(Member Pease arrived at this time.)

**5. Commission Financials - Second Quarter FY 2012-13**

The Committee reviewed and discussed the Comparative Balance Sheet, and the Statement of Revenues and Expenditures including the Second Quarter Budget Projection for the quarter ending December 31, 2012.

Executive Director Medeiros reported that the projected amounts for staffing, salary, and rents and leases will most likely increase next year. We are also looking to see if we should do an assessment of our evaluation. It may be advantageous if some of the evaluation work could be done in-house knowing that some of the programs will down-size over time. Rental costs may increase within the next nine months

due to reduced parking availability. We would have to provide parking to our staff at approximately \$200.00 a month per employee.

**ON MOTION OF member Baranowski, seconded by member Pease, the Committee approved the Comparative Balance Sheet and the Statement of Revenues and Expenditures including the Second Quarter Budget Projection for the quarter ending December 31, 2012.**

**AYES: Baranowski, Bickel, Castetter, Gordon, Hagerty, Pease**  
**ABSENT: None**  
**ABSTAIN: None**  
**NOES: None**

#### **6. Executive Director Report**

Executive Director Medeiros reported the following:

- The Commission has not received the award letter for Race to the Top due to the changes that the State is requesting to our action plan. Our action plan should be approved next week and we should start receiving our reimbursement thereafter.
- The Commission will welcome Supervisor Ron Roberts as the Chair of the First 5 Commission at its next scheduled meeting which is January 28, 2013.
- The number of Commission meetings has been reduced this calendar year.
- Our next scheduled Commission meeting is January 28, 2013. Recognition will be given to Supervisor Horn, Finance Committee Members, and TPAC members.
- Assistant Executive Director Gloria Corral-Terrazas is out on leave and will return to work by the end of May.

Member Castetter reported that there is a new Chief Deputy Treasure/Tax Collector, Antoinette Chandler, who started in July. Concerning investment for First 5, he wants to review an updated cash flow; if there is excess cash available he would like to research some investment opportunities and move funds out of the county pool. He will meet with the First 5 Fiscal Manager and Grace Chang from his office to discuss longer term investments once he has reviewed the updated First 5 cash flow.

#### **7. Future Agenda Items**

- The proposed FY 2013 – 14 Operating Budget including an updated Financial Spending Plan.

#### **8. Adjournment**

Chairman Baranowski adjourned the meeting at 9:24am to reconvene on February 19, 2013.