

FIRST 5 COMMISSION OF SAN DIEGO
First 5 Commission Meeting
1600 Pacific Highway, Room 302/303
San Diego, CA 92101

Members Present:

Dianne Jacob, Chairwoman
Carol Skiljan, Vice-Chair
Sandra McBrayer, Secretary
Dr. Wilma Wooten

Staff Present:

Kimberly Gallo, Executive Director
Gloria Corral-Terrazas, Asst. Executive Director
Martin Cherry, Operations Manager
Grace Young, Contracts Manager
Naomi Chavez, Community Engagement & Planning Manager
Kyle Sand, Sr. Deputy County Counsel

Members Excused:

Nick Macchione

Minutes for June 29, 2015

Call to Order

Chairwoman Jacob called the meeting of the First 5 Commission of San Diego to order at 2:05 p.m.

Approval of the Commission Meeting Minutes - April 13, 2015

ON MOTION OF Commissioner Wooten, seconded by Commissioner Skiljan, the Commission approved the Minutes of April 13, 2015.

AYES: Jacob, Wooten, Skiljan
ABSENT: Macchione, McBrayer
ABSTAIN: None
NOES: None

Opportunity for Public Comments

No public comments were received.

Commissioner Recusal Reminder

Chairwoman Jacob reminded all Commissioners to recuse themselves from voting on any agenda item that has a real or perceived conflict of interest.

Consent Calendar

ON MOTION OF Commissioner Wooten, seconded by Commissioner Skiljan, the Commission approved the formation of the consent calendar with items 2, 3, and 4 approved on consent.

AYES: Jacob, Wooten, Skiljan
ABSENT: Macchione, McBrayer
ABSTAIN: None
NOES: None

1. First 5 San Diego Strategic Plan 2015-2020 Annual Review

ON MOTION OF Commissioner Wooten, seconded by Commissioner Skiljan, the Commission:

(Commissioner McBrayer arrived at 2:09 p.m.)

- 1) Opened the Public Hearing.
- 2) Received no public comment.
- 3) Accepted the current First 5 San Diego Strategic Plan 2015-2020 with no changes.
- 4) Closed the Public Hearing and authorized the Executive Director to submit public comment.

AYES: Jacob, Wooten, Skiljan, McBrayer
ABSENT: Macchione
ABSTAIN: None
NOES: None

2. Sunset Review of Commission Policies

ON MOTION OF Commissioner Wooten, seconded by Commissioner Skiljan, during the formation of the consent calendar, the Commission:

- 1) Adopted the Commission Policies on:
 - o Commission Funding Process F5C-003
 - o Media Procedures F5C-007
 - o Executive Director Signatory Authority F5C-008
 - o Administrative Rate Policy F5C-012
 - o Contracting and Procurement Policy F5C-013
 - o Salaries and Benefits Policy F5C-014
 - o Conflict of Interest and Incompatible Activities/Outside Employment Policy F5C-015
 - o Finance Committee Membership Policy F5C-017
 - o Guidelines for Authorizing Research Using Commission Resources F5C-019
 - o Guidelines for Human Subject Protection and Data Security for Research and Evaluation Activities F5C-020
 - o Contract Extensions F5C-021
- 2) Set the sunset review date of June 2018 for each policy approved in recommendation number one.
- 3) Canceled policy F5C-022 Emerging Critical Needs. This policy is obsolete.

AYES: Jacob, Wooten, Skiljan
ABSENT: Macchione, McBrayer
ABSTAIN: None
NOES: None

3. Recommendation for Award: KidSTART Center Services

ON MOTION OF Commissioner Wooten, seconded by Commissioner Skiljan, during the formation of the consent calendar, the Commission:

- 1) Found that the proposed KidSTART Center allocation is consistent with the Commission's Strategic Plan, furthers the support and improvement of early childhood development within the County, and provides a public benefit.
- 2) Received and approved the recommendation from the Source Selection Committee for contract award to Rady Children's Hospital San Diego.
- 3) Authorized the Executive Director, or her designee, to negotiate and execute a contract with a project length budget with Rady Children's Hospital San Diego for up to \$1,100,000 annually for FY 2015-16, FY 2016-17, and FY 2017-18. Funding for each fiscal year will come from that year's approved budget.
- 4) Authorized two additional option periods (one-year each) for FY 2018-19 and FY 2019-20 with funding to be approved as part of each fiscal year's budget approval.

AYES: Jacob, Wooten, Skiljan
ABSENT: Macchione, McBrayer
ABSTAIN: None
NOES: None

4. Amendment to FY 2015-2016 Operating Budget

ON MOTION OF Commissioner Wooten, seconded by Commissioner Skiljan, during the formation of the consent calendar, the Commission:

- 1) Found that the proposed actions are consistent with the Commission's Strategic Plan, furthers the support and improvement of early childhood development within the County, and provides a public benefit.
- 2) Increased funding for the Quality Preschool Initiative in the FY 2015-16 Operating Budget by \$1,175,000 to a total not to exceed amount of \$15,175,000.
- 3) Authorized the Executive Director, or her designee, to negotiate a project length budget and execute a

contract amendment with the San Diego County Office of Education for a total contract amount of up to \$15,175,000 for FY 2015-16.

- 4) Increased funding for Parent Education and Family Engagement in the FY 2015-16 Operating Budget by \$200,000 to a total not to exceed the amount of \$475,000.
- 5) Authorized the Executive Director, or her designee, to negotiate a project length budget for the purpose of providing opportunities for physical activity, educational experiences and family engagement for children ages 0 through 5 and immigrant refugee populations, and execute a contract agreement with the City of El Cajon for a total contract amount of up to \$200,000 for Fiscal Years 2015-17.

AYES: Jacob, Wooten, Skiljan
ABSENT: Macchione, McBrayer
ABSTAIN: None
NOES: None

5. *Live Well San Diego* Recognized Partner Proclamations

On behalf of the Board of Supervisors proclamations were presented to the American Academy of Pediatrics – California Chapter 3 and MJE Marketing Services, Inc. as *Live Well San Diego* Recognized Partners.

6. Commission Bylaw Change

The Commission reviewed the proposed Bylaw change. Action will be taken on this item at the October 19, 2015 meeting.

7. Healthy Development Services Presentation

Amy Menolez gave an informational presentation on the Healthy Development Services Program.

The following questions were received from Commissioners:

Commissioner McBrayer:

Do we have a strategy for someone reaching out to Charter schools?

Staff Member Menolez:

I don't know. I will have to find out.

8. Finance Committee Report

The Chair of the Finance Committee, Fred Baranowski, gave an update on the Commission's financial status as of March 31, 2015 including the year-to-date Balance Sheet and the 3rd Quarter Budget Projection for FY 2014 – 15.

9. Executive Director Monthly Report

Executive Director Gallo reported the following:

Dashboard

First 5 has a couple of measures that are not at target, one of them is the Oral Health Initiative which is at about 85% of the target. Part of the reason for this is the changes in Medi-Cal and Denti-Cal; more adult services are being covered. The clinics are experiencing capacity issues and have to balance services between the adults and the First 5 San Diego population of children 0-5.

In regard to Information and Referral, First 5 is below target right now. Referral services are being allowed to slip due to a major reduction to funding for this program taking affect July 1, 2015. We will continue to monitor services in the new fiscal year to determine appropriate levels.

Learning (2015)

On June 3rd over 200 people attended a screening of the Invisible Threat documentary which is part of the immunization for San Diego Kids Project. That was followed by an expert panel discussion providing up-to-date, accurate information about the health risks associated with vaccines and immunizations. People were given the opportunity to ask questions. This was the first time something like this has been done.

First 5 San Diego has funded the Developmental Training and Enhancement Program (DSEP) in partnership with Child Welfare Services and Rady Children's hospital since 2001. Staff has been working to help look for more sustainable revenue sources. The service will continue at its full capacity but it's going to be funded by Health and Human Services, Child Welfare Services and Behavioral Health Services instead of the funding coming from First 5. First 5 is proud that we had a long standing relationship that laid the foundation for this program to continue to build on.

This summer we are also kicking off our very successful KinderSTART Kindergarten Transition Center Program. This will be the final year of their funding. There is a program running at Laurel Elementary in Oceanside and Joyner Elementary in the City Heights neighborhood. This program is for children that have never had the experience of preschool.

Community Events

On May 26th First 5 had a ribbon cutting ceremony for the Grand Opening of the Murphy Canyon Child Development Center.

On June 10th First 5 had a Healthy Eating Event at Vons in La Mesa to promote good nutrition habits for young children.

First 5 Sponsored Events

March of Dimes 5K Walk/Run for Babies
Day of the Child Event held in Chula Vista
Marriage and Family Expo at Marine Corp. Air Station Miramar
Miracle Babies 5K Walk/Run
San Marcos County Library Physical Fitness & Wellness Event
Childhood Education Fair at the Vista Unified School District
Live Well San Diego 5K Walk/Run
CSDFEA Philippine Independence Fair
The Day of Play at Olivewood Gardens
Childhood Obesity Conference

First 5 San Diego received a NACo Award for the First 5 First Steps Program.

10. Future Agenda Items

- Approval of the First 5 San Diego 2014-2015 Annual Report
- Approval of the CPA Annual Audit
- Approval of a change to First 5 San Diego Bylaws
- Presentation on the Quality Preschool Initiative

Chairwoman Jacob adjourned the meeting at 2:51 p.m. to reconvene October 19, 2015.

Respectfully submitted for your review and approval:

Sandra McBrayer

Date