

**FIRST 5 COMMISSION OF SAN DIEGO**  
**First 5 Commission Meeting**  
**1600 Pacific Highway, Room 358**  
**San Diego, CA 92101**

**Members Present:**

Carol Skiljan, Vice-Chair  
Sandra McBrayer, Secretary  
Nick Macchione

**Staff Present:**

Kimberly Gallo, Executive Director  
Gloria Corral-Terrazas, Asst. Executive Director  
Martin Cherry, Operations Administrator  
Naomi Chavez, Program Administrator  
Kyle Sand, Sr. Deputy County Counsel  
Jenny Pietila, Executive Assistant

**Absent:**

Ron Roberts, Chairman  
Dr. Wilma Wooten

**Minutes for February 13, 2017**

**Call to Order**

Vice-Chair Skiljan called the meeting of the First 5 Commission of San Diego to order at 2:03 p.m.

**Approval of the Commission Meeting Minutes from November 14, 2016.**

**ON MOTION OF Commissioner McBrayer, seconded by Commissioner Macchione, the Commission approved the Minutes of November 14, 2016.**

**AYES: Skiljan, Macchione, McBrayer**  
**ABSENT: Roberts, Wooten**  
**ABSTAIN: None**  
**NOES: None**

**Opportunity for Public Comments**

No comments were received from the public.

**Commissioner Recusal Reminder**

Vice-Chair Skiljan 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 Macchione, seconded by Commissioner McBrayer, the Commission approved the formation of the consent calendar with Item 1 & 2 approved on consent.**

**AYES: Skiljan, Macchione, McBrayer**  
**ABSENT: Roberts, Wooten**  
**ABSTAIN: None**  
**NOES: None**

**1. Annual Appointments of Commission Officers**

- 1) Accepted Chairman Robert's nomination of Commissioner Carol Skiljan to serve as the Vice-Chair of the Commission for the 2017 calendar year.
- 2) Accepted Chairman Robert's nomination of Commissioner Sandra McBrayer to serve as the Secretary of the Commission for the 2017 calendar year.

**AYES:** Skiljan, Macchione, McBrayer  
**ABSENT:** Roberts, Wooten  
**ABSTAIN:** None  
**NOES:** None

**2. Grant Acceptance and Contract Amendment**

- 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) Upon approval by the California Department of Education, accepted a Grant for up to \$211,066.
- 3) Increased funding for the Quality Preschool Initiative in the FY 2016-17 Operating Budget up to \$211,066 to a total not to exceed the amount of up to \$14,588,343.
- 4) Authorized the Executive Director, or her designee, to negotiate a project length budget and execute a contract amendment with the San Diego County Superintendent of Schools, contract # 542056, for up to \$211,066 for a total contract amount of up to \$14,588,343 for FY 2016-17.

**3. Finance Committee Report**

Fred Baranowski, Chairman of the Finance Committee, gave an update to the Commission on its financial status as of December 31, 2016 and the 2<sup>nd</sup> Quarter Budget Projection for FY 2016-17.

**4. Executive Director Monthly Report**

Assistant Executive Director Corral-Terrazas reported the following:

- 1) Healthy Development Services is a finalist in the Innovation Challenge 2.0. Let’s Get Healthy California created the Innovation Challenge 2.0 as an opportunity to learn from and connect with community partners with the hope that unique innovations can be duplicated in other communities to make California the healthiest state in the nation. HDS was recognized for serving children with mild to moderate development and behavior concerns.
- 2) The IMPACT Family Connections effort with YMCA of San Diego was launched. It is off to a great start. They are creating a new childcare tool kit for the Home Visiting staff and parents across the County. They are focusing on the parents and helping them to choose high-quality childcare. This is expanding the reach of the program.
- 3) First 5 San Diego received notice from the Healthy Families of America that First 5 First Steps program is officially a multi-site accredited system; San Diego is the first County to receive a multi-site accreditation in the Country.
- 4) The KidStart program has been recognized as a program of excellence by Jackson Health Care as part of their 2016 hospital charitable service award program.
- 5) Dashboard Review: Everything is on track. The Oral Health Initiative is a little bit below target, but it will meet target by the end of the fiscal year. Healthy Developmental Services is also little behind, and it too will be caught up by the end of the year.

**5. Future Agenda Items**

- Budget approval for FY 2017-18
- Strategic Plan Review
- First 5 California Annual Report Acceptance

**6. Adjournment**

Vice-Chair Skiljan adjourned the meeting at 2:24 p.m. to reconvene on April 10, 2017.

Respectfully submitted for your review and approval:

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Sandra McBrayer

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Date

Notes taken by: Jenny Pietila