

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

Members Present:

Bill Horn, Chairman
Carol Skiljan, Vice-Chair
Sandra McBrayer, Secretary
Nick Macchione
Dr. Wilma Wooten (late)

Staff Present:

Kimberly Gallo, Executive Director
Naomi Chavez, Program Administrator
Martin Cherry, Operations Administrator
Kyle Sand, Sr. Deputy County Counsel

Absent:

Gloria Corral-Terrazas, Asst. Executive Director

Minutes for October 17, 2016

Call to Order

Chairman Horn called the meeting of the First 5 Commission of San Diego to order at 2:03p.m.

Approval of the Commission Meeting Minutes from April 4, 2016.

ON MOTION OF Commissioner Macchione, seconded by Commissioner Skiljan, the Commission approved the Minutes of April 4, 2016.

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

Opportunity for Public Comments

No comments were received from the public.

Commissioner Recusal Reminder

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

(Dr. Wooten arrived)

Consent Calendar

ON MOTION OF Commissioner Macchione, seconded by Commissioner McBrayer, the Commission approved the formation of the consent calendar with Items 3 & 4 approved on consent.

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

**1. Acceptance of the First 5 Commission of San Diego Annual Report for FY 2015-16
ON MOTION OF Commissioner Macchione, seconded by Commissioner McBrayer, the
Commission:**

- 1) Opened the Public Hearing
- 2) Received the presentation
- 3) Received no public comment
- 4) Approved the Annual Report of First 5 San Diego for Fiscal Year FY 2015-16
- 5) Authorized the Executive Director to submit the Annual Report to First 5 California
- 6) Closed the Public Hearing

AYES: Horn, Skiljan, McBrayer, Macchione, Wooten

ABSENT: None

ABSTAIN: None

NOES: None

Commissioner Macchione asked to see the First 5 San Diego Annual Report compared to other counties.

Executive Director Gallo reported that the report will be provided.

2. Annual Audit for FY 2015-16

The Finance Committee Chair, Fred Baronowski, spoke in regard to the Annual Audit. The audit was performed by the accounting offices of Christy White Associates and no findings or deficiencies were noted.

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

- 1) Opened the Public Hearing
- 2) Received no public comment
- 3) Reviewed and accepted the First 5 San Diego Annual Audit for FY 2015-2016 with no changes
- 4) Authorized the Executive Director to submit the Audit to First 5 California and the California State Controller
- 5) Closed the Public Hearing

AYES: Horn, Skiljan, McBrayer, Macchione, Wooten

ABSENT: None

ABSTAIN: None

NOES: None

3. Sunset Review of Commission Policies

**ON MOTION OF Commissioner Macchione, seconded by Commissioner McBrayer, during the
formation of the consent calendar, the Commission:**

- 1) Adopted the revised Commission Policies on:
 - Protest Procedures F5C-006
 - Notification of Use of Client Information F5C-024

AYES: Horn, Skiljan, McBrayer, Macchione, Wooten

ABSENT: None

ABSTAIN: None

NOES: None

4. Finance Committee Member Appointments

ON MOTION OF Commissioner Macchione, seconded by Commissioner McBrayer, during the formation of the consent calendar, the Commission:

- 1) Appointed the following members to the Finance Committee for calendar years 2016 and 2017:
 - Amy Thompson – Health and Human Services Agency, Assistant Finance Director
 - Fred Baranowski – Senior Vice President, Banner Bank
 - Tracy Drager – Finance and General Government Group, Assistant Auditor & Controller
 - Rob Castetter – Treasurer / Tax Collector, Chief Investment Officer
- 2) Appointed Fred Baranowski as the Chairperson and Amy Thompson as the Vice-Chairperson of the Finance Committee for the 2017 and 2018 calendar years.

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

5. Finance Committee Report

Fred Baranowski, Finance Committee Chair, reported on the financial status as of August 31, 2016.

6. Executive Director Monthly Report

Executive Director Gallo reported the following:

- The FY 2015-16 Quarter 4 dashboard key measures are at or near target.
- The Healthy Development Services (HDS) program is a model in our state. First 5 San Diego has had requests from others for information. First 5 met for 2 days with the Packard Foundation. They will be coming back again to see if they can partner with First 5 San Diego.
- The American Association of Pediatrics has been compiling a guide for other agencies to use on what we have put together here in San Diego so others can replicate the system of care.
- First 5 San Diego was awarded an IMPACT Grant from First 5 California of \$6.9 million over five years. This is a systems change only grant.
- First 5 San Diego was also awarded \$1.6 million over 5 years for a Technical Assistance Hub from First 5 California.
- The First 5 San Diego Home Visitation Program, First 5 First Steps, just completed site visits as part of an accreditation process. The American Academy of Pediatrics, Chapter 3 will present to Healthy Families of America for the final step of accreditation of the Home visitation System in San Diego County.
- First 5 San Diego won the 2016 Effective Advertising on Radio (EAR) award from the San Diego Broadcasters Association for the 30,000 Words a Day Public Service Announcement campaign.
- Target Inc. was brought in as a new *Live Well San Diego* partner in June 2016. Target has a great partnership with Feeding America where they donate millions of pounds of food that is nearing the expiration date.

- On September 9th, Executive Director Gallo joined Supervisor Dianne Jacob and El Cajon City Mayor Bill Wells for the ground breaking of the renovated Renette Park in El Cajon. A new toddler play ground was added with First 5 San Diego funding.
- First 5 San Diego funded and participated in many events over the summer. The following is a list of those events:
 - Day of the Child
 - March of Dimes (sponsored event)
 - Miracle Babies
 - Parent Summit
 - Filipino Independence Day
 - Day of Play
 - The County Summer Movies In the Park
 - *Live Well San Diego* 5K
 - Marine Corps Combat Logistics Battalion 15 and Family Beach Bash
 - Let's Connect Expo
 - We Can't Wait
 - Solano Beach Sunset 5K Run/Walk

7. Future Agenda Items

- The San Diego County Report Card on Children & Families 2015
- The Annual Report to the Community for 2015-16
- A Closed session to discuss the appointment of the next First 5 San Diego Executive Director as well as the Evaluation of the current First 5 San Diego Executive Director

Chairman Horn adjourned the meeting at 2:35 p.m. to reconvene November 14, 2016.

Respectfully submitted for your review and approval:

Sandra McBrayer

Date

Notes by: Jenny Pietila