

**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  
Nick Macchione

**Staff Present:**

Alethea Arguilez, Executive Director  
Martin Cherry, Operations Administrator  
Naomi Chavez, Program Administrator  
Kyle Sand, Sr. Deputy County Counsel  
Matthew Parr, Legislative Assistant II  
Karen Hays, Administrative Secretary III

**Minutes for November 5, 2018**

**Call to Order**

Chairwoman Jacob 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 October 8, 2018**

**ON MOTION OF Commissioner Macchione, seconded by Commissioner Wooten, the Commission approved the Minutes of October 8, 2018.**

**AYES: Jacob, Skiljan, Macchione, Wooten, McBrayer**

**ABSENT: None**

**ABSTAIN: None**

**NOES: None**

**Opportunity for Public Comments**

- Ramona Jones, Founder and President of Dreambuilders Youth Mentoring Network, expressed the importance of youth mentoring and the Dreambuilders program.
- V. Williams, Parent Liaison with Dreambuilders Youth Mentoring Network, shared her experience in the public education system.
- Precilla Felix, Healthy Development Services Program Participant, spoke to the Commission about her experience in the Healthy Development Services program and the beneficial knowledge and services that she has received.
- Cinnamon Harper, Care Coordinator with the KidSTART Center, read a letter from one of her clients about the invaluable therapeutic / developmental services that she received from First 5 San Diego.

**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 McBrayer, seconded by Commissioner Macchione, the Commission approved the formation of the consent calendar with Items 1 and 2 approved on consent.**

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

**1. Contract Amendment with YMCA-Children's Resource Services (YMCA-CRS)**

**ON MOTION OF Commissioner McBrayer, seconded by Commissioner Macchione, the Commission approved the consent calendar with Item 1 approved on consent.**

- 1) Found that the proposed contract amendment with YMCA-CRS 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) Approved an amendment with YMCA-CRS, contract # 554256, to add funding of up to \$40,000 for FY 2018-19 as a project length budget to be spent over the remaining life of the contract.
- 3) Authorized the Executive Director or her designee to negotiate and execute a contract amendment with YMCA-CRS.

**2. Finance Committee Member Appointments**

**ON MOTION OF Commissioner McBrayer, seconded by Commissioner Macchione, the Commission approved the consent calendar with Item 2 approved on consent.**

- 1) Appointed the following members to the Finance Committee for calendar years 2019 and 2020:
  - Amy Thompson – Health and Human Services Agency, Assistant Finance Director
  - Fred Baranowski – Commission Community Member
  - Tracy Drager – Finance and General Government Group, Assistant Auditor & Controller
  - Hank Kim – Treasurer / Tax Collector, Chief Investment Officer
  - Michael Reynolds – Chief Financial Officer, San Diego Regional Chamber of Commerce
- 2) Appointed Fred Baranowski as the Chairperson and Amy Thompson as the Vice-Chairperson of the Finance Committee for the 2019 and 2020 calendar years.

**3. Annual Report to the Community for FY 2017-18**

Nicole Bracy, Harder + Company Community Research, gave a presentation that addresses key results from the Commission's initiatives and special projects focusing on the four strategic areas of Health, Learning, Family and Community. The complete report can be found at:

[http://first5sandiego.org/wp-content/uploads/2018/11/Annual-Report-to-the-Community-Presentation-HCo-10-29-18\\_r1.pdf](http://first5sandiego.org/wp-content/uploads/2018/11/Annual-Report-to-the-Community-Presentation-HCo-10-29-18_r1.pdf)

- Damon Carson, Chairman of the National Head Start Association and General Manager of Neighborhood House Association (a QPI subcontractor), thanked the Commission, the San Diego County Office of Education and the County for its continued support of the QPI and Live Well San Diego initiatives.
- Kim McDougal, Executive Director of the YMCA Childcare Resource Service, thanked the Commission for the investment of the First 5 Impact dollars into the Family Childcare ASQ Project.
- Tara Ryan, Director of QPI at the San Diego County Office of Education, spoke of the San Diego Quality Preschool Initiative website launch in October 2018 in collaboration with First 5 San Diego. She also highlighted creating a fee-for-service model that supports leveraging local resources which supports creating a system to expand upon the existing QPI effort.

#### 4. **Live Well San Diego Report Card on Children, Families, and Community 2017**

Commissioner McBrayer gave a presentation on the *Live Well San Diego* Report Card on Children, Families and Community 2017. The complete report can be found at:

[http://first5sandiego.org/wp-content/uploads/2018/11/RC\\_2017\\_110518\\_First5SLM\\_Final\\_NoNotes.pdf](http://first5sandiego.org/wp-content/uploads/2018/11/RC_2017_110518_First5SLM_Final_NoNotes.pdf)

(Commissioner Macchione left the meeting at 2:56pm)

#### 5. **First 5 San Diego Strategic Plan 2020-2025 Update**

Vice-Chair Skiljan updated the Commission on the status of the Strategic Plan 2020-2025 process.

- The purpose of the October 10<sup>th</sup> Ad Hoc Committee Meeting was to facilitate the Committee members' perspectives about the emerging strategic framework and development strategies for the plan.
- Committee members were provided with an overview of emerging research findings to help shape the discussion on strategy development.
- The Committee provided feedback on elements of the strategic framework including the vision, mission and core function and had language suggestions in order to reflect a stronger systems change focused in the new plan.
- Also discussed was the importance of being culturally relevant and inclusive of all families as a part of building capacity and support systems within the San Diego region.
- During the core functions discussion, the Committee suggested emphasizing the importance of leveraging both partners and investments. They also asked to consider advocacy in support of systems coordination at the State and Federal level.
- Next steps will be a working group consisting of the Ad Hoc Committee members followed by a drafting of the plan. The expectation is to convene once more, most likely in January 2019.
- The presentation to the Commissioners is scheduled for the April 2019 commission meeting.

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

Executive Director Arguilez reported the following:

- First 5 San Diego will be celebrating 20 years of serving the community via our open house event TBA.
- First 5 San Diego continues to focus on stewarding philanthropic and the business sectors to leverage local resources, as well as other local, state and federal funding.
- The First 5 First Steps Home Visiting Program celebrated their 5-year anniversary and has received national accreditation that has driven policy changes at the national level.
- A commemorative plaque was presented to Chairwoman Jacob for her service to the Commission for 2018.

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

- Appointment of Commission Officers for 2019.

Chairwoman Jacob adjourned the meeting at 3:01 p.m. to reconvene February 7, 2019.

Respectfully submitted for your review and approval:

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Sandra McBrayer

February 7, 2019  
Date

(Notes by: Executive Secretary Karen Hays)