

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

Members Present:

Kristin Gaspar, Chairwoman
Carol Skiljan, Vice-Chair
Sandra McBrayer, Secretary
Nick Macchione

Staff Present:

Alethea Arguilez, Executive Director
Martin Cherry, Operations Administrator
Kyle Sand, Sr. Deputy County Counsel
Karen Hays, Administrative Secretary III

Members Absent:

Dr. Wilma Wooten

Minutes for February 7, 2019

Call to Order

Chairwoman Gaspar called the meeting of the First 5 Commission of San Diego to order at 10:05 a.m.

Approval of the Commission Meeting Minutes from November 5, 2018

ON MOTION OF Commissioner Macchione, seconded by Commissioner McBrayer, the Commission approved the Minutes of November 5, 2018.

AYES: Gaspar, Skiljan, Macchione, McBrayer

ABSENT: Wooten

ABSTAIN: None

NOES: None

Opportunity for Public Comments

- Kristin Gist, Senior Director of Developmental Services at Rady's Childrens Hospital, advocated for the importance of First 5 San Diego's HDS and KidSTART programs and how they have been enhanced under Executive Director Alethea Arguilez's leadership and collaborative efforts.

Commissioner Recusal Reminder

Chairwoman Gaspar 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 Item 1 approved on consent.

AYES: Gaspar, Skiljan, McBrayer, Macchione

ABSENT: Wooten

ABSTAIN: None

NOES: None

1. Annual Appointments of Commission Officers

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

- 1) Approved Chairwoman Gaspar's nomination of Commissioner Carol Skiljan to serve as the Vice-Chairwoman of the Commission for the 2019 calendar year.

- 2) Approved Chairwoman Gaspar's nomination of Commissioner Sandra McBrayer to serve as the Secretary of the Commission for the 2019 calendar year.

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

2. Network Strategy Presentation

The Commission received a presentation on the California First 5 Network Strategy by Executive Director Alethea Arguilez.

3. Strategic Plan 2020-2025 Update

James Floros, President and CEO of the Jacobs & Cushman San Diego Food Bank spoke about food insecurity and nutritional-related diseases linked to poverty in our community and encouraged the Commission to consider having an open Request for Proposal process in the future to solve some of these problems.

- Executive Director Arguilez confirmed that there will be an open Request for Proposal in the Summer of 2019 based on the priority areas addressed in the Strategic Plan and expects all contracts to be executed by Spring of 2020 to start July 1, 2020.

Vice-Chair Skiljan provided the Commission with an update on the status of the Strategic Plan 2020 – 2025:

- The Ad Hoc Committee convened in October 2018.
- The Internal Planning Team met twice to debrief on the recommendations from the Ad Hoc Committee and discussed further evaluation of the framework and criteria for strategy development.
- The draft manuscript was received on February 4, 2019 and is currently being reviewed by the Internal Planning Team. It will be presented at the Ad Hoc Committee Meeting being scheduled for the week of February 25th.
- The manuscript will be reviewed at the upcoming Ad Hoc Committee Meeting. They will have an opportunity to provide final input to the plan at that time.
- The final Strategic Plan will be presented to the Commission on April 18, 2019 for approval consideration.

4. Finance Committee Report

Fred Baranowski, Finance Committee Chairman, reported on the Balance Sheet as of December 31, 2018 as well as the 2nd Quarter Budget Projection for FY 2018 – 19.

5. Executive Director Report

Executive Director Arguilez reported the following:

- The Pritzker Foundation visited San Diego for an event which Executive Director Arguilez attended along with Commissioners Skiljan and McBrayer. Representatives from four states were in attendance. First 5 San Diego was highlighted for our best practices.
- The "Help Me Grow" event was attended by Staff Member Cahue-Aguilar and Dr. Pradeep Gidwani of AAP. They presented the Healthy Development Services model.
- Executive Director Arguilez completed the "First 5 Leadership Network Training" given through the Heising-Simons Foundation which funded the initiative to connect First 5 as a state-wide network.
- The March of Dimes will host the March for Babies on April 27th, in which Executive Director Arguilez will act as the Fundraising Chair this year. First 5 San Diego will be a sponsor for the event.

- As a part of the First Quarter FY 2018-19 Dashboard, the OHI partners have shifted their outreach and have achieved 103%.
- Award was presented to First 5 San Diego's Victor Crandall, Fiscal Manager for his dedication and contributions to the success of the organization. Mr. Crandall will be retiring at the end of March 2019.

6. Future Agenda Items

- Budget approval for FY 2019 - 20.
- Strategic Plan 2015 – 2020 annual review.
- Strategic Plan 2020 – 2025 approval.
- First 5 California FY 2017 – 2018 Annual Report acceptance.
- Presentation on the UCSD Milk Bank by request of Chairwoman Gaspar.

Chairwoman Gaspar adjourned the meeting at 10:51 a.m. to reconvene April 18, 2019.

Respectfully submitted for your review and approval:

Sandra McBayer

April 18, 2019
Date

(Notes by: Executive Secretary Karen Hays)