

FIRST 5 COMMISSION OF SAN DIEGO
First 5 Commission Meeting
1600 Pacific Highway, Council Chambers Room 310
San Diego, CA 92101

Members Present:

Kristin Gaspar, Chairwoman
Carol Skiljan, Vice-Chair
Sandra McBrayer, Secretary
Nick Macchione
Dr. Wilma Wooten

Staff Present:

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

Members Absent:

None

Minutes for April 18, 2019

Call to Order

Chairwoman Gaspar called the meeting of the First 5 Commission of San Diego to order at 10:04 a.m.

Approval of the Commission Meeting Minutes from February 7, 2019

ON MOTION OF Commissioner Macchione, seconded by Vice-Chair Skiljan, the Commission approved the Minutes of February 7, 2019.

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

Opportunity for Public Comments

None

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 Vice-Chair Skiljan, the Commission approved the formation of the consent calendar with Items 4 and 7 approved on consent.

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

ON MOTION OF Commissioner McBrayer, seconded by Vice-Chair Skiljan, the Commission approved the formation of the consent calendar with Item 6 approved on consent.

** Commissioners Macchione and Wooten recused themselves from this item **

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

ON MOTION OF Chairwoman Gaspar, seconded by Commissioner Macchione the Commission approved the formation of the consent calendar with Item 5 approved on consent.

**** Commissioner McBrayer recused herself from this item and left the meeting ****

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

**** Commissioner McBrayer returned to the meeting ****

**1. Public Hearing: Acceptance of the FY 2017-18 First 5 California Annual Report
ON MOTION OF Commissioner Wooten, seconded by Commissioner McBrayer, the Commission:**

- 1) Opened the Public Hearing.
- 2) Accepted the FY 2017-18 First 5 California Annual Report.
- 3) Closed the Public Hearing.

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

**2. Public Hearing: First 5 San Diego Strategic Plan 2015-2020 Annual Review
ON MOTION OF Commissioner Gaspar, seconded by Commissioner McBrayer, the Commission:**

- 1) Opened the Public Hearing.
- 2) Reviewed and accepted the current First 5 San Diego Strategic Plan 2015-2020 with no changes.
- 3) Closed the Public Hearing.

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

**3. Public Hearing: First 5 San Diego Strategic Plan 2020-2025 Approval
ON MOTION OF Commissioner Macchione, seconded by Commissioner McBrayer, the Commission:**

- 1) Opened the Public Hearing.
- 2) Presentation of the Proposed Strategic Plan 2020-2025 by Carolyn Verheyen, VP and COO MIG, Inc and Alethea Arguilez, First 5 Commission of San Diego Executive Director.
- 3) Vice-Chair Skiljan closed the presentation with an appreciation to the Ad-Hoc Committee, the First 5 San Diego Internal Planning Team and the consultants leading the process for their commitment and support this past year to bring the new 2020-2025 Strategic Plan to fruition.
- 4) Received the following public comments in favor of the Strategic Plan:
 - Dr. Dean Sidelinger- Interim Deputy Public Health Officer and Child Welfare Officer, County of San Diego Health and Human Services Agency, Board Pediatrician and Ad Hoc Committee Member
 - Sarah Garrity - SDSU Professor, Ad Hoc Committee Member
 - Dr. Alyson Shapiro - SDSU Faculty, Ad Hoc Committee Member
 - Rick Richardson - President and CEO of Child Development Associates
 - Victor Crandall - Private Citizen

**** Chairwoman Gaspar left the meeting ****

- 5) Reviewed and Approved the 2020-2025 First 5 San Diego Strategic Plan.
- 6) Closed the Public Hearing.

**** Chairwoman Gaspar left the meeting during the presentation****

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

**** Chairwoman Gaspar returned to the meeting ****

4. FY 2019-20 Operating Budget, Sustainability Fund Budget and Financial Spending Plan ON MOTION OF Commissioner McBrayer, seconded by Vice-Chair Skiljan, the Commission approved the formation of the consent calendar with Item 4 approved on consent. The Commission:

- 1) Found that the proposed First 5 San Diego Funding allocations 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) Approved the FY 2019-20 Operating Budget, Sustainability Fund Budget, and Financial Spending Plan.
- 3) Approved funding for contract #554256 with the YMCA-Childcare Resource Service (YMCA-CRS) for up to \$200,977.
- 4) Authorized the Executive Director, or her designee, to negotiate a project length budget and execute an amendment with the YMCA – CRS for FY 2019-20.

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

5. Budget Adjustment for Contract #545596 with The Children's Initiative for the Childhood Injury Prevention Program ON MOTION OF Chairwoman Gaspar, seconded by Commissioner Macchione, the Commission approved the formation of the consent calendar with Item 5 approved on consent. The Commission:

- 1) Found that the proposed First 5 San Diego Funding for the Childhood Injury Prevention Program 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 funding for contract # 545596 with The Children's Initiative for up to \$233,529 and authorize an option year for FY 2019-20.
- 3) Authorized the Executive Director, or her designee, to negotiate a project length budget and execute an amendment with The Children's Initiative for FY 2019-20.

**** Commissioner McBrayer recused herself from this item and left the meeting ****

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

6. Budget Adjustment for Memorandum of Understanding (MOU) F5CSD-00020 with the Health and Human Services Agency for the Breastfeeding Friendly Environment Initiative
ON MOTION OF Commissioner McBrayer, seconded by Vice-Chair Skiljan, the Commission approved the formation of the consent calendar with Item 5 approved on consent. The Commission:

- 1) Found that the proposed First 5 San Diego Funding allocation for the Breastfeeding Friendly Environment Initiative 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 funding for Memorandum of Understanding F5CSD-00020 with the San Diego County Health and Human Services Agency (HHS) for up to \$300,000 for FY 2019-20.
- 3) Authorized the Executive Director, or her designee, to negotiate a project length budget and execute a Memorandum of Understanding with HHS for FY 2019-20.

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

7. Sunset Review of 5 Commission Policies
ON MOTION OF Commissioner McBrayer, seconded by Vice-Chair Skiljan, the Commission approved the formation of the consent calendar with Item 7 approved on consent. The Commission:

- 1) Adopted the revised Commission Policies on:
 - a) Letters of Support or Acknowledgement / Memorandums of Understanding to Local Programs F5C-001
 - b) Legislative Advocacy F5C-002
 - c) Conflict of Interest and Incompatible Activities/Outside Employment Policy F5C-015
 - d) Communication of Financial Condition Policy F5C-018
 - e) Reimbursement of Expenses F5C-023

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

8. San Diego County Local Needs and Barriers Report - May 2018
Lucia Garay of San Diego County Office of Education gave a presentation on the San Diego County Local Needs and Barriers Report from May 2018.

** Commissioner McBrayer left the meeting **

9. Finance Committee Report

- 1) Executive Director Arguilez shared that Fred Baranowski, Finance Committee Chair, was not able to be present at the meeting. She introduced Michael Reynolds of the San Diego Regional Chamber of Commerce as a new member of the First 5 San Diego Finance Committee and possible future Vice Chair of the Committee to serve in the absence of the Chair.
- 2) Operations Administrator Cherry gave an overview of the Balance Sheet as of February 28, 2019.

10. Executive Director Report

- 1) Executive Director Arguilez was invited along with City Councilmember Chris Cates to join a stakeholder roundtable discussion on Early Care and Education that was convened by City Councilmember Chris Ward to discuss the state of childcare in the region.

- 2) Executive Director Arguilez was invited to be a board representative for the external advisory board to the Dean of Education at San Diego State University to help shape the future of early care and education in San Diego County.
- 3) Executive Director Arguilez further shared that the Commission Team has been very busy engaging in the community and outreach efforts to raise awareness of the critical importance of the early years.
- 4) A summary of the updates was provided to the Commissioners for their review due to time restrictions.

11. Future Agenda Items

- 1) Approval of the First 5 San Diego Annual Report for FY 2018-19.
- 2) Approval of the Annual CPA Audit for FY 2018-19.
- 3) Presentation by the UCSD Milk Bank.

Chairwoman Gaspar adjourned the meeting at 11:40 a.m. to reconvene October 10, 2019.

Respectfully submitted for your review and approval:

Sandra McBrayer

October 10, 2019
Date

(Notes by: Executive Secretary Karen Hays)