

**FIRST 5 COMMISSION OF SAN DIEGO**  
9655 Granite Ridge Drive, Suite 120, MS A-211  
San Diego, CA 92123  
(858) 285-7710

**Members Present:**

Fred Baranowski, Chair  
Amy Thompson, Vice-Chair  
Hank Kim

**Staff Present:**

Alethea Arguilez, Executive Director  
Martin Cherry, Operations Administrator  
Marcelina Reyes, Fiscal Manager  
Karen Hays, Executive Administrative Assistant

**Members Absent:**

Tracy Drager

**Alternate Member(s) Present:**

Cameron Urquhart

**Finance Committee Meeting Minutes**  
**September 22, 2020**

**1. Call to Order**

Chair Baranowski called the Finance Committee meeting to order at 9:01 am.

**2. Opportunity for Public Comments**

There were no public comments received.

**3. Recusal Reminder**

Chair Baranowski reminded the Finance Committee Members to recuse themselves from voting on any agenda items that have a real or perceived conflict of interest.

**4. Approval of Finance Committee Meeting Minutes from April 14, 2020**

**ON MOTION OF Member Kim, seconded by Vice-Chair Thompson the Committee approved the Minutes for the April 14, 2020 meeting.**

**AYES: Baranowski, Thompson, Kim**

**ABSENT: Drager**

**ABSTAIN: None**

**NOES: None**

**5. Approval of the Comprehensive Annual Financial Audit Report for FY 2019-20**

The Senior Auditor with Moss, Levy & Hartzheim, LLP, Hadley Hui, gave an overview of the Audit Report. Mr. Hui reported that their independent Auditor's Report Opinion is that the audit presented fairly, in all material respects, the financial position of the First 5 Commission of San Diego; this is the best opinion possible.

The Finance Committee along with the auditor, all went to a breakout room leaving Commission staff in the regular Zoom meeting; after a few minutes they came back to the regular meeting and Chair Baranowski reported that the Auditor had only positive comments concerning the audit.

**ON MOTION OF Vice-Chair Thompson, seconded by Member Kim the Committee approved the Comprehensive Annual Financial Audit Report for FY 2019-20.**

**AYES:** Baranowski, Thompson, Kim  
**ABSENT:** Drager  
**ABSTAIN:** None  
**NOES:** None

**6. Commission Financials**

A review and discussion of the Balance Sheet as of August 31, 2020 was presented by Marcelina Reyes, Fiscal Manager.

**ON MOTION OF Member Kim, seconded by Vice-Chair Thompson the Committee approved the Commission Financials for the period ending August 31, 2020.**

**AYES:** Baranowski, Thompson, Kim  
**ABSENT:** Drager  
**ABSTAIN:** None  
**NOES:** None

**7. Investment Policy Review**

The Finance Committee reviewed the Commission's Investment Policy, F5C-011 and had no recommended changes.

**ON MOTION OF Vice-Chair Thompson seconded by Member Kim the Committee approved the Investment Policy, F5C-011.**

**AYES:** Baranowski, Thompson, Kim  
**ABSENT:** Drager  
**ABSTAIN:** None  
**NOES:** None

**8. Proposed Schedule of Finance Committee Meetings for the 2021 Calendar Year**

**ON MOTION OF Member Kim seconded by Vice-Chair Thompson the Committee approved the proposed schedule of Finance Committee meetings for the calendar year 2021.**

**AYES:** Baranowski, Thompson, Kim  
**ABSENT:** Drager  
**ABSTAIN:** None  
**NOES:** None

**9. Finance Committee Membership for 2021 and 2022**

The appointments for all Finance Committee members expire on December 31, 2020. Members of the Finance Committee determined that Chair Baranowski, Vice-Chair Thompson and Member Kim would continue to serve in their current capacities for calendar years 2021 and 2022.

**ON MOTION OF Vice-Chair Thompson seconded by Member Kim the Committee approved Finance Committee membership for the calendar year 2021 and 2022.**

**AYES:** Baranowski, Thompson, Kim  
**ABSENT:** Drager  
**ABSTAIN:** None  
**NOES:** None

**10. Executive Director Report**

- Executive Director Arguilez reported and discussed the following items with the Committee:
  - First 5 San Diego's response to COVID-19.

- Hosted panel session for the Early Childhood Mental Health (ECMH) conference with UCSD and American Association of Pediatrics.
- Shared the “Community Support for Child Care During COVID-19” fact sheet which shows how funds were redirected from First 5 California and the Quality Preschool Initiative (QPI) to support essential workers to access child care and protect San Diego’s workforce infrastructure. This initial investment of \$1.1M was matched by a philanthropic organization for a total appropriation of \$1.5M. An additional \$500K was allocated to provide First 5-funded child care vouchers which allowed 275 families to access child care, at no cost, at 212 child care settings of their choice.
- Update on LearnWell, an early learning investment program, which will be presented at the Commission meeting in early October.
- Executive Director Arguilez has been operating as an emergency sector lead for child care.

### **11. Future Agenda Items**

2<sup>nd</sup> Quarter reports & budget projections FY 20 – 21 (January 2021 meeting)

### **12. Adjournment**

Chair Baranowski adjourned the meeting at 9:52 am to reconvene on January 19, 2021.

Notes by Karen Hays