

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
Tracy Drager
Hank Kim

Staff Present:

Alethea Arguilez, Executive Director
Martin Cherry, Operations Manager
Marci Reyes, Fiscal Manager
Karen Hays, Executive Secretary

Members Absent:

Ricardo Macedo

Alternate Member(s) Present:

Cameron Urquhart

FINANCE COMMITTEE MEETING MINUTES

September 21, 2021

1. Call to Order

Chair Baranowski called the Finance Committee meeting to order at 9:03am.

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 13, 2021.

ON MOTION OF Member Kim, seconded by Vice-Chair Thompson, the Committee approved the minutes for the April 13, 2021 meeting.

AYES: Baranowski, Thompson, Drager, Kim

ABSENT: Macedo

ABSTAIN: None

NOES: None

5. Approval of the Comprehensive Annual Financial Report (CAFR) for FY 2020-21

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.

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The Finance Committee along with the auditor, met privately without Commission staff present. After a few minutes the Commission staff rejoined the meeting and Chair Baranowski reported that the Auditor had only positive comments concerning the audit.

ON MOTION OF Member Drager, seconded by Member Kim, the Committee approved the Comprehensive Annual Financial Report (CAFR) for FY 2020-21

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

6. Approval of Commission Financials

The Committee reviewed and approved the Balance Sheet as of August 31, 2021.

ON MOTION OF Vice-Chair Thompson, seconded by Member Kim, the Committee approved the Balance Sheet as of August 31, 2021.

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

7. Schedule of Finance Committee Meetings for 2022

The Committee reviewed and approved the proposed schedule for Finance Committee meetings for the 2022 calendar year.

ON MOTION OF Member Kim, seconded by Vice-Chair Thompson, the Committee approved the schedule of Finance Committee Meetings for 2022.

Month	Date	Agenda Items
January	January 21, 2022	▪ 2 nd Quarter reports & projections
March	March 17, 2022	▪ Review of FY 2021 - 22 Budget and Financial Spending Plan
April	April 14, 2022	▪ 3rd Quarter reports & projections
August	N/A	▪ Year-end (4 th quarter) reports and current year July Balance Sheet e-mailed to the Committee
September	September 15, 2022	▪ Final audit report presentation by the auditor

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

8. Executive Director Report

Executive Director Arguilez reported on the following with the Committee:

1. Introduced Marcos Seide, a 2nd year graduate student at SDSU School of Social Work. First 5 San Diego has agreed to partner with SDSU Social Policy Institute's Director, Steven Hornberger, to work with Marcos on policy and legislation for one year as a volunteer intern.
2. F5SD has continued to hold the All Contractors' Meetings virtually with an increase in the attendance rate. This past June, there was a year-end reflection of this first year of our 5-year strategic plan.
3. First 5 San Diego will be bringing an action item to the next commission meeting relating to a grant with First 5 California (F5CA). F5CA is looking for counties to form a Shared Service Alliance (entrepreneurialism and infrastructure support (ie. benefits negotiation, HR support, tech platforms, etc) to smaller scope childcare providers). The Shared Service Alliance Pilot Grant is \$250k over 2 years.
4. Shared a link to "An Open Letter from Economists and Public Policy Scholars in Support of Longterm Childcare Investment" which further validates the need for change within this 50-year old early care system.
5. Marci Reyes has returned to the commission as Fiscal Manager. Tina Bagsic joined the Commission in December and has moved to a different section of HHSA; she always had the best attitude and was instrumental in creating our CAFR.

9. Future Agenda Items

- 2nd Quarter reports & budget projections FY 21 – 22 (January 2022 meeting)

10. Adjournment

Chair Baranowski adjourned the meeting at 9:36am to reconvene on January 21, 2022.

Notes by Karen Hays