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

Members Present:

Supervisor Nathan Fletcher, Chair
Sandra McBrayer, Vice-Chair
Rick Richardson, Secretary
Nick Macchione, Commissioner
Dr. Wilma Wooten, Commissioner

Staff Present:

Alethea Arguilez, Executive Director
Martin Cherry, Operations Manager
Lenette Javier, Program & Evaluations Administrator
Katherine Hart, Sr. Deputy County Counsel
Karen Hays, Executive Secretary

Members Absent:

None

COMMISSION MEETING MINUTES

April 20, 2022

Call to Order

Chair Fletcher called the meeting of the First 5 Commission of San Diego to order at 2:00pm.

Approval of Commission Meeting Minutes from February 1, 2022

ON MOTION OF Chair Fletcher, seconded by Commissioner Macchione, the Commission approved the minutes for the February 1, 2022 meeting.

AYES: Fletcher, McBrayer, Richardson, Macchione, Wooten
ABSENT: None
ABSTAIN: None
NOES: None

Opportunity for Public Comments

None

Commissioner Recusal Reminder

Chair Fletcher reminded all Commissioners to recuse themselves from voting on any agenda item(s) that have a real or perceived conflict of interest.

Consent Calendar

ON MOTION OF Vice-Chair McBrayer, seconded by Commissioner Richardson, the Commission approved the formation of the consent calendar with Items 1, 5, 6 and 7 approved on consent.

- Item 1:** Ratification and Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)
Item 5: Review of Commission Policies

FIRST 5 SAN DIEGO COMMISSION MEETING MINUTES

April 20, 2022

Page 2 of 6

Item 6: Finance Committee Chair Appointment

Item 7: Contract Amendment for the Parent and Public Education Contract with MIG, Inc.

Items 1, 5, 6 and 7

AYES: Fletcher, McBrayer, Richardson, Macchione, Wooten

ABSENT: None

ABSTAIN: None

NOES: None

** Item 4 was taken out of order and heard next **

*** Vice-Chair McBrayer left the meeting at 2:05pm ***

4. FY 2022-23 Operating Budget, Sustainability Fund Budget, and Financial Spending Plan

The Commission was asked to approve the FY 2022-23 Operating Budget, Sustainability Fund Budget, Financial Spending Plan.

ON MOTION OF Chair Fletcher, seconded by Commissioner Richardson, the Commission approved the FY 2022-23 Operating Budget, Sustainability Fund Budget, and Financial Spending Plan. 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 care and education throughout the County and provides a public benefit.
- 2) Approved the FY 2022-23 Operating Budget (Item 4-2), Sustainability Fund Budget (Item 4-3), and Financial Spending Plan (Item 4-4).
- 3) Approved funding for the contracts listed in Item 4-1 for up to the amounts and fiscal years identified.
- 4) Authorized the Executive Director, or designee, to negotiate a project length budget and execute an amendment with each contractor approved in recommendation number 3 above.

AYES: Fletcher, Richardson, Macchione,

Wooten

ABSENT: None

ABSTAIN: McBrayer

NOES: None

*** Vice-Chair McBrayer rejoined the meeting at 2:07pm ***

1. Ratification and Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)

The Commission was asked to ratify and reconsider the authorization of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e).

ON MOTION OF Vice-Chair McBrayer, seconded by Commissioner Richardson, the Commission approved the formation of the consent calendar with Item 1 approved on consent. The Commission:

Ratified and authorized the Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e).

- 1) Found that the Commission has reconsidered the circumstances of the State of Emergency.
- 2) Found that state or local officials continue to recommend measures to promote social distancing.
- 3) Ratified previous determinations made by the Executive Director included as items 1-1 and 1-2.

FIRST 5 SAN DIEGO COMMISSION MEETING MINUTES

April 20, 2021

Page 3 of 6

4) If the Commission does not hold a meeting within the next 30 days, the Executive Director is directed to review the status of the state of emergency and whether state or local officials continue to impose or recommend measures to promote social distancing. If both conditions exist, the Executive Director is directed to memorialize such determination in writing and such writing will be presented for ratification at the next meeting of the Commission.

AYES: Fletcher, McBrayer, Richardson, Macchione, Wooten
ABSENT: None
ABSTAIN: None
NOES: None

2. Public Hearing: Acceptance of the FY 2020-21 First 5 California Annual Report

The Commission was presented with the Annual Report of First 5 California for Fiscal Year 2020-21 (Item 2-1).

ON MOTION OF, Chair Fletcher, seconded by Commissioner Richardson, the Commission approved the FY 2020-21 First 5 California Annual Report

- 1) Opened Public Hearing.
- 2) No public comments were received.
- 3) Accepted the Annual Report of First 5 California for Fiscal Year 2020-21.
- 4) Closed Public Hearing.
- 5) Authorized the Executive Director to submit public comment, if any, to the State Commission.

AYES: Fletcher, McBrayer, Richardson, Macchione, Wooten
ABSENT: None
ABSTAIN: None
NOES: None

**** Chair Fletcher left the meeting at 2:35pm ****

3. Public Hearing: First 5 San Diego Strategic Plan 2020-2025 Annual Review

The Commission received a presentation on the Roadmap for Systems Change and updates related to the 2020-2025 Strategic Plan in a public hearing as required annually by Sections 130140 (C)(iii) and (E) of the California Health and Safety Code.

ON MOTION OF Commissioner Macchione, seconded by Commission Wooten, the Commission approved the First 5 San Diego Strategic Plan 2020-2025 Annual Review. The Commission:

- 1) Opened Public Hearing
- 2) Received public comments:
 - a. Sarina Lynn of Educational Enrichment Systems spoke of the impact of early care and education and thanked the Commission for including teachers in the systems change roadmap.
 - b. Aimee Zeitz from YMCA Child Resource Services acknowledged her support of the First 5 Strategic Plan and inclusive approach that was used in creating it.
- 3) Reviewed and accepted the First 5 San Diego Strategic Plan 2020-2025 Annual Review with no changes.
- 4) Closed Public Hearing.

FIRST 5 SAN DIEGO COMMISSION MEETING MINUTES

April 20, 2022

Page 4 of 6

AYES: McBrayer, Richardson, Macchione, Wooten
ABSENT: Fletcher
ABSTAIN: None
NOES: None

**** Item 4 was heard first – see Page 2 of these minutes ****

5. Review of Commission Policies

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

Adopted the revised Commission Policies on:

- Letters of Support or Acknowledgement / Memorandums of Understanding to Local Programs F5C-001
- Legislative Advocacy F5C-002
- Conflict of Interest and Incompatible Activities/Outside Employment Policy F5C-015
- Finance Committee Membership Policy F5C-017
- Communication of Financial Condition Policy F5C-018
- Reimbursement of Expenses F5C-023

AYES: Fletcher, McBrayer, Richardson, Macchione, Wooten
ABSENT: None
ABSTAIN: None
NOES: None

6. Finance Committee Chair Appointment

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

Approved and appointed the nomination for the following member as the Finance Committee Chair:

Name	Title	Affiliation	Expertise	Position
Ricardo Macedo	Senior Vice President & Senior Relationship Manager	Bank of America	Business and Banking Management	Member familiar with Private, Nonprofit and Government finances and accounting

AYES: Fletcher, McBrayer, Richardson, Macchione, Wooten
ABSENT: None
ABSTAIN: None
NOES: None

FIRST 5 SAN DIEGO COMMISSION MEETING MINUTES

April 20, 2022

Page 5 of 6

7. **Contract Amendment for the Parent and Public Education contract with MIG, Inc.**

ON MOTION OF Vice-Chair McBrayer, seconded by Commissioner Richardson, the Commission approved the formation of the consent calendar with Item 7 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) Authorized the Executive Director, or her designee, to execute a project length contract amendment with MIG, Inc., contract #557977 for up to \$500,000.
- 3) Increased the FY 2021-22 Operating Budget up to \$500,000 for the current fiscal year.

AYES: Fletcher, McBrayer, Richardson, Macchione,
Wooten

ABSENT: None

ABSTAIN: None

NOES: None

8. **San Diego County Working Families Initiative**

Commissioner Richardson introduced an initiative creating awareness and incentives for San Diego County businesses to increase support of working families in the following recommended 6 critical support areas:

- Company Support for working parents
- Flexible & Predictable Work Schedules
- Dependent Care Flexible Spending Accounts (FSA)
- Lactation Supports
- Paid Parental Leave
- Child Care assistance: On-site or Financial Assistance

ON MOTION OF Commissioner Macchione, seconded by Commission Richardson the Commission approved the San Diego County Working Families Initiative. The Commission:

- 1) Found the proposal is aligned with First 5's Strategic Plan direction of Integrated Leadership, to engage cross-sector partners and build community capacity.
- 2) Authorized the Executive Director, to prioritize in strategic planning efforts and develop the new SD County Families Initiative that will include engagement of business, development of a First 5 SD recognition for those that are adopters of the initiative.

AYES: McBrayer, Richardson, Macchione,
Wooten

ABSENT: Fletcher

ABSTAIN: None

NOES: None

9. **Finance Committee Report**

The Budgets and Financial Spending Plan were approved to go forward to the Commission for final approval (presented in agenda item 4). Fred Baranowski, Finance Committee Chair, gave an overview of the Balance Sheet as of February 28, 2022.

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10. Executive Director Report

Executive Director Arguilez gave an update on the activities of the First 5 Commission:

- Partnering with PHS Maternal/Child Health on a new Doula program. RFI due on 4/26. 1 year pilot program

FIRST 5 SAN DIEGO COMMISSION MEETING MINUTES

April 20, 2022

Page 6 of 6

- Applying for First 5 Association Refugee Grant (up to \$750k) in partnership with Homeless Solutions and Equitable Communities (HSEC) and its subdivision, Office of Immigrant and Refugee Affairs (OIRA)
- Much discussion on the ARPA funding \$10M workforce development fund and \$2M infrastructure / childcare provider grant \$10M. Scheduled to present to the Board of Supervisors on 5/24.
- Working with Children First Collective, Housing and Community Development and CA Assemblymember Ward on upcoming legislation for co-locating childcare facilities to affordable housing.
- March of Dimes' March for Babies will be held on Saturday, May 21st.
- ED Arguilez and the Commissioners honored Finance Chair, Fred Baranowski, for his years of service to the commission, children and families. Mr. Baranowski is stepping down as Chair but will continue to serve as a valued Finance Committee member. Mr. Baranowski will receive a proclamation at the Board of Supervisors meeting on April 26, 2022.

11. Future Agenda Items

- 1) Approval of the First 5 San Diego Annual Report for FY 2021-22
- 2) Approval of the Annual CPA Audit for FY 2021-22
- 3) ED Arguilez and Commissioner Richardson update on SD Working Families Initiative
- 4) Strategic Framework briefing

Vice-Chair McBrayer adjourned the meeting at 3:04pm to reconvene on October 13, 2022.

Respectfully submitted for your review and approval:

Rick Richardson

October 13, 2022
Date

Notes by Karen Hays