

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

**MEETING LOCATION: 1600 Pacific Highway, Board Chambers Room 310**  
**San Diego, CA 92101**

**Members Present:**

Sandy McBrayer, Vice Chair  
Rick Richardson, Secretary  
Dr. Eric McDonald, 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**

October 12, 2023

**Call to Order**

Vice-Chair McBrayer called the meeting to order at 2:02 pm.

**Approval of Commission Meeting Minutes from April 13th, 2023, and June 26, 2023**

**ON MOTION OF Secretary Richardson, seconded by Commissioner Wooten, the Commission approved the minutes for the April 13, 2023 and June 26, 2023 meetings.**

**AYES:** McBrayer, Richardson, McDonald, Wooten  
**ABSENT:** None  
**ABSTAIN:** None  
**NOES:** None

**Opportunity for Public Comments**

There were no public comments.

**Commissioner Recusal Reminder**

Vice Chair McBrayer 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 Commissioner Wooten seconded by Secretary Richardson, the Commission approved the formation of the consent calendar with Item 3 approved on consent.**

**Item 3:** Ratify the First 5 CA Regional Technical Assistance for Home Visiting Coordination and Integration Grant Contract with the California Children and Families Foundation, Inc.

**FIRST 5 SAN DIEGO COMMISSION MEETING MINUTES**

October 12, 2023

Page 2 of 4

**Item 3:**

**AYES:** McBrayer, Richardson, McDonald, Wooten  
**ABSENT:** None  
**ABSTAIN:** None  
**NOES:** None

**\*\*\* OPENED PUBLIC HEARING \*\*\***

**1. Approval of FY 2022-23 First 5 San Diego Annual Report**

**ON MOTION OF Commissioner Wooten seconded by Commissioner McDonald, Commission approved the FY 2022-23 First 5 San Diego Annual Report.**

The Commission was asked to approve the submission of the First 5 San Diego Annual Report to First 5 California for FY 2022 – 23.

- 1) Opened Public Hearing.
- 2) Staff Reviewed.
- 3) No public comments were received.
- 4) Approved the First 5 Commission of San Diego Annual Report for Fiscal Year 2022-23.
- 5) Authorized the Executive Director to submit the Annual Report to First 5 California.
- 6) Close the Public Hearing.

**AYES:** McBrayer, Richardson, McDonald, Wooten  
**ABSENT:** None  
**ABSTAIN:** None  
**NOES:** None

**2. First 5 San Diego Annual Financial Report Audit for FY2022-2023**

**ON MOTION OF Commissioner Wooten seconded by Secretary Richardson, the Commission approved the First 5 San Diego Annual Financial Report Audit for FY2022-2023**

The Commission was asked to approve the annual financial report audit for FY2022 - 23.

- 1) Opened Public Hearing.
- 2) Received a report from the Finance Committee.
- 3) No public comments were received.
- 4) Approved the First 5 Commission of San Diego Audit for FY 2022 - 23.
- 5) Authorized the Executive Director to submit the Audited Annual Financial Report to First 5 California and the California State Controller.
- 6) Closed Public Hearing.

**AYES:** McBrayer, Richardson, McDonald, Wooten  
**ABSENT:** None  
**ABSTAIN:** None  
**NOES:** None

**\*\*\* CLOSED PUBLIC HEARING \*\*\***

**3. Ratify the First 5 CA Regional Technical Assistance for Home Visiting Coordination and Integration Grant Contract with the California Children and Families Foundation, Inc.**

## FIRST 5 SAN DIEGO COMMISSION MEETING MINUTES

October 12, 2023

Page 3 of 4

**ON MOTION OF Commissioner Wooten seconded by Secretary Richardson, the Commission approved the formation of the consent calendar with Item 3 approved on consent.**

Approved the \$89,000 Home Visiting System Mapping contract originally approved on June 26, 2023 with the First 5 Center for Children's Policy, to be contracted with the California Children & Families Foundation, Inc.

**AYES:** McBrayer, Richardson, McDonald, Wooten  
**ABSENT:** None  
**ABSTAIN:** None  
**NOES:** None

### 4. First 5 San Diego Community Outreach and Engagement

The Commission received a presentation by MIG Inc. on the Fiscal Year 2022-23 community outreach and engagement efforts, including a look ahead to Fiscal Year 2023-24.

### 5. San Diego County Child Care Blueprint

The Commission received information on the San Diego County Childcare Blueprint:

The San Diego County Childcare Blueprint was shared publicly by Chairwoman Vargas on August 29, 2023, via a press event that highlighted the goals of the blueprint and the next steps to engage community stakeholders over the next two years to work on the Action Plan outlined in the blueprint.

This work will be led by the new Office of Child and Family Strengthening; there is a pending procurement to secure a consultant to support the implementation of the plan.

First 5 San Diego will continue to support this work as a thought partner and promote it via its strategic partnerships.

### 6. Finance Committee Report

Finance Committee Chairman, Ricardo Macedo, reported on behalf of the Finance Committee. The Balance Sheet as of August 31, 2023 was presented.

### 7. Executive Director's Report

Executive Director Arguilez provided a report on the Commission's ongoing activities through its funded endeavors.

- 1) It's been a busy time on the advocacy and legislative fronts. In addition to serving on a number of committees and boards, ED Arguilez was honored to recently attend the Governor's Military Council meeting and will continue to serve on the Children First Collective with Secretary Richardson.
- 2) First 5 San Diego Strategic Plan updates:
  - a. ED Arguilez is meeting with the First 5 Southern California Commissions where a lot of the strategic plan prioritization is discussed.
  - b. Recently met with MIG, Inc. to build upon our equity-centered strategic plan which will be presented at the November 2023 commission meeting.
- 3) The impact of the flavored tobacco ban in California was discussed:
  - a. The loss of revenue for F5SD is projected to be ~\$3m/yr.
  - b. We are rapidly spending down our fund balance and facing some tough decisions on what we will be funding in the future based on our strategic plan.

**FIRST 5 SAN DIEGO COMMISSION MEETING MINUTES**

October 12, 2023

Page 4 of 4

- 4) We are currently looking to hire 1 or 2 student workers to represent First 5 at local community outreach events in addition to working with our community partners to get the word out about our work.

**8. Future Agenda Items**

- 1) Annual Report to the Community for FY 2022 – 23
- 2) MIG Inc. to lead a follow-up discussion on the 2025-2030 Strategic Plan
- 3) Update on the 2022-23 community outreach and public media campaign
- 4) Update on the Child Care Blueprint activities

Vice Chair McBrayer adjourned the meeting at 3:02pm to reconvene on November 9, 2023.

Respectfully submitted for your review and approval:

\_\_\_\_\_  
Rick Richardson, Secretary

November 9, 2023  
Date

Notes by Karen Hays