

FIRST 5 COMMISSION OF SAN DIEGO
CAC Board Chambers, 1600 Pacific Highway, Room 310
San Diego, CA 92101
(858) 285-7710

Members Present:

Sandra McBrayer, Vice-Chair
Rick Richardson, Secretary
Dr. Eric C. 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

November 9, 2023

Call to Order

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

Approval of Commission Meeting Minutes from October 12, 2023

ON MOTION OF Commissioner Wooten, seconded by Commissioner McDonald, the Commission approved the minutes for the October 12, 2023 meeting.

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

Opportunity for Public Comments

None

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 Secretary Richardson, seconded by Commissioner Wooten, the Commission approved the formation of the consent calendar with Items 1 and 2 approved on consent.

Action Item 1: Budget Adjustment and Contract Amendment

Action Item 2: Sunset Review of a Commission Policy

Items 1 and 2

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

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1) **Action Item 1: Budget Adjustment and Contract Amendment for the American Academy of Pediatrics CA, Chapter 3**

ON MOTION OF Secretary Richardson, seconded by Commissioner Wooten, the Commission approved the formation of the consent calendar with Item 1 approved on consent.

The Commission approved a budget adjustment to the FY 2023-24 Operating Budget to add \$12,173 in funding for the First 5 First Steps Home Visiting program. Funding of \$12,173 was added as revenue from CalWorks. The Commission also approved an amendment to contract #543149 with the American Academy of Pediatrics CA, Chapter 3 to add \$12,173 for FY 2023-24.

AYES: McBrayer, Richardson, McDonald, Wooten

ABSENT: None

ABSTAIN: None

NOES: None

2) **Action Item 2: Sunset Review of a Commission Policy**

ON MOTION OF Secretary Richardson, seconded by Commissioner Wooten, the Commission approved the formation of the consent calendar with Item 2 approved on consent.

The Commission approved policy F5C-004 Memberships in Professional Associations at its sunset review date.

AYES: McBrayer, Richardson, McDonald, Wooten

ABSENT: None

ABSTAIN: None

NOES: None

3) **Presentation on the FY 2022 - 2023 Local Annual Report to the Community**

The Commission was given a presentation by Harder+Co. that highlighted the accomplishments for fiscal year 2022-2023 of the Commissions comprehensive funded programs and initiatives within the strategic priority areas of Health, Learning, Family and Community.

4) **First 5 Commission Strategic Plan 2025 - 2030**

The Commission was presented with an overview of the timeline for the upcoming Strategic Plan 2025-2030, as well as providing input and feedback to inform the process. MIG, Inc. is leading this effort along with the internal staff team.

5) **Executive Director Report**

Executive Director Arguilez provided an update on the activities of the Commission:

- Continuing our outreach efforts to engage families in all family service programs. There has been a lull in engaging new clients so we are looking into possible variables that might be causing these challenges.
- The Q1 Dashboard is showing that we are over-performing on our contracts. This is due to a 25% threshold to be met at this time towards annual goals. The overperformance is due to families that are continuing from the prior year. Oral Health Initiative has been very successful in their outreach efforts.
- Continued efforts focused on local and statewide advocacy and networking to support First 5 sustainability funding as well as other critical statewide investments that support the early care and education system.

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6. Future Agenda Items

- 1) Appointment of Commission Officers for 2024
- 2) Update on the Child Care Blueprint Implementation
- 3) Update on the 2025-2030 Strategic Plan
- 4) Home visiting Coordination and Technical Assistance Grant presentation

Vice-Chair McBrayer adjourned the meeting at 3:05pm to reconvene on a date to be determined in 2024 once the new Commission Chair is appointed.

Respectfully submitted for your review and approval:

Rick Richardson

February 9, 2024

Date

Notes by Karen Hays